Agenda

Regular Meeting of the Governing Body
February 11, 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.

Written Public Comment: Members of the public may submit written comments on legislation by clicking this link: https://santafenm.gov/city-clerk-community-engagement/city-clerk-1/governing-body-public-comment

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: https://santafenm-gov.zoom.us/j/84566758349

- 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 Feghali
3. Salute to the New Mexico Flag

a. Councilor Barrett

4. Invocation and Rememberances

   a. Councilor Garcia

5. Roll Call

6. Approval of Agenda

7. Approval of Consent Agenda

8. Presentations

   a. Age Friendly Action Plan (Andrew West, Project Manager, Age-Friendly Santa Fe; ajwest@santafenm.gov)

   b. Physical and Mental Wellbeing Pilot Program One-Year Extension Evaluation for the FY26 Midpoint, Including Alternative Recommendations for the Two New Rules Under Rule 13 (Leave) of the City of Santa Fe Personnel Rules, Regulations, and Policies. (Alvin Valdez, Benefits and Wellness Manager; Human Resources, aavaldez1@santafenm.gov)

   c. Mayor Michael Garcia's Transition Team Report. (Charlotte Roybal, Co-Chair of Mayor Garcia's Transition Team and Manuel Garcia, Co-Chair of Mayor Garcia's Transition Team)

9. Action Items: Consent Agenda

   a. Request for Approval of the January 6, 2026, Governing Body Study Session Minutes. (Geralyn Cardenas, Interim City Clerk; gfcardenas@santafenm.gov)

      Committee Review:
      Governing Body: 02/11/2026

   b. Request for Approval of the January 7, 2026, Governing Body Study Session Minutes. (Geralyn Cardenas, Interim City Clerk; gfcardenas@santafenm.gov)

      Committee Review:
      Governing Body: 02/11/2026

   c. Request for Approval of the January 23, 2026, Governing Body Study Session Minutes. (Geralyn Cardenas, Interim City Clerk; gfcardenas@santafenm.gov)

      Committee Review:
      Governing Body: 02/11/2026

   d. Request for Approval of the January 28, 2026, Regular Governing Body

Meeting Minutes. (Geralyn F. Cardenas, Interim City Clerk; gfcardenas@santafenm.gov)

Committee Review:
Governing Body: 02/11/2026

e. Request for Approval of the Liquor Hearing Officer's Recommendation to Approve a Request from Dinner For Two, LLC for a Waiver of the 300-Foot Location Restriction and Approval to Allow the Dispensing/Consumption of Alcoholic Beverages at La Casa Sena, 125 East Palace Avenue, which is Within 300 Feet of The Cathedral Basilica of St. Francis of Assisi, for Valentine's Day at La Casa Sena, to be Held on February 14, 2026 with Alcohol Service from 7:00 P.M. to 11:00 P.M. (Xavier Vigil, Assistant City Clerk; xivigil@santafenm.gov and Geralyn Cardenas, Deputy City Clerk; gfcardenas@santafenm.gov)

Committee Review:
Liquor Hearing: 02/02/2026
Governing Body: 02/11/2026

f. Request for Approval of a General Services Contract with Andritz Separation Inc. in the Total Amount of $771,319.52 Including NMGRT for Refurbishment of No 2 & No 3 Belt Filter Presses at the Wastewater Treatment Plant for a Two-Year Term. (Leroy Alvarado, Operations Superintendent; lmalvarado@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of $771,320 from Wastewater Enterprise Fund to WIP Construction.

Committee Review:
Public Works and Utilities Committee: 02/02/2026
Finance Committee: 02/09/2026
Governing Body: 02/11/2026

g. Request for Approval of Capital Outlay Grant Agreement with New Mexico Department of Finance and Administration for Project Completion of the Shelby Street Pedestrian Bridge Including Demolition and New Construction, Project 25-J5984 in the Total Amount of $260,000 With a Reversion Date of April 11, 2027. (Scott Overlie, Public Works Project Manager III, saoverlie@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate $260,000 from the 2025 Capital Appropriation to FY26 Revenue and WIP Construction for the Project Completion of the Shelby Street Pedestrian Bridge Including Demolition and New Construction.

Committee Review:
Public Works and Utilities Committee: 02/02/2026
Finance Committee: 02/09/2026
Governing Body: 02/11/2026

h. Request for Approval to Purchase Two Roll-Off Collection Vehicles from Rush Truck Centers of New Mexico, Inc. in the Total Amount of $548,338. (Martin Valdez, ESD Fleet Manager; mjvaldez@santafenm.gov)

Committee Review:
Public Works and Utilities Committee: 02/02/2026
Finance Committee: 02/09/2026
Governing Body: 02/11/2026

i. Request for Approval of a Budget Adjustment Resolution (BAR) to Transfer $1,060,091 from Available Municipal Recreation Complex (MRC) Cash Balance to the Lodgers' Tax Fund to Reconcile Costs Associated with the Startup of the Golf Course Operating Agreement in FY24. (Phillip Lujan, MRC Business Manager, pmlujan@santafenm.gov)

Committee Review
Public Works and Utilities Committee: 02/02/2026
Finance Committee: 02/09/2026
Governing Body: 02/11/2026

j. Request for Approval of Amendment No. 2 to Professional Services Contract Item #24-0112 with WSP USA, Inc. for Owner's Representative Project Manager Services to Support Redevelopment at Midtown to Increase the Amount of Compensation by $1,173,861 for a Total Compensation of $5,083,861. (Carly Venditti, Metropolitan Redevelopment Agency Deputy Director; cavenditti@santafenm.gov)

Committee Review:
Public Works and Utilities Committee: 02/02/2026
Finance Committee: 02/09/2026
Governing Body: 02/11/2026

k. Request for Approval of Professional Services Contract with Santa Fe Business Incubator for Business Incubation Services in the Total Amount of $600,000 for a Three-Year Term (Johanna Nelson, Office of Economic Development Director; jcnelson@santafenm.gov and Noah Tamas-Parris, Contracts Administrator; nmtamasparris@santafenm.gov)

Committee Review:
Economic Development Advisory Committee: 02/04/2026
Quality of Life Committee: 02/04/2026

Finance Committee: 02/09/2026
Governing Body: 02/11/2026

l. Request for Approval of the Department of Finance & Administration Certification for Allocation 23-ZH5048-81-3 (Year 3) in the amount of $93,750 for the Hiring of Law Enforcement/Support Positions at the Santa Fe Police Department for FY26 till June 30, 2026. (Ben Valdez, Deputy Chief of Police, bpvaldez@santafenm.gov).

1. Request for Approval of a Budget Adjustment Resolution in the Total Amount of $93,750 from the NM Department of Finance and Administration Fund to the Police Salaries Fund.

Committee Review:
Quality of Life Committee: 02/04/2026
Finance Committee: 02/09/2026
Governing Body: 02/11/2026

m. Request for Approval of Amendment No.1 to Item # 22-0521 with Clarion Associates to Increase the Compensation by $50,982.06 for a New Total Contract Amount of $246,697.06 for the Update of the Land Development Code (Heather Lamboy, Planning & Land Use Director; hllamboy@santafenm.gov)

Committee Review:
Quality of Life Committee: 02/04/2026
FInance Committee: 02/09/2026
Governing Body: 02/11/2026

n. CONSIDERATION OF RESOLUTION NO. 2026-____. (Councilor Amanda Chavez)
A Resolution Authorizing City of Santa Fe Representatives and Agents to Sign Agreements and Requests for Payment Regarding New Mexico Environment Department, for Grant Agreement Number SAP 25-J2459-GF to Plan, Design, and Construct a Wastewater Treatment Facility. (Carol Swenson, Business Operations Manager; ycswenson@santafenm.gov)

Committee Review:
Governing Body (Introduced): 01/28/2026
Public Works and Utilities Committee: 02/02/2026
Finance Committee: 02/09/2026
Governing Body: 02/11/2026

o. Request for Approval of Findings of Fact and Conclusions of Law. Case #2025-10276. JenkinsGavin, Inc., Agent for Applicant, RKSS Santa Fe 1, LLC., asks the Governing Body to adopt Bill 2025-20 to rezone +/- 1.49-acres

located at 3439 Cerrillos Road from Residential Three Units per Acre district (R-3) to General Commercial (C-2). (Claudia Kath, Case Manager, cmkath@santafenm.gov).

Committee Review:
Governing Body: 02/11/2026

10. Action Items: Discussion Agenda

    a. Request for Approval of the Four Year Strategic Goals and FY27 Budget Priorities. (Andrea Phillips, Deputy City Manager; akphillips@santafenm.gov)

11. Matters from the City Manager

12. Matters from the City Attorney

    a. In Accordance with the Open Meetings Act, NMSA 1978, Section 10-15-1.H.8, Discussion of the Purchase, Acquisition, or Disposal of Real Property or Water Rights by the Public Body, Including but Not Limited to, Negotiation of the Sale of Tracts at Las Estrella; and the Discussion of the Purchase, Acquisition, or Disposal of Real Property at or Around Midtown. (Marcos Martinez, Interim City Attorney; mdmartinez@santafenm.gov)

13. Executive Session Action Items

    a. Discussion and Action on Directing the City Manger to work with staff to facilitate any necessary conveyances of property to the State of New Mexico in and around Midtown.

14. Matters from the City Clerk

15. Communications from the Governing Body

16. Introduction of Legislation

    a. CONSIDERATION OF BILL NO. 2026-02. ADOPTION OF ORDINANCE NO. 2026-____. (Mayor Michael Garcia)
    A Bill Amending SFCC 1987, Section 11-13 to Expand Exemptions Permitted by NMSA 1978, Sections 13-1-98 Through 13-1-98.2, Including Certain Purchase Types and Legal Service Types; Adding Exemptions for Certain Prepayment Required Items, Not Exceeding $100,000 and for Lobbying Services Representing the City of Santa Fe's Interests; Requiring the Procurement Manual to be Adopted by Resolution; Establishing an Eight-Year Maximum Term for Professional Service Contracts; Authorizing the Chief Procurement Officer to Approve Purchase Orders and to Approve the Use of Requests for Applications; Adopting Construction Manager at Risk Delivery Method Procedures; Modifying Certain Amounts Listed in NMSA 1978, Section 13-1-125; Authorizing the City Manager to Approve Contract

Amendments that Do Not Materially Alter the Scope of Work. (Travis Dutton-Leyda, Purchasing Officer; tkduttonleyda@santafenm.gov)

Committee Review:
Governing Body (Introduced): 02/11/2026
Governing Body (Public Comment): 02/25/2026
Public Works and Utilities Committee: 03/02/2026
Quality of Life Committee: 03/04/2026
Finance Committee: 03/09/2026
Governing Body: 03/25/2026

b. CONSIDERATION OF RESOLUTION NO. 2026-_____. (Councilor Jamie Cassutt)
A Resolution Authorizing the City of Santa Fe to Submit Applications to the Local Government Fund, the Municipal Arterial Program, the Transportation Project Fund, and Any Other Applicable State Transportation Funding Programs for State Transportation Construction Funding for the Henry Lynch Road Reconstruction Project from Rufina Street to Agua Fria Street and Committing to the Applications' Requirement for a Local Match of Funding. (Romella Glorioso-Moss, PhD, CPM, AICP, Capital Projects Manager; rsglorioso-moss@santafenm.gov)

Committee Review:
Governing Body (Introduced): 02/11/2026
Public Works and Utilities Committee: 02/16/2026
Finance Committee: 02/23/2026
Governing Body: 02/25/2026

c. CONSIDERATION OF RESOLUTION NO. 2026-_____. (Councilor Lee Garcia and Mayor Michael Garcia)
A Resolution Clarifying the Terms of Resolution No. 2024-14 to Allow the Knights of Columbus Council 10517 to Display Banners Commemorating Santa Fe Veterans as "Santa Fe Heros" Between Memorial Day and Veterans Day, Annually. (Marci Eannarino, Office of Legislation and Policy Innovation Manager; maeannario@santafenm.gov ; Christine Spiers, Legislative Coordinator; cmspiers@santafenm.gov; Palmer Anderson, Policy Analyst; pcanderson@santafe.gov)

Committee Review:
Governing Body (Introduced): 02/11/2026
Public Works and Utilities Committee: 02/16/2026
Quality of Life Committee: 02/18/2026
Governing Body: 02/25/2026

17. Petitions from the Floor

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

    a. CONSIDERATION OF BILL NO. 2024-14. ADOPTION OF ORDINANCE NO. 2026-____. (Councilor Amanda Chavez and Councilor Alma Castro)
    A Bill Amending Section 25-4.1, Exhibit A, Rule Number 2 to Adopt New Definitions and Adopting a New Rule Number 7, Imposing Requirements for Backflow Prevention and Control for Certain Customers, Imposing Fees for Administering the Program, and Imposing Fines for Violations. (Justin Gonzales, Cross Connection Specialist; jmgonzales1@santafenm.gov)

    Committee Review:
    Governing Body (Introduced): 01/28/2026
    Governing Body (Public Comment): 02/11/2026
    Public Works and Utilities Committee: 02/16/2026
    Finance Committee: 02/23/2026
    Governing Body (Public Hearing): 03/11/2026

    b. CONSIDERATION OF BILL NO. 2026-01. ADOPTION OF ORDINANCE NO. 2026-____.(Councilor Amanda Chavez)
    Be It Ordained By the Governing Body of the City of Santa Fe: Authorizing the Execution and Delivery of a Water Project Fund Loan/Grant Agreement by and Between the New Mexico Finance Authority ("NMFA") and the City of Santa Fe, New Mexico (the "Borrower/Grantee"), in the Total Amount of $7,750,000, Including a Loan in the Amount of $3,100,000 Evidencing an Obligation of the Borrower/Grantee to Utilize the Loan/Grant Amount Solely for the Purpose of Financing the Costs of Construction of New Flocculation and Sedimentation Improvements to the Canyon Road Water Treatment Plant, Including Demolition of Existing Clarifier Equipment, Structural Additions, New Flocculation and Sedimentation Equipment, All Associated Power, Controls, Process and Chemical Piping, and Valves, New Flocculation Master Control Center Electrical Building and Associated Grading and Paving, Potable Water Yard Piping Relocation and All Associated Instrumentation, Electrical, Architectural and HVAC Design Components, Including Related Work and Revisions, and Solely in the Manner Described in the Loan/Grant Agreement; Providing for the Pledge and Payment of the Loan Amount and an Administrative Fee Solely From the Net Revenues of the Water Utility System of the Borrower/Grantee; Certifying that the Loan/Grant Amount, Together With Other Funds Available to the Borrower/Grantee, is Sufficient to Complete the Project; Approving the Form of and Other Details Concerning the Loan/Grant Agreement; Ratifying Actions Heretofore Taken; Repealing All Action Inconsistent With this Ordinance; and Authorizing the Taking of Other Actions in Connection With the Execution and Delivery of the Loan/Grant Agreement. (Alan Hook, Water Resources Coordinator; aghook@santafenm.gov)

    Committee Review:
    Governing Body (Introduced): 01/28/2026
    Governing Body (Public Comment): 02/11/2026
    Public Works and Utilities Committee: 02/16/2026
    Finance Committee: 02/23/2026
    Governing Body (Public Hearing): 03/11/2026

19. Final Action on Legislation (Public Hearing)

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 (Public Comment): 01/15/2026
Public Works and Utilities Committee: 01/20/2026 **(Referred to Finance Committee on 01/26/2026)**
Finance Committee: 01/26/2026
Governing Body (Public Hearing): 02/11/2026

b. CONSIDERATION OF BILL NO. 2025-23. ADOPTION OF ORDINANCE NO. 2025-____.(Councilor Jamie 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

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

a. CONSIDERATION OF BILL NO. 2025-24. ADOPTION OF ORDINANCE NO. 2026-____.
A Bill rezoning an Approximately 4.12- Acre Tract of Land Located at 2768

Agua Fria, From M-U (Mixed-Use) to C-2 (General Commercial). (Case No. 2025-8901) (Joel Cruz-Haber, Senior Planner; jacruzhaber@santafenm.gov)

Committee Review:
Governing Body (Introduced) 02/11/2026

b. CONSIDERATION OF RESOLUTION NO. 2026-____.
A Resolution Adopting a Master Plan for One Tract of Land Located at 2768 Agua Fria Road, Within the City of Santa Fe, and Comprising of Approximately 4.12 Acres. (Case No. 2024-8902) (Joel Cruz-Haber, Senior Planner; jacruzhaber@santafenm.gov)

Committee Review:
Governing Body (Introduced): 02/11/2026

21. Appointments

    a. Audit Committee

        - Leilei Li - Appointment - Term Ending 11/2029

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

Age-Friendly Santa Fe Action Plan

A roadmap for supporting independence, connection, and well-being across the lifespan

City of Santa Fe
Department of Community Services | Division of Senior Services
Presented to Santa Fe City Council | 2026

Why This Plan Matters Now



Aging is not a single life stage—it is a lifelong process.

The conditions that shape how people age are created decades before older adulthood.

A lifespan approach recognizes that investments made today affect older adults, families, workers, caregivers, and future generations.

The Stanford Center on Longevity calls for redesigning community systems for longer, less linear lives so people of all ages can remain healthy, engaged, and economically secure.

Age-Friendly Framework: A Proven Model

Santa Fe is part of a global movement to create communities that support people as they age.

The World Health Organization established the Age-Friendly Cities and Communities framework to guide cities in adapting everyday systems to longer lives.

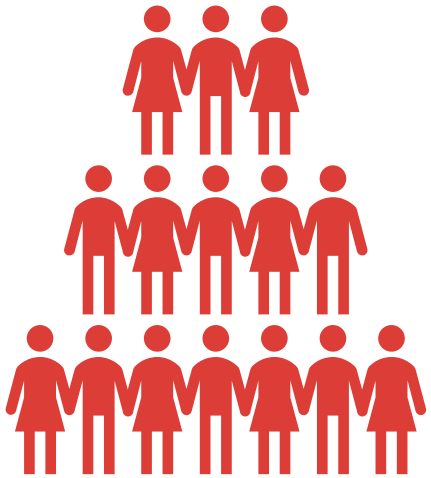
AARP leads the Network of Age-Friendly States and Communities, supporting local governments in moving from commitment to action.

This Action Plan fulfills Santa Fe's commitment as a member of the AARP Network.

Grounded in Community Voice

This Action Plan is informed by extensive community engagement across Santa Fe.

Surveys, listening sessions, workshops, advisory input



- Staying independent and aging in place
- Safe, reliable transportation
- Affordable and accessible housing
- Clear information and navigation
- Opportunities for connection and participation

What Makes This Plan Different

- Aligns existing City efforts rather than duplicating them
- **Applies an all-ages, lifespan lens across systems**
  - Current older adult needs/experiences as entry-point
- Positions Senior Services as a strategic coordinating asset
- Designed as a living, adaptable framework





Priority Focus Areas

Transportation



Housing



Communication & Information



Health & Wellness



Social Engagement & Participation



Safety & Public Spaces

How the Plan Is Organized

Goals
Define intended outcomes



Strategies
Describe how the City will respond

Actions
Identify near- and mid-term priorities



What Happens First



- Strengthen coordination across City departments and partners
- Embed age-friendly and lifespan considerations into existing plans
- Use trusted access points like libraries and senior centers
- Improve clarity, communication, and navigation for residents

Accountability & Flexibility



Implementation is guided through collaboration among City departments, Senior Services, advisory bodies, and community partners.

Progress is monitored, shared, and refined through ongoing engagement and evaluation.

The Action Plan is a starting point—not a fixed endpoint—and may evolve as community needs and conditions change.

Request of City Council

- Acknowledge the Age-Friendly Santa Fe Action Plan as a guiding framework
  - Age-Friendly Action Plan Resolution
  - Letter of Approval and Support
    - ✓Needed for Submission to AARP for Age-Friendly Designation
- Establish an Age-Friendly Advisory Committee or Task Force
- Encourage cross-department coordination and integration

Thank you.

Questions and discussion.

PHYSICAL AND MENTAL WELLBEING OF CITY OF SANTA FE EMPLOYEES.

ONE YEAR EXTENSION EVALUATION: MID POINT FY26



Physical and Mental Wellbeing of City of Santa Fe Employees Proposed Rules

Two New Rules Fall Under *Rule 13 Leave* of the City of SF Personnel Rules/Regulations and Policies

1. Rule 13.91 Wellness Day Leave
2. Rule 13.92 Two-Hour Weekly Physical & Mental Fitness Leave.

*Rules Went Into Effect on July 1, 2023.

- Granted 1 Year Extension to Gather Robust Data.
- Required Mandatory Survey Response for all Participating Employees

Rule 13.91 Wellness Day Leave: One (1) Wellness Leave Day

1. Rule 13.91 Wellness Day Leave: One (1) Wellness Leave Day

   a) Available to ALL City employees who are classified full-time and part-time, exempt, and term employees, who have successful completed the employee Probationary Period.

   b) Must be taken within the current calendar year, or it is forfeited.

   c) Upon separation of employment, employees will not be compensated

Rule 13.92 Two-Hour Weekly Wellness Program: Physical and Mental Fitness Leave.

1. Employees may take up to two hours per week for fitness and wellness activities, available to all full-time and part-time, exempt, and term employees who have passed their probationary period.

2. Employees must request a modified schedule through the standard process for flexible arrangements.

3. Time is designated for physical and mental fitness activities and requires approval from an immediate supervisor, Division Director, Department Director, and City Manager.

4. Usage options:
   i. Four half-hour segments over four days during the lunch period.
   ii. Two full hours either in the morning or afternoon over two days.

Measuring the Effectiveness of the Physical and Mental Wellbeing Program

How to Measure Effectiveness

What Type of Data is Quantifiable?

1. **Enrollment and Utilization Rates:**
    1. **Data to Collect: Track how many employees are using the fitness & wellness leave and how often. Gauges the level of participation and immediate uptake of the policy.**
2. **Healthcare Costs:**
    - **Data to Collect: Overall Claims, Sick Leave, Total Leave Cost**

How to Measure Effectiveness

What Type of Data is Qualitative?

1. **Employee Satisfaction and Morale:**
    - **Data to Collect: Conducted survey to assess employee satisfaction, morale, and their perception of work-life balance. Is the policy positively impacting employee well-being.**
2. **Usage Patterns:**
    - **Data to Collect: What was primary use of the program time for Physical Fitness Activities or for Mental Wellbeing Practices.**
3. **Feedback Mechanisms:**
    - **Data to Collect: Establish feedback channels where employees can express their views on the policy's effectiveness and suggest improvements.**

Quantifiable Data

EE Enrollment and Utilization Rates Findings
Mid Point FY 26

- FY26 (07/01/2025 to 12/31/2025)

  Total Employees (EE) Enrolled (ER) = 352

  Total Employees (EE) Enrolled (ER) Utilized = 351

  Total Utilization by Employees = 8,999.93 times

  Total Employees Who Respond to Survey = 344

$$\text{Overall Utilization per Employee} = \frac{\text{Total Usage by All Employees}}{\text{Total Number of Employees Enrolled}}$$

OR

$$\textbf{Overall Utilization per Employee} = \frac{8,999.93}{352} = \textbf{25.57}$$

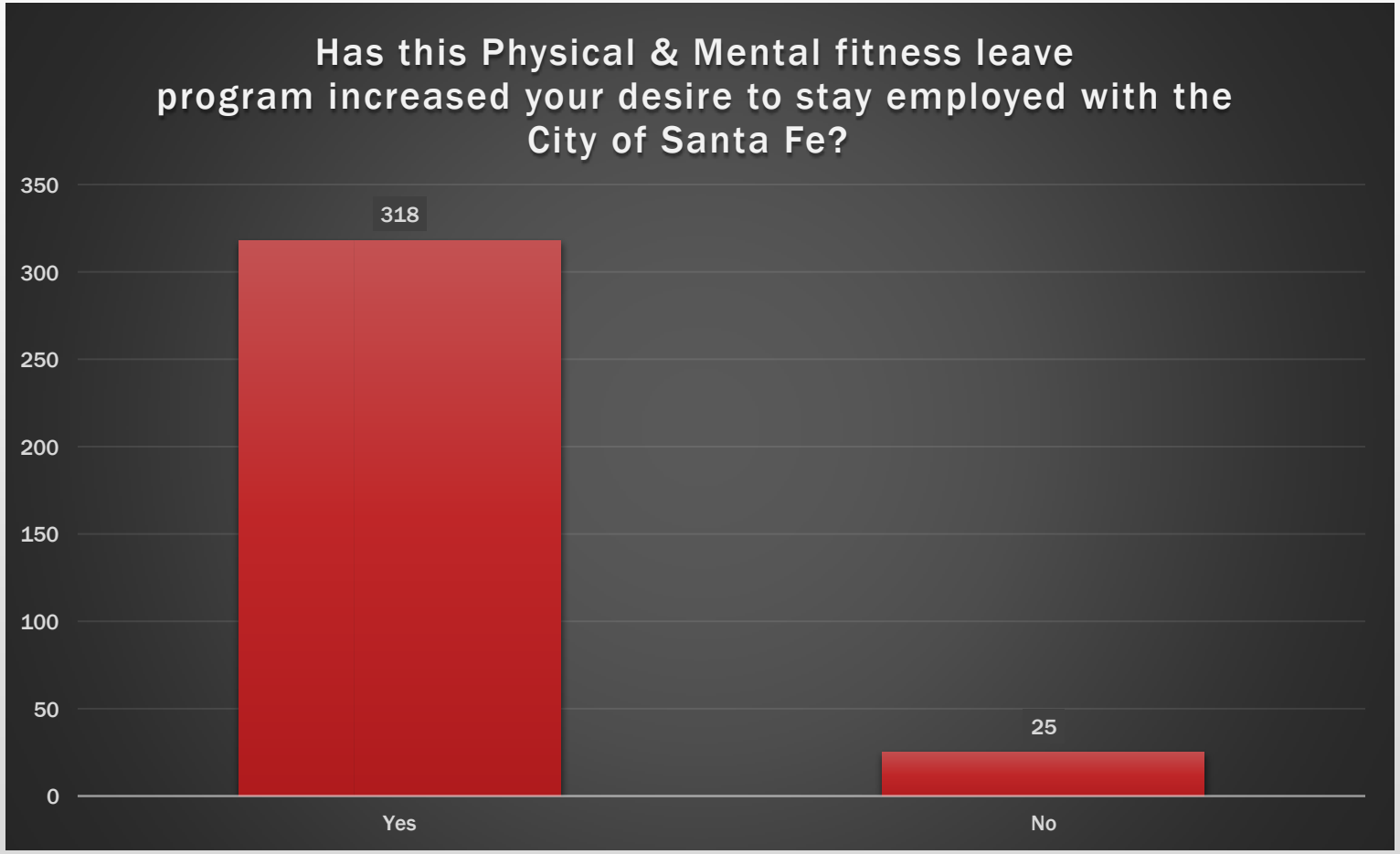
The average overall utilization of the Physical & Mental Wellbeing leave per employee is 25.5 hours and coincides with the 13 pay periods x 2 hours of allowed leave.

Out of the 352 employees who enrolled, 351 employees utilized the leave, which is 99.7% of employee utilization.

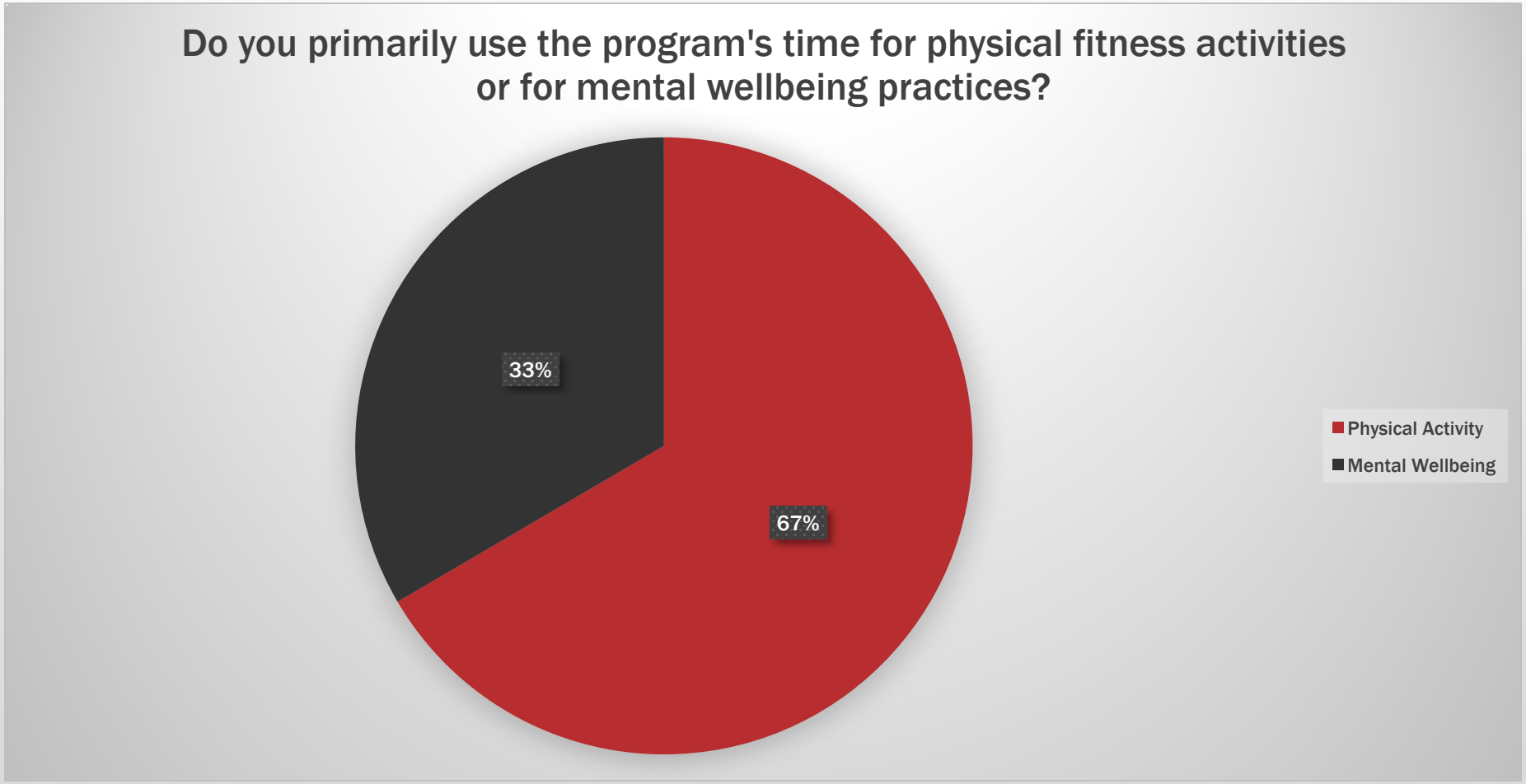
Fitness Leave Total Cost = $287,627.38

Qualitative Data

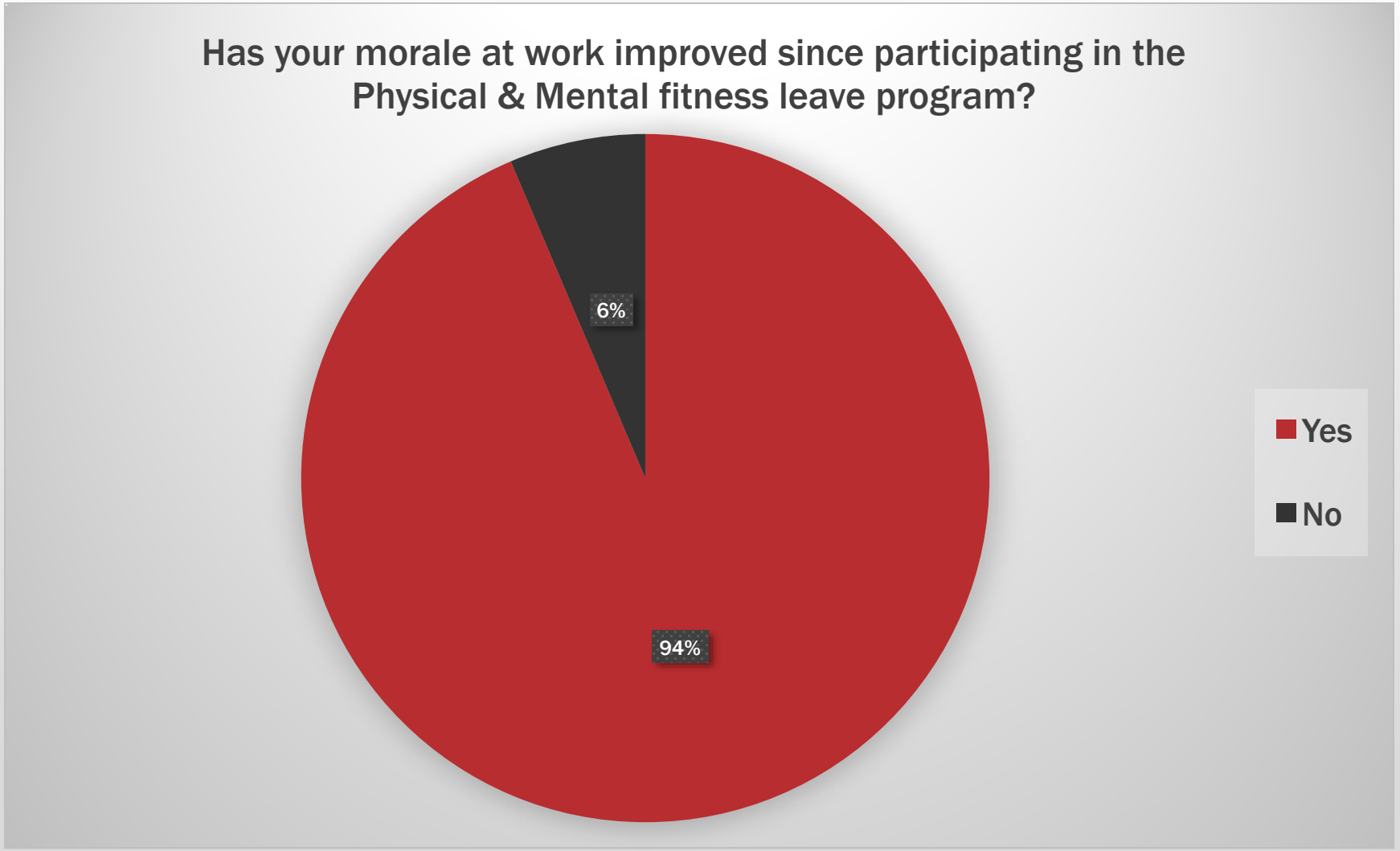
Retention Survey



Primary Leave Usage

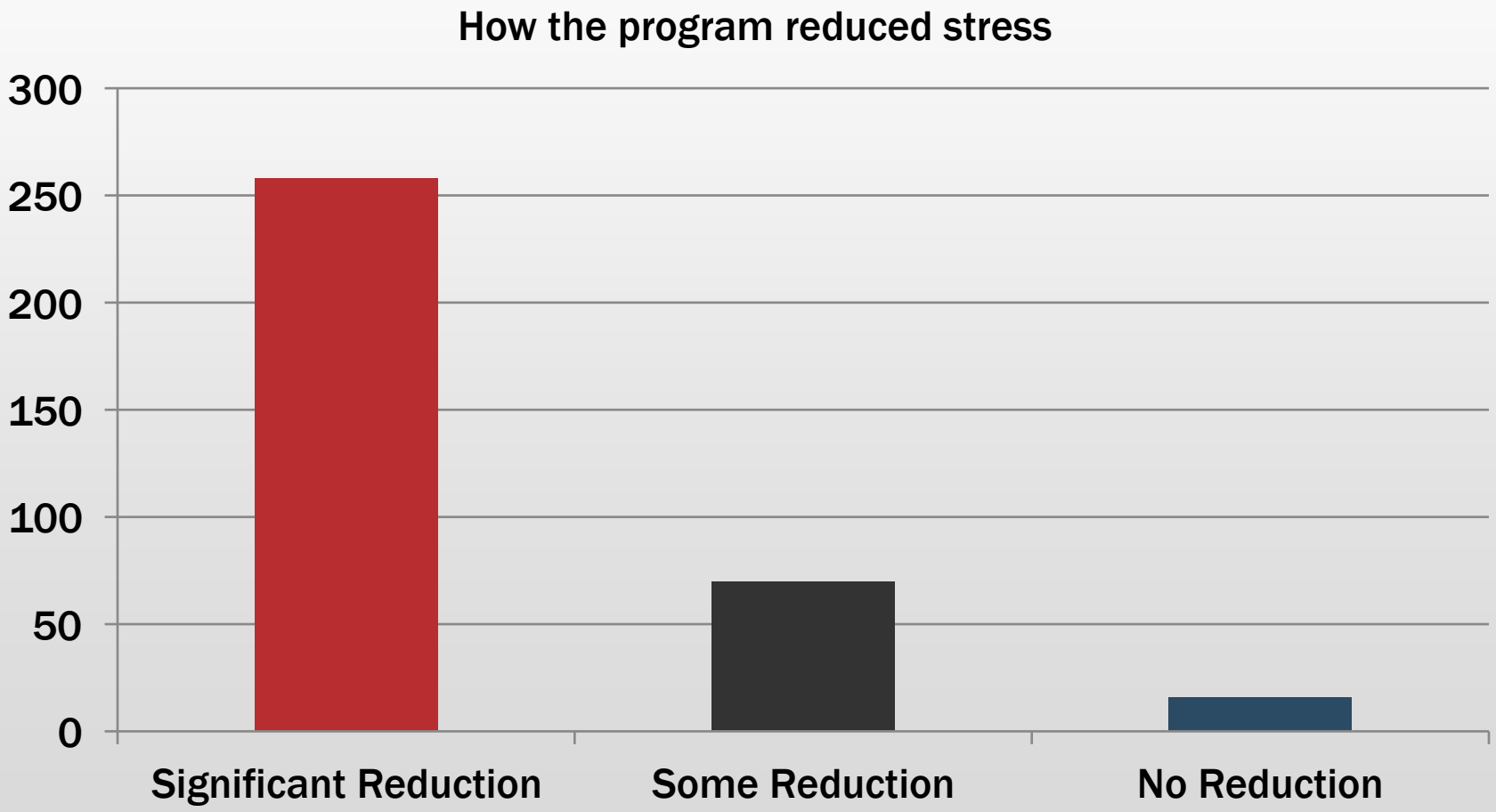


Morale Survey Totals

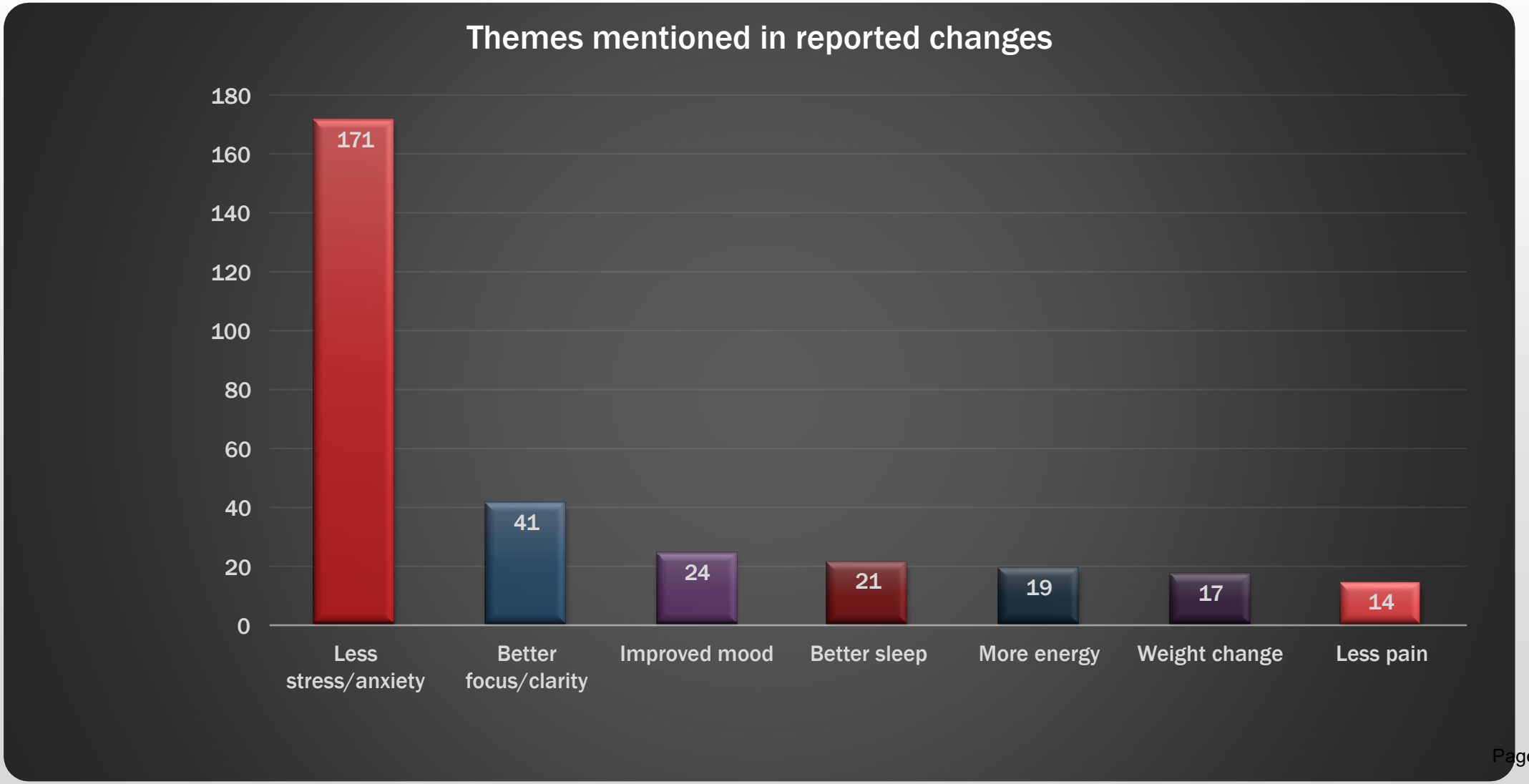


Employee Stress Reduction

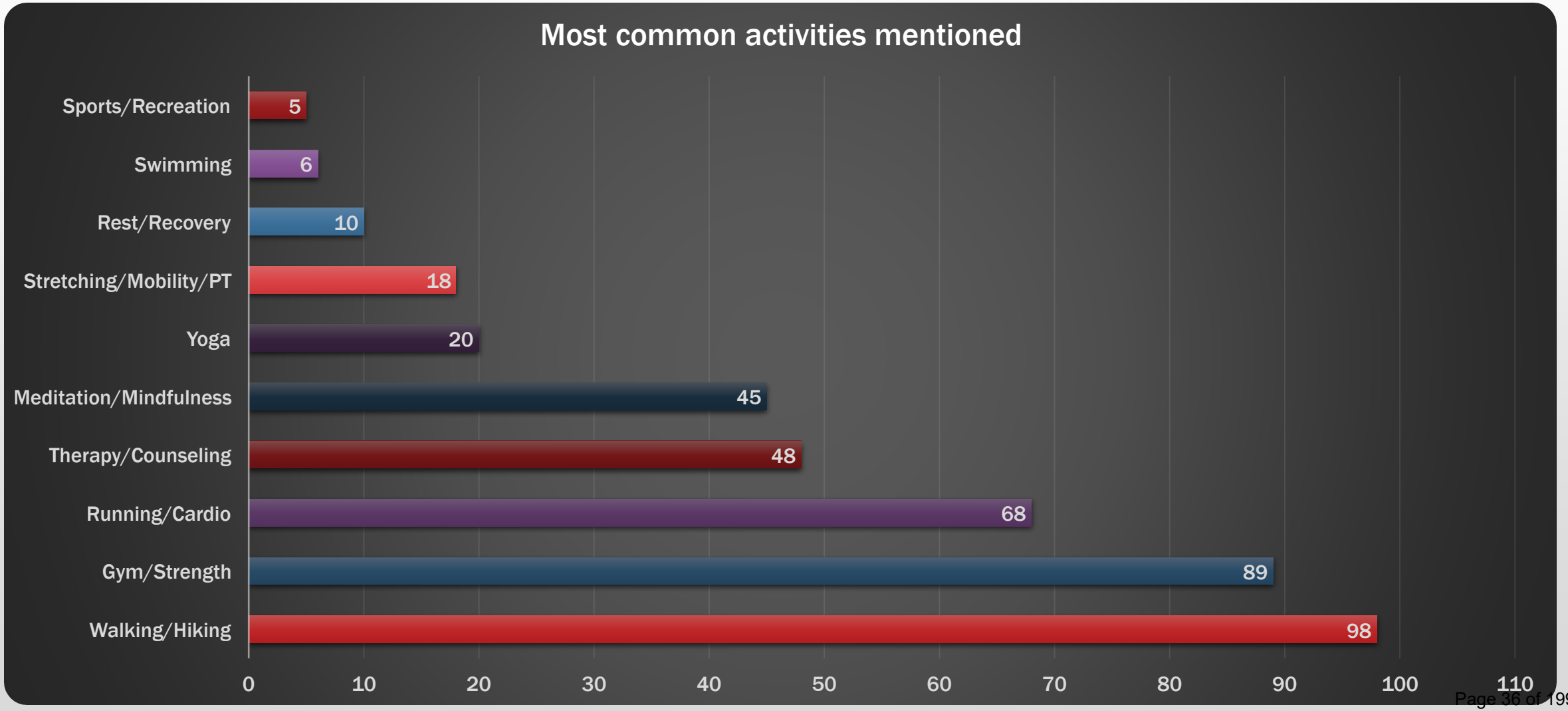
Please rate how the Physical and Mental Fitness Program has reduced stress for you?



Most Mentioned Employee Benefits Testimonials



Wellness Program Effect: Top Utilization Acitivites



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Sick Leave Usage

PHYSICAL AND MENTAL WELLBEING LEAVE PARTICIPANTS

VS

NON-PARTICIPANT EMPLOYEES

Sick Leave Usage: Mid Point FY26

Sick Leave Usage: Participating EEs

Data Collected:

Usage: Participating EEs (352 employees)

Sick Leave Amt: 26,055 Hours

Sick Leave PD = $868,957.15

AVG Use Per EE = 74 hours per EE or
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AS OF FY 26 MIDPOINT

Healthcare Cost: FY first

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Equity Concerns

NON-TRADITIONAL WORK SCHEDULE EQUALITY CONCERNS

Access Challenges Should Not Prevent Permanent Adoption

Core Argument

Concerns that some employees (e.g., night shifts, weekends, or field-based roles) may face barriers to using Physical and Mental Wellbeing Leave.

Why Elimination Is Not the Answer

- Unequal access reflects an implementation challenge, not a policy flaw.
- Unequal access exists across many City benefits and is routinely managed through flexibility and adaptation.
- Removing Wellness Leave takes away one of the few recovery tools available to employees.
- The policy establishes a Citywide commitment to employee well-being, regardless of usage patterns

Bottom Line

Equity does not require identical usage. Fair access is achieved through thoughtful application, not policy elimination.

Equity Is Achieved Through Flexible Implementation

Primary Solution: Adaptation, Not Elimination

Equitable Implementation Options

- Flexible use aligned with non-traditional shifts
- Before/After scheduled or alternative time usage with supervisor approval
- Department-level planning to ensure service coverage, similar to vacation or sick leave scheduling

Outcome

- Preserves Wellness Leave as inclusive, operationally sound, and equitable
- Supports morale, retention, and workforce sustainability
- Maintains essential services while expanding access across job classifications

Recommendations for Governing Board

Governing Body Recommendation

Governing Body needs to make a decision, as 1 Year Extension Pilot Program Expires on June 30, 2026

Options:

1. Allow Pilot Program to Expire

2. Make Program Permanent in City of Santa Fe Personnel Rules/Regulations & Policies

Governing Body Recommendation

Discontinue the Physical and Mental Wellbeing Leave Policy by Allowing the Pilot Program to Sunset

Key Findings:

•The Physical and Mental Wellbeing leave did not demonstrate measurable reductions in sick leave usage.

•Data indicate that participating employees utilized Wellness Leave and Sick Leave at comparable levels, resulting in a cumulative increase in total leave usage. Rather than replacing sick leave, Wellness Leave functioned as an additional benefit, effectively doubling leave-related costs without a corresponding reduction in sick leave utilization.

Fiscal Impact:
Based on available data, the program has not demonstrated fiscal sustainability or significant cost offsets.

Governing Body Recommendation

Establish Physical and Mental Wellbeing Leave as a Permanent Policy

Transitioning the Physical and Mental Wellbeing Leave Pilot Program into a permanent policy is in the City's long-term interest. Supporting employees' physical and mental well-being improves organizational performance and delivers measurable benefits in three critical areas:

- Healthier Employees, Better Performance – Promotes mental and physical wellness, mitigates burnout, and enhances focus, resilience, and overall productivity.
- Reduced Healthcare Costs – Decreases in medical claims suggest preventive self-care is lowering healthcare expenses, with potential long-term savings that could offset the Wellness Leave cost of $288K
- Stronger Workforce Stability – Boosts morale, retention, and engagement by demonstrating the City's commitment to employee well-being.

PHYSICAL AND MENTAL WELLBEING OF CITY OF SANTA FE EMPLOYEES.

ONE YEAR EXTENSION EVALUATION: MID POINT FY26



Physical and Mental Wellbeing of City of Santa Fe Employees Proposed Rules

Two New Rules Fall Under *Rule 13 Leave* of the City of SF Personnel Rules/Regulations and Policies

1. Rule 13.91 Wellness Day Leave
2. Rule 13.92 Two-Hour Weekly Physical & Mental Fitness Leave.

*Rules Went Into Effect on July 1, 2023.

- Granted 1 Year Extension to Gather Robust Data.
- Required Mandatory Survey Response for all Participating Employees

Rule 13.91 Wellness Day Leave: One (1) Wellness Leave Day

1. Rule 13.91 Wellness Day Leave: One (1) Wellness Leave Day

   a) Available to ALL City employees who are classified full-time and part-time, exempt, and term employees, who have successful completed the employee Probationary Period.

   b) Must be taken within the current calendar year, or it is forfeited.

   c) Upon separation of employment, employees will not be compensated

Rule 13.92 Two-Hour Weekly Wellness Program: Physical and Mental Fitness Leave.

1. Employees may take up to two hours per week for fitness and wellness activities, available to all full-time and part-time, exempt, and term employees who have passed their probationary period.

2. Employees must request a modified schedule through the standard process for flexible arrangements.

3. Time is designated for physical and mental fitness activities and requires approval from an immediate supervisor, Division Director, Department Director, and City Manager.

4. Usage options:
   i. Four half-hour segments over four days during the lunch period.
   ii. Two full hours either in the morning or afternoon over two days.

Measuring the Effectiveness of the Physical and Mental Wellbeing Program

How to Measure Effectiveness

What Type of Data is Quantifiable?

1. **Enrollment and Utilization Rates:**
    1. **Data to Collect:** Track how many employees are using the fitness & wellness leave and how often. Gauges the level of participation and immediate uptake of the policy.
2. **Healthcare Costs:**
    - **Data to Collect:** Overall Claims, Sick Leave, Total Leave Cost

How to Measure Effectiveness

What Type of Data is Qualitative?

1. **Employee Satisfaction and Morale:**
    - **Data to Collect:** Conducted survey to assess employee satisfaction, morale, and their perception of work-life balance. Is the policy positively impacting employee well-being.
2. **Usage Patterns:**
    - **Data to Collect:** What was primary use of the program time for Physical Fitness Activities or for Mental Wellbeing Practices.
3. **Feedback Mechanisms:**
    - **Data to Collect:** Establish feedback channels where employees can express their views on the policy's effectiveness and suggest improvements.

Quantifiable Data

EE Enrollment and Utilization Rates Findings
Mid Point FY 26

- FY26 (07/01/2025 to 12/31/2025)

  Total Employees (EE) Enrolled (ER) = 352

  Total Employees (EE) Enrolled (ER) Utilized = 351

  Total Utilization by Employees = 8,999.93 times

  Total Employees Who Respond to Survey = 344

$$\text{Overall Utilization per Employee} = \frac{\text{Total Usage by All Employees}}{\text{Total Number of Employees Enrolled}}$$

OR

$$\textbf{Overall Utilization per Employee} = \frac{8,999.93}{352} = \textbf{25.57}$$

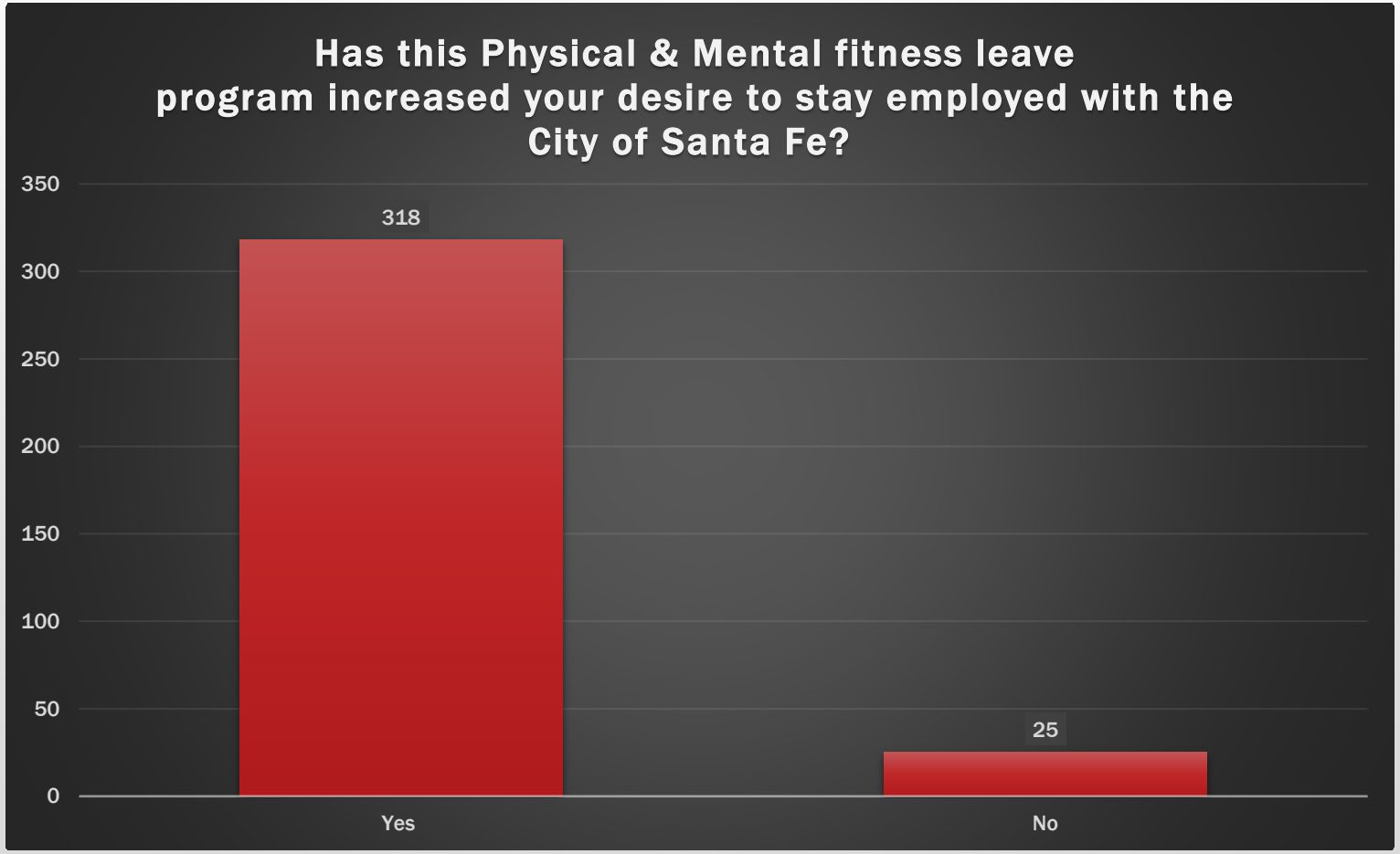
The average overall utilization of the Physical & Mental Wellbeing leave per employee is 25.5 hours and coincides with the 13 pay periods x 2 hours of allowed leave.

Out of the 352 employees who enrolled, 351 employees utilized the leave, which is 99.7% of employee utilization.

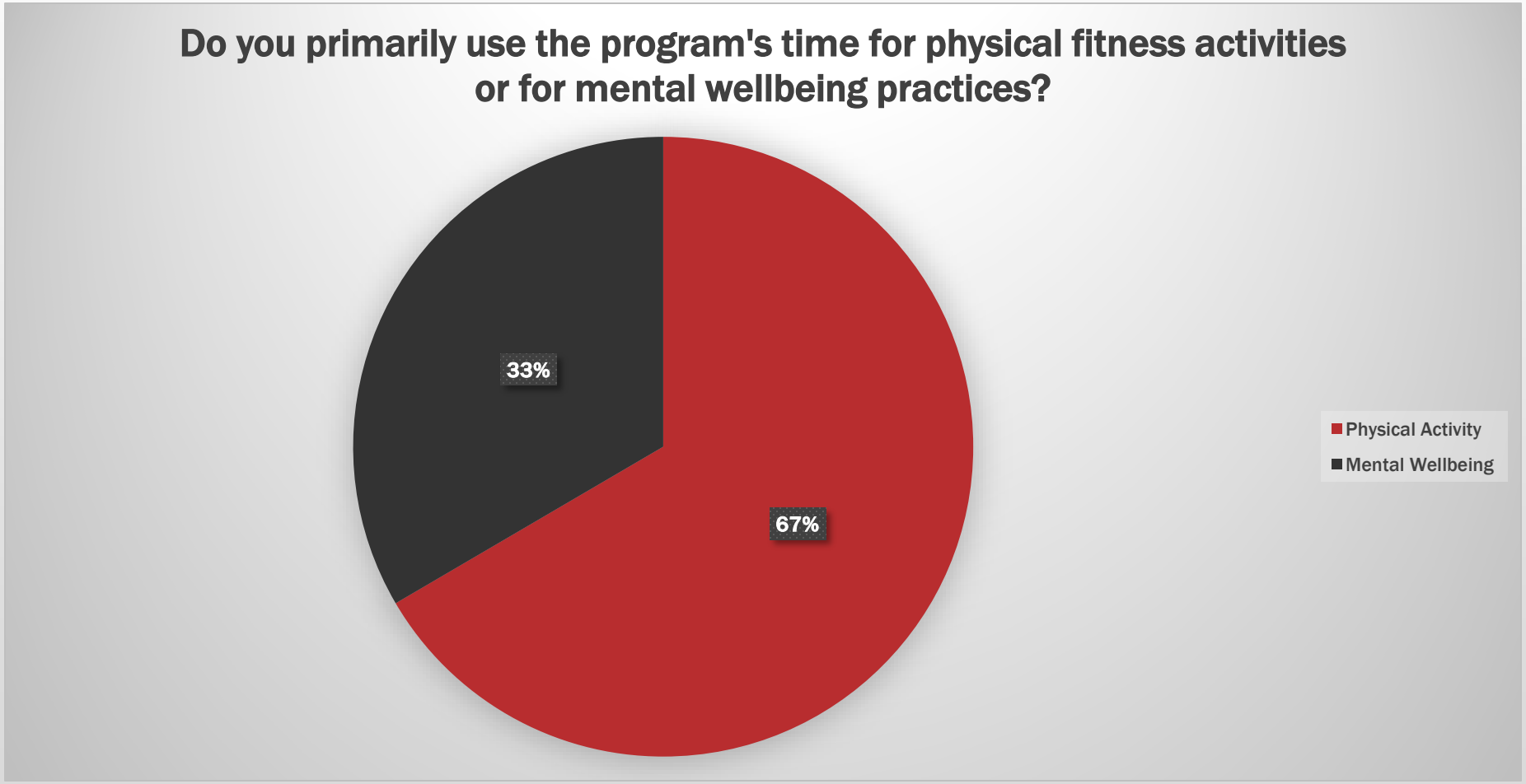
Fitness Leave Total Cost = $287,627.38

Qualitative Data

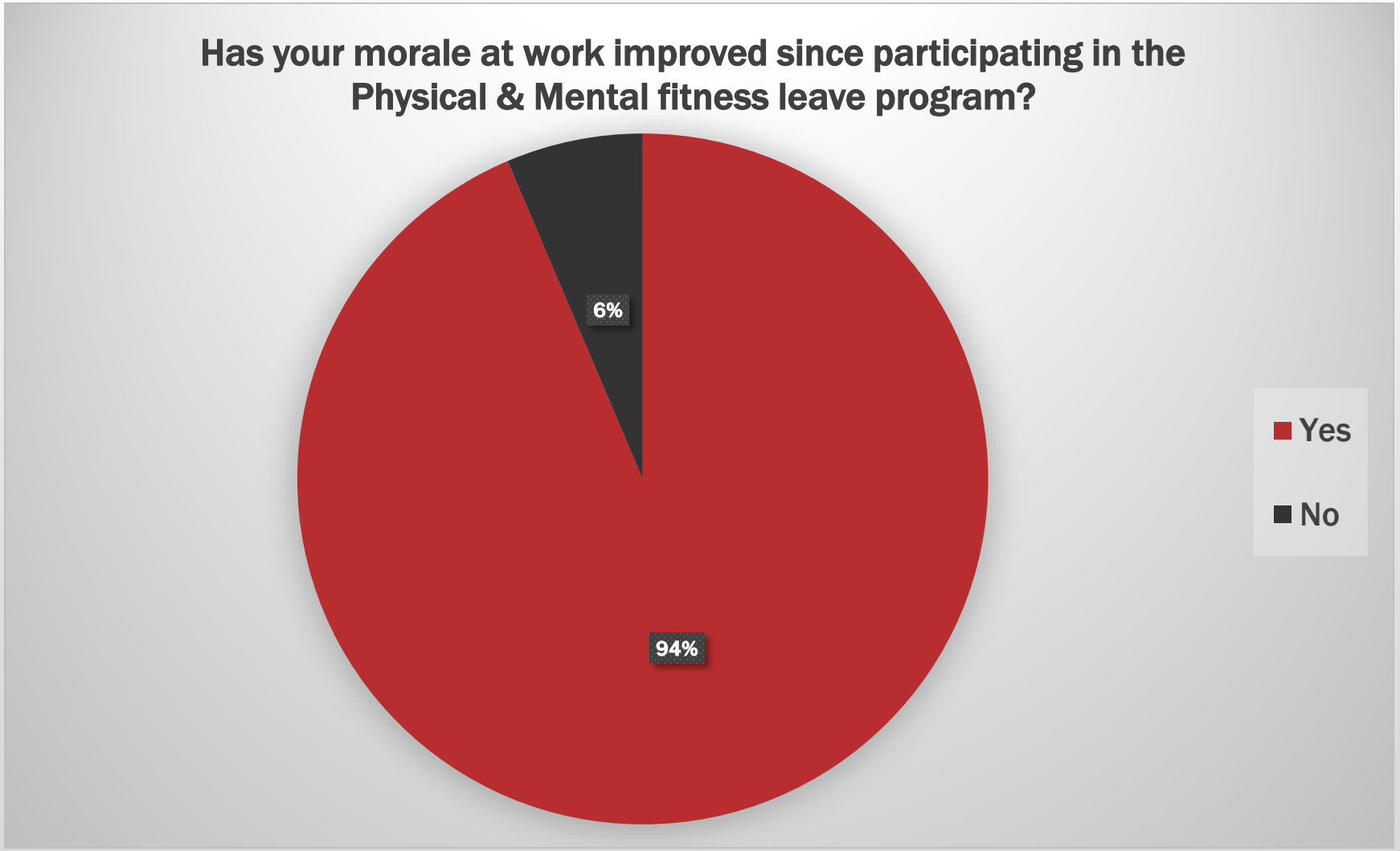
Retention Survey



Primary Leave Usage

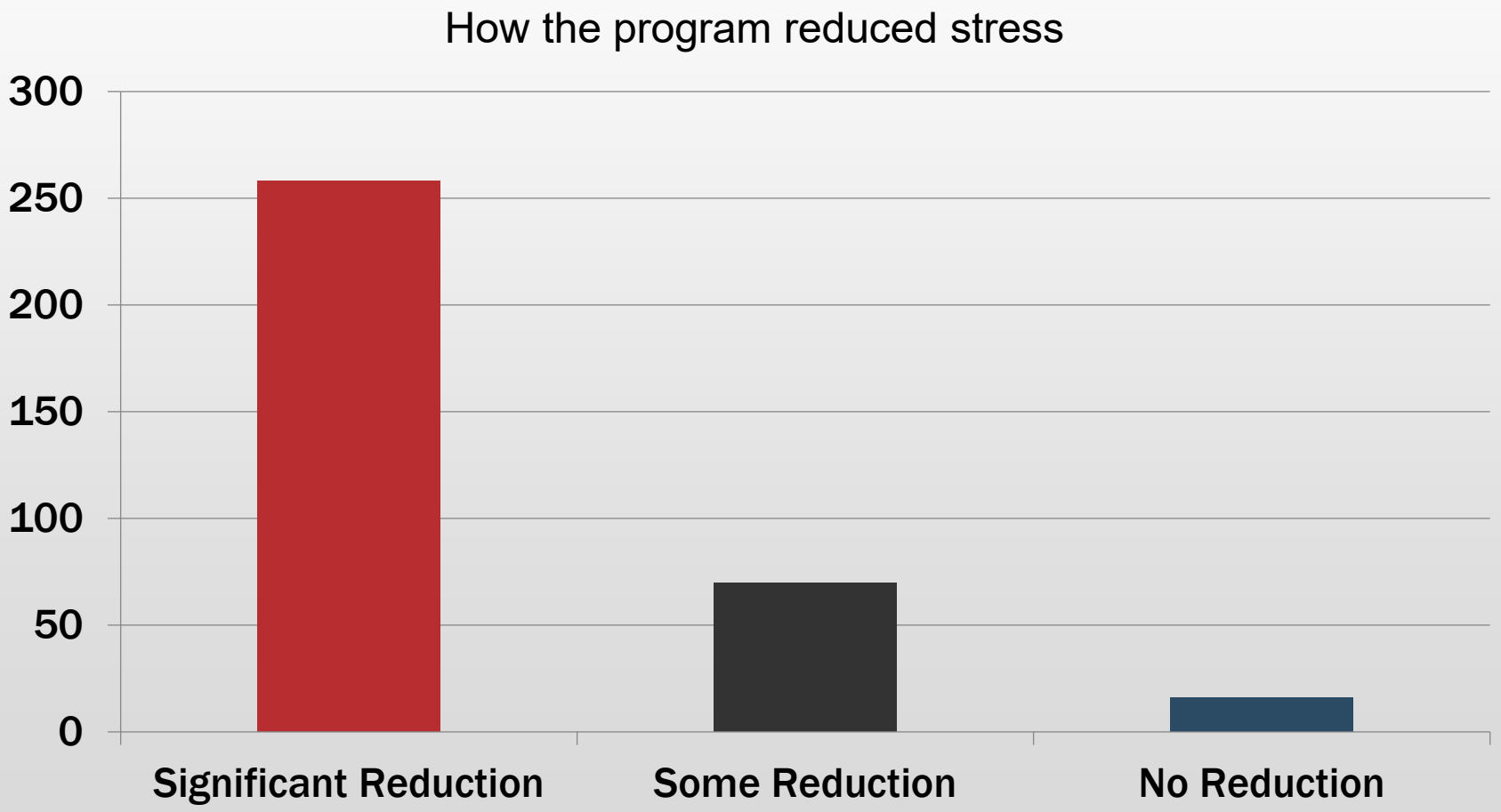


Morale Survey Totals

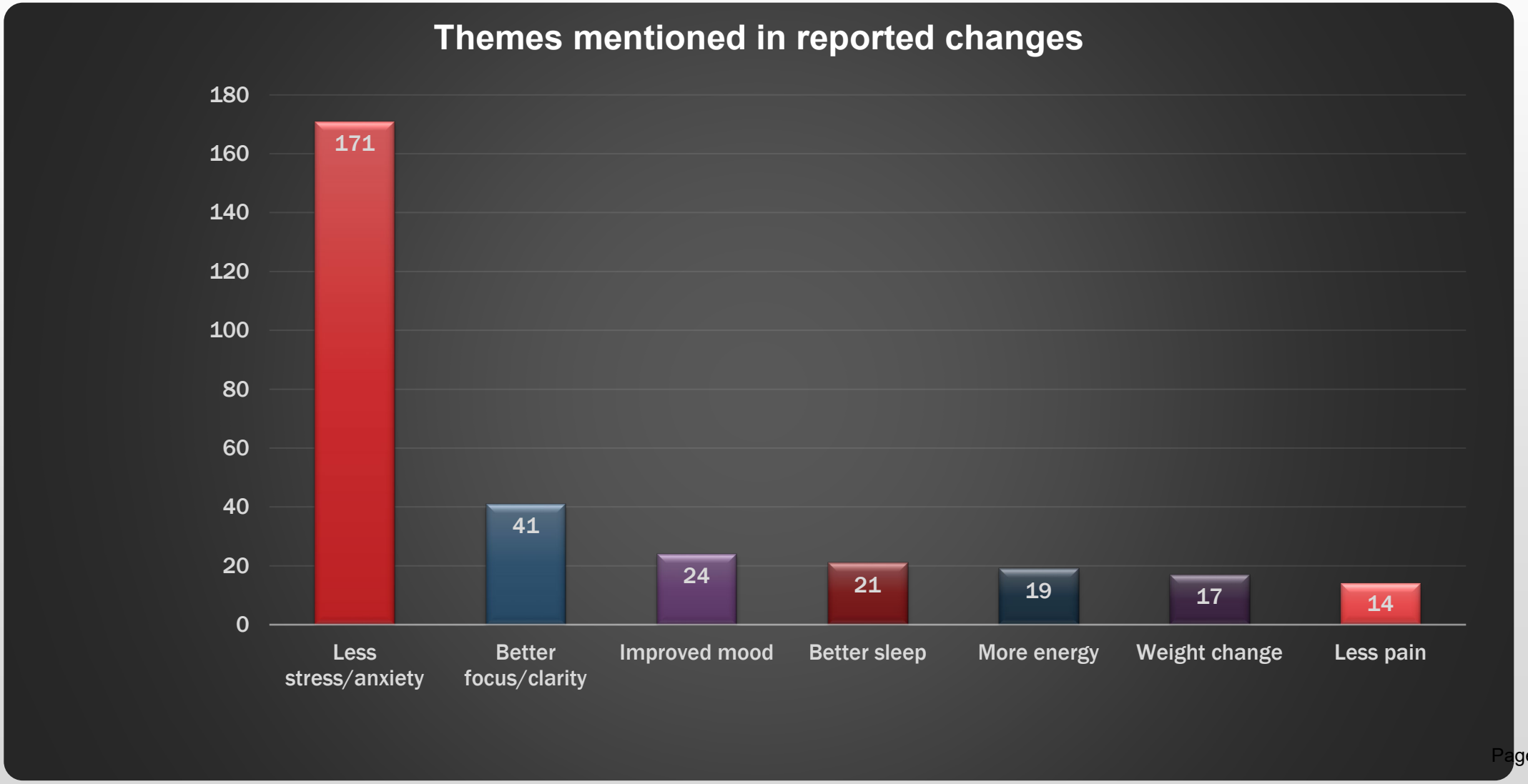


Employee Stress Reduction

Please rate how the Physical and Mental Fitness Program has reduced stress for you?



Most Mentioned Employee Benefits Testimonials



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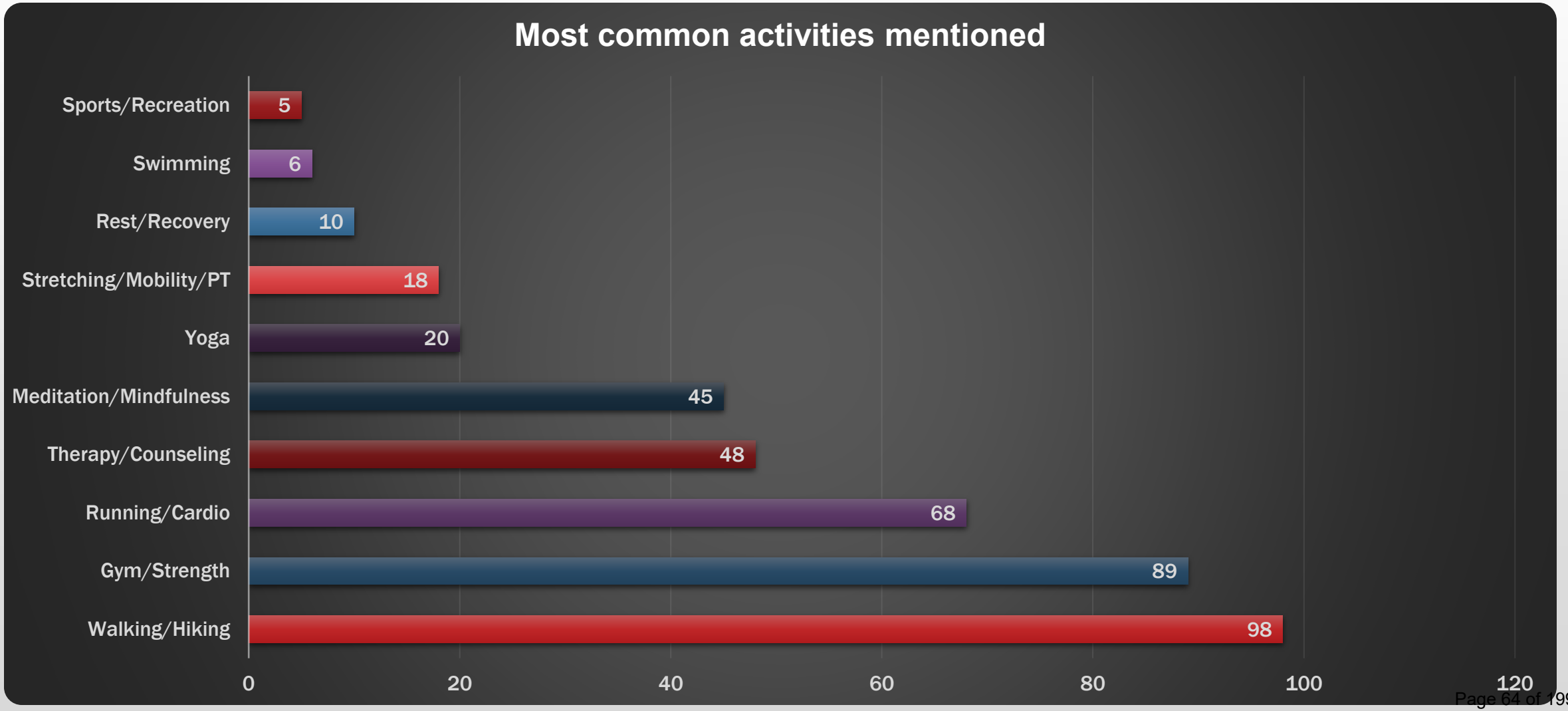

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TO: City of Santa Fe Governing Body

FROM: Mayor Michael Garcia, Transition Team

Charlotte Roybal, Co-Chair
Manuel Garcia, Co-Chair

Transition Team Report

Following the election of Mayor Michael Garcia, a Transition Team was assembled to support an open, structured, and community-centered process to ensure the incoming administration is prepared to lead on day one. The Transition Team consisted of 44 members, representing a wide range of lived experiences, professional backgrounds, and perspectives—bringing together young and old, and reflecting Santa Fe's deep diversity across Hispanic, Native, Anglo, and other community identities.

Members include:

Miguel Acosta, Raashan Ahmad,George Anaya, Jr, Edward Archuleta, Joel Berendzen, Gloria Bossom, Berl Brechner, Phyliss Bustamante, Paul Campos, Kendal Chavez, Cam Crawford, Roberta Duran, Caryn Fiorina, Manuel Garcia, Roman Garcia, David Gomez,John Paul Granillo, Jesse Guillen, Elise Gutierrez, Gudrun Hoerig, Scott Hussion, Peter Ives, Michael Kelley, Veronica Krupnick, John Kukulski, Nancy Long, Todd Lovato, Krystle Lucero, Susan Martin, William Mee, Victoria Murphy, Brandon Padilla, John Padilla,Consuelo Pineda, Chris Rivera, Donna Rivera Atencio, James Rivera, Katherine Rivera, Buddy Roybal, Charlotte Roybal, Mary Salazar, Fred Sandoval, David Schutz, Khai Spencer, Jackie Valdez, Yolanda Vigil,

The Transition Team's work was guided by four core priorities identified by Mayor Garcia's incoming administration:

1.) Public Safety- Strengthening coordination, accountability and resources to ensure Santa Feans feel safe in every neighborhood,,
2.) Affordable Workforce Housing- Expanding access to housing through strategic investments, partnerships and streamlined processes.
3.) Strengthening Services- Ensuring core city services are responsive, effective and accessible to all residents.
4.) Modernizing City Government.- Improving operations, transparency, and technology to deliver a more efficient and accountable city government.

These priorities served as the foundation for assessing current conditions and identifying opportunities for improvement in city operations and service delivery.

As outlined during the Transition Team's kickoff meeting on December 2, 2025, members were tasked with conducting an organized departmental/divisional review process centered on a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis. Transition Team members were instructed to coordinate directly with assigned city departments, provide department and division leadership with a SWOT form in advance, and complete the analysis based on both written feedback and structured interviews. This process was designed to create a consistent baseline across departments and ensure that the transition work was informed by the experience and expertise of current city staff.

In total, the Transition Team conducted 21 interviews with department and division directors, with the expectation that SWOT forms would be completed prior to each interview and supplemented with additional information during the meeting. Throughout this process, city staff were professional, responsive, and cooperative, helping the Transition Team gather critical information to support an effective transition.

The Transition Team's work was not intended to be disruptive or adversarial, but rather to support a smooth transfer of leadership, flag time-sensitive operational concerns, and provide Mayor Garcia with practical insights and staff recommendations aligned with the administration's priorities. This report reflects the Transition Team's findings, key themes across departments, and next steps toward building a modern, accountable city government that delivers results for the people of Santa Fe.

We encourage you, as Governing Body members, to review this report and if you have any questions please direct them to the appropriate city staff.

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Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Faviola Chavez
Position Title: Director of Affordable Housing

Transition Team Participants: Katherine Rivera, Mary Salazar
Date: December 11, 2025

What are the strengths of your department/division?

- **Santa Fe is a national leader with innovative local funding and housing production tools**
  - **Santa Fe Homes Program**
    - Provides incentives for housing developers
    - Produces new affordable housing units (rental and homeownership)
    - Provides a pathway for continued contributions to the Affordable Housing Trust Fund (when developers opt to take the fee in leu option).
    - Many jurisdictions of Santa Fe's size and characteristics have not implemented these tools. They are quite innovative and were ahead of their time when they were implemented.
  - **High-end Excise Tax**
    - Another innovative program that will generate income for the Affordable Housing Trust Fund through transaction fees of 3% on any real estate transaction over $1,000,000.
    - Again, this is a program that is unique and very innovative.
  - **Comparison –** in comparison, Arizona our neighbor to the west of us does not have many of these tools or programs and is even preempted on a statewide level from using some of the tools Santa Fe has implemented.

- **Affordable Housing Trust Fund**
  - Santa Fe has established and identified revenue sources for its AHTF beyond what many communities are doing when funding similar local housing trust funds. For example, the sources include fee-in-leu, infrastructure fees, excise tax and land sales.

- **Robust Downpayment Assistance Program –**
  - Santa Fe has a robust down payment assistance program serving over 50 households annually, which outpaces programs from cities 16 times its size.

- **Programmatic Framework**
  - The Santa Fe Homes Program ordinance is very prescriptive and

thus provides a substantial framework for the program.

- **Santa Fe has a strong network of experienced, dedicated housing partners**, creating a collaborative ecosystem that accelerates impact.
  - Habitat for Humanity
  - Santa Fe Housing Trust
  - Homewise
  - TWG
  - Santa Fe Civic Housing Authority
  - Chainbreakers Collective

- **There is strong local momentum behind innovative housing solutions**, reflecting a community committed to progress.
  - Mayor, council, internal, external and community members are all committed to finding and expanding housing solutions.
  - Many communities nationwide do not have this amount of support and momentum. This is a huge strength of the Santa Fe community and with this support Santa Fe can continue to innovate and be a nationwide leader in housing solutions.
- **OAH is supported by knowledgeable, mission-driven staff with a servant leadership approach:** including Roberta Catanach's long-standing institutional expertise with 16 years in the department.

What are the weaknesses of your department/division?

Reporting

- Recent improvements have been made to reconcile and separate the Affordable Housing Trust Funds (AHTF) from the Community Development Fund.
  - Having co-mingled funds was identified as an inefficient way to oversee the AHTF.
  - Additional monthly reports are needed to track revenue, commitments and expenditures. This will help OAH:
    - have an accurate accounting of the dollar amounts available going into the next year and moving into our next RFP period.
    - track project expenditures and intervene when contracts are not expending in accordance with their contract.
    - can create transparency internally and when reporting to Mayor and City Council the funding available within the AHTF.
  - Currently administrative support is shared between OAH and OED therefore these additional reports would cause an additional strain on an already constrained administrative resource. These required reports would prompt a need for additional staffing resources.

Transparency

- OAH completes federally mandated annual reporting. However, there is a need to increase transparency and report out OAHs comprehensive accomplishments to the community.

RFP Process

OAH will benefit from revamping its AHTF RFP process. It is important to align scoring with our communities' highest priorities. This will ensure and award points for projects that can demonstrate financial need and prior year financial performance (if they have been awarded AHTF in the past). OAH also identified a need for technical assistance to CDC members prior to scoring applications to help create a more structured and streamlined approach with scoring and assessing applications. OAH will also work with procurement to provide technical assistance to interested applicants prior to the funding round.

AHTF Ongoing Sustainability

Although Santa Fe has established several innovative revenue pathways for AHTF. However, the housing need in our community continues to grow, and if Santa Fe plans to increase their impact additional revenue pathways are needed to expand AHTF and its ongoing sustainability.

Staff Vacancies/Limited Staff Resources

- OAH has suffered from staff vacancies for over a year and half.
    - OAH Director – vacant for over year and a half
    - Program Administrator
    - Senior Planner
    - Project Manager
    - Project Manager – newly created position
- These vacancies significantly limited OAH's ability to operate efficiently.

Needed Staff Resources

To expand the level of reporting and programing OAH offers to the community additional staffing resources would be needed. The following staffing limitations impact OAH:

- Administrative support – currently shared with OED
- Mid-level manager – all positions report to Director creating a program delivery gridlock where all oversight is passed through one source. Checks and balances and service delivery would be increased by adding a manager for program level staff to report to.
- Project Manager – a project manager with development experience and underwriting experience.

New Staff Onboarding

- As positions are filled, new team members will require comprehensive onboarding, training, and professional development to ensure strong performance and alignment with OAH goals.

Timeliness

- Many of OAH's operational challenges stem from prolonged staffing shortages and the need to stabilize the team.
- Hiring has been difficult due to limited resources, creating delays in program implementation and administrative processes.

What are the opportunities of your department/division?

Reporting

- Establishing a separate AHTF fund and creating monthly reports that track: revenue, commitments and expenditures.
- This will allow OAH to have an accurate depiction of the funding available and thus allow them to take on new and innovative programs.

Transparency

- **Federal Reporting:** A major early priority has been completing the Annual Action Plan (AAP) and the Consolidated Annual Performance and Evaluation Report (CAPER). These reports provide critical insight into how CDBG funds serve the Santa Fe community. As Director, I am committed to increasing public visibility of these federal investments through a new online dashboard that will offer real-time updates on key OAH initiatives.
- **OAH Reporting:** We will also expand internal and external reporting on both federal and local funding sources. This includes providing regular updates on expenditures, accomplishments, and impacts. It is essential that Santa Fe residents understand how the Santa Fe Homes Program and the Affordable Housing Trust Fund are working to benefit the community. Finalizing the Housing Strategy Implementation Plan will further reinforce this transparency.
- **Action Steps:**
  - Establishing monthly accounting reports for AHTF
  - Year-end AHTF accomplishments
  - Online dashboard – demonstrating awards and accomplishments

RFP Process

OAH has begun revamping next year's RFP to improve the application process, underwriting, project vetting, increase needed documentation and revamp the scoring criteria to align with our communities' highest priorities. This year OAH will also provide in-depth training for the **CDC members** reviewing the applications. OAH also plans to provide training and technical assistance to applicants prior to the funding round.

AHTF Ongoing Sustainability

Identify new revenue sources and how existing AHTF can be expanded. Such as bonding mechanisms, revolving loan funds, land lease structures, revenue from development partnerships, and explore national best practices.

Addressing Staffing Gaps

With the OAH vacancies we have the opportunity to build back a knowledgeable and capable team. A team that is aligned with our vision and passionate about how we impact our community. When I stepped into this role three months ago, one of the most immediate challenges was the number of key OAH vacancies. I moved quickly to initiate recruitment for

all open positions. The hiring processes are now underway, interviews have been completed, and we are in the vetting and offer stages for selected candidates.

Expanding Staff

OAH has the opportunity to streamline service delivery and reporting as well as expand its housing programs with the following additional positions:

- Administrative support – having full time administrative support would increase efficiency and reporting.
- Mid-level manager – Checks and balances and service delivery would be increased by adding a manager for program level staff.
- Project Manager – a project manager with development experience and underwriting experience would allow the department to take on more complex development and housing financing programs.

Training and Staff Development
Once the team is fully staffed, we will launch structured internal training and require federally funded positions to participate in HUD and other federal trainings. This will ensure alignment, consistency, and a strong foundation for high-quality program delivery.

Increasing Operational Efficiency
We are actively developing comprehensive Standard Operating Procedures (SOPs) to clearly outline the full scope of OAH operations. These SOPs will support more consistent workflows and help staff assess procedures for effectiveness. Each team member will be responsible for identifying opportunities to streamline processes and increase efficiency across the department.

Expanding and Strengthening Housing Production
To maximize housing impact, we will:

- Evaluate current programs
- Identify efficiencies and improvements within existing initiatives
- Explore potential new programs that can increase housing production • Pursue expanded funding opportunities to support a broader range of housing solutions ○ Becoming a bond issuer and generating revenue through issuance fees ○ Exploring Tax Increment Financing (TIF) to support targeted development ○ Transitioning AHTF grants into low-cost financing options supported by a revolving loan fund to stretch resources and promote long-term sustainability ○ Inhouse voucher programs
    - ○ Non-profit subsidiary development partnerships like city of Tuson's arm El Pueblo Housing Development (EPHD) to develop and rehabilitate affordable rental and ownership housing while providing supportive services.

What are the threats to your department/division?

- **Federal funding reductions remain a nationwide concern**, and every local jurisdiction is facing the possibility of decreased federal support.
- **These potential reductions make it even more critical to strengthen and expand local solutions**, ensuring our community remains stable and resilient regardless of external fluctuations.
- **Limited operating resources place real constraints on OAH's ability to fully engage the community.** We're eager to bring residents to the table, but meaningful outreach requires funding, particularly for promotional materials and engagement activities. Offering small incentives, such as a toy giveaway for our affordable housing clients or raffle tickets at events, helps create a welcoming environment and encourages participation from our most vulnerable households. These efforts directly enhance community trust, visibility, and involvement.
- **Microscope –** the department is continually under the microscope by the community, reporters, and internal and external stakeholders. As this scrutiny ramps staff must use precious resources to address questions and this pulls resources award from the department's goals and objectives.
- **Time away from objectives –** in addition to the time mentioned above staff also spend a considerable amount of time addressing the concerns of applicants who were not awarded under current funding rounds. This also takes time away from our goals and objectives.

What are the resources needed for your department/division? i.e., budget, training, staff

- **Budget:** Stabilize and strengthen OAH operations by ensuring the department has the administrative and programmatic resources needed to function effectively and sustainably.
- **Staffing:** Fill all existing vacancies and add two new positions to increase capacity, improve service delivery, and support the department's growing responsibilities.
- **Program Expansion:** Enhance and expand current programs, both funding and land-use related, to boost housing production and deepen OAH's overall impact in the community.
- **Dashboard:** resources for the dashboard

What are the goals that are to be accomplished for your department/division in 90 days?

- **Finalize CDBG and AHTF awards and contracts**, ensuring timely deployment of funds to support priority housing initiatives.
- **Complete the Housing Strategy Implementation Plan**, establishing a clear roadmap for short- and long-term affordable housing goals.
- **Onboard and train new team members**, building capacity and strengthening program operations from day one.
- **Develop and issue CDBG and AHTF Requests for Proposals**, creating transparent pathways for project selection and community investment.
- **Begin a comprehensive assessment of existing programs** to identify strengths, gaps, and strategic opportunities for expansion.

These initiatives can be achieved with an appropriate operating budget and adequate staffing for OAH to effectively carry out its mission.

What are the goals that are to be accomplished for your department/division in 6 months?

With proper OAH staffing:

- **Complete the RFP process**, ensuring clarity, fairness, and readiness for project launch.

- **Advance contract execution and project oversight**, including initiating federal requirements, tracking progress, and monitoring funding expenditures. As we build back the OAH team we will have an opportunity to advance the ways our department oversees and monitors contracts.
- **Implement structured pathways for new housing expansion opportunities**, aligning resources and strategies for long-term impact.
- **Increase transparency through early and consistent reporting**, reinforcing accountability and public trust.
- **Successfully move five affordable housing projects forward**, demonstrating momentum and measurable progress.
- **Establish and launch an enhanced community engagement process** to elevate resident voices and strengthen partnerships.
- **Implement expanded landlord and tenant protections to decrease renter discrimination protections**, ensuring equitable treatment and safer housing conditions for all residents.

These initiatives can be achieved with an appropriate operating budget and adequate staffing for OAH to effectively carry out its mission.

What are the goals that are to be accomplished for your department/division in 1 year?

- **Ensure awards are delivered on time**, strengthening trust and reliability for our partners and community.
- **Increase transparency by establishing a dedicated Project Manager position** responsible for underwriting proformas and providing consistent oversight.
- **Implement a real-time data dashboard** that tracks funds received, funds deployed, and measurable outcomes, ensuring accountability at every stage.
- **Develop a long-term funding pathway** to grow the balance of the Affordable Housing Trust Fund and support sustainable housing solutions.
- **Establish clear Standard Operating Procedures (SOPs)** to serve as an accessible roadmap for current and future staff, ensuring consistency, continuity, and operational clarity.
- **Integrate a Six Sigma–inspired framework** to strengthen OAH operations by:
    - Reducing inefficiencies that slow unit production
    - Improving resource utilization, especially during tight funding cycles
    - Increasing transparency for stakeholders and the public
    - Enhancing resident outcomes with an emphasis on customer experience and equity
    - Building a resilient, future-ready system that can adapt to funding shifts and evolving community needs
- **Empower staff to make well-informed, confident decisions** when reviewing RFP proposals, building leadership capacity across the team through training and onboarding of new staff.
- **Strengthen the CDC processes** and collaborate closely with Procurement to enhance technical assistance opportunities for CDC members and applicants during the upcoming RFP process.
- **Successfully host four community participation meetings**, ensuring residents have a meaningful voice in OAH initiatives.
- **Roll out an online,** real-time dashboard that highlights key initiatives, progress indicators, and funding status.

These initiatives can be achieved with an appropriate operating budget and adequate staffing for OAH to effectively carry out its mission.

Any final thoughts, or any additional information the incoming administration should be made aware of?

National Housing Crisis

- Santa Fe like most cities in the US is facing a housing crisis. Local communities have even more pressure to identify local solutions because we face federal funding cuts.
- It is important for internal and external stakeholders focused on innovation and solutions to our housing crisis.

OAH

- The work of OAH is complex and faces unique barriers:
    - Limited budget - to tackle issues that continue to grow in cost as inflation and the economy continues to struggle.
    - Limited staff – although we are building back up our staff by filling vacant positions. The level of staff OAH currently has does not equate to the level needed to fully expand our functionality to address every aspect of our housing crisis.
    - Microscope – because housing affordability is an issue for most Santa Fe residents, OAH is under a microscope.
    - Limited resources – because the need outweighs available resources, each year OAH can only award a portion of the projects submitted under our funding round. The unawarded applicants often vocalize their frustration with the limited resources and lack of award for their project/program. OAH used valuable resources each year to mitigate and address these complaints, pulling our staff from its goals and objectives of the Department.

Impactful Housing Solutions

OAH is excited to serve Mayor Garcia and identify ways to create new and impactful solutions to Santa Fe's housing crisis. Together with Mayor Garcia's leadership and OAHs team we will be an unstoppable force for housing! We look forward to utilizing its existing resources as well as expanding current programing to achieve Mayor Garica's goals!

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Chelsey Johnson
Position Title: Arts & Culture Director

Transition Team Participants: Consuelo Piñeda and Jesse Guillén

Date: December 17, 2025

What are the strengths of your department/division?

- We believe art and culture are for everyone. We are connected to and supportive of a vibrant arts ecosystem in Santa Fe, with strong community ties, always building upon and expanding our outreach, relationships, and trust.
- We shepherd Lodgers' Tax funds toward arts promotion and programming that raises Santa Fe's tourism appeal, which in turn replenishes and grows Lodger's Tax balances.
- This funding and programming feeds directly back into our local community as well, with powerful cultural and economic benefit. We provide marketing grants to about 50 nonprofit organizations annually, fund several more to support free cultural events across the city, and fund cultural engagements through city council member-directed funds. Art is the Solution funding supports five independent Santa Fe community-engaged arts projects per year. Arts and culture are a major economic driver in Santa Fe, and we are proud to support and serve this sector.
- We steward a citywide portfolio of art in public places, from murals to sculptures to paintings. We place art in the airport, libraries, parks, medians, walls, green space, archives, and more.
- The reactivated Community Gallery is a lively hub of exhibits and programming that showcase excellent, diverse local arts for all audiences, locals and visitors alike. In 2025, we hosted ten exhibits and had outstanding attendance and engagement.
- The Arts Commission, our advisory board, is highly engaged and made up of nine talented, experienced, community-focused people from the fields of education, studio art, nonprofit management and development, architecture, philanthropy, and public arts administration.
- We also manage the city's prestigious designation as a UNESCO Creative City of Crafts and Folk Arts. For the 20th anniversary of this in 2025, we carried out extensive public programming, including free public celebrations, workshops, demonstrations, talks, and artist exchanges centered around traditional craft and heritage arts.
- Our department has a strong sense of mission and shared purpose, positive relationships internally and externally, a collaborative approach to our work, and a staff that is creative, collegial, culturally responsive, and public service-minded. We are continually refining and improving our internal processes for increased accessibility, clarity, transparency, and efficiency.

What are the weaknesses of your department/division?

We are constrained by physical space limitations and cannot accommodate more than six staff and interns. Our director and assistant director occupy cubicles with no option for auditory or physical separation. Three of our staff work in an open office space in plain view in the Community Gallery, which is open to the public for 50% of regular workday hours. Our opportunities for growth and our everyday operations are affected by these close quarters and lack of space and privacy for meetings and handling sensitive or confidential matters.

What are the opportunities of your department/division?

Expanding art and creative placemaking across the city.

- Increase our sponsorship funding each year to support culturally relevant community events and improve quality of life
- Map and identify underserved neighborhoods where we can orient our outreach and invite community-driven creative placemaking
- Support new youth arts programming through collaborations with city, nonprofit, and educational partners
- Install new public art, from sculptures to murals, throughout all areas of the city to beautify spaces, celebrate cultural heritage and neighborhood traditions, and build on Santa Fe's identity as a vital arts center and destination

Build on our UNESCO momentum to support the handmade creative economy and celebrate Santa Fe's unique cultural heritages

- Collaborate with museums, creative businesses, and artists on public community events and creative tourism initiatives
- Support UNESCO-aligned events
- Launch our in-the-works Heritage Arts map and website detailing local institutions, businesses, studios, and notable sites for craft and folk art

Economic development for artists and creative businesses

- Convene quarterly arts networking events, offer professional development workshops, and launch a series of local artist talks with a focus on strengthening our creative economic ecosystems, in conjunction with OED and the Small Business Navigator.
- Pilot an arts/creative workforce development program
- Complete our feasibility study for the Greer Garson Theater and launch the next phase of this cherished Santa Fe performance space

What are the threats to your department/division?

Because we are dependent upon tourism for Lodgers' Tax revenue to fund the department and our initiatives, unforeseen travel impacts (such as a public health crisis, economic downturn, or other declines in tourism) are a threat with the potential to impact our budget significantly and unexpectedly.

What are the resources needed for your department/division? i.e., budget,

training, staff

Space, for the reasons noted above as well as for the possibility of hiring additional staff to support expanding initiatives.

Increased salary budget to recognize staff excellence, incentivize high performance, keep up with rising cost of living, and retain talent; additionally, options to grow and advance in career tracks within the department.

Additional staff positions, which might include a public art manager, a theater manager to manage operations at the Greer Garson when restored, and paid interns from Santa Fe's secondary and post-secondary educational institutions.

Increased funding to support all of the above as well as expanded programming and support of art in public places, youth programming, and creative economy initiatives.

What are the goals that are to be accomplished for your department/division in 90 days?

Meet with each City Councilor to discuss district arts and culture needs, wishes, and priorities, and identify projects for each

Hold strategic planning workshop in early January to reflect on successes, challenges, and outcomes of calendar year 2025 and plan accordingly for 2026

Issue at least three public calls for art in public places (at least one airport mural or sculpture, one neighborhood sculpture, and one mural)

First quarterly social/networking convening of the year for our Creative Hub network (connecting arts workers with each other and economic opportunity), and launch corresponding series of free professional development workshops for creatives

Convene our key craft and folk art community stakeholders to plan UNESCO-branded arts initiatives for 2026

Fill our vacant Assistant Director position and new Arts Services Coordinator position

Draft our FY27 budget with key goals and objectives integrated into budget requests

Complete initial feasibility study for restoration and reactivation of the Greer Garson Theater, in cooperation with the Midtown Redevelopment Agency

What are the goals that are to be accomplished for your department/division in 6 months?

At least three public art projects selected from the above calls and underway, with clear project milestones and completion targets

Ensure every council district has had the opportunity to spend their Arts & Culture funding by the close of the fiscal year

FY27 awardees selected for our Traditional Marketing Impact (TMI) funding and Art is the Solution funding

By the close of the fiscal year, June 30, completing 90% of Purchase Orders to be ready for our FY27 TMI recipients to draw upon when the new fiscal year commences, in order to both comply with Procurement procedures and serve our constituent organizations

Governing Body approval of a revision of the original 1987 Arts Commission ordinance to reflect the establishment and roles of the Arts & Culture Department

Community engagement and input on the restoration and reactivation of the Greer Garson Theater, in cooperation with the MRA

What are the goals that are to be accomplished for your department/division in 1 year?

All of the above, plus:

Six new works of art in public places completed or near completion, at least three in underserved neighborhoods

Seven Community Gallery shows and adjacent public programs, serving a wide range of audiences

Launch of a free, accessible, user-friendly, and current art map of Santa Fe's art network, with layers including public artworks, heritage arts assets, murals, and other customizable features

Four significant UNESCO-branded sponsored events

Finalized plan for phase one of the restoration and reactivation of the Greer Garson Theater, in cooperation with the MRA

Continued refinement of our internal processes to increase access and improve efficiency

At least one professional development training for every staff member to improve skills and benefit operations and constituent experience

Any final thoughts, or any additional information the incoming administration should be made aware of?

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Elisa D. Montoya
Position Title: Community Development Director

Transition Team Participants: Nancy Long & Gloria Bosson
Date: 12/18/25

What are the strengths of your department/division?

The greatest strength of the Community Development Department is the fact that the people of Santa Fe care about each other. In this role I have seen the best of our community.

Santa Fe operates with a strong foundation rooted in transparency, community engagement, and justice. In addition, the diversity of our people and culture is our greatest asset and the reason the City Different stands apart from any other place on earth.

The Department and Division Directors in the Community Development Department are subject matter experts and independent thought leaders. They all care deeply about serving our community, and they have the professional skills and know-how to set clear and achievable goals for their respective divisions and departments.

What are the weaknesses of your department/division?

Team Size. The size of our teams has not kept pace with population growth and service needs of our community. Staff are overburdened with increased work demands.

Strategic Communications. There is not a centralized strategic communications/marketing/messaging function for the City. Without this function, it was challenging to not only unify messaging across the department, but it was also a challenge to advance department/division specific messaging efforts. Oftentimes, a division/department would hire an external consultant, which contributes to perpetuating siloed community engagement efforts and priorities.

Consistent Organization Structures. There is not a standard "org chart structure" across divisions in the Community Development Department. For example, not all divisions have an Administrative Manager. An Administrative Manager is responsible for providing accounting, HR, IT, and strategic finance support for each division. So, as projects have increased over the years, bringing an increased workload, our administrative support professionals have not been provided with adequate support to take on the increased workload.

Team Support. City leadership can do better to break down silos between and within departments to nurture a culture that understands everyone benefits from our colleague's success. For example, on my first day working at the City, the City Manager scheduled up a "Meet and Greet" for my direct reports to meet me. I oversee 7 division/departments, and only one division director, who arrived 30 minutes late, participated in the meeting.

What are the opportunities of your department/division?

Centralized Services. Centralized services, which include HR, the City Attorney's Office, Finance, and Procurement, should embrace processes that enable them to be more agile in their work. It was my experience that some of our systems/processes have not kept pace with national best practices, and as a result internal services and staff support can be delayed because of operational inefficiencies.

Goals/Objectives. This year the Community Development Department set department-wide goals and objectives. Here is a summary of our Goals below. Each department and division embraced these goals and are working every day to achieve this commitment. I encourage new leadership to prioritize the successful implementation of these goals/objectives.

Strengthen Community Partnerships & Public Engagement
Advance Housing Affordability and Stability
Grow and Support a Resilient and Diverse Local Economy
Champion Santa Fe's Creative and Cultural Assets
Enhance Santa Fe's Visitor Economy
Land Use for Community Benefit—Planning for the People

Increased Community Engagement. Each division/department in the Community Development Department committed to increase community outreach and partnering efforts. For example, each division/department now commits to:

- Host quarterly community forums.
- Launch an online dashboard for real-time updates on key initiatives.
- Increase participation from underrepresented communities by 20% in public engagement processes.

What are the threats to your department/division?

The city should embrace and strive to reinforce a service culture approach to work with staff. New leadership should take the time to listen to staff needs and feedback and remain accountable to their concerns.

Administrative Procedures. The city has outdated administrative procedures, which have not kept pace with better technology and more efficient practices. For example:

1. It should not take 5 different staff members to review and approve every low-dollar invoice submitted for payment.
2. The city can refresh its new employee onboarding processes. For example, every new hire should receive a message from the Mayor which sets the tone for service in the City of Santa Fe. We can also create small videos profiling real city employees, which teach staff how to complete internal processes. 30-60-90 day HR check ins with new staff would also be helpful.
3. Staff should understand the "why" around all administrative procedures and training requirements. For example, if an individual is required to take a defensive driving class, the appropriate "why" could be—because they utilize city vehicles, rather than "this is the way we've always done it."

What are the resources needed for your department/division? i.e., budget, training, staff

Clarity on Budget: Surprisingly, not all division/department directors in the Community Development Department have a clear understanding of how much funding they have available at any given time to pursue their work. More steps can be taken to implement transparent processes which explain how the budget impacts their day-to-day work and what funds are readily available to use.

Additional staff: Additional steps should be taken to recruit and retain qualified staff. This may require raising salaries and creating additional full-time positions. Current staff should not ever become "paralyzed" from moving forward because they could not obtain the resources that they need to succeed.

Internal Processes: Staff should also not be overburdened by unreasonable expectations due to inefficient processes. I understand that staff are bound by fiduciary responsibilities to ensure that we uphold the public trust and to not mismanage public funds, however, it seems that some internal processes and approval requirements are "over the top" and inhibit staff from swiftly and at times reasonably achieving their goals.

What are the goals that are to be accomplished for your department/division in 90 days?

Please refer to the attached goals/objectives with timebound deliverables.

In addition to the goals/objectives in the attachment, I have a 90 day recommendation:

Community Engaged Budget Development. I recommend that the Community Development Department's FY27 budget formation processes begin with community engagement. What does our city want to see prioritized in the Community Development Budget? All divisions/dept directors in the Community Development Department committed to host at least 1 community meeting every quarter. In January, each can host a public meeting where they present 2025 accomplishments and gather input from community to inform the FY27 budget priorities. This information can be gathered and presented to Governing Body.

What are the goals that are to be accomplished for your department/division in 6 months?

Please refer to the attached goals/objectives with timebound deliverables.

What are the goals that are to be accomplished for your department/division in 1 year?
Please refer to the attached goals/objectives with timebound deliverables.

Any final thoughts, or any additional information the incoming administration should be made aware of?
No role has challenged me more professionally—or been more rewarding—than my work with the City. It takes a certain kind of leader to succeed here. You need to lead a team, manage personnel, engage and respond to community sentiment, advance projects through Committees and Governing Body, be agile enough to pivot quickly onto new priorities, remain responsive to the media, and maneuver within a municipality, where very few people know the ins and outs of standard operating procedures that must be followed to get anything accomplished. It is crucial that the leadership of the next administration be nimble on their feet, patient with internal systems and processes, and understand that all staff bring different vantage points to the table. New leaders must also have the drive to seek answers to questions, find ways around road-blocks, and remain focused on what inspires all of us to serve at the municipal level.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Henri Hammond-Paul
Position Title: Director, Community Health and Safety

Transition Team Participants: Fred Sandoval, Roberta Duran
Date: December 18, 2025

What are the strengths of your department/division?

The Department of Community Health and Safety (CHS) is a large, multidisciplinary department with a significant operational footprint across the City. We oversee homelessness and housing services, youth and family services, senior services, libraries, recreation, and emergency management. This structure allows the City to address public health, public safety, and quality-of-life challenges in a coordinated, integrated manner rather than through silos.

A core strength of the department is its staff. Despite sustained operational pressure over the past several years, staff continue to deliver essential services, operate complex facilities, manage emergencies, and serve some of the City's most vulnerable residents. Many programs operate with limited resources yet still produce measurable and meaningful outcomes.

CHS has also built strong partnerships with nonprofit providers, regional agencies, and state partners. These relationships extend the City's capacity, leverage external funding, and enable more flexible responses to emerging needs.

Finally, the department has become increasingly data-driven. Calls-for-service data, shelter utilization metrics, and program performance indicators are routinely used to guide operational decisions, allocate resources, and inform policy recommendations.

What are the weaknesses of your department/division?

The department faces structural and process-related challenges that limit efficiency and responsiveness. Internal administrative processes, particularly hiring, procurement, contracting, and payment processing, are often lengthy and complex. These delays can significantly slow service delivery, staff onboarding, and the execution of time-sensitive initiatives.

Recruiting and retaining staff is increasingly difficult due to competitive labor markets, wage compression, and salary ranges that lag behind comparable public-sector and nonprofit employers. This challenge is most acute for specialized, technical, and frontline roles that require experience but offer limited compensation flexibility or advancement opportunities.

The department is also held accountable for outcomes in areas where it lacks full operational authority. For example, CHS is responsible for ensuring services are delivered by contracted providers but does not control procurement timelines, contract execution, or payment processing. Similarly, the department is responsible for facility performance and availability but does not directly control all aspects of capital planning, maintenance schedules, or emergency repairs.

These structural misalignments create operational risk and can make the department appear less responsive than it is in practice.

What are the opportunities of your department/division?

There is a significant opportunity to modernize service delivery by strengthening data systems, improving performance measurement, and better aligning funding with outcomes.

The department is well positioned to lead more coordinated approaches to homelessness, emergency preparedness, and community safety that emphasize prevention, stabilization, and upstream investment rather than reactive responses.

There are also opportunities to rebuild and strengthen internal culture through clearer expectations, leadership development, and more consistent communication across divisions.

Targeted capital investments in facilities and technology could substantially improve service quality, staff efficiency, and public trust.

Finally, the incoming administration has an opportunity to reset expectations, clarify priorities, and provide strategic direction that supports long-term stability rather than ongoing crisis management.

What are the threats to your department/division?

Continued staff burnout and attrition pose a significant risk to service continuity and the loss of institutional knowledge. There is also a notable level of fear and concern among staff about whether their work is understood, valued, or supported at the executive level of the incoming administration.

Demand for services, particularly related to homelessness, behavioral health, and emergency response, continues to increase and consistently outpaces available resources.

Deferred maintenance and aging infrastructure increase the likelihood of service disruptions, emergency repairs, and public-facing failures.

Public mistrust and misinformation around highly visible issues, such as homelessness and public safety, can undermine staff morale and complicate implementation of evidence-based solutions.

Ongoing delays in hiring, procurement, and contracting further strain operations. When vacancies persist or contracts are delayed, remaining staff absorb additional workload, accelerating burnout and attrition.

Inability to offer competitive compensation threatens the department's ability to recruit and retain qualified staff, particularly in emergency management, behavioral-health-adjacent roles, facility operations, and technical positions.

The department also faces reputational risk when it is publicly held accountable for outcomes that depend on systems or decisions outside its direct control, such as delayed provider payments or prolonged facility repairs.

What are the resources needed for your department/division? i.e., budget, training, staff

Greater flexibility and speed in hiring processes, including a review of salary ranges and classification structures, are essential to compete effectively for qualified staff.

Streamlined procurement and contracting processes, or delegated authority for routine and emergency procurements, would significantly improve responsiveness and reduce operational

bottlenecks.

Additional administrative and contract management capacity would allow program staff to focus on service outcomes rather than navigating procedural barriers.

Investments in leadership development, project management, and cross-departmental coordination would further strengthen execution and accountability.

What are the goals that are to be accomplished for your department/division in 90 days?

- Hire Recreation Division Director
- Hire three Program Managers for the Human Services Division
- Hire Teen Center Manager
- Formalize Assistant Director role for Human Services
- Launch and maintain Ready.SantaFeNM.gov
- Secure adequate workspace so all staff have dedicated desks

What are the goals that are to be accomplished for your department/division in 6 months?

- Open Sunday hours at the Library
- List 2801 Cerrillos for sale, lease, or alternative use
- Complete Phase 1 of City Hall facility hardening
- Stabilize Ice Arena staffing and transition away from contracted support once internal capacity is established

What are the goals that are to be accomplished for your department/division in 1 year?

- Stabilize Consuelo's Place and Agape House through new or improved facilities
- Launch and maintain the Human Services Division data platform
- Complete one full year of reporting against new goals and performance objectives
- Transition the Office of Emergency Management to report directly to the City Manager

Any final thoughts, or any additional information the incoming administration should be made aware of?

The Department of Community Health and Safety is frequently held accountable for complex, high-visibility outcomes without having full authority over the systems that determine success. This includes contracting timelines, provider payments, facility maintenance, and elements of capital planning and procurement.

Aligning accountability with authority, through process reform, delegated decision-making, or clearer interdepartmental roles, would materially improve performance, staff morale, and public trust.

The department's challenges are not rooted in lack of effort or commitment, but in structural constraints that limit speed, flexibility, and scalability. With targeted reforms and sustained leadership support, CHS is well positioned to deliver stronger, more reliable results for the community.
CHS plays a central role in the day-to-day experience of Santa Fe residents. The issues we manage are complex, visible, and often emotionally charged, but they are solvable with sustained leadership, clear priorities, and adequate resources.
Staff want to succeed and serve the community well. Continued support, clear direction, and realistic expectations from the incoming administration will be critical to maintaining momentum and preventing further burnout.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Xavier Martinez
Position Title: Constituent Services Manager

Transition Team Participants: John Paul Granillo and Yolanda Vigil
Date: December 11, 2025 @ 2:00pm

What are the strengths of your department/division?
• **Direct connection to the public.** • **Experienced staff familiar with local issues.** • **Ability to respond quickly to small scale community concerns.** • **Access to government resources, agencies, and city departments for case resolution.** • **Established communication channels (phone, email, walk-ins, and our CRM reporting system on our city webpage).** • **Positive past service outcomes enhancing the office's reputation.** • **Direct involvement in planning and executing city events (i.e., Egg Hunt, Movies in the Park, Splash Downs, and Halloween).**

What are the weaknesses of your department/division?
• **Dependent on department response for case updates.** • **Current office space for Constituent staff is not suitable or ideal for assisting with walk-ins.** • **Inconsistent communication, long wait times, and unclear follow-up procedures can frustrate constituents.** • **Experience handling last-minute requests for events, changes, unexpected problems, and pressures (i.e., town hall meetings, community engagement events).** • **Staffing issues to successfully handle hundreds of visitors to the events.**

What are the opportunities of your department/division?

- **Increase demand for government transparency.**
- **Expanding online portals, GIS tools and automated workflows to improve efficiency and accessibility.**
- **Bilingual services to serve underserved groups.**
- **Public facing dashboards can increase transparency and trust.**
- **Collaborating with our Communications Team to advertise events through social media blasts and flyers.**

What are the threats to your department/division?

- **Public distrust in government when there is not a timely resolution to their issues, this can overshadow good service performance.**
- **Political polarization where routine services may be interpreted as political decisions.**
- **Changes in staff within city departments that affect our communication to effectively resolve issues.**
- **Natural disasters, extreme weather, and public health crisis can cause overwhelming spikes in demand.**
- **Social media and unvetted online sources can distort public perception or spread false claims about service performance.**
- **High competition with other non-city events offering similar services.**
- **Rising cost for SWAG and event with stagnant budget.**

What are the resources needed for your department/division? i.e., budget, training, staff

- **The current Constituent Services office space is cumbersome, unprofessional in appearance, and poorly configured for walk-in traffic.**
- **The office is located on the 2nd floor of City Hall and is difficult to access when the elevator is out of service.**
- **Budget increases to meet the demands and expectations of the public and elected officials.**
- **Additional staff participation to assist with large events. (from other departments)**

What are the goals that are to be accomplished for your department/division in 90 days?

- **Establish response time target for all inquiries; typically, 48 hours for basic requests.**
- **Standardize acknowledgement messages for email, phone, and online submissions.**
- **Reduce backlog of outstanding service requests by a defined percentage; 25% to 40%.**
- **Modernize the CRM system by fully integrating it with the OpenGov work order system used by Public Works.**
- **Have the Plaza Artisans and Pushcart Vendors in full compliance with city code.**
- **Create a tracking system that can carry over to future employees that fill the role of Events Coordinator.**

What are the goals that are to be accomplished for your department/division in 6 months?

- **Ensure that all public-facing staff complete cultural competency and customer service training annually.**
- **Increase outreach efforts to underrepresented and non-English-speaking communities by 30% year-over-year.**
- **Strengthen vendor relationship by connecting with new vendors and entertainment providers.**

What are the goals that are to be accomplished for your department/division in 1 year?

- **Continue supporting and retaining our strong, knowledgeable team, whose daily efficiency and diligence drive our success.**
- **Continue to make measurable progress on all goals outlined in the 90-day and 6-month timeframes.**
- **Strengthen financial management to handle budgets and pricing with more confidence.**

Any final thoughts, or any additional information the incoming administration should be made aware of?
None at this time.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Andrea Phillips
Position Title: Deputy City Manager

Transition Team Participants: John Kukulski and Jackie Valdez
Date: December 11, 2025

Deputy CM assists in overall city coordination efforts, fills in for CM during vacations or out of office as Acting CM, supports emergency management, coordinates special projects and oversees key functions such as Risk/Safety Office, liaison to Santa Fe Regional Airport, Asset Development team, ADA Coordinator, and Internal Audit function. Currently I serve as the PIO in a temporary capacity and will assist as needed with transition.

What are the strengths of your department/division?
City Overall: The city continues to modernize functions and deploy new technology to improve access to city services. We have dedicated staff in many areas who work hard to achieve the mission of their department, program or division. We have made progress on achieving community goals in many difficult and complex areas, but there is always more to do! As a complex and multi-faceted organization, we deliver a lot of programs and services. As the capital city and center for business and tourism, the city manages a breadth of services and amenities. **Airport:** As a regional airport, SAF has grown by leaps and bounds in recent years. We have grown the staffing levels, hiring staff with expertise in airport operations. Staff continue to seek opportunities to improve security measures and enhance daily operations (maintenance, cleanliness, services such as parking, etc.). Proactive and close-knit staff. New direct flight added to LAX with AA and state grant. partnerships with feds and state have yielded funding and technical support. Enhancements for the customer experience include terminal expansion, gift shop, artwork, parking areas, food options, etc. **Risk/Safety Office:** Dedicated long-time staffer assisting in keeping continuity for the office, along with two other staff members (admin and Worker's Comp Manager). Prior practices have been developed (history of effective safety program). **Asset Development:** Staff of two with expertise in real estate and management. Implementation of Spacebase system to track leases. Assists with key negotiations and property development/disposal. Necessary function that helps city with partnerships for social services delivery. **Internal Audit:** Annual audit plan, dedicated Audit Committee with professional CPAs, attorney, etc. Provides important program and process improvement audits for city-focus for continuous improvements. FY26 projects include Risk and Safety Office process review, procurement process review, and recruitment/hiring project through Baker Tilly. Also included is assistance with best practices/resources and policy and SOP development. **ADA:** Knowledgeable and experienced ADA Coordinator. Mayor's Committee on Disability includes passionate advocates and professionals in the ADA space. Assessments being completed for key facilities, parking, etc.

What are the weaknesses of your department/division?

City Overall: While gains have been made in the last several years, the city continues to need modernization in many areas. City facilities are older and in poor condition. We have outgrown some facilities, and the city struggles to find office space. There may be opportunities to offload some facilities, renovate others, and consolidate facilities. Staffing levels and expertise in certain areas are an area of concern. Like many cities, Santa Fe struggles to attract and retain specialist positions such as engineers, water and sewer operators, IT experts, and more. The city has deployed new technology but overall strategy and coordination among departments is needed to ensure proper training, avoidance of redundant systems, and business process improvements, etc. Finally, the city needs better cross-departmental communications and follow-through/tracking of projects' status, key initiatives, and budget/financial status. We could reduce our administrative burdens city-wide by analyzing business processes, reducing unnecessary steps and manual functions. Our personnel rules and administrative policies need to be reviewed and simplified, where possible to ensure understanding and buy-in.

Airport: Lack of amenities at or near airport (food, transportation, nearby hotels, lounge areas, etc) for customer experience. Additional staffing is needed in some areas. When new construction starts with Phase 2 and 3 expansions and the Jaguar drive project, we'll need operational assistance (security, maintenance, support operations, etc.).

Risk/Safety Office: There are many areas for possible improvement, and staff is excited for change. There has not been a director or Risk and Safety Compliance Officer over the Office for at least a year or more. The function has been moved from HR to Finance to CM Office over the years. Staffing levels are too low for the type of robust safety and risk management functions that the city needs. We need to staff up our safety team and rebuild the program to ensure employee and public safety. The office interacts with several key departments across the city; and cross-departmental coordination, accountability and understanding is needed to help reduce worker injury, tort claims, and to keep insurance claims/costs down.

Asset Development: City needs strategy around lease control and asset management. are there properties that should be sold? Can we accumulate parcels for a strategic purpose? There are also no SOPs for the office and need to be

Internal Audit: The annual audit plan grows from our enterprise risk assessment and knowledge of prior recommendations for focus areas. The annual budget for this work is $150k, which supports the work of our auditing firm-Baker Tilly. There are no dedicated staff to support internal audit functions. Finance staff assist with the Audit Committee meetings (3-4x/year) and the Deputy CM oversees the function. The information obtained from the internal audit projects and policy development work help the city staff and elected leaders understand specific areas for improvement, benchmarking, best practices, and assistance with business process improvements.

ADA: The city has one ADA coordinator for the city. While he is very knowledgeable and provides good information, the city needs to institutionalize ADA compliance and accessibility for all within the departments. This will likely require an overall strategy that aligns work plan items with high priority areas, based on assessments.

What are the opportunities of your department/division?

City Overall: Goals, Objectives and KPIs have been developed and presented to Governing Body (November 2025). This information will be updated and reported quarterly, so that managers, electeds, and the community know the status of these services and projects. It would be helpful if we could institute quarterly financial reviews with departments to review budget to actual, projections, and status of projects, personnel, etc. This will help us track budget position throughout the year and report information for better decision making. We are implementing new budget software to improve budget process and reporting. Continued partnerships with state, county and other entities to address systemic social issues (homelessness, opioid use disorder, etc.). City departments are working to address important community priorities such as water usage/resiliency planning, emergency planning and management, wastewater treatment plant, MRA, etc. We need to keep this good momentum going!

Airport: The airport master planning process just kicked off, which is a great opportunity to hear from stakeholders and the community and to develop future revenue opportunities and land uses. Interest continues from private developers and investors. There may be opportunities for additional flights-chartered, commercial, and cargo-with the terminal expansion.

Risk/Safety Office: Internal Audit project is currently underway w/ Baker Tilly. This will delve into best practices, analysis of processes, staffing needs/roles, and more. We are excited about the opportunities for improvements in this office that will come from the analysis and recommendations.

Asset Development: AD moved under CM Office from Office of Economic Development. We are having more strategic discussions around city leases and assets. Through Spacebase program and the great work of finance department staff, we are implementing better tracking mechanisms for city leases and lease payments. We are also working with Facilities Division in Public Works to analyze the condition of leased assets.

Internal Audit: This function is outlined in the municipal code and is important to continue. This is an external review of the city's internal processes to assess potential for improvements. The DCM is working on tracking the recommendations from prior audits and tracking progress on those items.

ADA: Newly reconstituted Mayors Committee on Disabilities (MCD) membership with breadth of experience (personal and professionally); opportunities for cross departmental coordination on access for all. Strategic goal setting in process.

What are the threats to your department/division?

City Overall: Overall, the city struggles with turnover. This is disruptive and leads to a lack of continuity at all levels of the city. Recruiting and retaining highly qualified and skilled workers who are vested in local government services should be a continuous focus. Uncertainty around federal and state funding, the local and overall economy and social factors may affect the city's ability to provide services in some areas. Policy makers will likely be asked to make trade-offs as budgets get tighter.

Airport: SAF will always compete with ABQ International Airport for flight variety and amenities due to geography. FAA funding and federal requirements are evolving and directly affect SAF (e.g. air traffic controllers, regulations, possible shutdowns, etc.). Flights and revenues derived are market driven and subject to larger socio-economic factors. Community concerns with noise, traffic, and flight patterns will need to be examined and balanced against expansion or infill development plans.

Risk/Safety Office: Staff turnover and vacancies, along with years of organizational reorganization of this function have created discontinuity. There is a lack of documented, up to date processes to guide the work of the department and understanding throughout the organization about their roles and responsibilities. As we are a highly litigious society, the city continues to face high insurance premiums and claims.

Asset Development: City is supportive of nonprofits due to their mission and the services they provide. Social infrastructure that is provided at below market rent requires additional support from city in low or no rent, costs of maintenance and major building renovations, etc. As organizations struggle with their own budgets and needs, the requests to the city continue and may increase.

Internal Audit: We should keep this function in addition to an Inspector General's office, if that is developed. We should look at the roles of each, but I believe the work of the internal audit team and committee is a necessary function.

ADA: We will need to ensure compliance with current and future ADA regulations. This requires staff time and attention, and possible additional resources.

What are the resources needed for your department/division? i.e., budget, training, staff

City Overall: All city departments will likely say they need more budget and staffing, and we do not have unlimited funds. Strategic discussions on priorities and guidance from Governing Body will be needed. When Governing Body assists in higher level policy guidance and sets the course, we can drive our budget and work plan to align with those priorities. We may need support in cutting some programs, services, or facilities, if needed. Overall, the city needs more training and communication within and outside of the organization. Business process analysis, with a focus on streamlining and elimination of unnecessary steps would be helpful.

Airport: Funding and staffing, and support from other depts is needed to ensure smooth operations. With future construction projects, excellent architectural and construction assistance will be needed.

Risk/Safety Office: Support from city leadership and departments is needed to ensure an organizational culture that puts safety first. It is everyone's responsibility to have a safe working environment, as well as public spaces and facilities that are as safe as possible for the public. While we can't eliminate every hazard all the time, we can do our best to improve in this area. In addition to funding and staffing for the Office, the city should analyze high-risk infrastructure (e.g. sidewalk enforcement and repair programs) to help reduce injuries and possible claims. This will have a significant budget impact.

Asset Development: Continue strategic discussions with leadership/departments to determine whether assets could be/should be utilized for city or public needs. Coordination/support from facilities division is needed for building condition assessments. Finance is an important partner in tracking payments on leases.

Internal Audit: Continued support for the function is needed in both leadership and funding.

ADA: As the city completes assessments of facilities and programs, we will need budget resources to bring them into compliance. Support for ADA compliance and inclusivity is needed throughout the organization.

What are the goals that are to be accomplished for your department/division in 90 days?

Please see the attached goals that were recently presented to Governing Body on Nov. 19 for full details.

City Overall: This is a time of transition in several leadership positions. Maintaining continuity of operations, supporting the incoming leadership, and ensuring forward momentum on initiatives will be a balancing act in the next 90 days and beyond. In the upcoming weeks, the city will need to fill several director and manager roles. In January, there are important events that staff are preparing for: on Jan 6th and 7th there will be two half-day training/onboarding sessions for elected leaders. On January 8th, the Legislative Breakfast will be held in the morning, and a community budget outreach session will occur in the evening. On January 15th, the Governing Body will have its first meeting of the year, which is an organizational meeting to confirm appointments and handle business items. On January 23rd, a governance and strategic goal setting session will be held with the Governing Body. Status of FY26 goals, objectives and key performance indicators will be presented, and the group will be asked to set goals for the coming year. The CM office is also working with Baker Tilly on a Council Staffing Study, which was requested by the Governing Body through resolution. This study is underway now and the report should be available in the first quarter. Along with the above items, CM/DCM will continue to manage the day-to-day operations of the city.

Airport: Continued staffing in key areas is a priority. Decision on director needed. Master planning project will have key meetings in January.

Risk/Safety Office: Complete Risk and Safety Internal Audit project with Baker Tilly. Provide quarterly reports to Governing Body. Finalize workers' compensation program payroll audit. Continue to document processes and procedures to help with transition planning. Hire staff for focus on safety.

Asset Development: Complete key projects such as land donation for affordable housing purposes; continue tracking and collecting lease payments; execute new leases for La Familia, airport leases, SWAMA/BURTT; finalize sale of remaining lots for Las Estrellas subdivision.

Internal Audit: FY26 plan has been approved and first two projects are underway with the third starting shortly. Audit Committee meets in January.

ADA: Work with Mayors Committee on Disabilities (MCD) to support planning for strategic goals. Complete assessments of facilities in process. Continue working with departments on assessments and implementing findings.

What are the goals that are to be accomplished for your department/division in 6 months?
Please see the attached goals that were recently presented to Governing Body on Nov. 19. Timelines are included within the objectives' targets.

What are the goals that are to be accomplished for your department/division in 1 year?
Please see the attached goals that were recently presented to Governing Body on Nov. 19. Timelines are included within the objectives' targets.

Any final thoughts, or any additional information the incoming administration should be made aware of?
I'm excited to work with the Governing Body, city leadership and staff to continue progress and improve outcomes for our residents and visitors. We have a lot of work to do but with a positive and collaborative mindset we can achieve great things. There are many varied duties for the City Manager and Deputy City Manager in running the day-to-day operations of the city while ensuring forward movement on elected leaders' initiatives and policy priorities and coordinating projects across departments. While the Mayor is indeed the CEO of the city, their role is different than the City Administration/Management team. We work collaboratively and in support of the full Governing Body (Councilors and Mayor) and on behalf of the entire community. The DCM role is critical in keeping special projects moving, supporting the CM and Mayor's Office, and handling operational issues (projects, disputes, resident concerns, personnel matters, financial issues, procurement, administrative policies, emergency management, and much more). DCM fills in for Mayor and CM in meetings and attends events to represent the city. Process improvement and administrative coordination are an underlying part of the role. This role could evolve as appropriate into other areas of administration. It is typical to have one or two Assistant or Deputy City Managers/Administrators for a city of our size, even with a full-time Mayor. While I have been in the position only six months, I have seen the potential of the role in improving the city's overall management structure. When the city works better, we will have better results for our community.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Johanna Nelson
Position Title: Economic Development Office Director

Transition Team Participants: Veronica Krupnick, Raashan Ahmad
Date: 1/8

What are the strengths of your department/division?

- **Community-Rooted & Trusted**
  Strong relationships with local businesses, creatives, nonprofits, and community partners.
- **Strategic, Creative Problem-Solving**
  Practical, innovative responses to complex economic challenges.
- **Program Design & Delivery**
  Proven ability to launch and manage effective economic development programs (with limited resources and capacity).
- **Responsible Stewardship of Public Investments**
  Manages grants, contracts, sponsorships, and City assets with accountability and impact.
- **Outcomes-Focused**
  Uses data and reporting to guide decisions, evaluate results, and support policy discussions.
- **Connector & Convener**
  Aligns partners, departments, and resources to strengthen the local economic ecosystem.
- **Highly Collaborative**
  Works (and aspires to work) effectively across divisions and with external partners.
- **Action-Oriented & Hard-Working**
  Small, high-capacity team responsive to emerging needs and opportunities.
- **Strong Internal Team Culture**
  Grounded in collaboration, accountability, and shared purpose.

Additional Notes:

- The Department has been building momentum over multiple years of work with a strong focus on business and the local economy.
- In addition to being action-oriented, the Dept is also field-oriented – meaning, they embrace being present in the community and operate in an “out from behind the desk” approach

What are the weaknesses of your department/division?

- **Administrative & Operational Capacity**
  The office lacks sufficient and dedicated administrative capacity, resulting in professional staff

spending a disproportionate amount of time on procurement, contracts, invoicing, and compliance rather than core economic development work.

- **Procurement & Contracting Bottlenecks**
  Procurement processes are time-intensive and complex, creating delays in program delivery, vendor onboarding, and grant execution.
- **Limited Communications & Marketing Capacity**
  The office does not have a dedicated communications or advertising staff member. Outreach, marketing, and campaign execution are largely DIY, limiting scale, consistency, and reach.
- **Staffing Structure Still Maturing**
  As a relatively lean team, staff roles and responsibilities continue to evolve. Additional time and training are needed to fully build out specialized skill sets and internal systems. Staff need support to define roles and responsibilities.
- **Legal & Technical Support Gaps**
  Limited access to consistent legal and technical capacity slows contract execution, policy development, and program compliance.
- **Grant Program Sustainability**
  Several grant programs are approaching the end of their funding cycles, creating uncertainty around continuity unless replacement funding or permanent resources are identified.
- **Overextension of Staff**
  The cumulative impact of administrative demands, expiring funding, and limited support capacity places strain on staff and reduces time available for strategic initiatives, business engagement, and long-term planning.
- **Scope Creep**
  The office is often asked to take on new initiatives, programs, and responsibilities without corresponding increases in staffing or support. This creates overextension and limits the ability to deepen impact, standardize processes, and sustain work over time.
- **Formal Planning Still Under Development**
  The office has operated in a highly responsive mode, addressing immediate business and community needs as they arise. While effective in the short term, this has limited the ability to fully formalize long-range strategic plans. The office is actively in the process of building out clearer strategies, priorities, and implementation frameworks.

Additional Notes:

- Previous “mega-department” structure created diffusion – shared staff led to muddled responsibilities and operational support gaps due to capacity.
- Current communications are not coordinated centrally, which has led to timelines and key information being missed
- There is a need for stronger outward-facing marketing – the office is not recruiting or attracting as much as it could due to capacity of staff and systems.

What are the opportunities of your department/division?

1. **Targeted Business Recruitment**
   Proactively recruit (and support) businesses that align with Santa Fe's values and assets—such as creative industries, small-scale manufacturing, outdoor recreation, food production, childcare, healthcare, advanced technologies and professional services—while prioritizing businesses that provide quality jobs and fit the local context.
2. **Continued Industry & Cluster Development**
   Move from ad hoc sector support to intentional industry strategies that build depth in priority clusters and strengthen supplier, workforce, and ecosystems. (Outdoor, Creative, Food, Film, Healthcare, and emerging Frontier & Applied Technology sectors.)
3. **Strategic Asset Development & Stewardship**
   Leverage City-owned land, buildings, and underutilized assets to support business incubation, workforce space, mixed-use development, and catalytic economic projects.
4. **Commercial Real Estate & Space Navigation**
   Expand support for businesses facing high costs, limited inventory, and permitting challenges by improving site selection tools, landlord engagement, and redevelopment strategies.
5. **Stronger Integration with Housing & Land Use**
   Better align economic development with housing supply, land use, and infrastructure decisions to support business retention, employee stability, and sustainable growth.
6. **Economic Mobility & Inclusive Growth**
   Scale programs that support business ownership, job quality, wage growth, and access to opportunity for residents historically excluded from economic systems.
7. **Continue Building Business Retention & Expansion (BRE) Systems**
   Formalize and scale proactive outreach, intake, and follow-up systems to support existing businesses and prevent closures.
8. **Data-Informed Strategy & Transparency**
   Strengthen economic reporting to guide policy decisions, improve public communication, and support EDAC and City Council engagement.
9. **Continued Partnership & Ecosystem Alignment**
   Deepen coordination with higher education, workforce providers, nonprofits, and regional partners to maximize impact and reduce duplication.
10. **Sustainable Funding & Program Continuity**
    Transition successful, time-limited grant programs into stable, long-term economic development tools.
11. **Family & Childcare Support as Economic Infrastructure**
    Strengthen childcare availability and family-supportive policies as essential components of workforce participation, business retention, and economic mobility.
12. **Completing and Implementing Clear Economic Development Strategies**
    Finalize and operationalize OED's strategic goals, priorities, and implementation plans to move from a highly responsive model to a more focused, long-term approach that aligns programs, staffing, assets, and investments.

Additional Notes:

- Being provided with strategic clarity from the new administration, specifically on economic opportunity and economic mobility

- Workforce as a major lever and needs committed backing – workforce is a big lift and requires strong institutional buy-in and staffing support. This office is working across systems, and connects directly to other sectors including housing, childcare, and re-entry programming.

What are the threats to your department/division?

1. **Staff Burnout & Retention Risk**
   Sustained high workloads, expanding responsibilities, and limited support capacity create burnout risk and threaten staff retention.
2. **Overextension & Message Dilution**
   Managing too many initiatives at once makes it difficult to communicate clearly without overwhelming staff, partners, or the public, reducing overall effectiveness.
3. **Skill Development Gaps**
   Limited time and resources for training and professional development constrain the office's ability to build specialized skills as responsibilities grow.
4. **Compensation & Recruitment Challenges**
   Staff compensation levels limit the ability to attract and retain experienced talent in a competitive labor market.
5. **Communications Capacity Risk**
   Lack of dedicated communications capacity and support limits visibility of programs, reduces clarity of messaging, and weakens public understanding of the office's impact.
6. **Administrative & Process Constraints**
   Lengthy administrative, procurement, and legal processes slow execution, delay program delivery, and strain staff capacity.
7. **Funding Uncertainty**
   Reliance on time-limited grants creates risk of program disruption without replacement funding or permanent resources.

Additional Notes:

- There are programs and positions that may sunset/leave if long-term funding and support are not secured. This would include: tribal liaison, translator, downtown business coordinator, financial literacy position, and a Southside business coordinator

What are the resources needed for your department/division? i.e., budget, training, staff

1. **Public-Facing Office Space**
   A visible, accessible, public-facing office location that supports walk-in business assistance, community engagement, and collaboration. Current space constraints limit accessibility, capacity, and effectiveness.

2. **Sustainable & Flexible Financing**
   Stable, ongoing funding (and clear accounting management) to support core operations, staffing, and programs—particularly as time-limited grant funding sunsets.
3. **Staffing Capacity**
   Additional/Permanent staffing to support:
   - Administrative and operations functions
   - Help with leadership (i.e., Deputy position)
   - Contract and grant management
   - Place-based business support (Downtown, Southside, and Tribal engagement)
     *This would allow professional staff to focus on economic development rather than administrative tasks.
4. **Training & Professional Development**
   Dedicated resources for staff training in procurement, contract management, data analysis, communications, and emerging economic development practices to build internal capacity and reduce reliance on ad hoc solutions.
5. **Communications, Marketing & Advertising Support**
   Dedicated communications and marketing capacity to support outreach, campaigns, program visibility, and clear public messaging. Current efforts are largely DIY and limit reach and consistency.
6. **Stronger Cross-Department Coordination**
   More structured and regular interaction with City divisions (Land Use, Housing, Finance, Public Works, Community Services, Communications, Conservation and Sustainability) to improve alignment, reduce duplication, and streamline processes.
7. **Legal & Procurement Support**
   More consistent and proactive access to legal and procurement support to reduce delays, improve compliance, and accelerate program delivery.

What are the goals that are to be accomplished for your department/division in 90 days?

Launch & Stabilize Core Grant Programs

- Successfully launch the Go Local, Go Different Fund
- Continue developing successful roll out of Go Local, Go different
- Launch SAFE and SPUR grant programs, including outreach, application support, and initial awards
- Establish clear internal workflows for grant administration and reporting
- Continue developing Small Business Navigator Program
- Launch Business Burrows at the Libraries
- Launch Creative Hub

2. Staffing & Internal Capacity

- Hire the Southside Business Development Coordinator
- Hire or advance a financial coordinator
- Clarify staff roles, goals, and expectations to support program delivery and events

3. Contract & Program Continuity

- Begin planning for continuity of Tribal, ARPA, and time-limited contracts

- Identify risks, funding gaps, and transition strategies to maintain critical programs

4. Business & Industry Engagement

- Kick off the Black Business Owners Alliance
- Begin targeted industry engagement, including sector meetups and relationship-building in key industries
- Strengthen Business Retention & Expansion (BRE) outreach through Go Local and Navigator efforts

5. Place-Based & Community Presence

- Support Go Local activations and events with clearer goals and staff support
- Advance plans to relocate to a more public-facing office space that better supports walk-in business assistance and community engagement
- Release 2025 EOY report

What are the goals that are to be accomplished for your department/division in 6 months?

Deliver & Manage Core Investment Programs

- Launch and administer the Go Local, Go Different Fund, SAFE, and SPUR grant programs
- Complete first funding cycles and begin impact tracking and reporting
- Refine grant workflows, timelines, and internal review processes based on early lessons

Build Staffing & Administrative Capacity

- Hire and onboard the Southside Business Development + the Financial Program Coordinator
- Clarify staff roles, responsibilities, and internal workflows to improve efficiency and reduce administrative strain
- Establish permanent positions for grant funded positions:
    - Downtown
    - Southside
    - Native Business Coordinator
    - Contract Administrator

Ensure Program & Contract Continuity

- Develop continuity plans for Tribal, ARPA, and time-limited contracts
    - UNM CRE
    - SBFBI
- Identify funding pathways and policy options to sustain high-impact programs
    - Small Business Navigator Program
- Coordinate with Finance and leadership on long-term funding alignment

Strengthen Business & Industry Engagement

- Launch the Black Business Owners Alliance and support early convenings
- Conduct targeted industry engagement through sector meetups and roundtables
- Expand Business Retention & Expansion (BRE) outreach using Go Local and Navigator tools

Advance Place-Based & Asset-Driven Development

- Support Go Local corridor activations and neighborhood-based business engagement
- Begin strategic asset development work, including commercial real estate support and City-owned property opportunities
- Advance plans to relocate OED to a more public-facing office space that supports walk-in assistance and community access

Strategy, Communications & Reporting

- Finalize and begin implementing OED's strategic priorities and work plan

- Improve internal and external communications, including clearer messaging about programs, timelines, and impact
- Strengthen economic reporting for EDAC, City Council, and the public, including newsletter-ready summaries

What are the goals that are to be accomplished for your department/division in 1 year?

1. Stabilize & Institutionalize Core Programs

- Fully implement and complete annual cycles of Go Local, Go Different, SAFE, SPUR, and remaining ARPA-funded grant programs
- Transition grant programs from "startup mode" to repeatable, documented systems
- Establish clear timelines, criteria, reporting requirements, and ROI metrics for all investments
- Produce consistent EDAC, City Council, and public-facing economic reports

2. Build Durable Administrative & Operational Capacity

- Secure dedicated administrative and financial support for grants, procurement, contracts, and compliance
- Reduce staff time spent on transactional admin work through clearer processes and division of labor
- Improve coordination with Finance, Legal, Procurement, and HR to reduce delays and risk
- Formalize internal workflows for sponsorships, contracts, reimbursements, and reporting

3. Strengthen Staffing & Team Structure

- Hire and fully onboard:
  - Southside Business Development Coordinator
  - Financial Program Coordinator
- Clarify staff portfolios, roles, and expectations aligned with strategy
- Invest in training and professional development, especially around:
  - Procurement
  - Contract management
  - Data tracking
  - Community engagement
  - Entrepreneurial Support
- Address workload sustainability and burnout risk through better prioritization

4. Advance a Clear Economic Development Strategy

- Complete and adopt a formal OED Strategic Plan (including outlines for workforce and broadband)
- Move from reactive work to priority-driven implementation
- Align programs, staffing, and investments to defined outcomes
- Clearly articulate what OED does, does not do, and why

5. Deepen Business Retention, Expansion & Recruitment

- Expand Business Retention & Expansion (BRE) outreach citywide (including access)
- Support business recruitment aligned with Santa Fe's strengths and capacity
- Improve commercial real estate and space-navigation support for businesses
- Strengthen coordination between OED, Planning, and Housing on business siting issues

6. Build Key Industry Sectors Intentionally

- Convene and support targeted industry sectors, including:
  - Creative industries & cultural economy
  - Outdoor recreation
  - Film & digital media

    - Advanced manufacturing / trades (including advanced computing, energy technology and bioscience related applications)
- Use meetups, working groups, and partnerships to identify barriers and opportunities
- Align workforce, space, and investment strategies with sector needs

7. Advance Economic Mobility & Family Stability

- Launch and support the Black Business Owners Alliance
- Strengthen tribal economic development partnerships and continuity of the Native Business Program
- Integrate economic mobility into business support work
- Coordinate with partners on childcare, workforce access, and family-supportive infrastructure
- Ensure programs are accessible, culturally responsive, and equitable

8. Activate Place-Based & Asset-Driven Development

- Advance Go Local corridor strategies and neighborhood-based business support
- Support placemaking and activation tied to economic outcomes
- Begin strategic planning for City-owned asset development
- Improve coordination with Housing and Community Development on mixed-use and neighborhood vitality

9. Improve Communications, Visibility & Transparency

- Strengthen OED's communications capacity (staffing or contract support)
- Improve clarity and consistency of:
    - Program announcements
    - Application timelines
    - Reporting outcomes
- Increase public understanding of OED's role, limits, and impact
- Use newsletters, dashboards, and briefings to reduce ad hoc requests

10. Secure Long-Term Sustainability

- Develop transition plans for grant-funded positions and programs
- Identify permanent funding pathways for high-performing initiatives
- Position OED for continuity across mayoral and leadership transitions

Any final thoughts, or any additional information the incoming administration should be made aware of?

- **Review the Economic Development Fund**, including how revenues are generated, tracked, allocated, and reported (similar to the OAH Fund review).
- **Foundational systems are in place, but not yet fully stabilized.**
  The office has begun formalizing intake, workflow, reporting, and coordination systems to improve consistency, accountability, and follow-through. These systems now need time and capacity to mature and operate as repeatable, standard practice.
- **Capacity—is the limiting factor.**
  Staff are deeply committed, highly competent, and working at or beyond capacity. Administrative, communications, legal, and procurement support have not scaled alongside the workload, creating inefficiencies and burnout risk.
- **Structure and clarity will unlock performance.**
  Clearer roles, better internal coordination, and defined decision pathways will immediately improve effectiveness, morale, and accountability—without requiring major new programs.

- **Economic Development is inherently cross-departmental.**
  Our success depends on close coordination with Housing, Planning, Finance, Legal, Public Works, and Community Services. That coordination needs to be intentional, resourced, and supported from the top—not left to individual relationships to manage.
- **Public-facing space and visibility matter.**
  OED functions best when businesses and residents can easily access staff, resources, and information. Current space constraints limit our ability to serve the public and convene partners effectively.
- **Continuity matters right now.**
  Several grant-funded positions and programs that are producing real outcomes are time-limited. Decisions in the next 6–12 months will determine whether those investments become durable assets or lost momentum.
- **The office is ready to shift from "building mode" to "doing the right things well."**
  With leadership support, OED can move from reactive problem-solving to strategic implementation—grounded in data, aligned with community priorities, and sustainable over time.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Kyle Morgan
Position Title: Interim Director of Emergency Management (OEM)

Transition Team Participants: Berl Brechner, Roman Garcia
Date:

What are the strengths of your department/division?
1. **Operational Readiness -** Proven capabilities in warning, evacuation, mass care/sheltering, mutual aid, and critical infrastructure coordination. 2. **Technology Leadership -** Advanced Geospatial Information Systems (GIS) & data analysis capabilities multiplies small team effectiveness and supports citywide decision-making. 3. **FY26 Training/Exercise Breakthrough -** Exercised all FEMA community lifelines with 100% department engagement. 4. **Community Resilience Innovation -** OEM-led Code Blue program trains staff in disaster coordination and mass care operations while connecting vulnerable populations to resources simultaneously. 5. **Force Multiplier –** OEM facilitates improvements across all city departments through wide-ranging planning, technology, coordination, training, and exercise programs; 3:1 revenue-cost ratio through successful federal grants capture. 6. **Internal Partnerships -** Strong relationships and organizational familiarity across City government, from directors through key support staff. 7. **External Partnerships -** Strong relationships with regional emergency management partner agencies (local, state, federal), organizations (private and NGO), and mutual aid networks. 8. **Strategic Hazard Mitigation Funding Positioning -** One of few NM local jurisdictions receiving significant FEMA hazard mitigation funding; pipeline to major construction grants. 9. **Mutual Aid Coordination** - Experienced in navigating formal mutual aid systems to enable rapid resource activation during major incidents or special events. 10. **Disaster Recovery** – Experienced in navigating state and federal disaster assistance programs to facilitate aid and reimbursements following disasters. 11. **Special Event Support** – Every city-managed special event that OEM supports (ex. 4th of July, Zozobra) is simultaneously practice for incident coordination. 12. **Professional Development** – New Mexico Certified Emergency Manager (NM CEM). Access to extensive free federal training resources through FEMA training consortium on behalf of OEM and

other City/Regional partners. Active partner in NM Association of Emergency Management Professionals.

13. **Supportive Leadership** – Enables direct coordination across organizational boundaries.

14. **Institutional Knowledge** of City operations, processes, and procedures allows for efficient operations and mutual aid to other departments (ex. complex grants navigation, advanced technology use).

What are the weaknesses of your department/division?

1. **Staffing Level** – 2 funded positions compared against 5-6 in peer jurisdictions with equivalent responsibilities

2. **Operational Capacity** - Successful FY26 momentum achieved through extraordinary effort; pipeline of FY27+ planned activities will overwhelm existing capacity at current pace

3. **Constrained Operating Budget** – Current operating budget of $20K limits timely capability gap closure discovered during exercises and real-world response, specialized support, technology, and routine business operations costs. This results in the office being highly dependent on lengthy competitive grant cycles or requests for 1-time funding with no guarantee of success.

4. **Administrative Burden** – Managing $3.5M and growing grant portfolio across 9 individual grants with no dedicated administrative support. Federal compliance, reporting, and navigation of complex federal procurement processes consume a significant amount of leadership's time which should be dedicated to core preparedness mission.

5. **Mission Clarity Gap** - Emergency management's specialized focus (disaster preparedness/response/recovery/mitigation) not always distinguished from adjacent city functions; organizational understanding needed

What are the opportunities of your department/division?

1. **National Standards Alignment** – Programmatic alignment with National Fire Protection Association (NFPA) 1660 standard for Emergency, Continuity, and Crisis Management provides a structured pathway to receive formal program accreditation through the Emergency Management Accreditation Program (EMAP) in 2-3 years, while providing stakeholder clarity, accountability, and legal protection. Minimal costs associated that are not already needed for capacity-building.

2. **Sustain and Expand Training and Exercise Momentum** – Build on FY26 success; expand to whole community and regional partnerships

3. **Expand GIS Support** - Apply enhanced spatial technology to special events management, traffic/closure information, community resource mapping

4. **Expand Resilience Initiative** - Year-round program serving vulnerable populations while building disaster capabilities

5. **Capture Major Federal Grants** – Leverage current $2.5M in FEMA hazard mitigation grant portfolio into $10M+ construction funding for infrastructure resilience

6. **Process Modernization** – Invest in digital systems for improvements to Emergency Operations Center activations, plan maintenance, grant management, training tracking, resource management, improvement planning tracking to reduce administrative overhead and enhance preparedness transparency, accountability

7. **Leverage FEMA Training Access** - Facilitate extensive FEMA training resources for internal capacity and facilitation to other departments

What are the threats to your department/division?

1. **Staffing**: Minimal staffing of 2 funded positions creates organizational vulnerability with limited coverage, succession planning, and insufficient capacity to manage multiple simultaneous coordination functions during major incidents or planned events.

2. **Momentum Loss:** Without investment, visible regression to planning, training, exercise program after strong FY26

3. **Funding Inflexibility**: Cannot close capability gaps identified in exercises or real-world response efforts without lengthy grant cycles; federal grant uncertainty compounds risk.

4. **Escalating Threats Outpacing Preparedness Efforts**: Historical risks increasing in frequency and severity (fire, flooding, human-caused threats), coupled with emerging risks such as pandemics and Public Safety Power Shutoffs, while community vulnerabilities increase simultaneously. Static preparedness programs cannot keep pace, while an iterative preparedness cycle requires adequate resources.

5. **Federal Preparedness Grant Funding Uncertainty**: FY27+ federal funding and policy changes are likely to reduce access to FEMA preparedness grants the City of Santa Fe has relied on to support critical emergency management and incident response (Police, Fire special teams) planning, equipment, technology and training efforts.

6. **Rising Disaster Declaration Threshold**: Federal policy changes are likely to quadruple the damage cost threshold required for disaster declarations that unlock FEMA reimbursement funding. This

means only the largest disasters will qualify for federal assistance and FEMA support for smaller disasters will no longer apply. The City of Santa Fe will bear significantly greater financial responsibility for response and recovery measures.

What are the resources needed for your department/division? i.e., budget, training, staff

STAFFING

Strategic, intentional growth needed across 2 fiscal years to sustain momentum, enhance strengths, meet opportunities, mitigate weaknesses, and reduce threats. This proposal would increase staffing to levels of comparative peer jurisdictions with similar risk profiles and equivalent legal responsibilities.

- **FY26 (Current):** Fill Vacant Position (Deputy Director/Preparedness Coordinator)
- **FY27:** Add Emergency Management Administrative Coordinator - $90K/year (approx.)
- **FY28:** Add Communications (GIS, Alert and Warning Systems), Infrastructure (Hazard Mitigation, Recovery) positions - $90K/Year (approx.)

BUDGET

ESTABLISH PREPAREDNESS FUND: Increase Emergency Management operating expenses budget to $250K in FY27 to support citywide preparedness efforts. This can be accomplished through either establishment of a new fund or increases to existing operating expenses line items.

- **Flexible gap-closing capacity** without lengthy grant cycles (plans, equipment, training) - $80K/yr (approx.)
- **Technology enhancements** - Continued GIS investment, virtual EOC redundancy, critical infrastructure monitoring (equipment, training) - $75K/yr (approx.)
- **Subject Matter Experts** - specialized contracts (planning, training, exercising) - $75K/yr (approx.)
- **Professional Development** for Emergency Management and partner department staff (conferences, training, interagency coordination opportunities) - $20K/yr (approx.)

TRAINING/PROFESSIONAL DEVELOPMENT

For Emergency Management Staff:

1. Conferences (minimum 1 per year per staff)
2. Specialized Training (minimum 1 course per year per staff)
3. Certification Support (NMCEM, IAEM-CEM, FEMA Basic Academy, etc.)

For Cooperating City Departments (Emergency Management Facilitated):

1. **Regular EOC Training:** For department liaisons (continue program initiated in FY26)
2. **Annual Executive Training:** Policy-level decision making, authorities, regional coordination (continue program initiated in FY25)
3. **Crisis Communications Exercises:** Multi-department Joint Information System procedures

4. **Specialized Training:** FEMA damage assessment, special events management, continuity planning
5. **Exercise Program:** Tabletop, functional, full-scale exercises to test plans, standard operating procedures relevant to disaster coordination and major incident response.

What are the goals that are to be accomplished for your department/division in 90 days?

1. Successful Code Blue operations
2. 2 tabletop exercises + 1 major full-scale exercise (Airport Triennial)
3. Complete NFPA/EMAP initial assessment; determine roadmap for accreditation
4. Develop FY27 budget request (Administrative Coordinator + operating budget increase)
5. Integrated Preparedness Plan workshop (3-year training/exercise priorities)
6. Continue comprehensive planning efforts (Hazard Mitigation, Wildfire Risk Assessment, Continuity of Operations, Resource Management Plans)
7. Initiate phase 2 of Emergency Management GIS buildout with ESRI professional services
8. Public Safety Committee presentation
9. Post Deputy Director/Preparedness Coordinator position
10. Maintain compliance with all state and federal grant awards

What are the goals that are to be accomplished for your department/division in 6 months?

1. Hire Coordinator/Deputy Director position
2. Position approval for Emergency Management Administrative Coordinator
3. Complete After-Action Report/Improvement Plan for Triennial Full-Scale Exercise
4. Complete drafts of Hazard Mitigation Plan, Wildfire Risk Assessment, Continuity of Operations, and Resource Management Plans
5. Complete 1 EOC training session for department liaisons
6. Deliver 1 additional presentation to the Public Safety Committee (minimum)

7. Coordinate and complete 2 Special Events Safety, Security, and Planning trainings through Texas A&M Engineering Extension Program with City Department and partner agencies/organizations

8. Emergency Management staff to attend 1 professional conference, 1 professional training (minimum)

9. Maintain compliance with all state and federal grant awards

What are the goals that are to be accomplished for your department/division in 1 year?

1. Coordinate planning support, resource support, and situational awareness for major special events including 4th of July, Zozobra, and Fiestas de Santa Fe.

2. Complete final drafts of Hazard Mitigation Plan, Continuity of Operations Plan, Resource Management Plan, Wildfire Risk Assessments

3. Complete second EOC training session for department liaisons

4. Develop FY28 budget request for 5-person team to include GIS Coordinator, Infrastructure/Mitigation Coordinator (+2 from FY27 request)

5. Deliver 2 additional presentations to the Public Safety Committee

6. Develop annual report demonstrating progress towards EMAC accreditation through programmatic alignment with NFPA 1660 standards, sustained training/exercise program across all departments, community lifelines

7. Maintain compliance with all state and federal grant awards

Any final thoughts, or any additional information the incoming administration should be made aware of?

1. **Disasters Are Resource Problems –** Disasters occur when emergencies overwhelm local response capacity. OEM coordinates preparedness and mitigation activities during steady-state operations, but during disasters exists to facilitate resource coordination and provide decision support when normal response systems are overwhelmed. Executive leadership's disaster role is making policy decisions, authorizing novel resource use (human, equipment, financial), and supporting operational teams by maintaining public confidence. Clear, rapid executive decisions enable effective response.

2. **Emergency Management Core Functions** – OEM does not prevent disasters from occurring, it coordinates information and resources to ensure orderly multi-agency response and accelerated recovery operations. Core response functions include managing public alert and warning systems,

coordination and tracking of key resources, providing timely decision support to leadership, and coordinating mutual aid in and out of the City.

3. **Responsibilities Exceed City Boundaries –** As the state capital, major tourism destination, and largest city in Northern NM, Santa Fe will be expected to serve as a regional hub during major disasters affecting surrounding communities, many of which have significant risk exposure.

4. **New Mexico Structural Complexity Creates Unique Requirements** – New Mexico state law and the City of Santa Fe's home rule status creates a unique emergency management structure compared to most states. In New Mexico, each political subdivision (city, county, or town) is responsible for its own emergency management program, meaning Santa Fe functions as our own operational area rather than rolling up into the County as is common in other states. As such, the City of Santa Fe OEM must maintain direct state, federal, NGO, and private industry coordination, and all associated planning and reporting obligations. The City of Santa Fe OEM collaborates closely with Santa Fe County and other regional partners, but carries independent, county-equivalent emergency management responsibilities.

Michael J. Garcia Mayoral Transition

Administrative Data Collection

Employee Names: Tim Farrell, Interim Director Facilities Management Division; Sam Burnett, Interim Director, Public Works Department

Transition Team Participants: Joel Berendzen (James Rivera was unable to make the meeting)

Date: December 17, 2025

What are the strengths of your department/division?

1. **Deep institutional knowledge** not just as stewards of facilities worth ~$500M , but also as a team highly experienced in City processes and how to make them work. We keep our ducts in a row.
2. **Experienced skilled tradesmen** enable cost-effective in-house repairs and improvements while providing critical flexibility for operationally-sensitive work
3. **Discipline in implementing best management practices** ensures integrity and high-quality results while keeping costs and risks in line
4. **A strong culture of responsiveness and collaboration** with other departments, tenants, and external agencies are key to effective delivery of City services

What are the weaknesses of your department/division?

1. **Outdated Master Plan** is misaligned with current conditions and priorities
2. **Too much reactive and deferred maintenance** with multiple facilities below acceptable repair-to-replacement cost ratios, creating operational strain and driving up costs
3. **Space deficit** estimated at 50,000 square feet
4. **Many repurposed buildings** are poorly-suited and -sited for their current uses, creating inefficiencies for both employees and constituents
5. **Asset management is currently distributed among many city departments** and conversations are needed with multiple other departments focus to enable good outcomes for their individual facilities

What are the opportunities of your department/division?

1. **Better alignment of City priorities would allow better resource allocation** and stewardship
2. **Increased use of technology would enable efficiencies** through better prediction of maintenance needs as well as better energy and water use/production
3. **Maintaining a citywide maintenance list** would let us respond to State and federal funding opportunities with shovel-ready projects that can be completed on schedule
4. **Development of a Consolidated City Services Center** would address the space deficit, improve service delivery, and reduce long-term operating costs

What are the threats to your department/division?

1. **Deferred maintenance creates operational risk** with recent system failures such as the recent shutdowns at the Gonzalez Senior Center and Fire Station #5 illustrating the potential scale of impacts
2. **Escalating construction and materials costs** reduce purchasing power and complicate cost and completion-date estimation
3. **Insufficient internal capital renewal funding** results in compounding deterioration and rising emergency repair costs
4. **Employee recruitment and retention**

What are the goals that are to be accomplished for your department/division in 90 days?

1. **Communicate with the new management team** to align priorities with constraints and implementation capacity
2. **Present actionable facility reuse concepts for underutilized assets** (e.g., Railyard Market Station, Warehouse 21, and Southside Transit) with a goal of providing space relief
3. **Deliver a proposal for a new Facilities Master Plan** including scope, schedule, and decision points
4. **Present a plan targeting high-risk deferred maintenance items** with a scale of $750K
5. **Document and communicate FMD directions and decisions** to improve coordination across departments

What are the goals that are to be accomplished for your department/division in 6 months?

1. **Initiate actions on space reuse, deferred maintenance, and facilities planning**
2. **Advance the Facilities Master Plan through procurement**
3. **Strengthen preventive maintenance execution** through targeting high-risk systems and closing more work orders
4. **Standardize documentation, internal controls, and reporting practices** across capital, maintenance, and property management functions
5. **Clarify and document asset management responsibilities citywide**, identifying opportunities where consolidation under FMD would result in better outcomes
6. **Demonstrate improved smart-monitoring dashboards** to improve insight into facility performance, resource consumption, and operational risk
7. **Address critical staffing gaps**, particularly in custodial and skilled-trades roles

What are the goals that are to be accomplished for your department/division in 1 year?

All These Goals Are Pending Coordination and Authorization

1. **Secure a recurrenting facilities renewal funding strategy**
2. **Advance the Facilities Master Plan**
3. **Consolidate asset management functions where appropriate**
4. **Improve long-term staffing stability** through refined recruitment strategies, workforce development pathways, and succession planning
5. **Complete the high-risk deferred maintenance mitigation plan**
6. **Advance planning on a Consolidate City Services Center**
7. **Deliver an annual Facilities performance summary** outlining progress, risks, and priorities to support executive decision-making

Any final thoughts, or any additional information the incoming administration should be made aware of?

Deferred maintenance issues keep us up at night. The biggest example is the Midtown Redevelopment district's master metered gas system, which hasn't been properly maintained since WWII. If we lost that, HVAC in midtown could be out for a month due to regulatory compliance issues.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Emily K. Oster, with input from Finance Dept. Managers and Supervisors
Position Title: Finance Director

Transition Team Participants: Scott Hussion, Caryn Fiorina
Date: 12/19/2025

What are the strengths of your department/division?
- Teamwork- the current staff of the Finance Department works really well together. - Organizational skills - Communication - Getting stuff done- the team has successfully balanced completing big projects and keeping up with day-to-day work - Open to change- the team is willing to try new things and is open to new ways of doing things - Rapid evolution in Tyler Munis ERP system skill development, taking big strides - Significant progress over the past three years to develop a trust culture within the Finance Department, strong relationships between Finance staff members - Demonstrated ability to translate national best practices into practical, City-specific controls and procedures that withstand audit and public scrutiny. - Proven track record of stabilizing historically fragmented functions through disciplined oversight, documentation standards, and cross-department coordination. - Established credibility with departments and leadership as a problem-solving partner rather than a compliance-only function. - Over the past five years, the City of Santa Fe's Purchasing Division has undergone significant evolution and modernization. We successfully transitioned from operating strictly under a home rule code to aligning with the State Procurement Code, with modifications to the City ordinance that ensure compliance and consistency across all procurements. During this period, we developed a comprehensive Procurement Manual, updated the City's purchasing ordinance, and implemented a modern eProcurement system, OpenGov. These improvements have strengthened adherence to procurement, contract, and construction rules while streamlining processes. - OpenGov has made procurement intuitive and user-friendly for internal stakeholders and provides access to a nationwide network of registered vendors, enhancing efficiency, transparency, and the City's ability to obtain high-quality goods and services. In parallel, we organized all procurement files on a shared drive with an easy-to-navigate structure, expanded our understanding and use of Tyler Munis, and added new system features. - Staff development has been a key focus: all personnel are certified through the State's NMEDGE Chief Procurement Certification program, and we provide ongoing training to ensure expertise and consistency. We pride ourselves on being the most

customer service–oriented division in the City, maintaining frequent communication through Teams, phone, and text to keep stakeholders informed and aligned.

- We have also spent many days identifying old processes; we researched why we did certain things, verified whether they were needed or not, revised them or completely removed. We have modernized many of our processes to speed them up where possible.

- Daily Responsibilities
  The Purchasing Division manages a broad range of procurement and contracting activities on a daily basis, including:

- Processing Purchase Orders (POs) for goods, services, and construction.
- Managing contracts and amendments, ensuring compliance with legal and procurement requirements.
- Facilitating procurements, including RFPs, RFQs, IFBs, and cooperative purchases.
- Reviewing and approving requisitions to ensure compliance with policy and budget.
- Maintaining organized procurement and contract files on shared drives.
- Monitoring vendor performance and maintaining vendor relationships.
- Providing training and guidance to internal stakeholders on procurement rules and system use.
- Ensuring adherence to procurement, contract, and construction regulations.
- Collaborating across departments to support operational needs and resolve issues quickly.
- Supporting strategic sourcing initiatives and continuous process improvements.

Treasury Division-

Over the past several years, the Treasury Division has made significant improvements to its procedures and processes related to cash management, debt, and investments. Treasury has implemented bank-driven processes to support the Controller's Office in strengthening and streamlining reconciliation activities. Listed below are the primary duties and responsibilities of the Treasury Division, including but not limited to the following:

Treasury Responsibilities

Cash Receipting & Daily Posting (Citywide)

- Daily posting of cash and electronic receipts across all City departments
- Recreation sites:
  - GCCC
  - Fort Marcy
  - Bicentennial
  - Salvador Perez
- Transit
- Central Cashiers Office:

    - Receipt all cash, checks, and credit card payments to assigned org/object codes
    - Land Use EnerGov invoicing and receipting
- Police Department
- Parking:
    - On-street parking revenue
- Wires:
    - Ambulance
    - Utilities
    - Various departments
    - Excise tax
- Airport
- Leases (Economic Development):
    - Invoicing and receipting
- Ambulance:
    - Contract management, reporting, and SDW implementation
- Seniors Division
- Waste Management

Revenue Administration

- Lodgers' Tax
- High-End Homes (Mansion) Tax
- Gross Receipts Tax (GRT)
- Franchise Fees
- Property Tax

Debt Management

- Maintain debt schedules
- Process debt payments
- EMMA reporting
- Tax abatements
- General Obligation (GO) Bonds
- Tax levy rate calculations
- Mansion Tax CPI adjustments
- Living Wage calculations

Investment & Banking Oversight

- GPA – Investment firm coordination
- Primary point of contact between the City and Wells Fargo:

    - Account access
    - Reporting
    - Desktop deposits
    - Lockbox services
    - Credit card terminals
    - Armored car services
- HSA Bank
- Webster Bank
- New Mexico Finance Authority (NMFA)
- Local Government Investment Pool (LGIP) – State Treasurer's Office

Tax Reporting

- Wage withholdings
- Governmental Gross Receipts Taxes
- Water Conservation Fees
- SWAMA:
    - GGRT
    - Wage withholdings

Systems, Projects & Process Improvements

- Development and implementation of NEUMO and OpenGov Treasury modules
    - High-End Homes Tax processing
- Recurring invoicing:
    - Leases
    - Parking
    - Tourism
- Implementation of Point-of-Sale (POS) systems for:
    - City Hall
    - Police
    - Parking
    - Goal: minimize POS systems and integrate with MUNIS (book of record)
- Citywide implementation of desktop deposit scanners
- Realignment of cash receipting processes to support the Controller's reconciliation functions
- Assistance with reconciliation implementation for FY 2020–FY 2025Cash Handling Policy:
    - Training for all City sites that receive funds

What are the weaknesses of your department/division?

- Limited formalized delegation authority and outdated approval thresholds that create avoidable bottlenecks and extended cycle times.
- Inconsistent quality of scopes of work and contract documentation submitted by departments, increasing legal review time and revision risk.
- Fragmented contract signature workflows and review sequencing that add administrative burden without improving risk mitigation.
- The Purchasing Division currently faces staffing limitations that impact our ability to fully manage the workload. Additional personnel would allow us to assign staff based on departmental needs, ensuring that specific procurements, contracts, purchase orders, packet routing, sole source requests, and emergency processing are handled by individuals with specialized knowledge. This targeted approach would improve efficiency, accuracy, and responsiveness while allowing staff to develop expertise in the specific goods, services, and construction requirements of each department, ultimately benefiting the City as a whole.

What are the opportunities of your department/division?

- Improvements to travel process
- 1. Delegate approval of international travel from GB to CM, can be done by City resolution (in process, in queue in Legislative services, consider adding to procurement ordinance change currently in process).
- Improvements to BAR process
- 1. Increase CM BAR authority to $200,000 (ordinance change needed, not yet submitted to Legislative services).
- Improvements to streamline and increase efficiency in the procurement process:
- 1. Adopt changes proposed in procurement update bill proposed by CPO (bill is drafted in queue in Legislative services, targeting introduction at 1/28/26 GB meeting)- specific changes include allowing POs to be issued from price agreements without GB approval.
- 2. Create specific authority in ordinance for CM to approve contract amendments (term extensions, modifications to amount up to a set % of original contract as long as budget is available, OR CM could approve all amendments not affecting total compensation- ex. assignments, extending term).
- 3. Change GB review/approval process for contracts and budget amendment resolutions (BARs): eliminate requirement for contracts and contract amendments to go to Committees- just send only to GB for approval OR take contract twice to GB (first time on discussion, second time on consent). Enact through changes to GB procedural rules.
- 4. GB delegate approval to CM for contracts and POs based on price agreements (routine things, not policy-related ex. insurance, building repairs and maintenance,

road maintenance, fuel, road salt/gravel, standard materials, chemicals, vehicles-police and fire).

- 5. Provide training to City staff on how to write an appropriate scope of work for a contract (this is where things tend to go wrong). Directors, not just admins, should review contract SOW before it is submitted to Legal to make sure it is what they want.
- 6. Centralize Procurement functions in Finance by adding staff to the Purchasing Team- 1 person per 3 City Depts, assigned buyer model, each buyer has a portfolio of Depts and that buyer does most of the procurement work for the Depts.
- 7. Change order of review steps: budget review before legal review, check basic math in contract before it submitted to legal.
- 8. General information about NM GRT (link to State's website), how to handle questions from vendors about GRT, consider adding language to contract template to explain that vendors are responsible for determining if they have to pay GRT and for making sure it is included in the compensation clause of the contract if it is applicable, City does not provide tax advice. More issues with GRT arise when we use vendor contract templates. Provide direction to City staff that vendors should include GRT, if applicable, in any quotes they provide (consider adding into standard Request for Quotes in OpenGov).
- 9. Invitation to Bid (ITB)- clarification on whether vendors should include GRT in their bid.
- 10. Centralize contract signature process in OpenGov (currently contracts go through 4 different signature processes in AdobeSign). Reduce to 2 signature processes, separate approvals from signatures. CPO working on draft process map/flowchart.
- 11. Provide training to City staff on how to use blanket CPO determination for services (professional/general).

- Modernize approval thresholds and delegated authority to better align with current operational scale, inflation, and peer-municipality standards.
- Reduce administrative friction and cycle time through procedural rule changes that preserve Governing Body oversight while eliminating redundant review steps.
- Strengthen upstream contract quality by shifting accountability for scope accuracy to directors and improving early-stage budget and math validation.
- Improve vendor compliance and reduce tax-related disputes by standardizing City guidance on New Mexico Gross Receipts Tax treatment.
- Increase consistency, speed, and transparency by centralizing contract execution and signature workflows within a single platform.

What are the threats to your department/division?

- Continued use of legacy approval thresholds and processes that no longer match City scale, increasing staff workload and delaying service delivery.
- Procedural complexity that may discourage compliance or incentivize workarounds

at the departmental level.
- Loss of momentum on procurement and governance reforms during leadership transitions or legislative backlogs.

-Treasury- Continued use of legacy and third-party payment systems not native to our book of records MUNIS.

-Transition from manual cash receipt import processes to automated cash receipting workflows.

-Proper overview of accounts receivables city wide 30/60/90-day review.

What are the resources needed for your department/division? i.e., budget, training, staff

- Dedicated HR support to fill vacant positions faster, especially in Fleet Division (get down to 1-2 month turnaround to fill vacancies)
- Two additional Mechanic positions in the Fleet Division (1 heavy equipment mechanic and 1 auto mechanic)
- Policy and legislative support to update approval authorities, procedural rules, and ordinances to reflect modern operating realities.
- Dedicated procurement capacity to support an assigned-buyer model and reduce reliance on decentralized staff for complex transactions.
- Targeted training resources focused on directors and managers responsible for defining scope, outcomes, and contract intent.
- Treasury-ITT support with new functionalities modules.

What are the goals that are to be accomplished for your department/division in 90 days?

- Implement RTA Fleet Management Software by February 1, 2026
- Advance identified ordinance and procedural changes into formal legislative or rulemaking pipelines.
- Finalize and socialize revised procurement, travel, and contract approval workflows to departments.
- Identify and prioritize quick-win process improvements that reduce cycle time without

policy risk.

- See Attached Finance Department FY26 Goals, Objectives and KPIs

What are the goals that are to be accomplished for your department/division in 6 months?

- Implement approved delegation and procedural changes and monitor early impacts on cycle time and workload.
- Launch standardized training for directors and managers on scopes of work, contract structure, and compliance expectations.
- Consolidate contract signature and approval workflows to reduce redundancy and improve traceability.

- See Attached Finance Department FY26 Goals, Objectives and KPIs

What are the goals that are to be accomplished for your department/division in 1 year?

- Demonstrate measurable reductions in procurement and contract cycle times while maintaining audit defensibility.
- Fully operationalize a centralized procurement support model with clear departmental points of contact.
- Establish procurement and contract performance metrics as a routine part of executive reporting.

- See Attached Finance Department FY26 Goals, Objectives and KPIs

Any final thoughts, or any additional information the incoming administration should be made aware of?

- Many of the recommended improvements are low-risk, governance-focused changes that primarily require leadership alignment rather than new funding.
- Early procedural reforms can deliver immediate efficiency gains while longer-term system and staffing investments mature.
- Clear executive sponsorship will be critical to ensuring reforms are adopted consistently and sustained beyond the transition period.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: **Brian Moya**
Position Title: **Fire Chief**

Transition Team Participants: Chris Rivera, Cam Crawford
Date:

What are the strengths of your department/division?

The Santa Fe Fire Department continues to demonstrate exceptional service delivery and operational efficiency through the following core strengths:

- **High-Quality Service and Community Care**: We remain committed to providing outstanding emergency response and public safety services, consistently meeting the needs of our community with professionalism and compassion.
- **Low Vacancy Rate**: Through proactive recruitment and retention strategies, the department maintains a remarkably low vacancy rate, ensuring continuity of service and operational readiness.
- **Enhanced Staffing Capacity**: We successfully increased our minimum daily staffing levels from 34 to 39 personnel, significantly strengthening our response capabilities and improving coverage across the city.
- **Strong Labor-Management Relations**: A collaborative and respectful relationship between the workforce (IAFF Local Union) and management fosters a positive work environment and supports shared goals.
- **Organizational Adaptability**: The department has demonstrated a strong ability to adapt, evolve, and overcome challenges in dynamic and high-pressure situations, ensuring mission continuity under all circumstances.
- **Strategic Partnerships**: We continue to cultivate meaningful and impactful relationships with key stakeholders and partner agencies, including RECC, Santa Fe County Fire, Police Department, ITT, Land Use, Water Division, and OEM, enhancing interagency coordination and service integration.
- **Efficient Request Turnover**: The department maintains an exceptionally low request turnover rate, consistently responding to internal and external requests promptly and within established timelines.
- **Minimal Constituent Complaints**: Public feedback remains overwhelmingly positive, with minimal complaints received, reflecting the department's commitment to excellence and community trust.
- **Improved Candidate Preparation**: The implementation of prospective candidate information sessions has significantly enhanced the preparedness and quality of applicants entering the recruitment process.

What are the weaknesses of your department/division?

While the department continues to perform at a high level, several critical challenges must be addressed to sustain and enhance service delivery:

- **Flat Budget Amid Rising Costs**: Operating within a flat budget limits our ability to absorb the impact of inflation across contracts, equipment, and daily operations. An increase in budget allocation is essential to maintain service quality and meet growing operational demands.
- **Apparatus Space and Storage Limitations**: The department faces significant constraints in physical space and storage capacity for apparatus and equipment, which affects readiness and long-term asset management.
- **Dependence on External Departments**: Progress on key initiatives often relies on support from other city departments, which can delay timelines and hinder the department's ability to independently advance strategic goals.
- **Limited Time and Resources for Strategic Goals**: Achieving high-level objectives such as ISO Class 1 certification requires substantial time, staffing, and resources—currently stretched thin across multiple priorities.

What are the opportunities of your department/division?

To ensure the Santa Fe Fire Department continues to meet the evolving needs of the community, we are actively pursuing several key initiatives focused on infrastructure, personnel, and technological advancement:

- **Infrastructure Expansion**: Evaluating long-term growth and development includes the strategic addition of a new fire station to enhance coverage, reduce response times, and support increased service demand.
- **Departmental Growth**: Continued expansion of the department is essential, including increasing the **Position Only Listing (POL)** staffing to support operational readiness and community safety.
- **Technology Adoption**: Embracing emerging and innovative technologies will improve operational efficiency, enhance data-driven decision-making, and elevate the quality of service provided to the public.
- **Administrative Capacity Building:** Increasing administrative support staff and adding Chief Officer positions will strengthen leadership capacity, improve project oversight, and ensure sustained progress on strategic goals.

What are the threats to your department/division?

If the department continues to operate under a flat budget, several critical challenges may intensify, potentially impacting service delivery and organizational sustainability:

- **Competitive Compensation Limitations**: Continue to stay competitive with other agencies and departments and continue to offer competitive financial packages.
- **Fleet Management and Operational Readiness**: Maintaining operational readiness is becoming more difficult due to limited workspace, personnel, and funding for fleet maintenance and vehicle replacement. These constraints may lead to increased downtime

and reduced response capability.

- **Resource Overextension**: The department is frequently required to stretch its resources to meet special requests and emerging needs, which can strain personnel and impact on core service delivery.
- **Leadership Capacity Gaps**: The continued lack of administrative Chief Officer positions limits the department's ability to effectively oversee strategic projects, manage interdepartmental coordination, and drive long-term initiatives.

What are the resources needed for your department/division? i.e., budget, training, staff

1. **Personnel Staffing (POL Increase)**
    - **Justification**: To meet the growing demand in call volume and maintain safe minimum staffing levels, additional personnel are required.
    - **Budget Impact**: Increased salary, benefits, on-boarding, and training costs.
    - **Strategic Benefit**: Enhances response capacity and reduces burnout among existing staff.
2. **Fleet Expansion and Maintenance**
    - **Justification**: Additional vehicles are needed to support increased staffing and call volume. Existing fleet requires ongoing maintenance and upgrades.

- **Budget Impact**: Vehicle acquisition, fuel, maintenance contracts, and parts.
- **Strategic Benefit**: Ensures operational readiness and reduces downtime.

3. **Wildland Response Capability (WUI Expansion)**
   - **Justification**: Increased wildland fire activity within the Wildland-Urban Interface (WUI) requires specialized equipment and training.
   - **Budget Impact**: Wildland PPE, tools, apparatus retrofitting, and training programs.
   - **Strategic Benefit**: Improves safety and effectiveness in WUI incidents.
4. **Communications Equipment Upgrade**
   - **Justification**: Many handheld radios are outdated and no longer supported, impacting communication reliability.
   - **Budget Impact**: Replacement of radios, programming, and interoperability enhancements.
   - **Strategic Benefit**: Improves safety, coordination, and response efficiency.
5. **Station and Infrastructure Modernization**
   - **Justification**: Several fire stations are aging and require upgrades to meet current operational standards.
   - **Budget Impact**: Renovation, ADA compliance, HVAC, plumbing, and structural improvements.
   - **Strategic Benefit**: Enhances working conditions, energy efficiency, and community presence.
6. **Administrative Support and Chief Officer Positions**
   - **Justification**: Additional leadership is needed to manage strategic projects, interagency coordination, and operational oversight.
   - **Budget Impact**: Salaries, benefits, and office resources.
   - **Strategic Benefit**: Strengthens organizational capacity and project execution.
7. **Training and Professional Development**
   - **Justification**: Ongoing training is essential to maintain certifications and adapt to evolving standards.
   - **Budget Impact**: Course fees, travel, materials, and instructor costs.
   - **Strategic Benefit**: Improves service quality and compliance with ISO and NFPA standards.

What are the goals that are to be accomplished for your department/division in 90 days?

Prepare FY 2027 Budget

1. **Prepare FY 2027 Budget**
   - **Objective**: Develop a comprehensive and strategic budget that reflects departmental growth, operational needs, and inflationary pressures.
   - **Key Actions**:
     - Incorporate line-by-line justifications for staffing, fleet, infrastructure, and technology.
     - Align budget with strategic goals and anticipated service demands.
     - Schedule budget review sessions with city finance and leadership.

2. **Union Negotiations**
   - **Objective**: Engage in collaborative negotiations with IAFF Local to address compensation, staffing, and working conditions.
   - **Key Actions**:
     - Establish negotiation team and timeline.
     - Review current MOU and identify areas for improvement.
     - Maintain transparency and open communication throughout the process.

3. **Med 6 – Delivery and Deployment**

   - **Objective**: Ensure timely delivery, inspection, and operational deployment of Med 6.
   - **Key Actions**:
     - Coordinate final delivery and acceptance testing.
     - Complete equipment outfitting and personnel assignment.
     - Place Med 6 into service and update fleet records.

4. **State Fire Marshal Office Inspection**
   - **Objective**: Successfully complete inspection and ensure compliance with state standards.
   - **Key Actions**:
     - Prepare documentation and station readiness.
     - Conduct internal pre-inspections.
     - Address any deficiencies promptly.

5. **Schedule Intra-Agency Training**
   - **Objective**: Enhance operational readiness and interdepartmental coordination through structured training.
   - **Key Actions**:
     - Develop annual training calendar.
     - Coordinate with RECC, PD, OEM, and other partners.
     - Include ISO-related training, wildland response, and leadership development.

What are the goals that are to be accomplished for your department/division in 6 months?

Implementation FY 2027 Budget

1. **Implement FY 2027 Budget**
   - **Objective**: Execute the approved budget efficiently and in alignment with departmental priorities.
   - **Key Actions**:
     - Distribute budget allocations across divisions.
     - Monitor expenditures and adjust as needed.
     - Provide regular budget performance updates to leadership.

2. **Procurement of Ladder 7 and Engine 3**
   - **Objective**: Initiate the purchase orders and complete procurement for critical apparatus.
   - **Key Actions**:
     - Finalize specifications and vendor selection.
     - Submit purchase orders (PO) for Ladder 7 and Engine 3.
     - Coordinate delivery timelines and integration into fleet.

3. **Align with New Administration Goals**
   - **Objective**: Develop a clear understanding of the new administration's strategic objectives and align departmental initiatives accordingly.
   - **Key Actions**:
     - Schedule leadership meetings and briefings.
     - Review citywide strategic plans and priorities.
     - Adjust departmental goals to support broader municipal objectives.

4. **Complete Elementary School Presentations**
   - **Objective**: Deliver fire safety education to all elementary schools within the city.
   - **Key Actions**:
     - Finalize presentation schedule and materials.
     - Coordinate with schools and community outreach teams.
     - Track completion and feedback for future improvements.

5. **Update Development Model and Standard Operating Guidelines (SOGs)**
   - **Objective**: Modernize deployment strategies and operational protocols to reflect current needs and best practices.
   - **Key Actions**:
     - Review current deployment model and identify gaps.
     - Update SOGs to align with staffing, equipment, and response priorities.
     - Train personnel on revised guidelines and ensure compliance.

What are the goals that are to be accomplished for your department/division in 1 year?

1. **Capital Improvement – Legislative Funding Utilization**
   - **Objective**: Effectively spend down the $4.2 million allocated by the legislature to improve existing fire stations.
   - **Key Actions**:
     - Conduct facility assessments to prioritize upgrades (HVAC, structural, ADA compliance, and living quarters).
     - Develop a phased improvement plan with timelines and cost estimates.
     - Ensure compliance with procurement and reporting requirements.
2. **Southside Fire Station Development**
   - **Objective**: Establish a comprehensive plan to build a new fire station on the southside to meet the growing service demands.
   - **Key Actions**:
     - Identify potential site locations and conduct feasibility studies.
     - Engage with City Planning, Land Use, and other community stakeholders.
     - Develop architectural and operational plans with projected costs.
3. **Revenue Generation Initiatives**
   - **Objective**: Increase departmental revenue through strategic programs.
   - **Key Actions**:
     - Expand participation in wildland deployment to bring back state and federal reimbursements.
     - Maximize returns from the Ambulance Supplemental Payment Program (ASPP).
     - Track and report revenue to support future budget requests.
4. **ISO Class 1 Re-Evaluation**

- **Objective**: Prepare for re-evaluation to achieve and maintain an ISO Class 1 rating.
- **Key Actions**:
  - Review current ISO scoring criteria and departmental performance.
  - Address gaps in training, documentation, and deployment.
  - Coordinate with water utilities, dispatch, and inspection teams.

5. **City-County Deployment Model Evaluation**
   - **Objective**: Analyze and optimize deployment strategies between Santa Fe City and County.
   - **Key Actions**:
     - Review current response maps and mutual aid agreements.
     - Identify overlaps, gaps, and opportunities for improved coverage.
     - Collaborate with Santa Fe County Fire and RECC for joint planning.
6. **Unit Expansion Analysis**
   - **Objective**: Assess the need for additional units based on increased call volume.
   - **Key Actions**:
     - Perform data analysis on call volume trends by district and time.
     - Evaluate staffing, apparatus availability, and response times.
     - Recommend unit additions or redeployments based on findings.

Any final thoughts, or any additional information the incoming administration should be made aware of?

Succession Planning

- The Santa Fe Fire Department (SFFD) is committed to safeguarding its long-term operational effectiveness and organizational continuity. Succession Planning which will be designed to identify, develop, and prepare a robust pipeline of internal candidates ready to assume senior management and executive roles.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: SARAH BOLLETER-GONZALES
Position Title: Interim HR Director

Transition Team Participants: Peter Ives, Phyllis Bustamante
Date: December 23, 2025 2:00 pm

What are the strengths of your department/division?

The HR Team is small but mighty, consisting of 16 team members. Our strengths are:

- **Relationships** - Creating lasting professional connections with our fellow City business partners.
- **Responsiveness -** Providing prompt responses to inquiries and promptly meet with employees and departments when needed.
- **Internal Development -** Flexibility and willingness to make process changes when it makes sense.
- **Reliability -** Maintain strong services level agreements (SLA) which shows our reliability and builds trust.
- **Professionalism -** Dedicated and experienced in a wide variety of HR functions, such as recruitment, retention, employee engagement, training, employee relations, benefits and wellness.
- **Proactive -** Offering a strong benefits package and employee wellness support, which assists in recruitment and retention.
- **Accountability -** A strong internal auditing system.
- **Efficiency** - Streamlined approval process for personnel actions to include hiring personnel
- **Creativity -** Created multiple classification tiers to assist with career growth-working with departments on additional career ladders.
- **Engagement** - Implemented several retention initiatives such as flexible work arrangements, physical and mental fitness leave, wellness day leave, and issued several monetary retention incentives.

What are the weaknesses of your department/division?

The HR Department is always open to reflecting on our work and how improvements can be made to make a stronger City work force. Below are a few areas that are current weaknesses.

- **Employee Application process** - The current employment opportunities portal could use improvements. An intuitive system would pull a wider applicant pool.
- **Underutilization of existing tools -** We are not utilizing Tyler Munis Human Capital Management (HCM) to its full potential. We must expand on modules such as a Training Management System (LMS) to track our expanding employment training opportunities.
- **Lack of complete policies –** The City at large is not operating from a complete and updated set of employee policies. This makes discipline and other actions inconsistent and leads to a decrease in moral
- **Employee Education** – Not all employees are trained in a consistent manner that leads to inconsistencies in work and behavior.

What are the opportunities of your department/division?

HR has a solid group of employees that are ready to further improve the efficiency and work environment for employees. Opportunities towards this include:

- **Training -** The HR team loves to train. We have a robust selection of training opportunities for all city employees and the Department HR Liaisons. We strive to be subject matter experts in our HCM system and see opportunities to cross train Administrative Managers and Business Operation Managers (Department HR Liaisons) to initiate personnel actions with confidence.
- **Employee wellness programs -** There is opportunity to expand on the mental health and financial wellness programs, which will directly impact employee satisfaction and retention.
- **Equitable Pay -** HR sees the opportunity to create a comprehensive compensation policy for non-union classified employees. Studies have shown that employees value equitable pay, a policy to support equitability is a necessity for the City.
- **Peer to Peer development -** There is opportunity to start a mentorship program by seeking buy in from long-term employees with a goal of growing institutional knowledge. This also helps in the development of new employees and builds comradery.

What are the threats to your department/division?

As functioning of City government is largely dependent on employees and HR serves a central role in an employee's lifecycle, threats to any department's employees become a threat to HR. Current threats are:

- **Clearly defined expectations** - The lack of strong and enforced SLAs for the departments we serve. For example: Human Resources provides a list of eligible applicants to the hiring department within three (3) business days of the recruitment closing date. That is a Human Resources SLA. The hiring department currently does not have an SLA in place to return the recommendation for hire to HR. Taking longer than two (2) weeks to provide a hire recommendation to HR slows the hiring process significantly and adds additional strain to employees in the department pursuing a new employee.
- **Well trained leadership** - Lack of proper supervisor and manager training is a threat to Human Resources and the City of Santa Fe as a whole. The effects are poor morale and increased turnover rates.
- **Misutilization of Staff -** Human Resources currently administers the random and follow-up drug and alcohol program, the contract for this program is owned by Risk and Safety. It is a threat to the Benefits and Wellness team to continue the administration of this program and takes time and resources away from training, wellness programs and initiatives such as increasing mental health and financial wellbeing classes.
- **Adequate Employee Policies and Consistent Enforcement -** As previously stated, all policies need to be updated and new ones added. An additional threat to Human Resources and the City is a lack of consideration and compliance with the Rules, Regulations and Policies by City leadership.

What are the resources needed for your department/division? i.e., budget, training, staff

The HR department is fortunate in that they have a solid staff that are able to meet most work deliverables; however, to improve functioning the following are necessary.

- **Computer/Training Center** - Human Resources needs a devoted training space and lab. Our Training Organizational Development Team often struggles to reserve available space within the City for the computer lab portion of New Employee Orientation (NEO). This is a vital part of NEO as we walk employees through, logging into their computers, accessing emails, navigating the intranet, timekeeping, etc. A dedicated lab of sorts will assist us in meeting our training goals and allow the HR Team to provide regular Tyler Munis HCM training.
- **Specialized IT Support -** Human Resources will be requesting an additional FTE to recruit for a Human Resources Information Systems (HRIS) Manager. This employee will be a liaison between HR and ITT to meet our Tyler Munis module expansion goals, improve the employment opportunities portal, complete employee salary imports internally, provide training opportunities as a subject matter expert, and further develop HR capabilities by routinely monitoring data that informs on future HR weaknesses.
- **Vehicle -** Human Resources will be requesting the purchase of a city vehicle. Team members currently utilize their own vehicle to travel to hiring events, interviews, training, and Police and Fire testing.

What are the goals that are to be accomplished for your department/division in 90 days?

Our goals to be accomplished within 90 days are:

- **Senior Level Hiring -** Assist Mayor Garcia with his hiring initiatives. We are hopeful that we will have a permanent City Manager on board within 90 days and will work with both the City Manager and Mayor Garcia to fill the remaining vacancies on the senior level.
- **Fill Vacancies** - The new year brings plenty of interested applicants for a wide variety of vacancies. The HR Team is gearing up for our first rapid hire of the year on January 10, 2026. Our goal is to complete a second Rapid Hire event in March.
- **Improve Hiring Processes** - Work with hiring departments to establish SLAs to submit recruitment closeout packets to HR to improve and expedite the recruitment and hiring process.
- **Budget** - Begin working on our budget

What are the goals that are to be accomplished for your department/division in 6 months?

Our goals to be accomplished in the next six months are:

- **Computer/Training Center** - Have a dedicated computer lab with regular hands-on training scheduled for our HCM system.
- **Training Infrastructure** - Have the Training Module built out in Munis to assist with our training efforts or acquire a training system that will work and fit our training needs.
- **Train Managers** - See an increase in supervisor and manager attendance to HR's offered trainings that will provide those employees with the tools needed to be successful in their role.
- **Feeder Program -** Establish partnership with Santa Fe Community College on internship programs for hard to fill trade position certifications to expedite hiring.

What are the goals that are to be accomplished for your department/division in 1 year?

Our goals to be accomplished in the next year are:

- **Employee Ownership -** Kickstart focus groups with a variety of City employees to seek buy in on a mentorship program to grow institutional knowledge.
- **Policies -** Finalize improvements to existing rules, regulations and policies.

Any final thoughts, or any additional information the incoming administration should be made aware of?

Our mission is to provide Human Resources services that promote a work environment that fosters respect, accountability, and trust.
Our goal is to assist Mayor Garcia with accomplishing his goals while providing guidance on best practices, policies and procedures.
We are a team that is always willing to come to the table to collaborate, we believe in Team Santa Fe.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Eric Candelaria
Position Title: Director, Information Technology & Telecommunications

Transition Team Participants: Todd Lovato, Michael Kelley
Date: 10/5/2025

What are the strengths of your department/division?

Our department has several key strengths that enable us to support the City's mission effectively:

- **Broad Technical Expertise Across Core Public Services**

Our team has strong experience managing and supporting essential municipal systems, including public safety platforms, utilities, permitting and licensing systems, finance/ERP environments, GIS, and citizen-facing services.

- **Stable and Predictable Funding Environment**

Municipal budgeting provides consistent baseline funding, which allows us to plan long-term technology investments and maintain critical infrastructure without the volatility often seen in the private sector.

- **Deep Institutional Knowledge**

Long-tenured staff possess a strong understanding of legacy systems, departmental workflows, and historical configurations. Knowledge that is essential for continuity and system reliability.

- **Alignment with Community and Public Service Goals**

Our technology initiatives are closely tied to improving public service delivery, enhancing transparency, and expanding access for residents, ensuring our work directly supports community needs.

- **Centralized Management of Systems and Standards**

The department's centralized structure allows us to maintain consistent cybersecurity practices, standardize technology procurement, and ensure uniform system management across all departments.

What are the weaknesses of your department/division?

While the department performs well in many areas, there are several challenges that impact efficiency and growth:

- **Limited Staffing and Bandwidth**

The team manages a wide range of responsibilities with a relatively small staff, which can create backlogs and slow the pace of innovation.

- **Legacy and Outdated Business Process**

Outdated business process procedures, limits modern technology implementations. Current business processes need re-engineering to take advantage current technology to meet current operational demands.

- **Slow Procurement and Budget Cycles**

Government procurement and budget processes often extend project timelines, limit flexibility, and delay implementation of critical technology initiatives.

- **Difficulty Attracting and Retaining Talent**

Competitive pressures from the private sector make it challenging to recruit and retain highly specialized IT professionals.

- **Inconsistent Documentation and Process Discipline**

Heavy reliance on long-tenured institutional knowledge sometimes results in insufficient formal documentation and gaps in standardized procedures.

What are the opportunities of your department/division?

Our department has several key opportunities ahead:

- **Modernizing to Cloud and SaaS:**

Migrating ERP systems, permitting platforms, collaboration tools, and core infrastructure to cloud-based solutions will reduce maintenance burdens while improving system reliability and uptime.

- **Leveraging Cybersecurity Grants and Federal Funding:**

Increasing state and federal programs provide support for cybersecurity, broadband expansion, and overall digital transformation, allowing us to strengthen services with supplemental funding.

- **Advancing Smart City Initiatives:**

Deploying IoT technologies for traffic management, utilities, public safety, and environmental monitoring offers opportunities to enhance service quality and operational efficiency.

- **Expanding Digital Citizen Services:**

Improving online payments, service portals, mobile applications, and chatbot support can significantly increase accessibility and engagement for residents.

- **Enhancing Interdepartmental Collaboration:**

Implementing better data-sharing tools and workflow automation can streamline processes and improve coordination across government functions.

- **Building Regional Partnerships and Shared Resources:**

Smaller municipalities can benefit from collaborating with neighboring jurisdictions to share services such as security operations centers (SOC), emergency backup capabilities, or specialized IT roles.

What are the threats to your department/division?

Our department faces several significant threats:

- **Cybersecurity Risks and Ransomware:**

Municipal organizations are prime targets for cyberattacks, and any disruption can directly impact essential public services.

- **Aging Workforce and Impending Retirements:**

As experienced staff retire, the loss of institutional knowledge poses operational, security, and continuity challenges.

- **Rapid Technology Evolution:**

Keeping pace with advancements in cloud computing, AI, cybersecurity, and other emerging technologies is increasingly difficult with limited staff and budgets.

- **Budget Constraints During Economic Downturns:**

Reduced revenue or shifting priorities can delay critical system upgrades, increase technical debt, and restrict innovation.

- **Vendor Lock-In and Rising Subscription Costs:**

Growing dependence on SaaS platforms can lead to escalating long-term costs and reduced flexibility in choosing or changing vendors.

- **Regulatory and Compliance Complexity:**

Expanding requirements - such as CJIS, NIST standards, and state privacy laws -demand significant time, staffing, and financial resources to maintain compliance.

What are the resources needed for your department/division? i.e., budget, training, staff

To continue meeting operational demands and support the City's growing technology needs, the following resources are essential:

- **Budget & Funding**
  - Increased operating budget to support rising costs for software licensing, system maintenance, and staffing.
  - Additional budget capacity to secure necessary IT resources and expand service capabilities.
  - Funding dedicated to replacing end-of-life IT infrastructure to ensure reliability and security.
  - Access to grants and state/federal funding opportunities to supplement large-scale technology projects.
- **Specialized Department Systems**
  - Continued investment in Police RMS/CAD systems to support public safety operations.
  - Ongoing funding for Fire/EMS reporting systems to maintain compliance and operational readiness.
- **Policies, Standards & Documentation**
  - Development and implementation of a comprehensive IT Governance framework.
  - Establishment of a Data Governance framework to support data quality, security, and analytics.
  - Resources to support business process re-engineering initiatives aimed at improving efficiency and service delivery.

What are the goals that are to be accomplished for your department/division in 90 days?

Improve Overall Customer Satisfaction in IT Services

ITT is committed to delivering responsive and effective support for all IT issues. This includes reducing resolution times, resolving issues at first contact whenever possible, and delivering consistently high-quality service. By tracking service-level compliance and staff performance, ITT aims to proactively reduce recurring problems and improve user experience.

Align IT Projects and Strategic Municipal Priorities

To ensure IT initiatives are driving meaningful impact, ITT is establishing processes to align every project with the City’s broader goals. ITT is streamlining how projects are evaluated and prioritized while fostering greater collaboration across departments and with external stakeholders.

What are the goals that are to be accomplished for your department/division in 6 months?

Ensure High Availability and Reliability of Core IT Infrastructure

Keeping our systems up and running is critical. ITT is focused on minimizing downtime across core sites and services while meeting or exceeding service level agreements. ITT targets include near-perfect uptime, zero critical outages, and robust systems that maintain service continuity.

Establish IT Governance

Establishing IT governance helps make sure technology decisions support the organization's goals and are made in a clear, consistent way. It improves how risks and security issues are managed, ensures we meet regulatory requirements, and makes responsibilities easier to understand. By reducing duplicate work, setting standard processes, and improving how projects are planned and delivered, IT governance can lower costs and improve outcomes. Overall, it creates a more dependable and efficient IT environment that supports better services and long-term stability for the organization.

What are the goals that are to be accomplished for your department/division in 1 year?

Enable Digital Transformation and Business Process Improvement

ITT's goal is to help departments transition away from manual workflows by introducing smart, efficient digital solutions. By integrating core systems and enabling self-service platforms for residents, we're working to improve data flow, increase transparency, and support more accessible digital services for both internal users and the public.

Establish Data Governance

Establishing data governance strengthens an organization's ability to manage, protect, and use its data as a strategic asset. It improves data quality, consistency, and accessibility, enabling better decision-making and more reliable reporting. Strong governance reduces risks related to privacy, security, and regulatory compliance while minimizing errors, duplication, and operational inefficiencies. It also increases trust in data across departments, supports smoother technology integrations, and enhances customer or citizen services by ensuring accurate, timely information. Overall, data governance drives greater organizational efficiency, accountability, and value from data.

Any final thoughts, or any additional information the incoming Garcia administration should be made aware of?

As we move forward, technology will continue to play a central role in how we deliver services, strengthen transparency, and operate efficiently as a city. My team is committed to supporting that vision, but it's important to recognize that modernizing our systems, improving cybersecurity, and expanding digital services require sustained investment and clear priorities. With consistent direction, we can make meaningful progress that residents will feel in their day-to-day interactions with the city.

I also want to emphasize that collaboration across departments will be key. Many of the improvements we're aiming for: better data sharing, smarter workflows, and more user-friendly services, depend on all departments working together and viewing IT as a strategic partner, not just a support function.

Lastly, I want to assure the administration that the IT team is ready to adapt, innovate, and help drive the city's goals. With the right support, we can build a secure, modern, and responsive technology environment that truly enhances how the city serves its residents.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Heather Lamboy
Position Title: Director, Land Use and Planning

Transition Team Participants: John Padilla, Susan Martin
Date: December, 2025

What are the strengths of your department/division?
● Well-trained professional staff who are current with all educational requirements and are subject matter experts in their field. The Planning & Land Use Department has high public visibility and interaction ● Regular coordination with Public Works, Utilities, Economic Development, Fire and Police Departments, City Attorney's Office, Santa Fe County, and the Construction Industries Division of the State of New Mexico. ● A team that is open to process improvements and a culture of collaboration. The team is currently undergoing a visioning process to identify efficiencies and process development in anticipation of the deployment of electronic review for building permits, development plans, subdivision plats, and historic preservation cases, among others. ● Collaborative staff that manage input from other departments to accomplish the need to review proposed developments, issue permits, issue business licenses, and conduct inspections. The collaboration includes identifying solutions in the case development review team (DRT) comments conflict.

What are the weaknesses of your department/division?
● While the Planning & Land Use Department has made substantive progress toward filling all departmental positions, some positions remain vacant. Positions such as City Engineer and advanced permit review staff have been hard to fill. Furthermore, some positions were frozen with the adoption of the Fiscal Year 2026 budget.

- The loss of the Long-Range Planning team (eliminated during Carol Johnson's administration as director) means that the capacity to manage large long-range projects has been severely reduced. Previously, our Long-Range division had two planners who coordinated on local and regional issues. Last year, we were able to hire a Strategic Planner, but we still need at least two positions to carry out this vital work.
- The department has many functions, including development review, terrain management, building permitting, building inspections, impact fee administration, code enforcement, historic preservation, short-term rental program management, long-range planning, and business licensing. While related, these diverse functions can sometimes be challenging to navigate.
- Previously, a special projects manager would assist the public, acting as a concierge and problem-solver, to identify the appropriate processes to follow for their projects. That position was eliminated during the Great Recession and was never reinstated.
- Planning & Land Use has very specialized software and hardware needs. In planning for electronic review, an assessment of the existing computing capacity was conducted, given that substantial resources are required to review large plan sets, work in AutoCAD, and utilize GIS mapping systems. At the end of the 2026 fiscal year, staff submitted a proposal to upgrade computers for building permitting, inspections, and Code enforcement, as well as outfit the inspectors and enforcement city units with the latest technology. The ITT Department denied the proposal, and the fiscal year concluded during discussions in which Planning & Land Use staff explained the department's unique computing needs. As a result, the vacancy and other savings (approximately $350,000) were returned to the General Fund at the end of the fiscal year.

What are the opportunities of your department/division?

- Continuous training to provide opportunities for PLU staff to move up in the organization. In the past year, five promotions have resulted from training efforts for existing staff.
- Improve technology resources by providing laptops in "tough" boxes and printing devices in trucks to be able to update building and code enforcement inspection results in real time, which would enable contractors to call for reinspection or new inspections immediately.

- Conduct a deep dive analyzing staff resources, especially as the City moves from plan review to electronic review. This will be accomplished, in part, with the Development Review Manual project.
- Hiring additional staff to provide additional resources for the department, the most important is to hire a special project manager to serve as a "concierge" for the development process.
- Using vacancy savings and other fund savings to improve technology, provide funding for special projects, including the General Plan update and the Land Development Code update.

What are the threats to your department/division?

- Lack of resources to implement the Code, which includes out-of-date technology and understaffing.
- The Planning & Land Use Department's charge is to uphold the regulations within Chapter 14, but oftentimes there is pressure to bend the rules. We are solution-oriented, and we will try to identify the path toward projects meeting the Code and fulfilling the developer's work program.
- The need to begin Phase 2 of the Land Development Code update, which will provide a more concrete framework for context-sensitive development within the city. Due to budget cuts, the LDC update can currently be funded for only 2 months, and there will be a waiting period until the next fiscal year. Staff intends to make regular updates as the Phase 2 process unfolds to avoid overwhelming the City Attorney's Office and to provide predictability for public review of proposed Code changes.
- Lack of resources to scan over 250 boxes of land use case folders for the Planning Commission, Board of Adjustment, Summary Committee, and BCD-DRC. There was an attempt to use end-of-year cost savings for a large scanning project, but the effort was lost when financial approvals could not be obtained before the start of the new fiscal year. The intent is to upload development plans, subdivision plats, and ultimately all Land Use projects that the City has approved to the City Smart website.
- The General Plan project has funds available until January 15, 2026. If no additional funding is identified, the General Plan project will have to be put on pause. The consultant has proposed

accelerating the General Plan update process to complete it by summer 2026. The consultant proposed combining phases 2 and 3 to achieve cost and time savings; therefore, most additional funding that would have been part of Fiscal Year 2027 would be moved to Fiscal Year 2026.

- Lack of control over the budget allocated to the department, which in turn creates vulnerabilities, including employee turnover. It is challenging to use vacancy or other department function savings to reallocate to different needs.
- Politics of development impacting Code-compliant decision making. It is important to get to us, and finding creative solutions should always be within the framework of compliance with the Land Development Code and other City regulations. One size [Code] doesn't fit all, but solution-based collaboration can find opportunities for the fewest number of variances or exceptions possible.

What are the resources needed for your department/division? i.e., budget, training, staff

- A Special Projects Manager position that would assist applicants through processes, from pre-application to certificate of occupancy. This position was eliminated due to the Great Recession and was never brought back. With the pace and scale of development, it is a critical component of being a development and community-friendly department.
- Computers capable of handling large PDF files for e-review. Tough boxes (laptops), printers, and other technology for use in the field. This would save inspectors time and provide contractors with immediate results, allowing them to address the concerns and schedule a follow-up inspection.
- Additional funding for the General Plan and Land Development Code updates ($1.2 million for both). To accelerate the completion of the General Plan update, $784,000 is needed. Otherwise, the General Plan update will stall on January 30 due to a lack of funding.
- A better career ladder that helps employees progress within our organization. Some improvements have been made, but more are needed.

- A more robust training budget to allow employees to progress in their careers as they gain experience and meet educational milestones. This past year, we have had six promotions due to "training up" our employees, and we would like to continue the trend.

What are the goals that are to be accomplished for your department/division in 90 days?

- Initiation of the adoption process for the General Plan Update.
- Initiation of the Implementation Plan process.
- Full implementation of Neumo, the Short-Term Rental software
- Beta testing of the permit review software with key developers and members of the homebuilders association (NMHBA).
- Adoption of the Street Design Guide and Wildland/Urban Interface standards.
- Adoption of Massage Parlor regulations.
- Adoption of the Green Building Code.

What are the goals that are to be accomplished for your department/division in 6 months?

- Full implementation of e-review software, currently scheduled to launch by May 30.
- Educational sessions on e-review software to educate about its functionality and walk-through the permitting processes associated with OpenGov.
- A childcare summit that will assist potential home-based and other childcare providers in licensing, financing, and setting up their business operations. Recent State legislation has provided for free childcare for all New Mexico families, and the City will be prepared with expedited permitting and inspection processes to help build childcare businesses to address the approximately 1,500 children who do not have access to childcare in today's market.

What are the goals that are to be accomplished for your department/division in 1 year?

- Improved review timelines for all development review projects.
- An improved fleet for building inspectors and other divisions within the department. Many vehicles date to 2010 and do not have all-wheel or four-wheel drive capability.
- Additional staff to provide the best possible service to the community.
- Digitization of all paper records and upload to the City Smart website for public access to Planning approvals and records.
- Completion of the Development Manual, which includes a Lean Six-Sigma analysis of Land Use processes to eliminate redundancies and make a more efficient development review experience.

Any final thoughts, or any additional information the incoming administration should be made aware of?

The City of Santa Fe's Planning & Land Use Department operates within one of the most culturally significant and environmentally sensitive planning environments in the country. Its core strengths lie in deep historic preservation expertise, robust regulatory frameworks, strong interdepartmental collaboration, and a long-standing commitment to sustainable, water-conscious development. Staff maintain high professional capacity in navigating complex site conditions, design review, and community engagement, contributing to a stable and predictable planning environment.

At the same time, the department faces internal challenges, including limited staffing capacity, aging permitting systems, and complex ordinances that can slow approvals and create confusion for applicants. These factors—alongside pressure to expand housing supply—highlight the need for code modernization, streamlined workflows, and improved communication.

Significant opportunities exist to modernize the land development code, integrate new technologies, expand housing solutions (including missing-middle development), and strengthen climate resilience through enhanced WUI and water-adaptive planning. Partnerships with regional, tribal, nonprofit, and private-sector stakeholders could further amplify impact.

However, the department also operates amid substantial external threats: increasing wildfire and drought risks, political fluctuations, development pressures tied to Santa Fe's housing crisis, and potential erosion of public trust due to process complexity. These conditions underscore the importance of strategic investment, clear policy direction, and ongoing community engagement.

Overall, the Planning & Land Use Department is well-positioned to lead Santa Fe toward a more resilient, equitable, and culturally grounded future if empowered with updated tools, modernized regulations, and sustained organizational support.

It may be advantageous to review the City's development fee schedule (which is very inexpensive compared to other jurisdictions) to determine whether establishing an enterprise fund is possible. Currently, the fees are transmitted to the City's General Fund, and Planning & Land Use receives no direct benefit. As an example, in November, 491 permits were issued and $1.4 million in fees were collected. Approximately 6,000 permits are issued annually by the Planning & Land Use Department, and in 2024, approximately 24,000 inspections were completed.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Carly Venditti
Position Title: Metropolitan Redevelopment Agency Deputy Director

Transition Team Participants: Khalil Spencer & David Schutz
Date: 12/17/2025

What are the strengths of your department/division?
Our department's strength lies in its ability to foster cross-sector collaboration, coordinate strategic planning with key city agencies, engage strong community support, and operate under the guidance of experienced oversight bodies, all which are aligned with a shared vision for equitable and community-driven development. • Collaboration with internal departments, regional government agencies, and interested parties in the private market, and non-profit organizations.   • Strategic planning coordination with the Land Use Department, Metropolitan Planning Organization, and Public Works. • Community support, constituents and organizations want to see this project succeed. • The existence of various plans calling for the implementation of community-supported development strategies via the Midtown Master Plan and Community Development which received unanimous approval by the Governing Body. • Metropolitan Redevelopment Commission oversight and stewardship, members of the commission currently represent commercial property development, financial services, affordable housing development, and community planning.

What are the weaknesses of your department/division?
The Metropolitan Redevelopment Agency was created to achieve real estate development following the termination of the master developer agreement between the City of Santa Fe and KC Cienda. Many of the challenges this agency has faced in the last few years have been due to the status of the agency as underfunded and understaffed. • Metropolitan Redevelopment Agency is a young agency without many standard operating procedures (SOPs). It is important that an agency plays by the rules and shows their capacity to procure consultants and manage projects prior to requesting flexibility.

What are the opportunities of your department/division?
On-going collaboration with the Community Services Division and the Arts and Culture Department has laid the groundwork for the re-opening of our legacy buildings and witnessing the first sign of vertical development on campus. • There is opportunity to advance community engagement through the design of a Modern Fogleson Library, additional input could include asking the questions: • What does the community need within a modern library?

- Are they excited by co-working spaces, potential cooking classes, or potentially a research facility?
- Opportunity to continue collaboration with internal city departments and steward development approvals, specifically through the administrative development plan approval process for Qualifying Projects with the Land Use Department.
- Distribute paper copies of the Midtown Redevelopment Plans to the Santa Fe Libraries for check-out and continuously update the MRA Data & Reports webpage.
- Execute the transfer of Tract O from the state and swap land further down Cerrillos, this would allow us to build even more affordable housing on the Midtown campus. The New Mexico General Services Division (GSD) would like to circle back prior to the next 60-day Legislative Session.
- Exploration of the registration of the Phillippe Register legacy buildings; Fogleson Library, the Forum, Southwest Annex, the Administration Building, and the Greer Garson Theater with the State Historic Preservation Office (SHPO) as a historic complex.
    - A SHPO designation for the Register complex could help secure federal funding through the National Historic Preservation Fund for the restoration of the buildings including fire suppression systems and building code compliance.
- Leverage Lodger's Tax, including the City's 2% Convention Center tax for restoration and management of the Greer Garson Theater.
- Redesignate proceeds from land sales on the Midtown Site so half remains with the Metropolitan Redevelopment Agency and half of the proceeds enter the Affordable Housing Trust Fund rather than half going to the Office of Economic Development.
- The criteria identified in the MRA Designation reveal several opportunities for the Metropolitan Redevelopment Area to reach its highest and best use, including addressing vacant or struggling commercial properties, deteriorating structures, obsolete or impractical planning or platting, defective or inadequate street layouts, public safety concerns, and a lack of adequate housing facilities.

What are the threats to your department/division?

Delays in the real estate development process stemming from environmental, financial, economic, and logistical challenges can significantly impact Development and Disposition Agreements, ultimately postponing the delivery of critical housing and community benefits.

- Environmental remediation & asbestos within existing structures and Tract O.
- Financing obstacles including the need for political commitment to reallocate Lodger's Tax, raise Gross Receipts Tax, bond for infrastructure or the rehabilitation of legacy structures, or a mixture of all three.
- A potential economic downturn or recession could dramatically impact potential development and proposed Tax Increment Financing (TIF) projections.
- Rising construction costs when facilitating horizontal infrastructure improvements and attracting potential developers.
- General project delays in the way of infrastructure design, exclusive negotiation agreement facilitation, or funding can cause uncertainty and delays for the Agency and our development partners.

What are the resources needed for your department/division? i.e., budget, training, staff

- Additional full-time staff, including a director, two project managers, and a full-time administrative manager.
- A larger operating budget to facilitate additional full-time staff, site improvements, and the rehabilitation/maintenance of the Greer Garson Theater and Fogelson Library Complex.
    - This may be facilitated through the retention of land sale proceeds currently designated to the Office of Economic Development (OED).

What are the goals that are to be accomplished for your department/division in 90 days?

The Metropolitan Redevelopment Agency wants to show the community that our agency is serious about Midtown Redevelopment as we welcome folks to campus; whether that be for a class at Wise Fool, a meal at Tender Fire Kitchen, or a film at Sky Cinema's 13th theater we want them to see a future for themselves here.

- Enter into two Exclusive Negotiation Agreements for H-1a and J-1a/J-1b.
    - Accept two refundable Exclusive Negotiation Agreements (ENA) deposits.
- Finalize Midtown Arts and Design Alliance (MADA) Ground Lease and Development Agreement (GLDA) for approval by Governing Body.
- Removal of SFUAD signage at St. Michael's entrance.
- Present Greer Garson Feasibility Study to the Governing Body.
- Complete the demolition of LaSalle Hall.
- Continue initial landscape clean-up with the help of local business, Santa Fe Goat Guys.

What are the goals that are to be accomplished for your department/division in 6 months?

Goals to complete in the next six months include those that have been underway and within the Metropolitan Redevelopment Agency for much of my tenure in this office, we must continue our infrastructure design, demolition, and our collaboration with the State of New Mexico.

- Finalize 100% Infrastructure Design
    - Finalization of Memorandum of Understanding with State General Services Division (GSD).
- Fabrication and Installation of new signage at St. Michael's and Siringo entrances.
- Adopt Metropolitan Redevelopment Area Plan w/ Commissioner Authority.
- Launch RFP for 100% Affordable Low Income Housing Tax Credit (LIHTC) Project.
- Complete the demolition of the Student Apartments on tract H-1B.
- Contract for the demo of Kennedy Residence Hall and Luke Science Center (Tract K-1B).

What are the goals that are to be accomplished for your department/division in 1 year?

In the coming year, our department is focused on executing a series of strategic initiatives that will accelerate the Midtown redevelopment process, strengthen community partnerships, and enhance the site's readiness for investment and development.

- Secure funding for Horizontal Infrastructure, the agency requires 77 million dollars to

complete all of the infrastructure, including Arroyo and the central park, construction management, and a 15% contingency at this time.
- Open second period of direct disposition of property.
- Negotiate Disposition and Development Agreements (DDAs) with Exclusive Negotiation Agreement developers (David Perez with the New Mexico Innovation Hub and Dr. Glenn Erikson with Blue Mesa Center for the Arts).
- Enact Tax Increment Financing (TIF) Legislation & solidify City of Santa Fe TIF Governance.
- Completion & Adoption of the Hopewell Mann Neighborhood Stabilization Plan (HMNSP).
- Continue regular groundskeeping plan – past programming occurred quarterly to address critical areas. MRA & PW engaged Francos Landscaping as of 12/2/2025 for 2x a month to achieve a better presentation to constituents and potential developers.

Any final thoughts, or any additional information the incoming administration should be made aware of?

Over the past year, despite transitions at the highest level, the Agency has been able to go out for direct disposition of property, receiving development proposals with community benefits that align with the redevelopment plans. In addition to the disposition of land, the agency has helped achieve the following:

- Ground-breaking on Arthouse and the first phase of the Aspect Media Village development with a diversified tenant portfolio.
- Our Metropolitan Redevelopment Commission is on its way to adopting a Metropolitan Redevelopment Area Plan which will propose tax increment financing and the authority of commission members.
- The kick-off of Santa Fe's first neighborhood stabilization plan (HMNSP) with the intent to adapt the approach to other adjacent neighborhoods.
- Updated branding for light pole banners and permanent signage.
- The unanimous adoption of a Master Plan amendment allowing for increased community benefit and housing units permitted throughout the site.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Melissa McDonald
Position Title: Parks and Open Space Division Director

Transition Team Representatives: Gudrun Hoerig and Donna Rivera-Atencio
Date: 12-29-25

What are the strengths of your department/division?

Broad Operational Scope and Budget Responsibilities
The Parks & Open Space Division manages one of the City's largest and most complex operational groups, including maintenance of 77 parks, 585 medians, 125 miles of trails, extensive open-space, 282 miles of waterways including city owned and maintained river and watershed infrastructure, MS4 permit compliance, citywide special-event permitting, a Park Ranger program, and the Municipal Recreation Complex (MRC) including the Marty Sanchez Links de Santa Fe Golf Course. This breadth requires coordinated capital delivery, regulatory compliance, and daily maintenance across diverse asset types. The Division is supported by a $24 million operating budget, funded through a combination of General Fund operations, GRT-supported investments, grants, stormwater service charges, and enterprise functions, for daily operations that meet community expectations for safe, accessible, and well-maintained public spaces.

Data-Driven Operations and Accountability
The Division is successfully transitioning to performance-based service delivery using Level of Service (LOS) scoring, GIS and Customer Relationship Management (CRM) tracking, OpenGov workflows, and time-study data. These tools provide clearer performance baselines, improve transparency, and allow prioritization across parks, medians, trails, open space, watershed projects, the Municipal Recreation Complex.

Demonstrated Improvements in Park Conditions
Field inspections and quarterly reviews show measurable improvements in turf, cleanliness, graffiti response times, and overall park conditions, with some parks improving from LOS 3 to LOS 2.5 (1=best and 5 = poor). Goal is 50% by end of FY26.

Specialized Crews
Teams such as the Park Action Crew (PAC), horticulture, Integrated Pest Management (IPM)/canopy management, irrigation, stormwater inspection, and electrical crews deliver high impact results, rapid response for cleanups and events, and visible community benefits.

Capital Improvement Delivery
The Parks & Open Space Division is currently delivering a robust $40 million capital improvement and programming portfolio. Key projects include SWAN Park Phase II, the MRC Soccer Valley expansion (design advancing), the Shelby Street Bridge replacement (construction FY26), and Fort Marcy Park improvements (culvert extension, ADA, tree, and facility upgrades), as well as the Gateway Median Beautification (phase 1 construction beginning in FY26) creating standardized templates to unify arterial corridors and reduce long-term maintenance. River & Watershed section is managing $6 million in FEMA design grants and Clean Water State Revolving loans to advance arroyo stabilization projects, with an updated citywide master drainage list scheduled for completion by the end of FY26.

Volunteerism
The City benefits from strong public interest in parks, trails, and open space, with recurring volunteer participation in cleanups, tree planting, and special events. Parks partnerships with non-profits have been successful, and continued collaboration—including Keep Santa Fe Beautiful, Friends of the Dog Park, Santa Fe Pickleball Club, Santa Fe Watershed Association, Trash Pandas, Friends of the Santa Fe River, Santa Fe Conservation Trust, Fat Tire Society, and iRIDE NM— this provides a strong foundation for community-based stewardship and engagement.

Community Involvement and Outreach
Community involvement is a core strength, supported by active partnerships and strong public participation. The Municipal Tree Board, Arbor Day plantings, an expanding tree inventory, and updated recommended tree list, reinforce long-term urban forestry stewardship and the City's continued recognition as a Tree City USA community. The River Commission advances a healthier, more connected Santa Fe River through stewardship and public education, while the Park Ranger program supports community engagement through litter reduction and beautification outreach.

Community Gardens further promote public health and neighborhood connection through shared stewardship. Strong support from sports leagues and the growing racquet-sports community adds volunteer capacity, advocacy, and high park use, reinforcing parks as essential community assets.

Alignment with New Administration Priorities
The Division is aligned with the new administration's focus on Key Performance Indicators (KPIs), needs-based budgeting, and operational reform, and staff are adapting well to new systems in anticipation of these expectations.

What are the weaknesses of your department/division?

Significant Deferred Maintenance Backlog
An estimated $80 million in deferred maintenance across parks and open space—irrigation systems, ADA routes, playgrounds, drainage, and aging facilities—reduces reliability, accessibility, and public confidence.

Staffing Pressure in Key Programs
Current staffing levels support baseline operations, with overall service delivery averaging LOS 3 (1 = best, 5 = poor). Elevated and expanding demands for field crews, special events support, and ranger coverage limits responsiveness and capacity. Targeted GRT funding temporarily improves performance; however, without sustained funding, service levels fluctuate and gains are not maintained.

Workforce Skill and Education Gaps
Some employees have limited formal education and weak administrative, technical, and customer-service skills, placing added burden on supervisors, managers, and administrative staff. This is improving by providing training opportunities.

Operational Focus
Effective service requires disciplined prioritization and adherence to scheduled, routine maintenance, with immediate response reserved for public safety and operational risks. Reactive drift—frequent shifts from planned work to ad hoc requests—reduces efficiency,

delays core maintenance, and undermines overall service delivery.

Inconsistent Supervisory Leadership
Variability in supervisor-level leadership has contributed to mixed messaging, uneven standards, and reduced accountability. To address this, structured and routine communication across supervisory staff is being implemented, along with standardized checklists and formal Standard Operation Procedures (SOP). This is ongoing, foundational work that will take time to fully build and embed, but it is intended to align expectations, clarify roles, and reinforce consistent direction, decision-making, and follow-through across teams.

What are the opportunities of your department/division?

Needs-Based Budgeting and LOS Alignment
Replacing historical averages with LOS and KPI metrics and time-study data creates a clear pathway to justify staffing, equipment, and capital funding that reflects actual service demands.

Strengthening Capital Delivery and Funding Capacity
The Capital Project Team—comprised of Parks Project Managers, the River and Watershed Section, and the MRC Management—is improving project tracking and reporting within Parks & Open Space while expanding grant pursuits and alternative revenue sources to support capital investment and reduce reliance on base funding. Where appropriate, grant matching opportunities are being leveraged, including through strategic partnerships with nonprofit organizations, to advance funding for park amenities and asset improvements.

Targeted Deferred Maintenance Investment
Targeted investment would reduce safety and ADA risks, LOS, and strengthen public trust. Strategic upgrades to river and watershed infrastructure would also advance hazard mitigation by reducing flood risk, improving drainage stability, and improve water quality.

Future Staffing to Meet Growth and LOS Expectations
Proposed new park amenities present an opportunity to introduce innovative and engaging features that reflect evolving community needs and preferences, while aligning with the City's General Plan update. These improvements are being shaped through robust, bilingual community outreach efforts to ensure broad participation and inclusive input, strengthening community ownership and long-term success.

To support growth and meet LOS and KPI expectations, two new five-person maintenance crews will be required in expanding service areas such as Tierra Contenta, Las Soleras, and Los Prados. Upcoming capital projects—including the Municipal Recreation Complex expansion and SWAN Park Phase II—will add operational demands that require corresponding staffing and budget support. Anticipated staffing and operational impacts will be presented to the Governing Body in advance of project approvals to ensure alignment between capital investment, service delivery, and long-term sustainability.

Youth Program Fee Review and Transparency
There is an opportunity to review and potentially adjust youth league fees to better reflect the true cost of delivery service. While the Governing Body has historically supported these programs through intentionally low fees, this support functions as an unfunded and often unrecognized subsidy as participation and operational demands increase. A fee review would clarify public investment, improve fiscal sustainability, and support long-term program

delivery.

Structural Rebuild of Rangers and Special Events
Reorganizing and adequately staffing the Special Events and Ranger teams would strengthen public safety, improve customer service, enhance volunteer coordination, and reduce burnout and overtime costs. Given the Governing Body's interest in expanding events and community engagement, program capacity must be aligned and structured to meet these expectations.

Interdepartmental Integration and Code Alignment
Stronger coordination between Land Use and Public Works during the code rewrite and DRT processes presents an opportunity to align new regulations and code with long-term maintenance realities, LOS objectives, and lifecycle costs, reducing future operational strain.

GIS and OpenGov Advancement
Advancing ESRI GIS programming across Public Works and supporting dedicated GIS capacity within each division will improve data consistency, reporting, and transparency, enabling better planning, performance tracking, and decision-making across departments.

Community Participation and Volunteerism
There is a significant opportunity to expand park adoption programs, formalize partnerships with nonprofit organizations, and establish clear, accessible pathways for individual, group, and HOA participation. Leveraging programs—such as Keep Santa Fe Beautiful, Fat Tire Society, IRIDE, Friends of the Dog Park, SF Watershed Association, and Runoff to Roots—can better coordinate volunteer efforts, increase participation, improve maintenance outcomes, and strengthen shared stewardship of public spaces.

What are the threats to your department/division?

Deferred Maintenance Liability and Risk
ADA deficiencies, aging infrastructure and facilities, irrigation failures, lack of proper equipment, and unsafe surfaces increase tort exposure, public safety risk, and long-term repair costs.

Budget Process Misalignment
Parks & Open Space supports a shift toward needs-based budgeting tied to LOS and KPIs; however, the current practice of resetting baselines early and relying on three-year averages undermines departments and divisions experiencing growth, new assets, and rising service demands.

Fiscal-Year Rollovers and Procurement Delays
Citywide fiscal-year rollovers disrupt vendor relationships, risk job stoppages, and undermine contractor confidence, directly impacting project delivery and maintenance continuity.

Outdated HR & Financial Process
Position Only Personnel Action (POPA) are not integrated with city financial software, MUNIS, creating duplicative work, inefficiencies, and reporting gaps that burden managers and delay personnel actions. Grant processes can be slow and laborious in turnaround times due to needing governing body approval, Budget Adjustment Requests (BARs), Project Ledger IDs (PLIDs)—process remains unclear and overly sequential, slowing approvals.

Climate-Driven Stressors
Heat, drought, fire risk, flooding, storm intensity, and weed surges increase workload volatility and accelerate infrastructure deterioration.

Land Use Code Misalignment
Without Parks & Open Space input on code rewrite and DRT processes we risk imposing long-term maintenance burdens or conflicts with LOS and KPI objectives.

Gaps in Special Events
The Special Events team currently supports 315+ events annually, demonstrating strong demand and a high level of staff commitment. Establishing a clear program section would significantly improve coordination, accountability, and responsiveness, strengthening customer satisfaction and service quality. Any expansion in event volume will require thoughtful program design, creative operational approaches, and additional staffing to ensure sustainable growth.

Risk of Underutilized Volunteer Capacity
Without structured volunteer programs supported by designated staff or partner organizations and clear expectations, participation may remain episodic, leading to volunteer fatigue and missed stewardship opportunities. Volunteers also require coordination and oversight; without proper structure, this responsibility can divert limited crew time from core maintenance tasks. As maintenance needs grow and staff resources remain constrained, underutilizing—or inefficiently managing—volunteer capacity poses an increasing operational risk.

Rising Public Expectations
Demand for higher-quality parks, events, and amenities continues to grow faster than available staffing, funding, and administrative capacity.

What are the resources needed for your department/division? i.e., budget, training, staff

To meet citywide service expectations and support expanding responsibilities, the Public Works, Parks & Open Space teams require strategic investment in core operational capacity:

- Staffing must be expanded, particularly within maintenance crews and customer service functions. As new projects come online and deferred maintenance increases service demands, current staffing levels are no longer sufficient. Without adjustments aligned with national standards and operational needs, levels of service will decline.
- The current reliance on one-time GRT allocations is helpful in filling immediate gaps but makes it difficult to plan effectively or reliably sustain performance over time.
- Two new five-person maintenance crews are needed to meet LOS and KPI targets in growth areas such as Tierra Contenta, Las Soleras, and Los Prados
- Reduce deferred maintenance backlog through targeted capital funding with risk-based prioritization.
- New Public Works Director should be well versed in obtaining capital funding (ICIP, Impact Fees, and grants) to continue to support the many demands of public facilities.
- Continued skills training with all employees. HR and Risk and Safety have been offering appropriate courses. Parks would like to see expanded wintertime offerings.
- Investment in critical IT and computer hardware and software is necessary to support operations. Divisions are currently expected to fund the majority of these items directly from their budgets, and this cost responsibility should be clearly understood and planned for. Delays in assignment of phones and computers can be challenging for

onboarding new employees.
- Establishing regular, predictable equipment replacement schedules is essential to maintain service levels and avoid operational disruptions. Currently, equipment replacement is addressed through one-time Gross Receipts Tax (GRT) funding, dependent on availability, rather than through a structured lifecycle replacement program.

What are the goals that are to be accomplished for your department/division in 90 days?

- Onboarding Administrative Manager, Contract Administrator, and Ranger team.
- Provide Feedback for Land Use Code Rewrite: focus on parkland standards, stormwater, trails, street trees, and maintenance requirements are technically sound.
- Participate in a needs-based budgeting using KPIs
- Document top-priority deferred maintenance projects and participation in legislative process
- Prepare athletic fields for spring play
- Irrigation turn-on
- Be prepared for winter storms (shoveling and deicing)
- Complete winter project list (pruning, adding bark to playgrounds, fence repair, bollard replacement)

What are the goals that are to be accomplished for your department/division in 6 months?

- Continuing administrative stabilization through staff onboarding and rebalanced workloads
- Achieve or exceed LOS target: 50% of parks/medians at LOS 2.5.
- Complete Stormwater Master Plan Drainage list
- Complete construction of Arroyo de Los Chamisos Urban Trail Repair at Rodeo Rd, construction of Santa Fe Botanical Gardens Repair, and construction of Arroyo San Antonio at Maez Rd Repairs
- Successfully completed capital construction and installation for the La Resolana tot lot and the La Tierra MX Track improvements, enhancing recreational amenities for the community.
- Advance designs for SWAN II, MRC Soccer Valley, median beautification project
- Advance green infrastructure integration citywide, in partnership with other departments and non-profit partners
- Complete backflows prevention upgrade (bring up to code)

What are the goals that are to be accomplished for your department/division in 1 year?

- Complete implementation of GIS-driven work orders across parks, medians, trails, and stormwater.
- Participate in an annual reporting structure: LOS, KPI scorecard, staffing/time study updates, stormwater compliance metrics.
- Prioritize and begin construction of SWAN II Phase II, MRC Field Expansion

- Complete installation of Water History Museum and Park signage project
- Substantial completion of Median Beautification project- Phase 1
- Substantial completion of Arroyo de Los Chamisos Urban Trail Repair at VoTech Rd
- Substantial completion of Santa Fe River Repairs at Cristobal Colon
- Stabilize Ranger operations with full staffing, training, SOPS, and support systems.

Any final thoughts, or any additional information the incoming administration should be made aware of?
The Parks & Open Space Division is operationally strong, increasingly data-driven, and delivering measurable, visible improvements across the system. The primary risks are capacity-related rather than performance-based, including deferred maintenance, administrative bottlenecks, staffing limitations in key programs, workforce training gaps, and system growth that continues to outpace available resources. Addressing these challenges will require targeted investment, strategic staffing expansion aligned with established Levels of Service (LOS) goals and performance metrics, continued process refinement, and ongoing alignment with Governing Body and community expectations. The Division also supports exploration of a merit-based compensation framework that provides meaningful recognition for employees who demonstrate strong performance, initiative, teamwork, results-driven outcomes, and commitment to ongoing education and training. Aligning compensation with measurable outcomes would reinforce accountability, support KPI-driven management, and help attract, retain, and motivate a high-performing workforce as operational demands continue to grow.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Thomas J. Grundler
Position Title: Deputy Chief of Police, Operations Division, Santa Fe Police Department

Transition Team Participants: David Gomez, George Anaya
Date: 12/10/2025

What are the strengths of your department/division?

The Police Department regularly trains officers in de-escalation, crisis intervention, use of force, investigative skills, and cultural awareness. We have a leadership team that promotes accountability and professional development.

The department has many specialized units with advanced expertise (K-9, investigations, traffic, intelligence, narcotics, unmanned aircraft systems, crisis negotiations, bike team, emergency response team, alternative response unit, etc.)

SFPD maintains strong interagency collaboration with the FBI, U.S. Marshals, the New Mexico Organized Retail Crime Association, the New Mexico State Police, the Santa Fe County Sheriff's Office, and many others. These cooperative relationships with nearby police departments, sheriffs' offices, and state and federal partners help our department pool resources and connect crimes that affect everyone in our community.

We have used a data-driven and evidence-based approach to address crime. The use of crime analytics, mapping, and intelligence-led strategies has enhanced our ability to analyze crime trends and deploy resources more effectively. The department continues to emphasize measurable outcomes and continuous improvement.

The department has been and will continue to be committed to ethical standards and accountability. We have clear policies and strive to enforce all laws consistently within the City of Santa Fe. Our Body-worn camera program and transparent complaint review processes add to the internal culture that values integrity and public service.

Modern equipment and technology, including updated vehicles, communication tools, protective equipment, digital reporting systems, and mobile data terminals, keep our department aligned with current industry standards. The use of surveillance, drones, or automated license plate readers (as appropriate and lawful) helps both solve and deter crime by making it clear that you will not get away with it in our city.

Our department remains committed to public safety and problem-solving, using proactive patrol strategies that deter crime. Collaborative efforts to address root causes (homelessness, substance abuse, domestic violence) with our Alternative Response Unit.

In short, our people and increased use of technology are our strengths.

What are the weaknesses of your department/division?

Being data-driven is essential, but it must be balanced with a strong emphasis on community policing. Effective community policing requires meaningful engagement with the community, which in turn depends on the department's ability to be proactive. Proactivity hinges on having sufficient personnel to respond to calls for service while simultaneously building relationships that foster trust and collaboration. The community must feel invested in protecting itself and its neighbors.

Our department must improve outreach and actively listen to community concerns and suggestions. When a police department truly engages with its community, residents feel like partners in public safety rather than victims being ignored.

Internally, we must also improve our processes to meet increasingly stringent legal standards that make prosecuting criminals more challenging. The new Court Management Order (CMO), effective January 1st, has resulted in higher dismissal rates in other jurisdictions. To prevent this, officers must respond promptly to requests, conduct thorough investigations, and meticulously document and submit evidence. To support this effort, we requested—and were granted—five additional civilian positions to manage the increased workload. These positions must be filled and personnel adequately trained to comply with the new standards.

Staffing and resource constraints continue to impede our ability to meet these objectives. The Santa Fe Police Department has not seen a significant increase in staffing in the 22 years I have served. Chronic understaffing contributes to burnout and slower response times. While recent efforts to fill vacancies have mainly been successful, our current staffing levels still fall short of
meeting the needs of a growing community. Addressing staffing and resource gaps is essential to maintaining effective policing, both proactively and in response.

What are the opportunities of your department/division?

Strategic Priorities for Modern Policing & Community Engagement
1. Strengthening Community Trust & Engagement

- **Goals: Build stronger relationships with residents and local stakeholders.**
- **Actions:**
  - **Expand community policing programs.**
  - **Partner with schools, businesses, and community organizations to enhance public safety initiatives.**
  - **Increase transparency through outreach, public dashboards, and citizen academies. • Expected Outcomes: Greater community trust, enhanced public safety, and stronger resident partnerships.**

2. Leveraging Technology & Modernization

- **Goals: Improve operational efficiency and responsiveness.**

- **Actions:**
    - **Adopt advanced analytics tools such as predictive analytics.**

- Implement technologies including Shot-Spotter, Drones as First Responders (DFR), and real-time crime centers.

• Expected Outcomes: Faster response times, better crime prevention, and data-driven decision-making.

3. Training & Professional Development

• Goals: Develop future leadership and enhance departmental capabilities.

• Actions:

- Continue comprehensive officer training programs.
- Offer cross-agency training with fire/EMS and federal partners.
- Integrate emergency management exercises into training curricula.

• Expected Outcomes: Highly skilled personnel prepared for complex, multi-agency emergencies.

4. Expanding Interagency Collaboration

• Goals: Improve coordination and information sharing across jurisdictions.

• Actions:

- Establish information-sharing agreements with neighboring jurisdictions.
- Increase cooperation with mental health and social services for co-response models via the ARU.

• Expected Outcomes: Streamlined operations, better crisis response, and holistic community care.

5. Data-Driven Operations & Efficiency

• Goals: Optimize resource allocation and monitor departmental performance.

• Actions:

- Use performance metrics to guide patrols and resource deployment.
- Expand early-warning systems to track crime trends and officer workloads.

• Expected Outcomes: More effective policing, improved workload management, and measurable operational efficiency.

6. Policy Innovation & Legitimacy

• Goals: Meet modern public expectations for transparency, fairness, and accountability.

• Actions:

- Evaluate and innovate policies to improve legitimacy.
- Respond proactively to community feedback and reform initiatives.

• Expected Outcomes: Enhanced public confidence and legitimacy, alignment with community expectations.

What are the threats to your department/division?

Law Enforcement Challenges & Threats

1. Crime Trends and Threats

- **Rising violent crime, organized crime, and property crime strain resources. • Criminals use encrypted communications, cyber tools, and advanced counter-surveillance tactics.**
- **Growth of transnational crime networks complicates local enforcement.**

2. Workforce Challenges

- **Declining interest in law enforcement careers.**
- **High turnover due to stress, burnout, and retirement waves.**
- **Difficulty competing with other agencies offering higher pay and better benefits.**

• Increased workload reduces proactive policing and community engagement. 3. Community Relations & Public Perception

- **Negative media coverage or high-profile incidents can erode public trust.**
- **Legislative and policy changes (e.g., bond reform) affecting public safety expectations.**

4. Technological & Cybersecurity Risks

- **Dependence on digital systems exposes departments to ransomware, data breaches, or system outages.**
- **Compromised evidence databases or body-worn camera systems can lead to case failures.**
- **Outdated equipment, radios, vehicles, and forensic technology hinder operational efficiency.**

5. Officer Safety & Operational Threats

- **Rising assaults on officers and ambush-style attacks.**
- **Growing availability of firearms and high-powered weapons.**
- **Strain from increased workload can lead to low morale, inconsistent leadership, and apathy.**

6. Infrastructure & Emergency Preparedness

- **Vulnerable facilities and communication networks.**
- **Potential underpreparedness for natural disasters (fires, floods, mass-casualty events).**

What are the resources needed for your department/division? i.e., budget, training, staff

We have learned to do more with less; however, there is a limit to how far that can take you. I believe a budget increase is inevitable if we are to grow with our community and expand our staffing to meet the city's needs.

1. Budget Resources
A law enforcement division generally requires funding in these key categories: A. Personnel Costs

- **Salaries and overtime**
- **Benefits (health, retirement, insurance)**
- **Recruitment and background investigations**
- **Uniforms and duty gear**

B. Operational Costs

- **Vehicle acquisition, maintenance, and fuel**
- **Technology systems (CAD, RMS, body-worn cameras)**
- **Communications (radio systems, dispatch support)**
- **Office equipment and supplies**
- **Facility maintenance (stations, substations, evidence rooms)**

C. Capital Expenses

- **Patrol vehicles, specialty units (SWAT, K9, marine, aviation)**
- **Weapons and tactical gear**
- **Mobile command units or specialized equipment**
- **Building improvements and construction**

D. Training & Professional Development

- **Certification courses (firearms, defensive tactics, first aid, crisis intervention)**
- **Supervisory/leadership development**
- **Specialized training (cybercrime, forensics, investigations)**
- **Travel expenses for training or conferences**

2. Staffing Resources

A. Sworn Personnel

- **Patrol officers/deputies**
- **Supervisors (sergeants, lieutenants)**
- **Detectives/investigators**
- **Specialized units:**
  - **K9 handlers**
  - **Traffic/motors**
  - **SWAT/ERT/CIT/EOD/tactical response**
  - **Community policing**
  - **Narcotics**
  - **Intel Unit**
  - **Unmanned Aircraft Systems UAS Team**
  - **Bicycle Patrol Team**

B. Civilian Personnel

- **Records and evidence technicians**
- **Crime analysts**
- **Administrative support**
- **Fleet/IT support technicians**
- **Training coordinators**

C. Leadership Positions

- **Division commander/chief / captain**
- **Unit supervisors**
- **Training/standards officers**

3. Training & Development Resources

Mandatory/Recurring Training

- **Firearms qualifications**
- **Use of force and defensive tactics**
- **First aid/CPR/trauma care**
- **Crisis intervention/de-escalation**
- **Legal updates**

Specialized Training

- **Tactical operations (SWAT, negotiations)**
- **Investigations (homicide, forensics, digital evidence)**
- **Traffic enforcement (DUI, accident reconstruction)**
- **Leadership and management development**
- **Community engagement and cultural competency**

Technology Training

- **CAD/RMS systems**
- **Body-worn camera systems**
- **Cybercrime tools**
- **Evidence management software**

4. Equipment & Technology Resources

A. Field Equipment

- **Duty weapons and ammunition**
- **Tasers, OC spray, batons**
- **Body armor**
- **Body-worn cameras**
- **Radios and communication gear**
- **Flashlights, restraints, medical kits**

B. Vehicles & Vehicle Equipment

- **Patrol vehicles, motorcycles, bicycles**
- **In-car computers (MDTs)**
- **Radar/LIDAR units**
- **Vehicle-mounted cameras**
- **Specialty vehicles (SWAT, ATV, UTV)**
- **Drones**

C. Technology & Software

- **Computer-Aided Dispatch (CAD)**
- **Records Management Systems (RMS)**
- **Evidence tracking systems**
- **License Plate Readers**
- **Digital forensics tools**
- **Analytics and intelligence platforms**

5. Facility & Infrastructure Resources

- **Police stations, substations, and community outreach centers**
- **Evidence storage facilities (secure and climate-controlled)**
- **Training facilities (ranges, simulators, classrooms)**
- **Detention/holding areas**
- **Vehicle maintenance facilities**
- **IT/Server rooms**

6. Community & Interagency Resources

- **Partnerships with local government and public safety agencies**
- **Public outreach and education programs**
- **Mutual aid agreements**
- **Mental health crisis response teams**
- **School and community organization collaboration**

What are the goals that are to be accomplished for your department/division in 90 days?

Investigations Section:

The Investigations Section has begun proactive operations targeting organized retail crime within the city, producing excellent results. These operations have also uncovered additional investigations into interconnected crimes. I expect this effort to continue expanding over the next 90 days.

Support Operations Section:

Within the next 90 days, the Support Operations Section will be nearly fully staffed, including a complete bicycle patrol team, DWI team, and traffic team. These proactive units have not been at full capacity in recent years, and their full deployment will enhance our operational effectiveness.

Patrol Section:

The Patrol Section has new leadership, and developing our new lieutenants and sergeants is a top priority. This includes enhanced supervisor training in documentation, coaching, and performance management. Increasing proactive patrols in high-crime and high-concern areas remains essential.

Overall Focus:

During this period of administrative transition, it is critical to keep everyone focused on the tasks at hand and maintain momentum across all units.

What are the goals that are to be accomplished for your department/division in 6 months?

1. Improve Public Safety & Crime Reduction

- **Reduce targeted crime categories (e.g., burglary, auto theft, violent crime) by a specific measurable percentage (e.g., 5–10% reduction).**
- **Increase proactive patrols in identified hot spots using crime-analysis data.**
- **Implement or update problem-oriented policing strategies for recurring issues.**

2. Strengthen Community Relationships

- **Hold monthly community outreach events (town halls, Coffee with a Cop, youth engagement, business safety meetings).**
- **Increase positive non-enforcement contacts by a defined number.**
- **Launch or expand community feedback tools (surveys, neighborhood apps, social media updates).**

3. Training & Professional Development

- **Ensure all officers complete scheduled mandatory training (e.g., de-escalation, use of force, mental health response, bias-free policing).**
- **Provide additional specialized training (investigations, traffic crash reconstruction, cybercrime, leadership courses).**
- **Develop a new in-service training calendar.**

4. Enhance Operational Efficiency

- **Streamline and update report-writing workflows or evidence submission processes.**
- **Implement new technology or upgrade existing systems (body cams, CAD/RMS, license plate readers, drones, digital evidence tools).**
- **Reduce response times to priority calls by a measurable target.**

5. Personnel & Staffing Improvements

- **Recruit and onboard new officers or support staff to fill vacancies.**
- **Improve retention by implementing wellness programs, mentorship, or career development plans.**
- **Conduct performance evaluations for all personnel within the six-month window.**

6. Policy & Compliance Updates

- **Review and update department policies to align with new laws, accreditation standards, or best practices.**
- **Prepare for accreditation or re-accreditation (CALEA or state equivalent).**
- **Increase internal audits for use-of-force reporting, evidence rooms, or vehicle pursuits.**

7. Special Initiatives (Depending on Division)
Patrol Division

- **Increase traffic enforcement on high-collision corridors.**
- **Launch seasonal initiatives (holiday DUI patrols, school-zone enforcement).**

Investigations Division

- **Reduce active caseload backlog.**
- **Improve case clearance rates by a specific percentage.**
- **Implement new interviews or forensic protocols.**

Community Policing/Outreach

- **Expand neighborhood watch programs.**
- **Launch youth mentorship or at-risk intervention programs.**

Special Operations (Narcotics, SWAT, etc.)

- **Conduct targeted operations based on intelligence-driven priorities.**
- **Update specialty equipment and conduct quarterly scenario-based training.**

What are the goals that are to be accomplished for your department/division in 1 year?

One-Year Goals for a Patrol Section

1. Reduce Crime and Improve Public Safety
Goal: Reduce priority crimes (e.g., burglaries, violent crime, traffic fatalities) by a measurable percentage.
Possible objectives:

- **Increase directed patrols in identified hot spots by 15–20%.**
- **Deploy problem-oriented policing initiatives targeting recurring issues.**
- **Improve response times to priority calls by 10%.**

2. Strengthen Community Engagement
Goal: Build trust and relationships between officers and the community.
Objectives:

- **Conduct at least one community meeting or outreach event per month.**
- **Implement a patrol-based business contact program (e.g., 10 business checks per shift).**
- **Increase positive, non-enforcement contacts by 25%.**

3. Enhance Officer Training & Professional Development
Goal: Ensure officers are well-trained, confident, and consistent.
Objectives:

- **Annual recertification for all mandated training (use of force, legal updates, de-escalation).**

- **Quarterly scenario-based training in de-escalation, crisis response, and tactical skills.**
- **Leadership development for senior patrol officers/field training officers.**

4. Improve Operational Efficiency & Accountability
Goal: Increase productivity and consistency in patrol operations.
Objectives:

- **Reduce average report completion time by 15%.**
- **Implement or enhance early intervention systems for performance indicators.**
- **Strengthen supervision through monthly squad performance reviews.**

5. Strengthen Traffic Enforcement & Safety
Goal: Reduce crashes, fatalities, and hazardous driving.
Objectives:

- **Increase DUI and seatbelt enforcement by 10–20%.**
- **Conduct quarterly targeted traffic safety operations.**
- **Reduce high-accident intersection collisions by 5–10%.**

6. Upgrade Equipment, Technology & Officer Safety Tools
Goal: Modernize patrol resources to improve effectiveness and safety.
Objectives:

- **Ensure all officers have functioning body-worn cameras and regularly review footage.**
- **Replace aging vehicles or equipment as needed.**
- **Deploy new technology (license plate readers, in-car cameras, etc.) if feasible.**

7. Enhance Mental Health & Crisis Response Capabilities
Goal: Improve patrol's ability to safely manage mental-health–related calls.
Objectives:

- **Maintain 100% CIT-trained officers of patrol staff.**
- **Collaborate with mental health professionals for co-response or follow-up programs.**
- **Reduce use-of-force incidents in mental-health calls by defined targets.**

8. Strengthen Officer Wellness & Retention
Goal: Improve officer morale, health, and retention.
Objectives:

- **Strengthen a wellness initiative (peer support, fitness programs, counseling access).**
- **Formalize a mentoring program for new officers' post Field Training.**
- **Change policy on Wellness time usage so officers can benefit from the time given. As it currently stands, officers must use the time immediately or lose it. Due to the nature of their work, they often have the flexibility to use their time based on professional demands. Allow them to bank the hours to use when they can.**

9. Enhance Information-Driven Policing
Goal: Increase the use of data and analytics in decision-making.
Objectives:

- **Train all patrol supervisors in basic data analysis and trend recognition.**
- **Use weekly or monthly CompStat-style reviews to guide deployment.**
- **Improve data quality by reducing report corrections/rework by 20%.**

1-Year Goals for an Investigations Section

1. Improve Case Clearance Rates

- **Maintain clearance rates above national standards.**
- **Reduce open-case backlog through structured case review and prioritization.**

2. Enhance Investigative Quality

- **Standardize investigative checklists and reporting templates across detectives.**
- **Implement or update investigative SOPs aligned with departmental and national best practices.**
- **Conduct quarterly case audits for compliance and thoroughness.**

3. Strengthen Evidence and Forensics Capabilities

- **Improve coordination with crime labs; reduce evidence submission turnaround time.**
- **Ensure detectives receive training in evidence collection, digital forensics, and scene processing.**

4. Expand Digital Investigations Capacity

- **Train personnel in cyber investigations, digital evidence handling, and the use of analytical tools.**
- **Acquiring or optimizing the use of software for device extraction, social-media analysis, and data analytics.**

5. Increase Community and Victim Engagement

- **Improve communication with victims through consistent updates and follow-up protocols.**
- **Establish a victim liaison program or strengthen collaboration with victim-advocacy agencies.**

6. Strengthen Interagency Collaboration

- **Formalize partnerships with federal, state, and regional investigative units.**
- **Participate in joint-task-force operations targeting major crime trends.**

7. Professional Development & Training

- **Ensure all investigators meet annual training minimums for specialized roles (homicide, sex crimes, financial crimes, etc.).**
- **Provide advanced interview/interrogation, trauma-informed investigation, and case management training.**

8. Modernize Technology & Case Management

- **Evaluate and update case-management systems.**
- **Increase use of analytics, predictive tools, and intelligence-led policing.**

9. Improve Operational Efficiency

- **Streamline workflow for case intake, assignment, and closure.**
- **Develop time-to-investigate benchmarks for different crime types.**

10. Address Priority Crime Trends

- **Set targeted goals based on local crime data (e.g., reducing gang-related shootings, auto theft rings, drug trafficking networks).**
- **Launch focused initiatives with measurable outcomes.**

11. Enhance Officer Wellness & Retention

- **Implement workload balancing, mental-health support programs, and recognition systems.**
- **Reduce detective turnover by improving career development paths.**

1-Year Goals for Support Operations Section

A. Traffic Unit Goals

1. Reduce Traffic Collisions

- **Decrease overall collisions by 8–10% through strategic deployment and data-driven enforcement.**
- **Prioritize high-collision areas identified through monthly crash analysis.**

2. Increase Visibility & Enforcement

- **Conduct a minimum of 2 targeted traffic operations per month (speeding, red-light, school zones).**
- **Increase traffic stops with emphasis on hazardous driving behaviors.**

3. Improve Public Education

- **Deliver six community traffic-safety presentations (schools, senior centers, businesses).**
- **Launch or expand a social media traffic-safety campaign with monthly themes. 4.**

Implement Technology Enhancements

- **Fully deploy or upgrade traffic data collection tools, radar equipment, or e-citation systems.**
- **Maintain 100% of Traffic Unit personnel training on updated systems, to include auxiliaries.**

B. DWI Enforcement Goals

1. Reduce Alcohol-Related Crashes

- **Aim for a 10% reduction in DWI-related crashes and injuries.**

2. Increase DWI Arrests Through Proactive Enforcement

- **Increase DWI arrests by 10–15% through saturation patrols and sobriety checkpoints.**
- **Conduct at least 10 sobriety checkpoints a year.**

3. Strengthen Officer Training

- **Certify or re-certify all officers in SFST (Standardized Field Sobriety Testing).**
- **Train at least two additional officers as DREs (Drug Recognition Experts).**

4. Community Outreach

- **Partner with schools, bars, and community groups for quarterly impaired-driving awareness events.**
- **Promote ride-share and designated-driver programs.**

C. Bicycle Patrol Team Goals

1. Increase Community Engagement

- **Conduct 20 bicycle-based community contacts per month.**
- **Attend 6 community events representing the Bike Team.**

2. Expand Patrol Coverage

- **Provide regular patrols in parks, business districts, and areas not easily accessible by vehicles.**
- **Increase bike patrol hours over the previous year.**

3. Improve Team Capability

- **Train all team members in tactical bike operations and emergency medical response.**
- **Acquire or replace essential equipment (helmets, lights, bicycles, safety equipment). 4. Support Enforcement Operations**
- **Assist with traffic enforcement, especially distracted driving and pedestrian-safety locations.**
- **Conduct joint patrols with the Traffic Unit, DWI, and Bicycle Patrol Team at least quarterly.**

D. Section-Wide Support Operations Goals

1. Data-Driven Deployment

- **Implement monthly performance reviews to adjust staffing and focus based on trends.**

2. Inter-Unit Collaboration

- **Hold quarterly coordination meetings among Traffic, DWI, and Bike Patrol supervisors. • Develop joint operations focused on problem areas (e.g., nightlife districts, school zones). 3. Improve Reporting & Accountability**
- **Achieve 100% timely submission of enforcement statistics, after-action reports, and monthly summaries.**

4. Officer Well-Being & Development

- **Offer quarterly training opportunities (de-escalation, tactical driving, emergency response).**
- **Reduce officer injury rates through refresher training and equipment upgrades.**

Any final thoughts, or any additional information the incoming administration should be made aware of?

Police Department – Operations Division

The Operations Division is the backbone of the Police Department, directly impacting public safety, community trust, and operational effectiveness. The SWOT analysis highlights key internal strengths and weaknesses, as well as external opportunities and threats, which should guide strategic priorities for the incoming administration.

The Operations Division is well-positioned to meet current public safety challenges but will require sustained attention to staffing, technology, and community engagement to maintain and improve effectiveness. A proactive, data-driven, and community-focused approach will allow the incoming administration to strengthen the division's impact and public confidence.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Jesse Roach
Position Title: Interim Director, Public Utilities Department

Transition Team Participants: Paul Campos and William H. Mee
Date: 1-12-2026

1.0 What are the strengths of your department/division?

NOTE: <u>The SWOT Analysis follows (the first bolded statement was supplied by PUD and the unbolded is the discussion that followed)</u>:

1.1 **Diverse water supply portfolio with reliable groundwater reserves used to meet over 9000 acre-feet per year of potable water demand.**
13,400 Acre Feet Annually (AFA) in 1995 (65,000 population) down to 9,000 AFA (90,000 population). Water Conservation has been excellent. 67 gallons per capita for households; 87-93 when commercial is added in. The four water sources that the City of Santa Fe has is more than most cities have (Santa Fe River, BDD, Buckman wells, city wells). But still Climate Change affects it all. **There are projections of this.**

Leakage is not a problem to the water system; it is less than 10% overall. **There is a report we can send you.** Even on the surface water sources. At the reservoirs it is high enough in altitude that temperature doesn't evaporate. On the flow coming down to the Buckman Direct Diversion (BDD) project the loss rate was rated by the Bureau of Reclamation contractor as being about 1% from Heron to Abiquiu Lake, and about 1% more from Abiquiu to the BDD. So, when we call for a release of 1,000 gallons from Heron, we are only losing 10 gallons to Abiquiu and another 10 gallons to the BDD inlet.

The emphasis in water conservation was always to go after the big water wasters first and then go after smaller users later. First, we thought it was to get the homeowner to stop wasting water and that has been done (first people taking out lawns and xeriscaping in its place; then rebates for toilets, shower heads, etc.). Then we switched to commercial conservation, first across restaurants and hotels. Then other businesses. Now we are thinking of an outdoor conservation program that targets outdoor watering and an expansion of rain barrels.

1.2 **Ability to collect and treat approximately 5 million gallons of wastewater per day for discharge to the lower Santa Fe River, non-potable reuse, or eventually indirect potable reuse.**
Transition Team Question (Q): How much is required by users downstream? PUD Answer (A): Prior appropriation. Question: How much do you see it increasing? Answer: Not much.

1.3 **Efficient and reliable weekly trash and recycling collection for over 74,000 residential bins and 6500 commercial dumpsters, bins, roll-offs, and compactors.**
Transition Team Comment: 74,000 residential bins and 6,500 commercial bins. 80,500 total. Pretty constant program not expected to increase much. All those apartments are basically factored into the commercial accounts. Q: Reunity Resources oil recycling program and food waste program; how has this helped? A: Not that much but it is a good way to get stuff out of the waste-stream.

1.4 **Ten-year rate increase for wastewater in place starting July 2025.**
Q: Where will the 10-year wastewater rate increase take you in terms of a monthly bill to consumer? A: How this is calculated is we take the January, February and March usage under the Ordinance and divide by 3 to get the monthly fee. Then this will go up a small percentage each year.

1.5 **Proposed five-year rate increase for water starting February 2026 is in committee review process, with potential approval early in 2026.**
Q: There was a four-year water rate increase we believe starting in 2009-2013 which generated a $110 million fund surplus. Where did this go? A: Paid for BDD improvements.
Q: Ever worry about a 'taxpayer revolt' after now 9 years of increases? A: No.

1.6 **New Utility Operator Job Description allows us to "grow our own" operators by creating financially competitive career paths in water and wastewater operation.**
Q: Is this In-house training? Is this in cooperation with SFCC Operator's program?
A: We started with crafting better job descriptions and seeking people to fill those. We pay a more competitive rate and get them to be the Lead Operator in 5 years.

1.7 **AA+ bond rating from Fitch for both water and wastewater utilities.**
Excellent. Q: How are these bonding capacities separate from the overall city's bonding capacity which is affected by the lack of audits (B+)?
A: This is a separate analysis/formula based on the strength of the Enterprise Funds.

1.8 **National leader in water conservation.**
TT Comment: This is excellent. We have all read Christine Chavez's articles in the New Mexican on the conservation program. Q: But how does it fit into the Water Division?
A: It will be in the new Conservation and Sustainability Division. It will be the Conservation and Sustainability Division, a new Enterprise Fund that will be housed at the Carlos Ortega Community Center on Agua Fria Street because the combined group is too big for the West San Mateo Street location. The new group encompasses the Water Conservation section, the Sustainability Program's two people in the Environmental Services Division, and the Keep Santa Fe Beautiful Program. So, they are going to do a lot of public relations and education. Like we did in Toilet Rebates. Now we are doing dishwasher rebates. We will move into rain barrels. There is a once a year Conservation Fee on the water bill in the winter and the 10-cent bag fee to push reusables.

1.9 **City professional staff with consultant support that have a proven track record delivering successful design and construction of large water and wastewater rehabilitation and capital improvement projects.**
We have a level of super expertise that has experience with other utilities. When they retire we bring in a temporary consultant until we can regain that staff expertise.

1.10 **Good stable of consultants including for financial services, on-call engineering, on-call emergency, and construction services.**
The stable of consultants do things for us especially in regards for helping us adjust the enterprise funds and in engineering solutions for water and wastewater.

1.11 **Use of data to drive decisions led by data dashboards allowing near real time visualization of data.**
Q: Use of data to drive decisions led by data dashboard. Please explain.
A: We have had to breakdown the silos that employees were living in before I became director. For example: there is a weekly phone call that water, wastewater and the County's counterparts, plus any consultants, participate in. Problems are discussed and solutions are proposed. Also, we set the levels for the mixing of water across the 4 water sources mentioned earlier. We talk about the performance of the Pressure Relief Values across the system. Eventually, we want to take this public---even if it is just an Internet website called" Where did your water come from? Then beyond this, we increased the budget for trainings in conferences and team building. One group goes bowling for example.

1.12 **Many very strong teams and talented staff across Divisions.**
Q: This is a great thing to build on. So how do you do team building? A: See above.

2.0 What are the weaknesses of your department/division?

2.1 **Staff with unique skills and qualifications spend too much time involved with internal administrative processes.**
Q: How so?
Staff spend too much time doing internal administrative processes, as follows:
Automated timesheets, Financial processes, Procurement Processes, Personnel evaluations, Budgeting, Human Resources and things as simple as address changes require the supervisor to initiate forms.
***NOTE TO TRANSITION TEAM SUPERVISORS*:** *Are the Human Resources, Finance and City Manager (even City Attorney Marcos Martinez) providing enough support to the front-line departments/divisions? Each Division is finding that they need an expert in the above processes, like an Intermediate person that can write up a supervisor's request/response/need. Front-line supervisor's do not have these skills or the time to do this.*

2.2 **Limited (but improving) internal administrative service capacity.**

Building the administrative services capacity of each Division is a huge job. The Interim Director says his main job is to insulate the production staff (water, wastewater, environmental services) from being consumed by doing the administrative services functions.

2.3 **Aging infrastructure at Paseo Real Water Reclamation Facility.**
The trick is to plan for either rehabilitation or replacement for certain parts of the facility. Rehabilitation is cheaper but replacement will last longer. This started with a 1960 construction project but look at an aerial---many new sewer lagoons were made every decade---each one bigger than the older one.

2.4 **Outdated utility billing software.**
Q: Please describe the outdated utility billing software. At the State, we had legacy systems that you couldn't move away from. What do other cities use? A: Our legacy system is a UCIS-MSDOS system that many cities have used but have all now gotten away from. We are planning the "ADVANCED" system to replace it, as we will discuss in 6.0 Goals.

2.5 **High vacancies in some sections resulting in reliance on contract services.**
Q: What causes these vacancies? Just after the Pandemic or starting before?
A: We have sort of discussed this but let's look at another example: we were having trouble keeping electricians because of pay issues. Human Resources' Classification and Compensation studies had our electricians lumped into the electricians from facilities maintenance who are more like an electrician wiring or maintaining a home. So, we came up with an Industrial Electrician classification who is working with much higher voltages and critical monitoring systems.

2.6 **Long repair time for heavy equipment.**
Q: Help us understand this. Where is your facility located? Is equipment too old? Is there an equipment inventory & replacement schedule? Could a mobile mechanic help? Combine with Public Works Department (Roads)? A: It is hard to find mechanics and to compete with the housing construction industry here that has the Caterpillar dealership technicians in Albuquerque on call to Santa Fe permanently (for backhoes, loaders). Dump-truck dealerships are also only in Albuquerque. Trash trucks are typically ordered out-of-state, so no service is available.

3.0 What are the opportunities of your department/division?

3.1 **Approved rate increase to fund long term solution to water treatment at Paseo Real Water Treatment Plant.**
Q: Carollo, the contractor, estimated $650 million for a new plant in their study. Dupuis was telling the City Council $350 million and talking about modules that snap in and out of place as in Las Vegas, Nevada. What are the real figures/variables?
A: The Membrane Batch Plant should be $220 million.

3.2 **New Utility Billing Software with projected go-live in October.**
Q: Can you explain the Utility Billing Software?
A: Yes, this relates back to the new ADVANCED software.

3.3 **Digital Asset Management Plan software being implemented for water and wastewater with projected go-live in March.**
Q: Please explain the Digital Asset Management Plan software.
A: This is an exciting new way of tracking our internal maintenance on tablets that can help protect against breakdowns in the various systems and processes. In inventory it is an integrated software that can keep track of it. Then it can keep track of every pipe and value in the ground. It helps us keep up with maintenance requirements like when do batteries need to be changed?, etc.

3.4 **New Utility Operator Job Description allows us to "grow our own" operators by creating financially competitive career paths in water and wastewater operation.**
Q: On the New Utility Operator Job Description, does it jive with the standards for certifications? See #1.6. A: Yes.

3.5 **Financial resources are available from legal settlement to update water infrastructure at BDD.**
Q: How much is the BDD settlement (on design build contract)? A: $70 million.
Q: Is BDD in the wrong place in the Rio Grande because of sediment intake? There was a 180-day shutdown in the past. What can mitigate this? Could San Ildefonso be approached again for ROW now that they gave ROW for the Aamodt Settlement? There is a concern about White Rock Canyon and Los Alamos Canyon pollution and the chromium plume (so getting the actual BDD intake above these two points in the Rio Grande).
A: These are great points and issues that we are looking at.

3.6 **Internal reorganization to create a new Conservation and Sustainability Division.**
Q: Tell us about the new Conservation and Sustainability Division. What bureaus and sections would be in it? Does it go across into other Departments? So, rename Department: Public Utilities and Sustainability? What cost is this anticipated to be? Has this been a topic of City Council Committees?
A: It will be funded by the Water Division, ESD, an annual water conservation fee, and the local bag fee. Perhaps eventually a once a year sustainability fee could be added. It will just be within the Department. One of the missions of the new division will be reduction of the City's carbon footprint towards a City Resolution to achieve carbon neutrality by the year 2040.

3.7 **Backflow prevention program with projected ordinance introduction in February.**
Q: Backflow prevention program Ordinance---for sewer. Flooding in households like that public housing by Larragoite Park has been an issue for a decade. Water should be stopped by meter.
A: No, this is for water. When a shutoff in a City water line occurs, it can siphon water from the households. This is going to be a testing of the already required backflow prevention devices every year.

3.8 **Active, and cutting-edge long-range water resources planning effort.**
Q: We have participated in the long-range water resource planning efforts, and they are good.
- But how to deal with Climate Change and Colorado River shortfalls?
- But how to deal with Santa Fe River Adjudication.
- But how to deal with downstream users?

A: We are in year 4 of our 5-five-plan. Each year in April, we do the presentation: ***What's up with Water?*** From the beginning we have been asking the what if scenarios. What if the Rio Grande river flows look like this? What if the population looks like this? We get feedback and then adjust accordingly. We input our historical data, what consultants have told us and the U.S. Bureau of Reclamation.

3.9 **Work in PUD represents fulfilling and stable career for individuals interested in science, public health and hands-on problem solving.**
Q: Sounds like a good recruitment pitch?

4.0 What are the threats to your department/division?

4.1 **Lack of a permanent Department Director.**
Q: Can you continue as an Interim Director? Can you supply a curriculum vitae?
A. Yes to both. But truthfully, I was a lot happier as Water Division Director where my background fits in and all the projects are fun. Being the Department Director position is adding three more divisions, that have just as many issues, and 75% more administrative duties.
NOTE TO TRANSITION TEAM SUPERVISORS**:** *This is where the discussion about creating a Deputy Director in the "General Notes" section at the beginning of this document.*

4.2 **Ability to maintain environmental compliance at Paseo Real Water Reclamation Facility (PRWRF) as we move towards extensive rehabilitation or renovation at the plant.**
Q: This is essential to maintain environmental compliance at PRWRF during rehab/renovation. Are there EPA exemptions or best practices for construction?
A: We have used those in the past.

4.3 **Challenges to successful transition to new Utility Billing Software.**
Q: Is this off-shelf or where can you see it being used in other municipalities? Can you run dual systems?

A: We think we will be using all these ideas. ADVANCED is an international utility billing software used by other utilities, but it requires customization to implement our specific billing schedules. We will run dual billing systems for a few months to ensure the new billing system is accurate, but then we will move away from the old one.

4.4 **Challenges to successful adoption of Asset Management Plan for water and wastewater.**
We discussed the Asset Management Plan in #3.3.

4.5 **Difficulty recruiting and retaining CDL drivers and Heavy Equipment Mechanics.**
Q: We are wondering if you can partner with a Community College or run Job fairs.
A: There is a job fair planned in January.

4.6 **Retirement of key staff.**
Filling vacancies and preparing staff to move up is our way of countering this.

5.0 What are the resources needed for your department/division? i.e., budget, training, staff

5.1 See #2.1 (under Weaknesses).
Each supervisor becomes overwhelmed with handling administrative processes. There is a need for assistance with administrative services including:
Human Resources is a central Department. In most organizations, in the private and public sectors, the centralized HR provides the expertise and the other Departments don't need to have a full-time expert in HR just a central liaison officer. There are just too many forms and processes that consume the time of supervisors.
Procurement is governed by the state statute but takes too long.
Budget— I don't see this as administrative, it is central to the function of the utility. Even with a deputy director, I believe the Department Director and Division Directors should be the experts of their budgets and need to be very engaged and familiar with their budgets. The same is true with IT, Fleet-and MUNIS.

5.2 Upper level operators in both water and wastewater
Please reference #1.6 and 3.4
Q: What about a Career Lattice, as opposed to ladder, where you can switch between water and wastewater.
A: We would like to make it as easy as possible for motivated operators to advance, and moving between water and wastewater will ultimately set them up to move up into management, so we would like to create ways to encourage the lattice rather than just the ladder. I like that analogy.

6.0 What are the goals that are to be accomplished for your department/division in 90 days?

6.1 **Meet all regulatory requirements for water, wastewater and environmental services.**
Transition Team Comment: This is a "Given." Cannot be anything less.

6.2 **Completion of the RFP process for progressive design build of new WWTP.**
Q: What are the take-aways from the RFI process that you did?
A: They were incorporated into the RFP.

6.3 **Completion of SWOT analysis on each WWTP process.**
Q: Please describe?
A: These were a part of developing the Request for Proposals (RFP). If we only have the $70/$140 million levels of funding, what do we get for each? How do we move from $70 into $140 without losing continuity?

6.4 **Release of draft Environmental Assessment for San Juan Chama Return Flow Project.**
Q: There was pushback on this by downstream users as to why the Environmental Assessment wasn't a full-blown Environmental Impact Statement. Is this for U.S. EPA or Bureau of Reclamation (BoR)?
A: BoR is our sponsoring agency and we/they must complete an EA or EIS to receive federal funding for the project, and because the project has a federal nexus due to land use and water ownership.

6.5 **Production of first monthly report from Environmental Services Division (ESD) on total waste and recyclables collected by month from residential customers.**
Q: Why was this the "FIRST Monthly Report from ESD"? Also, curious as to the Recycling Centers. Are they broken out of household/commercial?
A: The Division Director is getting reports from SWAMA, but the Department Director was not receiving any reporting. SWAMA was reporting to its board. Yes, now broken out as Transfer Stations.

6.6 **Integration conversion, configuration and testing of ADVANCED Billing system complete.**
Q: ADVANCED Double billing? Is this a test? How long to continue it? What if there are discrepancies?
A: We are pretty far along on this, and it looks good.

6.7 **Double fill Utility Billing and Customer Service Division Director position.**
A: Double fill is necessary for the retirement of Nancy Jimenez.

6.8 **Independent budget created for Conservation and Sustainability Division.**
Q: Why Independent?
A: Because it will become its own Enterprise Fund as it is separated from the other 3 divisions. It should pay for its own way as it goes forward.

6.9 **Acceptance of $1.25M CEED grant from the state for low-income household energy efficiency improvements.**
Q: How are Low Income households determined? How many does it do? Who is contractor?
A: The acceptance of $1.25 million CEED grant has its own rules that comes with it for the Energy Efficiency in Homes grant.

6.10 **Reorganize and improve effectiveness of Keep Santa Fe Beautiful program.**
Q: We have both been participants in the Keep Santa Fe Beautiful program, and would be interested in a future report of what changes are proposed.

6.11 **Hire 3 new Utility Operators in Water (including BDD) and Wastewater.**
TT Comment: Upper level operators---please reference #1.6, 3.4 and 5.2.

7. What are the goals that are to be accomplished for your department/division in 6 months?

7.1 **Meet all regulatory requirements for water, wastewater and environmental services.**
Transition Team Comment: This is a "Given."

7.2 **Under contract for progressive design build of new WWTP for up to $220M.**
NOTE: Seems Mayor-Elect needs to be involved if he is going to be committed to that dollar amount over the next four years. *This is out of our paygrade as TT members.*
A: This is a progressive design build at 30%. It covers the costs up to a 30% design and after that we can pull out of or stay in to the full 100% design and then decide whether to construct, up to $220 million.

7.3 **Competitive design process for optimal rehabilitation of WWTP for up to $70M or $140M underway.**

Q: Why the difference in 7.2 and 7.3?
A: 7.2 is a progressive design build with off ramps that will eventually give us a cost for a largely new plant. 7.3 is two other options to see how far towards reliability we can get for partial rebuilds. We are trying to provide three choices to the governing body, how much reliability can we get for $70M, $140M, and how much would it cost for a new plant?

7.4 **Complete engineering design for San Juan Chama Return Flow Project.**
Q: Can this be done before completion or release of the Environmental Assessment (see also #6.4)?
So, this is the "Purple" Pipeline?
What is the Return Flow Credit percentage approved by OSE?
A: Yes and yes. 100%.

7.5 **Monthly reports from ESD including total waste and recyclables collected by month from residential customers and total production of recyclable products.**
TT Comment: Operations goals same as #6.5.
Q: Does this include inside the chain-link fence collection area at 2995 Agua Fria?

A: Yes.

7.6 **Double billing in ADVANCED Billing and legacy billing system.**
TT Comment: Same as # 6.6.

7.7 **Completion of design for new ESD Operations building.**
Q: Where is this at? Why needed? Why this building if "City Hall South" on the 13 acres of Garcia Brothers property on Agua Fria Street at Siler, which could not be constructed during Mayor Gonzales term?
A: Just off of Siler this is a new build on vacant city land. It's been in the planning for several years.

7.8 **Conservation and Sustainability Division located in their new building on Agua Fria.**
Q: What new building?
A: Located at the Carlos Ortega Community Center at upper Agua Fria Street.

7.9 **Hire 6 new Utility Operators in Water (including BDD) and Wastewater.**
TT Comment: please reference 1.6 and 3.4 and 6.11. Q: How was this level picked?
A: No particular levels.

7.10 **Increase number of Level 3 and 4 Operators by 5% for the fiscal year.**
Q: How would level 3&4 Operators be Increased?
Is there recruitment or internships at Community Colleges?
A: Please reference #1.6, 3.4, 5.2 and 6.11 answers.

8.0 What are the goals that are to be accomplished for your department/division in 1 year?

8.1 **Meet all regulatory requirements for water, wastewater and environmental services.**
Transition Team Comment: This is a "Given."

8.2 **Work on design for new WWTP underway.**
TT Comment: please reference #7.2 and 7.3.
Q: What checks/performance measures and inspections are in place by PUD Department staff in conjunction with City/State staff?
A: We will develop this.

8.3 **Work complete on Optimal Rehabilitation for WWTO---for up to $70-140 million.**
TT Comment: See above (also #7.2 and 7.3).

8.4 **Environmental permit for San Juan Chama Return Flow Project.**
TT Comment: Please see #6.4.

8.5 **Monthly reports from ESD including total waste and recyclables collected by month from all customers, and total production of recyclable products.**

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Sam Burnett
Position Title: Interim Public Works Department Director

Transition Team Participants: Victoria Murphy and Edward Archuleta
Date: 1/12/2026

What are the strengths of your department/division?

Public Works delivers a broad and essential portfolio of municipal services, supporting infrastructure, facilities, public spaces, environmental health, mobility, and daily community operations. This diversity enables the department to respond effectively to routine needs, emergencies, and long-term City priorities.

The department's workforce brings extensive institutional knowledge in operations, maintenance, construction support, contracting, compliance, and public service. Many roles require specialized training, certifications, and licensing, and the department has built strong internal expertise and training pathways that support reliability and reduce reliance on external resources.

Public Works maintains deep knowledge of internal City processes. The department manages a substantial share of the City's contracting and procurement workload, resulting in strong familiarity with legal, financial, and administrative workflows. Staff also have longstanding experience with state and federal funding programs, including appropriations, grants, and regulatory requirements.

Several operational areas demonstrate strong logistical and event-support capabilities, coordinating complex service demands with consistency and professionalism. The department has also shown the ability to resolve compliance findings, strengthen internal controls, and implement corrective-action strategies.

Collaboration is a core strength. Public Works works closely with internal partners, external agencies, and community stakeholders to support coordinated project delivery, long-term planning, and integrated service operations.

What are the weaknesses of your department/division?

Public Works manages one of the City's largest and most complex portfolios. In several areas, staffing capacity, administrative structures, and technology systems have not kept pace with evolving service demands, creating uneven workload distribution and operational bottlenecks.

Project governance practices vary across operational areas. While some units maintain strong documentation and controls, others rely on legacy processes or inconsistent recordkeeping, making it difficult to maintain uniform standards and readiness across the department.

Several service areas depend on hard-to-fill technical roles, including engineers, project managers, and credentialed specialists. Regional competition, licensing requirements, and evolving market conditions make recruitment and retention challenging.

The department also faces difficulty hiring entry-level operational staff. Because the hiring process can take several weeks, applicants often accept other positions before an offer can be extended, reducing workforce stability and increasing strain on current staff.

Foundational infrastructure—including workspaces, equipment, fleet, and building systems—requires reinvestment. Aging physical assets increase maintenance needs, reduce operational efficiency, and elevate the risk of service disruptions.

The department lacks a dedicated, recurring funding source for predictive, preventive, and deferred maintenance. Without stable investment, it is difficult to manage aging infrastructure proactively, increasing long-term costs and operational risks.

Digital tools and workflows are at varying levels of adoption across divisions. Outdated communication platforms, incomplete system integration, and inconsistent use of digital systems hinder modernization and increase administrative burden.

Administrative processes—hiring, procurement routing, contract development, and reporting—remain resource-intensive and can delay project mobilization and service delivery. Several critical workflows depend on decisions outside departmental control, contributing to delays.

High compliance and reporting expectations, especially for grant-funded programs, create administrative pressure when internal support capacity is limited.

What are the opportunities of your department/division?

The transition in administration creates an opportunity to modernize governance structures, strengthen internal alignment, and clarify expectations. Standardizing workflows—particularly for procurement, project development, documentation, compliance, and service requests—will improve efficiency, accountability, and predictability.

Digital transformation remains a major opportunity. Expanded use of asset management systems, real-time operational tools, GIS platforms, dashboards, and automated workflows can improve transparency, decision-making, and customer experience.

Capital planning can be strengthened through consistent scoping practices, condition assessments, and long-range funding strategies. Opportunities also exist to leverage state and federal programs to support fleet modernization, electrification, sustainability, and major infrastructure reinvestment.

Workforce development is a significant opportunity. Structured training programs, supervisory development, certification pathways, and career progression can improve recruitment, retention, and succession planning.

Integrating related operational functions—where appropriate—can improve coordination and create more consistent service delivery.

What are the threats to your department/division?

Growing public expectations for service responsiveness, infrastructure quality, and transparent communication increase pressure on departmental capacity and resources.

Deferred maintenance across multiple infrastructure categories increases the likelihood of unplanned failures and elevates long-term costs. Without sustained investment in preventive maintenance, the City faces rising fiscal and operational risks.

Persistent shortages in specialized technical roles reduce institutional knowledge, inhibit modernization, and increase vulnerability to turnover. Regional competition for certified staff exacerbates these challenges.

Competition for entry-level workers—combined with longer municipal hiring timelines—reduces the department's ability to fill key positions quickly.

Environmental pressures, climate variability, and severe weather increase demands on infrastructure and maintenance operations.

Fragmented or outdated systems, processes, or technology can limit operational efficiency and hinder modernization. Interdependencies with other departments may delay improvements in accessibility, facilities, or digital infrastructure.

Uncertainty in federal or state funding and regulatory changes may affect long-term planning and program stability.

What are the resources needed for your department/division? i.e., budget, training, staff

To meet service expectations and modernize operations, Public Works requires targeted investments in staffing, training, equipment, workspaces, and digital systems.

Additional staffing resources and competitive compensation strategies—especially for hard-to-fill technical roles—are essential for stabilizing operations. Enhanced administrative and compliance support will strengthen documentation, reporting, and grant management.

Reinvestment in equipment, fleet, and workspaces is needed to support operational reliability and workforce safety.

Improved digital infrastructure—including asset management tools, communication systems, and mobile technology—will enable modern service models and transparent performance reporting.

A dedicated, recurring funding source for predictive and deferred maintenance would allow the City to address aging infrastructure proactively, reduce lifecycle costs, and improve long-term reliability.

What are the goals that are to be accomplished for your department/division in 90 days?

Objective: Stabilize departmental operations during the administrative transition by clarifying leadership roles, aligning expectations, mitigating near-term risk, and establishing a shared foundation for coordination with the incoming administration.

- Stabilize leadership structures and clarify interim responsibilities across all operational areas to support continuity and alignment with the incoming administration.
- Document supervisory structures and identify areas where additional leadership support may be required.
- Establish clear expectations for documentation, communication, workflow standards, and chain-of-command practices.
- Implement a consistent management rhythm, including regular reporting, escalation pathways, and cross-division coordination.
- Strengthen interdepartmental collaboration with Finance, HR, and Land Use to improve administrative processes.
- Review operational and administrative risks and begin implementing mitigation strategies.
- Ensure continuity for ongoing compliance items and regulatory commitments.
- Accelerate recruitment efforts in partnership with HR for hard-to-fill classifications.
- Identify process improvements to reduce delays in entry-level hiring.

What are the goals that are to be accomplished for your department/division in 6 months?

Objective: Strengthen governance, workforce capacity, and operational systems by standardizing core processes, advancing digital tools, and improving organizational consistency to support reliable service delivery.

- Complete an assessment of project governance practices and implement standardized documentation and internal control frameworks.
- Strengthen digital systems across operational areas, including workflow automation, asset tracking, and communication tools.
- Launch or expand supervisory development, mentorship programs, and certification pathways.
- Improve staffing levels through strengthened recruitment pipelines and clearer job expectations.

- Improve cross-division alignment and reduce process delays through shared expectations for project development and compliance documentation.

- Improve responsiveness to service requests through streamlined workflows and modern tools.

- Advance major initiatives through critical planning, contracting, or early implementation milestones.

What are the goals that are to be accomplished for your department/division in 1 year?

Objective: Position the Public Works Department for long-term stability and successful permanent leadership by institutionalizing modern governance practices, strengthening planning and reporting frameworks, and improving alignment between resources, infrastructure needs, and service expectations.

- Prepare comprehensive documentation of departmental systems and initiatives to support transition to a permanent Public Works Director.

- Strengthen long-term succession planning for technical, operational, and supervisory roles.

- Enhance internal communication to reinforce a unified departmental identity.

- Improve external communication to strengthen public understanding of services and project delivery.

- Establish an integrated asset management and performance reporting framework aligned with long-term planning and budgeting.

- Deliver visible improvements in operational efficiency, service reliability, and infrastructure condition.

- Advance capital and operational initiatives aligned with City goals, including fleet modernization, electrification planning, and facility upgrades.

- Improve compliance reliability, documentation consistency, and internal controls.

- Deliver the first annual performance report summarizing progress, operational improvements, and future priorities.

- Strengthen long-term capital planning through standardized scoping practices and early identification of grant opportunities.

Any final thoughts, or any additional information the incoming administration should be made aware of?

EXECUTIVE SUMMARY

The Public Works Department delivers a broad and essential portfolio of municipal services that support the City's infrastructure, facilities, public spaces, environmental health, mobility, and daily community operations. The department's scale, diversity of responsibilities, and depth of institutional knowledge make it a foundational component of City operations and long-term service delivery.

Public Works benefits from an experienced workforce with strong expertise in operations, maintenance, construction support, project management, contracting, compliance, and public service. The department manages a significant share of the City's procurement, contracting, and externally funded work, resulting in well-developed familiarity with internal approval processes, legal and financial requirements, and state and federal funding programs. This experience supports continuity, risk management, and reliable project delivery across a complex operating environment.

The department continues to advance modernization efforts, including asset inventories, digital workflows, GIS tools, condition assessments, and performance tracking. Emerging systems support project management, preventive maintenance, and real-time operational coordination, strengthening documentation, transparency, and data-informed decision-making. Public Works also demonstrates strong interdepartmental and interagency collaboration and a proven ability to resolve complex compliance issues and strengthen internal controls.

At the same time, the department faces several structural challenges common to large public works organizations. Staffing capacity has not consistently kept pace with service demands, particularly for specialized technical roles and entry-level operational positions affected by lengthy hiring timelines. Aging infrastructure, equipment, and facilities increase maintenance demands and operational risk, while the absence of a dedicated, recurring funding source for predictive and deferred maintenance limits the City's ability to proactively manage asset condition and control long-term lifecycle costs. Variability in documentation practices, project governance, and digital tool adoption across operational areas further highlights opportunities for standardization and efficiency.

The current administrative transition presents a meaningful opportunity to strengthen departmental governance, clarify expectations, and align modernization efforts with the priorities of the incoming administration. Near-term goals focus on stabilizing leadership structures, improving coordination, accelerating hiring, and mitigating operational risk. Medium- and long-term goals emphasize standardizing project governance, strengthening digital systems, building workforce and supervisory capacity, advancing capital and maintenance strategies, and positioning
the department for a smooth transition to permanent leadership. This transition also provides an opportunity for Public Works to align its governance, modernization, and service-delivery strategies with the priorities of the incoming administration as they are further defined.

Public Works is well positioned to support the incoming administration and will align its service, modernization, and investment strategies with emerging policy priorities as they are defined. With continued focus on governance, workforce stability, and sustainable funding, the department can further enhance reliability, transparency, and service delivery for the community.

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Randy Randall
Position Title: Executive Director, TOURISM Santa Fe

Transition Team Participants: Buddy Royball, Krystle Lucero
Date: December 18, 2025

What are the strengths of your department/division?

1. Department Staff – Quality and Continuity of team – total team 47 including 4 vacancies
2. Brand Awareness of Santa Fe and its moniker, The City Different
3. Over 100 distinct annual events produced in the city
4. From the current lodger's tax budgeted at $18.1M, TOURISM Santa Fe is funded with $14.535M plus earned income of $1.516M and effectiveness of use:
    a. 26% marketing – advertising and PR
    b. 24% personnel
    c. 10% Debt Service
    d. 10% Capital Improvement
    e. 30% operational and service Costs
5. Magazine reader poll recognition/accolades, i.e.:
    a. Tavel & Leisure – top US destination
    b. Conde Nast #2 small city US destination
    c. Conde Nast UK #7 destination in World
    d. T&L #5 destination for art lovers in the world
6. Consistent level of annual earned media in the range of $20M to $25M
7. Strong local hospitality network generally very supportive of TSF efforts
8. Condition of Community Convention Center (CCC)
9. New hotels coming into the Santa Fe market
10. Improvements to the Santa Fe Airport with more to come plus additional service

What are the weaknesses of your department/division?

1. Low wage rate for operations personnel, admins and information specialists
2. Increased turnover in the above-mentioned positions
3. High cost of annual expenditure of $175k for building security
4. Limitation of available office space
5. CCC Building Layout – lack of exhibition and dining space
6. Outdated systems and aging of equipment in CC
7. Homeless activity in Historic District and increasing concern by visitors regarding safety
8. Reduced police presence in the Historic District
9. Transportation issues between Santa Fe and the Albuquerque Airport

What are the opportunities of your department/division?

1. Continued growth in "experiential travel" that aligns with the Santa Fe brand
2. Increase number of direct flights into the Santa Fe Airport
3. Additional collaborations with Pueblos and tribal communities
4. Collaboration with the State Tourism Office for increased international visitation
5. Event growth November through mid-April
6. Move CCC LEED certification from Gold to Platinum
7. Eliminate debt on CCC ($1.770M) to redirect funds to marketing
8. Find a designated location in the Historic District in support of Urban Alchemy efforts

What are the threats to your department/division?

1. Uncertainty due to national economy and financial concerns of potential visitors – particularly the cost-conscious traveler
2. Potential reduction of funding for State Tourism Department resulting in reduced state marketing
3. Any sort of diversion or change in use of Lodger's Tax
4. Competing destinations with growing or larger marketing budgets i.e.: Scottsdale, Sedona, Charleston, Savannah
5. Aging of the CCC facilities without any specified capital reserve fund
6. Lack of clarity in level of fund balances for Visit Santa Fe and CCC
7. Unknown and uncontrolled factors such as elimination of scheduled transportation from Albuquerque Sunport to Santa Fe
8. Loss of key staff/personnel
9. Service levels in some hotels and the need for renovation

What are the resources needed for your department/division? i.e., budget, training, staff

Stronger customer service from the city support departments

What are the goals that are to be accomplished for your department/division in 90 days?

1. Implementation of all Route 66 Centennial promotions
2. Revisions to the ranges and rates for the Operations Team
3. Revisions to the Tourism Ranger/Litter Lead Job Description
4. Hire the 4th Convention Services Lead
5. Hire the Data Analyst

6. Complete the Boiler replacement and HVAC Control upgrade
7. Complete the Crestron System improvements budgeted for FY26
8. Issue the ITB for the loading dock subsurface repair
9. Complete and put into circulation the 2026 Visitor Guide
10. Have the CCC user survey system fully implemented

What are the goals that are to be accomplished for your department/division in 6 months?

1. Complete and put into circulation the 2026 Menu Magazine
2. Complete an RFP for the Public Relations Agency of record
3. Execute a second cost-conscious traveler initiative
4. Complete loading dock subsurface repair
5. Get 2nd floor renovation work started

What are the goals that are to be accomplished for your department/division in 1 year?

1. Achieve Lodger's Tax collections in excess of $18M
2. Increase value of public relations earned media from $23.6M to $24.1M
3. Increase paid media ad impressions by 10M from current 414,891,500
4. Ensure Santa Fe remains in the top five destinations in the key reader polls
5. Participate in 16 meeting planner shows and 5 consumer paid admission shows
6. Replace Elevator controls for all 5 CCC elevators
7. Continue Crestron system upgrades
8. Repair or replace chandeliers in all smaller meeting rooms
9. Finish 2nd floor terrace renovation

Any final thoughts, or any additional information the incoming administration should be made aware of?

1. TOURISM Santa Fe has a strong team that has achieved consistent success over the past 12 years and is fully supported by industry partners
2. Tourism in Santa Fe generates an estimated 30% of all GRT revenues for the city and is the largest private sector employer
3. Use of Lodger's Tax is dedicated to this effort and must continue to be dedicated without any changes to ensure the value of tourism to the city continues.
4. TOURISM Santa Fe supports two city committees – Occupancy Tax Advisory Board and Sister Cities

Michael J. Garcia Mayoral Transition
Administrative Data Collection

Employee Name: Lia Azul Salaverry
Position Title: Director of Human Services / Youth and Families Division Director

Transition Team Participants: Miguel Angel Acosta Muñoz and Kendal Chavez

Date: 1/5/26

What are the strengths of your department/division?
The Human Services Division's strongest asset is its ability to convene and work through a broad ecosystem of partners, including our resident advisory bodies Human Services Committee (HSC) and Children and Youth Commission (CYC), homelessness and youth-serving nonprofits, the County of Santa Fe, State of New Mexico, philanthropic partners, and the City-County CONNECT/211 network. This partnership orientation expands service reach, strengthens continuity of care, and creates a foundation for shared accountability across government and community systems. The Division also has meaningful building blocks in place for transparent, resident-facing service navigation. CONNECT provides a public entry point for people seeking help with food, housing, transportation, and other needs, and is being evaluated with UNM to strengthen effectiveness and continuous improvement. Within the homelessness sphere, our work consistently relies on broad community and stakeholder engagement, including residents, faith-based organizations, businesses, philanthropy, and a wide range of providers and frontline staff, to promote alignment and ensure best practices. This collective collaboration has directly informed and strengthened key components of the local response system, including improvements to Code Blue operations, formalized and enhanced coordination with providers, and targeted efforts to expand emergency capacity. The Division's youth and family portfolio similarly reflects a clear commitment to equitable investment, with programs designed to reach low-income residents and communities of color. For example, the Aprende early childhood workforce initiative, in partnership with Santa Fe Community College, has served 905 children (44% low income; 50% BIPOC) while strengthening the educator pipeline. Together, these efforts demonstrate the Division's ability to adapt and respond quickly when priorities are clear, community partnership is active, and the operational pathways to implementation are supported across the City.

What are the weaknesses of your department/division?

The Division's greatest execution constraints remain internal process bottlenecks within procurement, contracting, legal review, and payment processing, which can slow delivery and unintentionally undermine public trust and partner confidence when timelines are unpredictable. When providers experience delays, the downstream impact is felt most sharply by residents with the fewest alternatives.

There is also a clear opportunity to strengthen how the City communicates "how the system works" to the public, including how decisions are made and how outcomes are reported across our Division at-large. One example includes within the commissions (HSC and CYC) and grantmaking functions that shape youth and human services investments. Internal observations suggest public awareness of the Children and Youth Commission's and Human Services Committee's roles and impact is limited.

In addition, the City has recently experienced turnover as several long-serving members have retired or stepped away, and recruitment has been challenging given the importance of appointing members with deep community roots, relevant subject-matter expertise, strong diversity of backgrounds and perspectives, and no conflicts of interest. This is both a functional and equity issue that, similarly, can be addressed through more accessible public outreach, clearer messaging about the committee' purpose and expectations, and simplified pathways for residents to apply and participate.

Finally, while the Division and partners are increasingly data-informed, the current landscape still leaves room for a more consistent, plain-language "accountability loop" with the public. This includes routine reporting on service demand, utilization, outcomes, and equity impacts, paired with structured feedback from residents—including and especially, people with lived experience—about gaps and barriers. However, measures are underway to address this, including the hiring of a Data, Reporting and Policy Development Manager for the Division, who will support storytelling and transparency for human services and homelessness data.

What are the opportunities of your department/division?

There is a timely opportunity to strengthen Santa Fe's human services system through a clear, community-facing accountability framework grounded in equity, particularly in homelessness, youth support, and service navigation.

In the homelessness space, the incoming administration can work with our division to advance a strategic planning process using a **Collective Impact** approach that intentionally brings together government, providers, the business community, faith-based partners, philanthropy, residents, and critically, people with lived experience. The outcome should be a shared, publicly understood roadmap that defines priorities and target populations,

establishes shared performance measures, and creates a consistent forum for joint problem-solving and transparent progress reporting.

CONNECT is a complementary lever for equity and transparency. As the UNM evaluation is completed, the City will be well positioned to bolster CONNECT's public visibility and refine how the system works in practice, strengthening coordinated referrals, improving the tracking of outcomes and gaps, and sharing system learning with partners to support continuous improvement. Continued participation in broader social determinants of health (SDOH) data and closed-loop referral collaborations can further reinforce CONNECT as a "front door" for residents and a backbone tool for accountability across the network.

For youth and family programming, there is a strong opportunity to more clearly demonstrate the collective impact of City-funded investments. While the Division is strongly focused on equity-centered approaches (e.g. culturally responsive and linguistically appropriate services, economic justice goals, and structures that elevate impacted groups) there is an opportunity for better communicating this work to the public as part of a coherent narrative focused on prevention, opportunity, and accountable civic investment.

Finally, the Division's goals can be advanced through practical capacity-building steps, both internally and through strengthened partnerships. Externally, this includes building a more integrated, resident-centered service delivery model across City programs and facilities such as the Teen Center, libraries, and recreation centers so residents can navigate services more easily and consistently. It also includes deepening coordination with the County, State, and regional partners, particularly where alignment is essential for homelessness response, behavioral health-adjacent needs, and housing stability. In practice, this can include coordinated referrals, shared operating protocols, and clearer handoffs across systems.

Internally, there is an opportunity to stabilize and strengthen staffing through strategic hiring and internal advancement. Recent internal promotions, along with the planned expansion of the Homelessness Services team (one Data Manager FTE and two Program Manager FTEs), will increase the Division's capacity to manage contracts and deliverables, improve performance measurement and public-facing reporting, and execute priority initiatives with greater consistency, transparency, and accountability.

What are the threats to your department/division?

The most material threats are a combination of rising demand, budget volatility, and federal policy uncertainty, all of which can tighten resources at the same time expectations for visible progress increase.

First, economic pressure and widening inequality are likely to increase demand for homelessness response, stabilization supports, violence prevention, and youth services, while available resources may become more constrained.

A specific local budget exposure is the extent to which key community investments are tied to gross receipts tax (GRT). For example, the Children and Youth Commission receives 3% of the City's GRT and administers funding that varies based on GRT fluctuations (noted as approximately $1.2M annually), and the Human Services Fund is similarly tied to 2% of GRT (approximately $800K+ annually, also variable). When GRT softens, program capacity can contract quickly, creating service gaps and potentially disrupting nonprofit stability.

Second, federal administrative shifts are an explicit risk factor across public safety, homelessness, and immigration. On homelessness, recent federal actions and litigation underscore the potential for meaningful changes to HUD funding conditions and competition criteria, including disruptions to the Continuum of Care NOFO process and uncertainty about timelines and requirements. Separately, federal immigration enforcement priorities and related grant conditions can affect local operations and community trust, particularly for mixed-status families and residents who may disengage from services or avoid reporting victimization due to fear or confusion. These dynamics can increase demand on local systems while also complicating outreach, coordination, and equitable access.

Finally, internal administrative bottlenecks within the City (especially contracting, procurement, and payment processing) remain a structural threat to partner stability and program continuity. Even when program strategy is strong, delays can weaken provider relationships, interrupt service delivery, and undermine the City's ability to credibly commit to timelines or publicly stated goals. This can erode public confidence if not paired with transparent communication and clear accountability mechanisms.

As such, strong leadership and sustained support from the new administration will be crucial to align departments and partners around clear priorities, stabilize funding and operational pathways, and reinforce transparent, equity-centered accountability. This will ensure that the City of Santa Fe can maintain public trust while responding effectively to rising demand and federal uncertainty.

What are the resources needed for your department/division? i.e., budget, training, staff

1. **Process modernization to streamline program execution:** The single biggest leverage point for improved resident outcomes and partner stability is predictable, time-bound procurement/contracting/payment processes. Executive support to streamline workflows (standard templates, clear escalation pathways, and service-level targets for processing times) would reduce disruptions for providers and increase public confidence that the City can execute against stated priorities.

2. **Stable and flexible funding + communications support:** The Division benefits from predictable, resilient funding to sustain core homelessness, youth, and violence-prevention investments as ARPA sunsets and revenue sources like GRT fluctuate. In parallel, dedicated communications and language-access support (plain-language materials, bilingual outreach, and routine public updates) will be critical to

strengthening program outcomes and community engagement across homelessness, youth services and violence prevention, and CONNECT.

3. **Workspace and facilities:** The Division currently does not have a dedicated conference room and is outgrowing our office space. Staff frequently must relocate meetings to other facilities, and many double- and triple-up within one office space to accommodate a growing team. Establishing reliable shared space would immediately improve internal coordination and enable public-facing partner convenings in a more consistent and transparent way.

4. **Staffing, development, and performance capacity:** Continued investment in staff development and workforce stability through strategic hiring and internal advancement remains essential. Recent internal promotions have already strengthened continuity and retained institutional knowledge. In addition, the planned expansion of the Homelessness Services team (one Data Manager FTE and two Program Manager FTEs) will add the operational capacity needed to manage contracts, track deliverables, and support public-facing performance reporting and equity tracking with greater consistency. Relatedly, improving the agility and timeliness of City hiring processes, along with clearer and more transparent salary ranges and classification pathways, will be critical to attracting and retaining qualified staff in a competitive market.

What are the goals that are to be accomplished for your department/division in 90 days?

1. **Staff onboarding and execution ramp-up:** Over the next 90 days, the priority is to stabilize and strengthen execution capacity by successfully hiring and onboarding two Program Managers and one Data, Reporting, and Policy Development Manager. Success in this window goes beyond filling roles and includes clear scopes of work, defined ownership of core workflows (contracts and deliverables, provider coordination, internal reporting, and policy drafting), and a practical 90–120-day workplan that ties day-to-day activities to measurable outcomes and visible progress.

2. **Winter response and Code Blue operational readiness:** A top priority during the cold weather months is fully operationalizing the City's winter emergency response through Code Blue. The goal is a consistent, predictable, and well-communicated response model with clearly defined roles across City departments and external partners when severe weather triggers activation (current activation triggers are forecasted temperatures below 15°F and/or a National Weather Service Winter Storm Warning). This requires regular coordination among OEM, CHS, ARU, Fire, Police, and PIO, along with contracted providers, emergency responders, and hospital systems. Efforts are supported by a brief post-activation debrief to capture lessons learned and equity impacts. As part of this work, the Division is also exploring ways to expand

winter response capacity by leveraging additional community partners and assessing whether activation thresholds could be adjusted, contingent on available resources and sustainable operational support.

3. **Public-facing service navigation and website updates:** Finally, within 90 days the Division should improve resident access and transparency by updating departmental web content and service navigation so residents and partners can quickly find accurate program information, eligibility and referral pathways, and "where to go now" guidance. Updates should prioritize urgent needs and should include clear contact pathways and accessible, plain-language information.

What are the goals that are to be accomplished for your department/division in 6 months?

1) **Homelessness strategic planning and Collective Impact alignment (highest priority):** Within six months, the Division should begin exploration to develop and launch a structured homelessness strategic planning process that clarifies priorities, outcomes, and an operational roadmap for homelessness and related human services work. This effort is most effective when grounded in a Collective Impact framework that brings together City departments, providers, businesses, faith-based partners, philanthropy, residents, and people with lived experience around a common agenda, shared measures, and clear accountability.

We are eager to partner closely with the Garcia administration in launching this work and would welcome strong mayoral engagement to convene stakeholders, align expectations across departments, and reinforce a transparent public-facing progress cadence.

Key priorities to explore through this process include expanding equitable access to non-congregate shelter and stabilization options by advancing a path toward micro-communities across Santa Fe, with an explicit goal of siting capacity in every City Council district over time.

A Santa Fe homelessness strategic plan could be organized around a few clear pillars:

- Coordinated entry and service navigation
- Housing pathways and throughput (RRH, PSH, TH, landlord engagement, and flexible assistance)
- Behavioral health and medical coordination (including hospital discharge and ARU/crisis response protocols)
- Prevention and diversion for high-risk households
- Street outreach standards and encampment response coordination and SOP
- Data, performance, and routine public reporting with equity measures
- Ongoing community engagement and lived-experience leadership, and

- Sustainable funding strategies

2. System performance improvements and near-term homelessness deliverables: In parallel, the Division should develop plans to bring case conferencing to our provider network. This effort uses the functional-zero methodology to improve coordination, prioritization, and system performance, moving from fragmented responses toward more measurable progress and alignment with national best practices. Finally, opening the new Richards micro-community is a major deliverable in this window and will require disciplined coordination across departments and partners, with clear operating expectations and early performance monitoring to support stable startup operations.

3) Commission activation, engagement and recruitment: During this period, we should also recruit new members for the Human Services Committee (HSC) and promote engagement with the Children and Youth Commission (CYC) which is embarking on its own strategic planning process. This will better position these bodies to support transparent decision-making, meaningful public engagement, and accountability for community investments.

What are the goals that are to be accomplished for your department/division in 1 year?

1. **Finalize and launch implementation of the Homelessness Strategic Plan (highest priority):** Within one year, (assuming launch in Q1 or Q2 of 2026) the City should finalize, publicly release, and begin implementing a Homelessness Strategic Plan that gives residents and partners a clear, actionable roadmap for reducing homelessness and improving system performance. The plan should translate into specific commitments with named initiatives, accountable owners, timelines, and a standing cadence for updates with the Mayor's Office, advisory bodies, and the public. Early implementation priorities should include goals to measurably increase the capacity and effectiveness of the homelessness and housing stability portfolio across prevention, crisis response, shelter operations, and encampment-related coordination, paired with routine, plain-language public reporting on demand, utilization, outcomes, and equity impacts.
2. **Stabilize Consuelo's Place through improved facilities:** Advance facility solutions that improve safety, continuity of operations, and service quality, including near-term fixes and longer-term renovation plans in coordination with partners.
3. **Launch and maintain the Human Services data platform:** Implement a data platform that supports routine performance tracking and plain-language public reporting on outcomes, demand, utilization, and equity impacts.
4. **Secure sustainable funding for time-limited (ARPA-funded) programs, especially youth:** Develop and execute budget plans that identify ongoing funding, reduce cliff effects, and protects equitable access for youth and other priority populations.
5. **Strengthen CONNECT through evaluation findings:** Use findings from the UNM evaluation to refine CONNECT's model and user experience, improve coordinated referrals, and increase awareness of CONNECT as a primary "front door" for help.

6. **Complete a needs/landscape assessment for opioid settlement funds:** Conduct a regional assessment to map current investments, identify gaps and opportunities, and recommend City priorities that complement regional and partner strategies.
7. **Sustain provider convenings with case conferencing and capacity-building:** Maintain regular homelessness provider meetings that include a case conferencing component, shared problem-solving, and ongoing coordination to improve throughput, accountability, and system performance.

Any final thoughts, or any additional information the incoming administration should be made aware of?

The incoming administration has a meaningful opportunity to set a clear, community-facing direction for human services that is grounded in transparency, equity, and measurable results. Mayoral leadership is particularly impactful in aligning departments and partners around shared priorities, reinforcing a consistent public narrative about “how the system works,” and establishing an accountability cadence that residents can see and trust.

Because many of these outcomes depend on cross-department execution (procurement/contracting, facilities, communications, and public safety coordination), visible support from the Mayor’s Office will be crucial to reduce inefficiencies and ensure the Ccan follow through on timelines and public commitments, especially for residents with the fewest alternatives.

Finally, opioid settlement funding presents a time-sensitive opportunity to invest in upstream stabilization and systems improvements. Early engagement from the Mayor’s Office to support regional coordination, avoid duplicative investments, and set transparent funding criteria would help the City move quickly and maximize impact.

Agenda **Study Session of the Governing Body**
January 6, 2026 at 8:00 AM
Santa Fe Community Convention Center
Tesuque Room, Pojoaque Room, Nambe Room and Ohkay Room
201 West Marcy Street

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.

1. Call to Order
2. Presentations and Discussion
    a. Mayor and City Councilor Orientation
3. Adjourn

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

SUMMARY OF ACTION
STUDY SESSION OF THE GOVERNING BODY
TUESDAY, JANUARY 6, 2026, 8:00 AM
TESUQUE ROOM, SANTA FE COMMUNITY CONVENTION CENTER
201 WEST MARCY STREET, SANTA FE, NEW MEXICO

1.	**Call To Order**	**Convened at 8:09 am**	**2**
2.	**Presentations and Discussion**		
	a. **Mayor and City Councilor Orientation**	**Presented**	**3**
3.	**Adjourn**	**Adjourned at 1:00 pm**	**3**

STUDY SESSION OF THE GOVERNING BODY
TUESDAY, JANUARY 6, 2026, 8:00 AM
TESUQUE ROOM, SANTA FE COMMUNITY CONVENTION CENTER
201 MARCY STREET, SANTA FE, NEW MEXICO

1. CALL TO ORDER

The Study Session of the Governing Body was called to order by Mayor Garcia at 8:09 am, on Tuesday, January 6, 2026, in the Tesuque Room, Santa Fe Community Convention Center, 201 Marcy Street, Santa Fe, New Mexico.

MEMBERS PRESENT
Mayor Michael Garcia
Councilor Elizabeth Barrett
Councilor Alma Castro
Councilor Jamie Cassutt
Councilor Pilar Faulkner
Councilor Pat Feghali
Councilor Lee Garcia

MEMBERS EXCUSED
Councilor Amanda Chavez

OTHERS PRESENT
Chief Brian Moya, Interim City Manager
Andrea Phillips, Deputy City Manager
Marcos Martinez, Interim City Attorney
Geralyn Cardenas, Interim City Clerk/Director of Community Engagement
Mark Gould, Consultant
Xavier Vigil, Assistant City Clerk
Xavier Martinez, Constituent Services Manager
Jerica Simmons, Project Administrator
Alvin Valdez, Benefits & Wellness Manager
Larry Worstell, IT Infrastructure Services Manager
Marci Eannarino, Legislation & Policy Innovation Manager
Christine Spiers, Legislative Assistant
Palmer Anderson, Policy Analyst
Keisha Chavez, IPRA Specialist

2. PRESENTATION

A. MAYOR AND CITY COUNCILR ORIENTATION

Staff presentations were given.

3. ADJOURN

There being no further business before the Governing Body, the meeting adjourned at 1:00 pm.

Approved By:

_____
Mayor Michael Garcia

Attested To By:

_____
Geralyn F. Cardenas, Interim City Clerk

Respectfully Submitted By:

_____
Geralyn F. Cardenas, Interim City Clerk

Agenda **Study Session of the Governing Body**
January 7, 2026 at 8:00 AM
Santa Fe Community Convention Center
Tesuque Room, Pojoaque Room, Nambe Room and Ohkay Room
201 West Marcy Street

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.

1. Call to Order
2. Presentation and Discussion
    a. Governance Training
3. Adjourn

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

SUMMARY OF ACTION
STUDY SESSION OF THE GOVERNING BODY
WEDNESDAY, JANUARY 7, 2026, 8:00 AM
TESUQUE ROOM, SANTA FE COMMUNITY CONVENTION CENTER
201 WEST MARCY STREET, SANTA FE, NEW MEXICO

1.	**Call To Order**	**Convened at 8:00 am**	**2**
2.	**Presentations and Discussion**		
	a. Governance Training	**Presented**	**2**
3.	**Adjourn**	**Adjourned at 1:00 pm**	**2**

STUDY SESSION OF THE GOVERNING BODY
WEDNESDAY, JANUARY 6, 2026, 8:00 AM
TESUQUE ROOM, SANTA FE COMMUNITY CONVENTION CENTER
201 MARCY STREET, SANTA FE, NEW MEXICO

1. CALL TO ORDER

The Study Session of the Governing Body was called to order by Mayor Garcia at 8:00 am, on Wednesday, January 7, 2026, in the Tesuque Room, Santa Fe Community Convention Center, 201 Marcy Street, Santa Fe, New Mexico.

MEMBERS PRESENT
Mayor Michael Garcia
Councilor Elizabeth Barrett
Councilor Alma Castro
Councilor Amanda Chavez
Councilor Jamie Cassutt
Councilor Pilar Faulkner
Councilor Pat Feghali
Councilor Lee Garcia

MEMBERS EXCUSED

OTHERS PRESENT
Andrea Phillips, Deputy City Manager
Marcos Martinez, Interim City Attorney
Geralyn Cardenas, Interim City Clerk/Director of Community Engagement
Rod Gould, Consultant
Jerica Simmons, Project Administrator

2. PRESENTATION

A. GOVERNANCE TRAINING

Presentation given by Rod Gould and Deputy City Manager Andrea Phillips.

3. ADJOURN

There being no further business before the Governing Body, the meeting adjourned at 1:00 pm.

Approved By:

_____
Mayor Michael Garcia

Attested To By:

_____
Geralyn F. Cardenas, Interim City Clerk

Respectfully Submitted By:

_____
Geralyn F. Cardenas, Interim City Clerk

Agenda **Study Session of the Governing Body**
January 23, 2026 at 1:00 PM
Tesuque Room
Santa Fe Community Convention Center
201 West Marcy Street

Procedures for Governing Body Meeting

1. Call to Order
2. Discussion Items
   a. Budget Priorities and Strategic Goals. (Andrea Phillips, Deputy City Manager; akphillips@santafenm.gov)
3. 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.

SUMMARY OF ACTION
STUDY SESSION OF THE GOVERNING BODY
FRIDAY, JANUARY 23, 2026, 1:00 PM
TESUQUE ROOM, SANTA FE COMMUNITY CONVENTION CENTER
201 WEST MARCY STREET, SANTA FE, NEW MEXICO

1.	**Call To Order**	**Convened at 1:05 pm**	**2**
2.	**Presentations and Discussion**		
	a. Budget Priorities and Strategic Goals	**Presented**	**2-5**
3.	**Adjourn**	**Adjourned at 4:00 pm**	**5**

STUDY SESSION OF THE GOVERNING BODY
FRIDAY, JANUARY 23, 2026, 1:00 PM
TESUQUE ROOM, SANTA FE COMMUNITY CONVENTION CENTER
201 MARCY STREET, SANTA FE, NEW MEXICO

1. CALL TO ORDER

The Study Session of the Governing Body was called to order by Mayor Garcia at 1:05 pm, on Friday, January 23, 2026, in the Tesuque Room, Santa Fe Community Convention Center, 201 Marcy Street, Santa Fe, New Mexico.

MEMBERS PRESENT
Mayor Michael Garcia
Councilor Elizabeth Barrett
Councilor Alma Castro
Councilor Amanda Chavez
Councilor Jamie Cassutt
Councilor Pilar Faulkner
Councilor Pat Feghali
Councilor Lee Garcia

MEMBERS EXCUSED

OTHERS PRESENT
Brian Moya, Interim City Manager
Andrea Phillips, Deputy City Manager
Marcos Martinez, Interim City Attorney
Geralyn Cardenas, Interim City Clerk/Director of Community Engagement
Rod Gould, Consultant
Paul Bustamante, District 2
Andy Hopkins, Budget Officer
Christopher Parker, Senior Budget Analyst
Christina Martinez, Senior Budget Analyst
Dr. Reilly White

2. PRESENTATION

A. BUDGET PRIORITIES AND STRATEGIC GOALS. (

Background

Last August, the Governing Body adopted a set of budget reforms for the current and future fiscal years. These reforms included setting explicit mid-range goals and priorities for the coming fiscal year after holding a public meeting to allow residents to advise on how to approach the coming fiscal year. Per Resolution 2025-58, the Governing Body participated in a study session to help guide the city's development of the FY 26-27 municipal budget.

On January 23, 2026, Mayor Garcia and Councilors discussed the following and came to consensus strategic goals and budget priorities for Fiscal Year 27 (July 1, 2026-June 2027). The City held a facilitated budget input session with community members on January 8th and input was considered as part of their discussion. These goals can be amended as needed upon action by the Governing Body.

Preliminary Visioning Discussion

Many cities and counties develop and update statements of their missions, visions and values to help guide their governance. On January 7, as part of a governance training session, the Governing Body held an initial discussion aimed at developing a cogent vision for the City of Santa Fe in the next four years. Elected Officials discussed some aspirations for an overall vision for Santa Fe, including how the Governing Body will work with each other, city staff, partners and the community. Some of the highlights include:

- Become an efficient well-run, collaborative and efficient city
- Tap into local talent and leverage expertise
- Implement approved community plans
- Become more data driven, with program evaluation and transparency
- Continued emphasis on community events and engagement
- Enhance neighborhood cohesion through parties and liaisons w Land Use'
- Balance use of in-house staff w contractors
- Adopt and act on SMART goals
- Rebuild trust and confidence
- Operate without fear of failure or policy changes
- Manage financial pressures successfully
- Address structural/systemic needs
- Remember that the Community is the North Star
- Ensure an empowered and effective Governing Body

These aspirations are a good start toward developing the unified vision for the city and help set the stage for the budget goal and priority setting that followed. If the Governing Body wishes to complete a vision for Santa Fe, an additional study session is recommended.

During the study session on January 23, the Governing Body developed lists of potential four-year goals and one-year priorities to guide the development of next year's

budget. The Mayor and Council then winnowed the lists down to the most important goals and priorities in the view of Santa Fe's elected leaders.

Four Year Strategic Goals:

1. City of Santa Fe will serve the whole community by **supporting development of more housing across the continuum of needs, with a focus on affordable and attainable housing.**

2. City of Santa Fe will **invest in improving city systems and infrastructure to ensure efficient and effective use of city resources, which will enhance service delivery and customer service.** This may include streamlining internal processes and procedures, leveraging technology for better asset management, prioritizing data-driven decision making, and recruiting and retaining highly qualified city staff.

3. **City of Santa Fe will work to reduce crime and increase public safety.** This may include ensuring safer streets, crosswalks and corridors, noise and speed enforcement to reduce traffic and pedestrian accidents and to enhance quality of life, and strategic policing efforts to reduce crime and ensure public safety.

FY 27 Budget Priorities: Aligning Expenditures with City Strategic Goals

After discussing the Four-Year Strategic Goals and considering public input from the January 8 community budget workshop, Governing Body members expressed the following as key priorities for the FY27 (2026-27) city budget.

1. **Support development of more housing across the continuum of needs, with a focus on affordable and attainable housing, including support for wrap-around services.** Strategies may include:
    a. Convening and aligning with partners to develop an overall strategy for addressing needs for unhoused individuals and families in our community, including wrap-around/supportive services.
    b. Partnering with the private sector and non-profit developers to encourage development of more affordable housing of various types.

2. **Invest in improving city systems and infrastructure to ensure efficient and effective use of city resources, to improve service delivery and customer service.** Strategies include:

a. Identify city processes and procedures that are overly burdensome and unnecessary that can be streamlined and modernized.
b. Utilize technology tools for asset management to ensure optimal decision-making for care and replacement of city assets (streets, water/wastewater infrastructure, fleet management, facilities and more).
c. Invest in city staff to reduce turnover, recruit and retain highly qualified personnel, and improve opportunities for advancement and professional development.

3. **Focus on Measures to Reduce Crime and Increase Public Safety**: Programs and projects that focus on enhancing safety throughout the community are high priority. Initiatives may include:
    a. Design, construct and maintain public infrastructure to ensure safer streets and crosswalks and corridors. Prioritize pedestrian and bicycle safety and development of an “age friendly” community.
    b. Implement automatic camera enforcement technology to address noise and speed issues in key areas to reduce traffic and pedestrian/bicycle accidents and to enhance quality of life
    c. Enhance strategic and community policing efforts to reduce crime and support public safety.

Staff recommend that the Governing Body hear from the public regarding the proposed goals and priorities, continue its deliberation, making any changes as needed, and adopt the final goals and priorities for the FY 27 municipal budget.

3. ADJOURN

There being no further business before the Governing Body, the meeting adjourned at 4:00 pm.

Approved By:

_____
Mayor Michael Garcia

Attested To By:

_____
Geralyn F. Cardenas, Interim City Clerk

Respectfully Submitted By:

ANDREA PHILLIPS (Feb 4, 2026 13:48:17 MST)
_____
Andrea Phillips, Deputy City Manager

City of Santa Fe Memorandum

Date: January 29, 2026

To: Renee Barela-Gutierrez, Liquor Hearing Officer
Governing Body

Via: Geralyn F. Cardenas, Interim City Clerk

From: Xavier Vigil, Assistant City Clerk

Item and Issue:
Request from Dinner For Two, LLC for a Waiver of the 300-Foot Location Restriction and Approval to Allow the Dispensing/Consumption of Alcoholic Beverages at La Casa Sena, 125 East Palace Avenue, which is Within 300 Feet of The Cathedral Basilica of St. Francis of Assisi, for Valentine's Day at La Casa Sena, to be Held on February 14, 2026 with Alcohol Service from 7:00 P.M. to 11:00 P.M.

Background and Summary:
Pursuant to §60-6B-10 NMSA 1978, a request from Dinner For Two, LLC for a waiver of the 300 foot location restriction has been submitted to allow the dispensing/consumption of alcohol for Valentines Day at La Casa Sena to be held on Saturday, February 14, 2026, with alcohol service from 7:00 p.m. to 11 :00 p.m.

Action Requested:
Consideration of the request above.

Attachments:
Special Dispenser Permit Application from Dinner For Two, LLC
Liquor License Use Agreement
List of Servers
Site Map
§60-6B-10 NMSA 1978

NMRLD
NEW MEXICO REGULATION & LICENSING DEPARTMENT

Alcoholic Beverage Control Division
Special Dispenser Permit Intake Application
Application Number: PAR-0000394966

NMRLD
NEW MEXICO REGULATION & LICENSING DEPARTMENT

License Holder Information

Type of Dispenser Permit: Special Dispenser Public Event
Business Name (DBA): DINNER FOR TWO, LLC
Business Mailing Address: 106 N GUADALUPE ST,Santa Fe,NM,US,87501
Business Phone: 5056292696
Business Email: 1sexychef@gmail.com

RECEIVED - CITY CLERK
'26 JAN 20

License Number: DIS-000823
License Type: Dispenser
License Expiry Date: 06/30/2026

Event Information

Event Name: Valentines Day At La Casa Sena
Event Venue: Indoor
Event Start Date: 02/14/2026
Event End Date: 02/14/2026
No of Days of Event: 1
Does this event allow guests of all ages: No
Will wristbands be used to assist in identifying attendees 21 years of age and older: No
Event Description: Music cocktails and Appetizers from 7-11:30 for valentines day

Event Physical Address

Event Street: 125 Palace Ave.
Event City: Santa Fe
Event Zip Code: 87501
Event State: NM
Event County: Santa Fe
Event Local Option District: Santa Fe City

Event Date/Hours

Date of Event: 02/14/2026
Time Event Begins: 7:00 PM
Time Event Ends: 11:30 PM
Time of Alcohol Service: Begins at: 7:00 PM
Ends at: 11:00 PM
Total No. of Attendees Expected at Event: 100
Total No. of Attendees Expected to Consume Alcohol: 100

Sponsor Information

Event Sponsor Name (Event Organizer): Andy BArnes
Event Sponsor Contact Person: Andy Barnesw
Event Sponsor Contact Email: 1sexychef@gmail.com
Event Sponsor Contact Phone: 5056292696

Security Information

Security Type: Alcohol Server Certified Personnel
Number of Security Guards at Event: 1

NOTE: LICENSEE'S EMPLOYEE(S) ASSIGNED TO WORK SECURITY, MUST WORK THIS EXCLUSIVELY AND MAY NOT SERVE AT THE EVENT.

NMRLD
NEW MEXICO REGULATION & LICENSING DEPARTMENT

Alcoholic Beverage Control Division

Special Dispenser Permit Intake Application

Application Number: PAR-0000394966

NMRLD
NEW MEXICO REGULATION & LICENSING DEPARTMENT

Server Information

First Name	Last Name	Has Server Permit	Server Permit Number	Permit Expiry Date
Clayton	Tanner	Yes	S003738	06/23/2028

License Holder and Server Certification

I _____ (Licensee) hereby certify this application is signed by Licensee or authorized person under this License. I further certify that all persons providing the service of alcoholic beverages at the Event are currently Server Certified, that they are all my employees, and that ALL the information in this Application and the Attachments, is true and correct. Licensee Agrees that if any statements or representations herein are found to be false, the Director may refuse to issue additional permits. I understand that all fees submitted are non-refundable.

Licensee Name: (print) Andy Barnes

Signature: ANDY BARNES **Date:** 1-20-26

Local Governing Body Approval

Print Name: _____ **Title:** _____

Signature: _____ **Date:** _____

Phone No.: _____ **Fax:** _____

LIQUOR LICENSE USE AGREEMENT

This Agreement is made and entered into as of January 20th, 2026 (the "Effective Date"), by and between:

Dinner for Two LLC (an New Mexico limited liability company) 106 N Guadalupe ("Licensor" or "License Holder")

and

Barnes Holdings LLC (an New Mexico limited liability company) 2019 Galisteo Ste G] ("Licensee" or "User")

Recitals

WHEREAS, Licensor is the holder of a valid New Mexico Dispenser's liquor license (the "License"), issued by the New Mexico Alcoholic Beverage Control Division;

WHEREAS, Licensee desires to serve alcoholic beverages at a private event on February 14, 2026, at the premises located at 125 E Palace Ave, Santa Fe, NM

WHEREAS, the parties wish to document the limited, one-day permission for Licensee to operate under Licensor's License for said event, subject to all applicable laws and the Licensor obtaining necessary temporary permits;

NOW, THEREFORE, in consideration of the mutual promises herein and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. **Grant of Limited Use** Licensor hereby grants Licensee a limited, non-exclusive, non-transferable right to use the privileges of the License solely for the service and dispensing of alcoholic beverages by the drink at the Event described below, and for no other purpose.
2. **Event Details**
    - Date: February 14, 2026
    - Location: 125 E Palace Ave, [City], New Mexico
    - Hours of alcohol service: 7:00pm -11:00pm
    - Type of event: public Valentines day. The License privileges may only be exercised in strict compliance with all New Mexico liquor laws, ABC rules, and any conditions of a Special Dispenser's Permit.
3. **Compensation** In consideration for this limited use permission, Licensee shall pay Licensor the sum of **One Dollar ($1.00)**, payable upon execution of this Agreement. This nominal amount constitutes the full and complete compensation.
4. **Responsibilities**
    - **Licensor** shall: (a) remain the responsible license holder; (b) apply for and obtain any required Special Dispenser's Permit or other approvals from the New Mexico ABC

Division and local authorities (including any required local governing body approval); (c) ensure compliance with all laws.

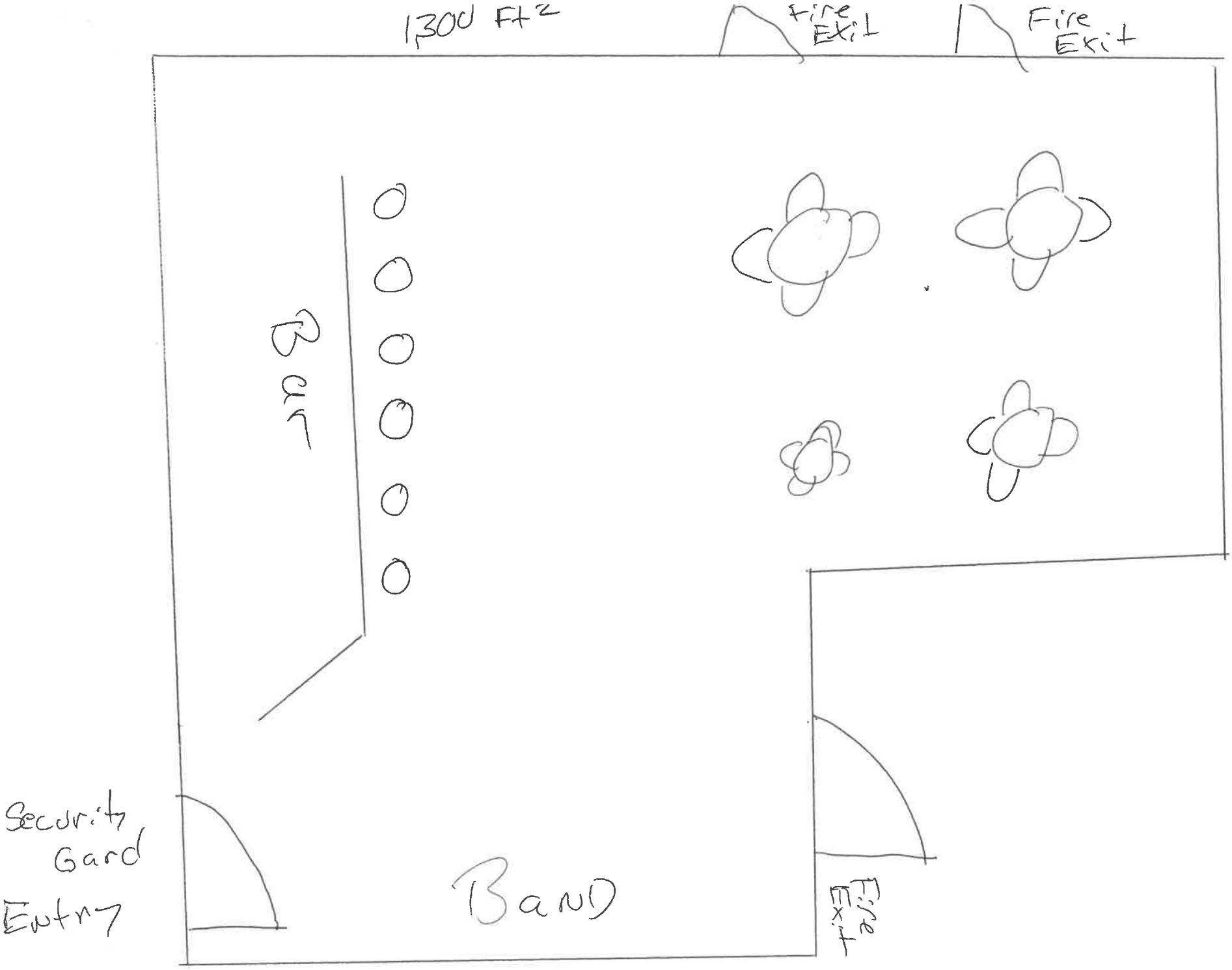
- **Licensee** shall: (a) comply with all applicable liquor laws, including server permits for all persons serving alcohol; (b) not advertise or hold out the event as licensed under its own name in a way that violates regulations; (c) indemnify and hold Licensor harmless from any claims arising from Licensee's operations at the event; (d) procure adequate liability insurance (including liquor liability coverage) naming Licensor as additional insured; (e) pay all costs associated with the event, including permit fees, taxes, and servers.

5. **Term** This Agreement is effective only for the Event on February 14, 2026, and terminates automatically at the end of alcohol service on that date.
6. **No Assignment or Transfer** This Agreement is personal and may not be assigned or transferred without the prior written consent of Licensor. Nothing herein constitutes a transfer, lease, or sublease of the License itself in violation of New Mexico law.
7. **Governing Law** This Agreement shall be governed by the laws of the State of New Mexico.
8. **Entire Agreement** This document constitutes the entire agreement between the parties and supersedes all prior understandings.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Dinner for Two LLC By: _____ Name: [Authorized Signer] Title: Manager/Member Date: 1-20-25

Barnes Holdings LLC By: _____ Name: [Authorized Signer] Title: Manager/Member Date: 1-20-25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S #	Name	expiry date
S011667	Patrick Gutierrez	9-5-28
S026741	Leon Bustos	7-03-28
S008796	Sarah Mathews	6-11-28
S0037838	Clayton Tanner	6-23-28
392343	Carlos Lopez	3-21-27 DOB 7-8-97
S161729	Andy Barnes	6-24-28

60-6B-10. Locations near church or school; restrictions on licensing.

No license shall be issued by the director for the sale of alcoholic beverages at a licensed premises where alcoholic beverages were not sold prior to July 1, 1981 that is within three hundred feet of a church or school. A license may be granted for a proposed licensed premises if the owner or lessee has, prior to establishment of a church or school located within three hundred feet of the proposed licensed premises, applied for, been granted and maintained a valid building permit for the construction or renovation of the proposed licensed premises and has filed on a form prescribed by the director a notice of intention to apply for transfer of a license to the proposed licensed premises. A license may be granted for a proposed licensed premises if a person has obtained a waiver from a local option district governing body for the proposed licensed premises. A license may be granted for a proposed licensed premises if a person has obtained a restaurant A license or a restaurant B license pursuant to Section 60-6A-4 NMSA 1978. For the purposes of this section, all measurements taken in order to determine the location of licensed premises in relation to churches or schools shall be the straight line distance from the property line of the licensed premises to the property line of the church or school. This provision shall not apply to a church that has been designated as a historical site by the cultural properties review committee and that does not have a regular congregation.

History: Laws 1981, ch. 39, § 45; 1986, ch. 29, § 1; 1997, ch. 223, § 1; 2021, ch. 7, § 34.

CITY OF SANTA FE
LIQUOR LICENSE HEARING OFFICER

Recommended
Findings of Fact and Conclusions of Law

Lic. No./Appl. No.: PAR-0000394966
Name of Applicant: Dinner for Two, LLC
Doing Business As: Dinner For Two, LLC
Proposed Location: 106 N. Guadalupe St. Santa Fe, NM 87501

THIS MATTER came before the Liquor License Hearing Officer for public hearing on **February 2, 2026** at 4:00 PM by video hearing, on the application of **Dinner For Two, LLC** (Applicant) for:

1. Waiver of the 300 Foot Location Restriction and Approval to Allow the Dispensing/Consumption of Alcoholic Beverages at La Casa Sena, 125 East Palace Avenue, which is within 300 feet of the Cathedral Basilica of St. Francis of Assisi for Valentine's Day at La Casa Sena, to be held February 14, 2026 with alcohol service from 7:00 P.M. to 11:00 P.M.

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. January 29, 2026 memo from Assistant City Clerk, Xavier Vigil.
    b. New Mexico Regulation and Licensing Department, Alcohol and Gaming Division (NMRLD/AGD) Special Dispenser Permit Intake Application from Dinner For Two, LLC.
    c. Liquor License use Agreement dated January 20, 2026.
    d. List of Servers
    e. Site Map
2. City Clerk staff member Xavier Vigil presented the application.
3. Applicant was represented by Andy Barnes.

4. The Application is for a Special Dispenser Permit for an event to be held on February 14, 2026 Day at La Casa Sena, to be held February 14, 2026 with alcohol service from 7:00 P.M. to 11:00 P.M.
5. Applicant was offered the opportunity to present testimony or evidence.
6. The proposed location is within 300 feet of the Cathedral Basilica of St. Francis of Assisi.
7. No members of the public appeared to testify and no letters were received commenting on the application.
8. Issuance or transfer will not be detrimental to the public health, safety or morals of the residents of the local option district.
9. 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 s 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 is required to comply with all City of Santa Fe ordinances.

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

/s/ Renee Barela-Gutierrez Date: February 3, 2026
Renee Barela-Gutierrez

CITY OF SANTA FE

The Purchasing Memo

Date: December 29, 2025

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

From: Leroy Alvarado Operations Superintendent LeRoy Alvarado
LeRoy Alvarado (Dec 29, 2025 14:06:49 MST)

Via: Michael Dozier, Wastewater Management Division Director

Via: Jesse Roach, Acting Public Utilities Department Director

Subject: Refurbishment of No.2 & No.3 Belt Filter Presses

Vendor Name: Andritz Separation Inc.

Munis Vendor Number: 3122

ITEM AND ISSUE:

The Wastewater Management Division respectfully requests your review and approval of this General Services Contract between City of Santa Fe and Andritz Separation, Inc. to refurbish No.2 & No.3 Belt filter presses. The compensation total amount of $771,319.52 including tax on labor for a term of 2 years.

Request for Approval of a Budget Adjustment Resolution (BAR) in the amount of $771.320 from WW Enterprise fund to WIP Construction.

CONTRACT NUMBER: 3260277

BACKGROUND AND SUMMARY:

In the recent past a maintenance service was performed on all three presses by Andritz service technicians. During this service visit the units were inspected, and minor repairs were completed. Findings from the inspection confirmed that major repairs were needed for all three units due to the lack of maintenance. The Wastewater Management Division (WWMD) is deciding to focus repairs on units No.2 and no.3 because of the similarity of construction (installation date 2018). No.1 is original equipment (installation date 2007). The WWMD will be evaluating other technologies to possibly replace No.1 press. It is in the best interest of the City of Santa Fe to thoroughly service these two belt filter presses through the original manufacturer of the equipment to ensure that there are no major issues during the rehabilitation of these units. If the wastewater treatment plant personnel are unable to operate these belt filter presses, this can create a backlog of biosolids. This backlog can bottleneck the treatment process that must waste (remove) a portion of biosolids every day out of the treatment stream to ensure proper treatment concentrations. Failing this process allows solids to exit the plant in the effluent and causes regulatory compliance violations and potentially a health and safety hazard to the public and environment. This work is part of the short-term goals that are being addressed in response to the administrative order submitted by the United State Environmental Protection Agency Docket Number: CWA-06-2024-1765; NPDES Permit Number: NM0022292

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:

Fund Name/Number: WW Enterprise/500

Munis Org Name/Number: WW – Capital Projects 5000375

Munis Object Name/Number: WIP Const/572970

Budget Officer / Designee: Andy Hopkins **Date:** 01/15/2026

Budget Officer Comment/Exceptions: _____

PROCUREMENT METHOD:

The procurement method used was NMSA 1978, Section 13-1-102, ITB

Chief Procurement Officer (CPO)/Designee: JoAnn Lovato Montaño **Date:** 01/15/2026

CPO Comment/Exceptions: ITB# 26024

ASSOCIATED APPROVALS:

IT Components included? ☐ **Yes |** ☒ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Treasury/Point of Sale Components included? ☐ **Yes |** ☒ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Vehicles included? ☐ **Yes |** ☒ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Construction to City Facilities, Furniture, and/or Fixtures included? ☐ **Yes |** ☒ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this an externally funded purchase? ☐ **Yes |** ☒ **No**

If yes, what is the issuing agency: _____

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this a Capital Asset or Project? ☒ **Yes |** ☒ **No**

Project Ledger Number: n/a

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

ATTACHMENTS:

Rate sheet
COI
Contract
Determination

Item #: _____
Munis Contract #: _3260277
ITB #: 26024

CITY OF SANTA FE
GENERAL SERVICES CONTRACT

BELT FILTER PRESSES REFURBISHMENT

THIS CONTRACT is made and entered into by and between the City of Santa Fe, herein after referred to as the "City," and **Andritz Separation, Inc.** herein after referred to as the "Contractor."

IT IS MUTUALLY AGREED BETWEEN THE PARTIES:

1. **Definitions**

A. "Products and Services Schedule" refers to the complete list of products and services offered under this Contract and the price for each. Product and service descriptions may be amended with the prior approval of the Contract Administrator. New products and services shall not be added to the Products and Services Schedule.

B. "Business Hours" means 8:00 a.m. to 5:00 p.m. Mountain Time.

C. "Fiscal Year" means the twelve-month period beginning on July 1 and ending on June 30 of the following calendar year.

D. "Fiscal Year Quarters" means the four three-month periods within the City's fiscal year, defined as follows: Quarter 1 is July 1 through September 30; Quarter 2 is October 1 through December 31; Quarter 3 is January 1 through March 31; and Quarter 4 is April 1 through June 30.

2. **Scope of Work**

The Contractor shall perform the following work: **See Exhibit A**

3. Compensation

A. Payment. The City shall compensate the Contractor based on the itemized amounts and/or rates specified in Exhibit B.

For the services described in the scope of work, the City agrees pay the Contractor	$ 755,228.00
The services in the contract include GRT. The GRT on this contract at 8.1875% equals	+ $ 44,573.08
The total compensation for the contract including GRT is	= $ 799,801.08

B. The compensation represents a maximum amount. The Contractor must notify the City when the Services provided under this Contract approach 90% of compensation total. Services rendered beyond the maximum compensation amount will not be reimbursed unless the Contract is amended in writing prior to the provision of such services.
C. Invoicing and Payment Terms Payment will be made upon the City's acceptance of deliverables and receipt of a detailed, certified invoice from the Contractor. Payments will be sent to the Contractor's designated address. The City shall issue payment in accordance with the timelines required by law. Invoices must be submitted no later than fifteen (15) days after the Contract's termination. Late invoices will not be processed or paid.

4. **Term**

THIS CONTRACT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY.
This Contract shall terminate two (2) year from the date of final signature unless terminated pursuant to Paragraph 4 (Termination) or Paragraph 5 (Appropriations).

5. **Default and Force Majeure**

The City reserves the right to cancel all, or any part of any orders placed under this contract without cost to the City, if the Contractor fails to meet the provisions of this contract and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the City due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of sub-contractors due to any of the above, unless the City shall determine that the supplies or services to be furnished by the sub-contractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights and remedies of the City provided in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law or under this contract.

6. **Termination**

A. Grounds. The City may terminate this Contract for convenience or cause. For contracts within their authority, the City Manager or their designee is authorized to provide the notice of termination, otherwise such notice of termination shall be provided by the Mayor, or their designee as authorized by the Governing Body. The Contractor may only terminate this Contract based upon the City's uncured, material breach of this Contract.

B. Notice: City Opportunity to Cure.

i) The City shall give the Contractor written notice of termination at least thirty (30) days prior to the intended date of termination.

ii) Contractor shall give City written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the City's material breaches of this Contract upon which the termination is based and (ii) state what the City must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the City does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the City does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach.

iii) Notwithstanding the foregoing, this Contract may be terminated immediately upon written notice to the Contractor (i) if the Contractor becomes unable to perform the services contracted for, as determined by the City; (ii) if, during the term of this Contract, the Contractor is suspended or debarred by the City; or (iii) the Contract is terminated pursuant to Paragraph 17, "Appropriations", of this Contract.

C. Liability. Except as otherwise expressly allowed or provided under this Contract, the City's sole liability upon termination shall be to pay for acceptable work performed prior to the Contractor's receipt or issuance of a notice of termination; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Contract. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE CITY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS CONTRACT.*

7. **Amendment**

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

B. If the City proposes an amendment to the Contract to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Contract, pursuant to the termination provisions as set forth in Paragraph 7 herein, or to agree to the reduced funding.

8. **Status of Contractor**

The Contractor, and Contractor's agents and employees, are independent Contractors for the City and are not employees of the City. The Contractor, and Contractor's agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City because of this Contract. The Contractor acknowledges that all sums received hereunder are personally reportable by the Contractor for income tax purposes, including without limitation, self-employment tax and business income tax. The Contractor agrees not to purport to bind the City unless the Contractor has written authority to do so, and then only within the strict limits of that authority.

9. **Assignment**

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

10. **Subcontracting**

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

11. **Non-Collusion**

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

12. **Inspection of Plant**

The City may inspect, at any reasonable time during Contractor's regular business hours and upon prior written notice, the Contractor's plant or place of business, or any subcontractor's plant or place of business, which is related to the performance of this contract.

13. **Commercial Warranty**

The Contractor agrees that the tangible personal property or services furnished under this Contract shall be covered by the most favorable commercial warranties the Contractor gives to any customer for such tangible personal property or services, and that the rights and remedies provided herein shall extend to the City and are in addition to and do not limit any rights afforded to the City by any other clause of this order. The contractor agrees not to disclaim warranties of fitness for a particular purpose or merchantability.

14. **Condition of Proposed Items**

Where tangible personal property is a part of this Contract, all proposed items are to be NEW and of most current production, unless otherwise specified.

15. Records and Audit

During the term of this Contract and for three years thereafter, the Contractor shall maintain detailed records pertaining to the services rendered and products delivered. These records shall be subject to inspection by the City, the State Auditor and other appropriate state and federal authorities. The City shall have the right to audit billings both before and after payment. Payment under this Contract shall not foreclose the right of the City to recover excessive or illegal payments.

16. Appropriations

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

17. Release

The Contractor, upon final payment of the amount due under this Contract, releases the City, its officers, and employees, from all liabilities, claims and obligations whatsoever arising from or under this Contract. The Contractor agrees not to purport to bind the City, unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

18. Confidentiality

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

19. Conflict of Interest

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Contract, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Contract. The Contractor shall comply with any applicable provisions of the New Mexico Governmental Conduct Act and the New Mexico Financial Disclosures Act.

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

C. Contractor's representations and warranties in Paragraphs A and B of this Paragraph are material representations of fact upon which the City relied when this Contract was entered into by the parties. Contractor shall provide immediate written notice to the City if, at any time during the term of this Contract, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Paragraph 20 were erroneous on the effective date of this Contract or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Paragraph 20 were erroneous on the effective date of this Contract or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the City and notwithstanding anything in the Contract to the contrary, the City may immediately terminate the Contract.

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

20. Approval of Contractor Representatives

The City reserves the right to require a change in the Contractor's assigned representatives if they are not adequately serving the City's needs.

21. Scope of Contract; Merger

This Contract 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 contract.

All terms and conditions of the **ITB** and the Contractor's response to such document(s) are incorporated herein by reference and is included in the order of precedence.

22. Notice

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.

23. Equal Opportunity Compliance

The Contractor agrees to abide by all federal and state laws, and local Ordinances, pertaining to equal employment opportunity. In accordance with all such laws, rules, and regulations, the Contractor agrees to assure 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 Contract. If Contractor is found not to be in compliance with these requirements during the life of this Contract, Contractor agrees to take appropriate steps to correct these deficiencies.

24. Indemnification

The Contractor shall hold the City and its employees harmless and shall indemnify the City and its employees against any and all claims, suits, actions, liabilities and costs of any kind, including attorney's fees for personal injury or damage to property arising from the acts or omissions of the Contractor, its agents, officers, employees or subcontractors. The Contractor shall not be liable for any injury or damage as a result of any negligent act or omission committed by the City, its officers or employees.

25. New Mexico Tort Claims Act

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

26. Applicable Law

The laws of the State of New Mexico shall govern this Contract, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-2. By execution of this Contract, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Contract.

27. Limitation of Liability

The Contractor's liability to the City, for any cause whatsoever shall be limited to the purchase price paid to the Contractor for the products and services that are the subject of the City's, claim. The foregoing limitation does not apply to paragraph 25 of this Contract or to damages resulting from personal injury caused by the Contractor's negligence.

28. Incorporation by Reference and Precedence

If this Contract has been procured pursuant to a request for proposals, this Contract is derived from (1) the request for proposal, (including any written clarifications to the request for proposals and any City response to questions); (2) the Contractor's best and final offer; and (3) the Contractor's response to the request for proposals.

In the event of a dispute under this Contract, applicable documents will be referred to for the purpose of clarification or for additional detail in the following order of precedence: (1) amendments to the Contract in reverse chronological order; (2) the Contract, including the scope of work and all terms and conditions thereof; (3) the request for proposals, including attachments thereto and written responses to questions and written clarifications; (4) the Contractor's best and final offer if such has been made and accepted by the City; and (5) the Contractor's response to the request for proposals.

29. Workers' Compensation

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

30. Inspection

If this contract is for the purchase of tangible personal property (goods), final inspection and acceptance shall be made at Destination. Tangible personal property rejected at Destination for non-conformance to specifications shall be removed at Contractor's risk and expense promptly after notice of rejection and shall not be allowable as billable items for payment.

31. Inspection of Services

If this contract is for the purchase of services, the following terms shall apply.

A. Services, as used in this Article, include services performed, workmanship, and material furnished or utilized in the performance of services.

B. The Contractor shall provide and maintain an inspection system acceptable to the City covering the services under this Contract. Complete records of all inspection work performed by the Contractor shall be maintained and made available to the City and for as long thereafter as the Contract requires. The City has the right to inspect and test all services contemplated under this Contract to the extent practicable at all times and places during the term of the Contract. The City shall perform inspections and tests in a manner that will not unduly delay or interfere with Contractor's performance.

C. If the City performs inspections or tests on the premises of the Contractor or a subcontractor, the Contractor shall furnish, and shall require subcontractors to furnish, at no increase in contract price, all reasonable facilities and assistance for the safe and convenient performance of such inspections or tests.

D. If any part of the services do not conform with the requirements of this Contract, the City may require the Contractor to re-perform the services in conformity with the requirements of this Contract at no increase in contract amount. When the defects in services cannot be corrected by re-performance, the City may:

i. require the Contractor to take necessary action(s) to ensure that future performance conforms to the requirements of this Contract; and

ii. reduce the contract price to reflect the reduced value of the services performed.

E. If the Contractor fails to promptly re-perform the services or to take the necessary action(s) to ensure future performance in conformity with the requirements of this Contract, the City may:

iv) by contract or otherwise, perform the services and charge to the Contractor any cost incurred by the City that is directly related to the performance of such service; or

v) terminate the contract for default.

32. Insurance

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

A. Commercial General Liability insurance shall be written on an occurrence basis and be a broad as ISO Form CG 00 01 with limits not less than $2,000,000 per occurrence and $2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

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

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

33. Impracticality of Performance

A party shall be excused from performance under this Contract for any period that the party is prevented from performing as a result of an act of God, strike, war, civil disturbance, epidemic, or court order, provided that the party has prudently and promptly acted to take any and all steps that are within the party's control to ensure performance. Subject to this provision, such non-performance shall not be deemed a default or a ground for termination.

34. Invalid Term or Condition

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

35. Enforcement of Contract

A party's failure to require strict performance of any provision of this Contract shall not

waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Contract shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

36. Patent, Copyright and Trade Secret Indemnification

A. The Contractor shall defend, at its own expense, the City against any claim that any product or service provided under this Contract infringes any patent, copyright to trademark in the United States or Puerto Rico, and shall pay all costs, damages and attorneys' fees that a court finally awards as a result of any such claim. In addition, if any third party obtains a judgment against the City based upon Contractor's trade secret infringement relating to any product or services provided under this Contract, the Contractor agrees to reimburse the City for all costs, attorneys' fees and amount of the judgment. To qualify for such defense and or payment, the City shall:

i. give the Contractor prompt written notice within 48 hours of any claim;
ii. allow the Contractor to control the defense of settlement of the claim; and
iii. cooperate with the Contractor in a reasonable way to facilitate the defense or settlement of the claim.

B. If any product or service becomes, or in the Contractor's opinion is likely to become the subject of a claim of infringement, the Contractor shall at its option and expense:

i. provide the City the right to continue using the product or service and fully indemnify the City against all claims that may arise out of the City's use of the product or service;
ii. replace or modify the product or service so that it becomes non-infringing; or,
iii. accept the return of the product or service and refund an amount equal to the value of the returned product or service, less the unpaid portion of the purchase price and any other amounts, which are due to the Contractor. The Contractor's obligation will be void as to any product or service modified by the City to the extent such modification is the cause of the claim.

37. Survival

The Contract paragraphs titled "Patent, Copyright, Trademark, and Trade Secret Indemnification; Indemnification; and Limit of Liability" shall survive the expiration of this Contract. Software licenses, leases, maintenance and any other unexpired Agreements that were entered into under the terms and conditions of this Contract shall survive this Contract.

38. Disclosure Regarding Responsibility

A. Any prospective Contractor and any of its Principals who enter into a contract greater than sixty thousand dollars ($60,000.00) with any City for professional services, tangible personal property, services or construction agrees to disclose whether the Contractor, or any principal of the Contractor's company is presently debarred, suspended, proposed for debarment, or declared ineligible for award of contract by any federal entity, state agency or local public body.

B. Principal, for the purpose of this disclosure, means an officer, director, owner, partner, or a person having primary management or supervisory responsibilities within a business entity or related entities.

C. The Contractor shall provide immediate written notice to the City if, at any time during the term of this Contract, the Contractor learns that the Contractor's disclosure was at any time erroneous or

became erroneous by reason of changed circumstances.

D. A disclosure that any of the items in this requirement exist will not necessarily result in termination of this Contract. However, the disclosure will be considered in the determination of the Contractor's responsibility and ability to perform under this Contract. Failure of the Contractor to furnish a disclosure or provide additional information as requested will be grounds for immediate termination of this Contract pursuant to the conditions set forth in Paragraph 7 of this Contract.

E. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the disclosure required by this document. The knowledge and information of a Contractor is not required to exceed that which is the normally possessed by a prudent person in the ordinary course of business dealings.

F. The disclosure requirement provided is a material representation of fact upon which reliance was placed when making an award and is a continuing material representation of the facts during the term of this Contract. If during the performance of the contract, the Contractor is indicted for or otherwise criminally or civilly charged by any government entity (federal, state or local) with commission of any offenses named in this document the Contractor must provide immediate written notice to the City. If it is later determined that the Contractor knowingly rendered an erroneous disclosure, in addition to other remedies available to the Government, the City may terminate the involved contract for cause. Still further the City may suspend or debar the Contractor from eligibility for future solicitations until such time as the matter is resolved to the satisfaction of the City.

39. Suspension, Delay or Interruption of Work

The City may, without cause, order the Contractor, in writing, to suspend, delay or interrupt the work in whole or in part for such period of time as the City may determine. The contract sum and contract time shall be adjusted for increases in cost and/or time associated with Contractor's compliance therewith. Upon receipt of such notice, Contractor shall leave the jobsite and any equipment in a safe condition prior to departing. Contractor must assert rights to additional compensation within thirty (30) days after suspension of work is lifted and return to work is authorized. Any compensation requested for which entitlement is granted and the contract sum adjusted, shall have profit included (for work completed) and for cost only (not profit) for Contractor costs incurred directly tied to the suspension itself and not otherwise covered by Contract remedy. Any change in Total Compensation must be reflected in an Amendment executed pursuant to Section 8 of this Contract.

40. Notification

Either party may give written notice to the other party in accordance with the terms of this Paragraph. Any written notice required or permitted to be given hereunder shall be deemed to have been given on the date of delivery if delivered by personal service or hand delivery or three (3) business days after being mailed.

To the City:	LeRoy Alvarado	**To the Contractor:**
Chief Procurement Officer	Wastewater Management Division	Andritz Separation Inc.
purchasing@santafenm.gov	73 Paseo Real	Robert King, Senior Vice President
PO Box 909	Santa Fe, NM 87507	1010 Commercial Blvd South
Santa Fe, NM 87504-0909	lmalvarado@santafenm.gov	Pittsburg, TX 75686
		Robert.king@andritz.com

Either party may change its representative or address above by written notice to the other in accordance with the terms of this Paragraph. The carrier for mail delivery and notices shall be the agent of the sender.

41. Succession

This Contract shall extend to and be binding upon the successors and assigns of the parties.

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

City of Santa Fe:

_____

_____

MAYOR

Date:_____

Contractor:

Robert King (Dec 29, 2025 13:04:35 EST)

Robert King, Sr. Vice President

Date: Dec 29, 2025

NMBTIN: _____

Attest:

_____

GERALYN CARDENAS, INTERIM CITY CLERK

Approved to form and legal sufficiency by:

Marcos Martínez

Ma rc os Martínez (Dec 29, 2025 11:05:13 MS T)

MARCOS MARTÍNEZ, SENIOR ASSISTANT CITY ATTORNEY

Approved for Finances:

01/15/2026

_____

BRIAN MOYA

Finance Director

Exhibit A

The City of Santa Fe, New Mexico owns and operates three (3) 2-meter Andritz belt filter presses (BFP) to dewater sanitary sewage sludge prior to landfilling or composting for disposal. Two (2) of the three (3) BFPs are in need of rebuilding and rehabilitating in areas identified by Andritz technicians.

All parts and lubricants provided shall be OEM compliant and supplied by the equipment manufacturer. Aftermarket or generic parts shall not be accepted. The sourcing of all parts provided for this project shall be submitted to the Department Contact for verification and approval prior to ordering.

Owner's responsibilities:

- Owner shall be responsible for removal of walkways, grating and other interferences to provide access to the BFPs.
- No work shall be done to the frame. After disassembly of BFPs onsite, Owner shall be responsible to address any corrosion on frame, if needed, such as cold galvanizing contaminated areas.
- Owner shall be responsible for power washing and cleaning of sludge from the BFPs prior to work.
- Owner shall be responsible for disconnecting and reconnection of all utilities from the BFPs such as sludge, water, drains, compressed air and electrical services.

Contractor's responsibilities:

- Contractor shall be responsible for proper cleaning and gathering of all trash, replacement parts, used oil and grease as it pertains to the work being performed by Contractor personnel and placing it in Owners designated area or dumpster. Owner is responsible for coordinating all disposal.
- Contractor shall prepay for shipping of rolls and components to and from Andritz service center to be refurbished to OEM spec for second rebuild or for the new rollers and components needed. Shipping is to be pre-paid and added to the invoice as a separate line item to be paid for by the Department.
- Contractor to provide (2) service technicians to be onsite for fifteen (15) days, five (5) days to disassemble existing BFP, ten (10) days to reassemble and start up to check the electrical and pneumatic systems for proper operation.
- Contractor will provide forklift, as needed

The following items shall be supplied and installed during the refurbishment of each BFP:

- Depending on the condition of the rollers at time of inspection - Complete set of new rollers and bearing housings supplied for entire BFP.
- All rollers and bearing housings will be coated to OEM specifications.
- Sidewall seals
- Headbox seal
- Set of dewatering belts
- Plow chicanes
- Wear strips (gravity and wedge zone)
- Upper and lower shower seals
- Shower pipes

- Doctor blades
- Hydraulic cylinders for tension assembly
- Hydraulic cylinders for tracking assemblies
- Tracking control valve and paddles
- Gearmotor
- E-stop and limit switches
- Retrofitted with hydraulic lines and fittings

Site Work for each BFP:

- BFPs will be disassembled and then reassembled onsite in Santa Fe.
- Rollers shall be inspected by factory trained technicians. Rollers found needing additional repairs (such as machining of roller journals) will be photographed, documented and approved by the Department for additional repairs provided.
- Depending on inspection - Rollers & Bearing Housing from BFPs in need of refurbishing will be stripped and re-coated according to OEM specifications.
- Drive and tracking will have new rubber coating, the s-rolls will be Rilsan coated per OEM specification. New seals and bearings will be supplied.

EXHIBIT B

Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Rebuilding and rehabilitating Andritz belt filter press with hydraulic upgrade.	2	Lump Sum	$272,202.00		$544,404.00
2	New set of rollers with bearings and housings.	1	Lump Sum	$165,125.00		$165,125.00
3	Refurbish Set of Rollers with New Bearings, recoat rollers, refurbish bearing housings.	1	Lump Sum	$45,374.00		$45,374.00
4	Forklift	1	Daily	$325.00		$325.00
Total			$755,228.00			

City of Santa Fe, NM
Purchasing
Travis Dutton-Leyda, Chief Procurement Officer
200 Lincoln Avenue, Santa Fe, NM 87501

EVALUATION TABULATION

ITB No. 26024

Sewage Sludge Belt Filter Press

RESPONSE DEADLINE: October 21, 2025 at 2:00 pm
Report Generated: Monday, December 29, 2025

SELECTED VENDOR TOTALS

Vendor	Total
Andritz Separation, Inc.	$0.00
GSM Engineered Fabrics LLC	$0.00

TABLE 1

					Andritz Separation, Inc.		GSM Engineered Fabrics LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total
	1	Rebuilding and rehabilitating Andritz belt filter press with hydraulic upgrade.	2	Lump Sum	$272,202.00	$544,404.00	$87,656.50	$175,313.00
	2	New set of rollers with bearings and housings.	1	Lump Sum	$165,125.00	$165,125.00	$178,094.00	$178,094.00
	3	Refurbish Set of Rollers with New Bearings, recoat rollers, refurbish bearing housings.	1	Lump Sum	$45,374.00	$45,374.00	$90,333.00	$90,333.00
	4	Forklift	1	Daily	$325.00	$325.00	$6,500.00	$6,500.00
Total						$0.00		$0.00

EVALUATION TABULATION
ITB No. 26024
Sewage Sludge Belt Filter Press

TABLE 2

			Andritz Separation, Inc.	GSM Engineered Fabrics LLC
Line Item	Description	Unit of Measure	Percentage	Percentage
5	Discount off parts needed during rebuilding and rehabilitating BFPs - If no discount, then enter "0".	Discount	10%	0%

From:	DUTTON-LEYDA, TRAVIS K.
To:	MACALLISTER, LINDA M. (Contractor); Purchasing DET
Cc:	ALVARADO, LEROY M.; HEERBRANDT, PAUL F.
Subject:	Re: follow up// DETERMINATION REQUEST- Belt Filter Press Rehab Project
Date:	Friday, September 5, 2025 12:08:26 PM
Attachments:	Outlook-CITY LOGO .png image001.png Outlook-yrgu24rm.png Outlook-Chart, tex

Greetings,

Based on the provided scope of work, it has been classified as General Services. This determination is solely focused on that classification and does not address whether the scope of work or procurement method complies with all relevant legal requirements. I reserve the right to modify this determination should the scope of work differ from what was originally submitted. The procurement must follow the processes and procedures established by the City of Santa Fe, Central Purchasing, the Procurement Manual, and applicable state statutes.

Please note:

- Save this email as a PDF and upload it into the corresponding packet and Munis records.
- Check with WorkQuest dba Horizons of New Mexico (vendor # 8673) (mloehman@horizonsofnewmexico.org) ***if*** this service appears on their approved list.
- If your request includes anything that needs to be reviewed and preapproved by another City Department/Division, please send the same SOW to the corresponding email address and include their response in your packet/Munis.

-Treasury (Point of Sale Systems) – questions: drsena@santafenm.gov; clromero@santafenm.gov. Request signature from: clromero@santafenm.gov

-IT components (everything IT) – questions: ereview@santafenm.gov. Request signature from: edcandelaria@santafenm.gov;
Copy: zxdushdurova@santafenm.gov; lenobes@santafenm.gov; lfworstell@santafenm.gov

-Vehicles – questions: fleet@santafenm.gov. Request signature from: dmjaramillo@santafenm.gov

-Grants – questions: grants@santafenm.gov. Request signature from: evlujan@santafenm.gov

- Construction, Facilities, Furniture, Fixtures, Equipment, etc. – questions: fmdreview@santafenm.gov. Request signature from: jsburnett@santafenm.gov

-Emergency Related Purchases – questions oem@santafenm.govand. Request signature from: bgwilliams@santafenm.gov

-Asset over $5k – questions: accountspayable@santafenm.gov. Request signature from: jxbolden@santafenm.gov

- Ensure that the appropriate templates and forms are used https://intranet.santafenm.gov/finance_1 and documented procedures/laws/rules are followed.
- > $20k per year, when processing this procurement, please ensure the procurement number issued by Munis and the procurement name are used in the appropriate documents and the subject of emails.
- If you are processing a procurement where the forecasted amount is =/> $60k, per

NMSA 1978, Section 13-1-102, the procurement method must be ITB (if you choose not to use a cooperative or an existing contract). If you feel you need to process an RFP, you must get an Authorization and Plan approved before you process.

- < $20k per year, one quote is acceptable.

- From $20k to $60k per year, if you aren't using a cooperative or existing contract, you must provide 3 quotes in your req. Must use the Munis Bid Module, OpenGov, or Pavilion.

- **Identify your funding source and notify Purchasing.**

It's essential to determine the funding source early, as it impacts the required documentation and contract language. For example, if federal funds are being used, specific federal provisions must be included in both the procurement request and the resulting contract. Notifying Purchasing of the funding source upfront ensures compliance and avoids delays.

- Follow the link below to review existing price agreements, contracts, or cooperative agreements that might be applicable to this request. You might be able to use an existing price agreement/contract to save time and money.

    - Pavilion: Free Cooperative Contract Search for Governments (please work with Purchasing if you think you found an existing or cooperative contract that might work)

- Submit via **Submit Purchase Requests** or the appropriate email address:

    - Determination requests to purchasing_det@santafenm.gov

    - All other requests to purchasing@santafenm.gov

Thank you for submitting this scope of work for my review.

Book time to meet with me

Regards,

Travis Dutton-Leyda, City of Santa Fe Chief Procurement Officer

200 Lincoln Avenue

Santa Fe, NM 87501

505-629-8351

tkduttonleyda@santafenm.gov

Vendor Registration Sites and Current Procurement Opportunities:

[Current] https://santafenm.munisselfservice.com/vss/

[Transitioning] https://procurement.opengov.com/portal/santafenm

[Current] https://www.withpavilion.com/

Internal Link: https://intranet.santafenm.gov/central_purchasing_division_cpd

CITY OF SANTA FE
FINANCE

"A journey of a thousand miles begins with a single step" ~ Lao Tzu

---

From: MACALLISTER, LINDA M. (Contractor) <lmmacallister@santafenm.gov>
Sent: Friday, September 5, 2025 11:22 AM
To: Purchasing DET <purchasing_det@santafenm.gov>
Cc: ALVARADO, LEROY M. <lmalvarado@santafenm.gov>; HEERBRANDT, PAUL F. <pfheerbrandt@santafenm.gov>
Subject: follow up// DETERMINATION REQUEST- Belt Filter Press Rehab Project

Hello Travis,

Looking for a status on the determination for (Belt Filter Press)….

Thanks,

Linda MacAllister
Contract Specialist
City of Santa Fe Waste Water/Purchasing
Cell: 505-577-6731

From: HEERBRANDT, PAUL F. <pfheerbrandt@santafenm.gov>
Sent: Friday, August 29, 2025 1:02 PM
To: Purchasing DET <purchasing_det@santafenm.gov>
Cc: MACALLISTER, LINDA M. (Contractor) <lmmacallister@santafenm.gov>
Subject: Belt Filter Press Rehab Project

We'll be doing an ITB.
Thanks

P. Fred Heerbrandt, P.E.
Engineer Supervisor Wastewater
City of Santa Fe
505-955-4623

pfheerbrandt@santafenm.gov



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

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

DEPARTMENT / DIVISION NAME	DATE
Public Utilities/Wastewater	8/11/2025

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
WW CAPITAL PROJECTS/WIP CONSTRUCTION	5000375	572970		$ 771,320	
REVENUES				*{enter as negative #}*	*{enter as positive #}*
				$ 771,320	$ -

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

To increase account 572970 for ANDRTIZ. Plese see memo for detail and please add ANDRITZ for posting of BAR

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

Fund(s) Affected	Fund Balance Increase/(Decrease)
500	(771,320)
TOTAL:	**(771,320)**

Linda MacAllister	11/26/2025	*{Use this form for Finance Committee/ City Council agenda items ONLY}*		Andy Hopkins	01/15/2026
Prepared By *{print name}*	Date	**CITY COUNCIL APPROVAL**		Budget Officer	Date
Division Director Signature *{optional}*	Date	*City Council Approval Date*		Finance Director *{ ≤ $5,000}*	Date
Department Director Signature	Date	*Agenda Item #:*		City Manager *{ ≤ $60,000}*	Date

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/01/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
MARSH USA, LLC. TWO ALLIANCE CENTER 3560 LENOX ROAD, SUITE 2400 ATLANTA, GA 30326	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
CN102376932-MAX-11/1-25-26	**INSURER(S) AFFORDING COVERAGE**	**NAIC #**
	INSURER A : Liberty Mutual Fire Insurance Company	23035
INSURED Andritz Separation Inc. 1010 Commercial Blvd. South Arlington, TX 76001	**INSURER B :** Liberty Insurance Corporation	42404
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** ATL-005750439-08 **REVISION NUMBER:** 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE | X | OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY | PRO-JECT | LOC OTHER:			TB2-651-004304-105	11/01/2025	11/01/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 10,000,000 $ 10,000,000 $ 5,000 $ 10,000,000 $ 10,000,000 $ 10,000,000
A	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			AS2-651-004304-035	11/01/2025	11/01/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $
	UMBRELLA LIAB OCCUR **EXCESS LIAB** CLAIMS-MADE DED | RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
B B	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N: N	N / A	WA5-65D-004304-135 (AOS) WC5-651-004304-145 (WI)	11/01/2025 11/01/2025	11/01/2026 11/01/2026	X PER STATUTE | OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Project 807217, City of Santa Fe. City of Santa Fe is added as an Additional Insured with respect to the General Liability and Automobile Liability policies, if required by written contract with Certificate Holder and subject to the policy terms, conditions and exclusions.

CERTIFICATE HOLDER

City of Santa Fe
200 Lincoln Avenue
Santa Fe, NM 87504

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Marsh USA LLC

© 1988-2016 ACORD CORPORATION. All rights reserved.

From: DUTTON-LEYDA, TRAVIS K.
To: SANCHEZ, KATHY S.
Cc: PEREZ, ALYSSA E. (Contractor); MACALLISTER, LINDA M. (Contractor)
Subject: RE: Comment Added by Travis Dutton-Leyda (2026-495-Request)
Date: Tuesday, January 13, 2026 5:21:21 PM
Attachments: image003.png
image005.png
image006.png

Kathy,

Based on my review of the ITB, bidder correspondence, and the facts presented, this serves as my official determination.

The ITB explicitly required OEM parts and manufacturer-trained and certified personnel. These requirements were clearly stated in the specifications. The apparent low bidder did not object to, protest, or challenge these requirements during the solicitation process. While the bidder submitted questions, those questions were addressed, and the OEM requirements were reaffirmed prior to bid submission.

Despite this, the bidder elected to submit a bid that did not comply with the OEM requirements and subsequently took exceptions to the specifications after bid opening. Taking exceptions at the time of award renders the bid non-responsive and cannot be cured after opening.

While it is always appropriate for departments to thoroughly evaluate available alternatives during the specification-development phase, including determining whether "equal or better" products or services may be acceptable, those determinations must be made and reflected in the solicitation prior to issuance. In this case, the ITB was written as a brand-name requirement with no approved equals.

Accordingly, non-OEM or aftermarket parts cannot be considered at the award stage. Based on the information provided, rejection of the apparent low bid as non-responsive and proceeding with award to the responsive bidder is appropriate and consistent with procurement requirements.

Regarding the contract term, I concur with Marcos that a two-year contract term is permissible.

Thank you.

Regards,

Travis Dutton-Leyda
Chief Procurement Officer
City of Santa Fe
200 Lincoln Avenue
Santa Fe, NM 87501
505-629-8351
tkduttonleyda@santafenm.gov

Book time to meet with me

https://santafenm.gov/finance-2/purchasing-1

Vendor Registration Sites and Current Procurement Opportunities:

[Current for Finances Only] https://santafenm.munisselfservice.com/vss/

[We Are Live With OpenGov] https://procurement.opengov.com/portal/santafenm

[Current] https://www.withpavilion.com/

Internal Link: https://intranet.santafenm.gov/central_purchasing_division_cpd

CITY OF SANTA FE
FINANCE

"A journey of a thousand miles begins with a single step" ~ Lao Tzu

---

From: SANCHEZ, KATHY S. <kssanchez@santafenm.gov>
Sent: Monday, January 12, 2026 1:12 PM
To: DUTTON-LEYDA, TRAVIS K. <tkduttonleyda@santafenm.gov>; MACALLISTER, LINDA M. (Contractor) <lmmacallister@santafenm.gov>
Cc: PEREZ, ALYSSA E. (Contractor) <aeperez@santafenm.gov>
Subject: RE: Comment Added by Travis Dutton-Leyda (2026-495-Request)

Travis, just bringing this up to the top of your list.

Kathy

From: SANCHEZ, KATHY S.
Sent: Thursday, January 8, 2026 5:03 PM
To: DUTTON-LEYDA, TRAVIS K. <tkduttonleyda@santafenm.gov>; MACALLISTER, LINDA M. (Contractor) <lmmacallister@santafenm.gov>
Cc: PEREZ, ALYSSA E. (Contractor) <aeperez@santafenm.gov>
Subject: RE: Comment Added by Travis Dutton-Leyda (2026-495-Request)

Travis, the Department made the decision to not allow aftermarket or generic parts when drawing up the specifications for this critical piece of equipment that the Department cannot afford to have break down. The specifications required OEM parts and personnel trained by the manufacturer to repair the equipment.

The low bidder asked this question: *We noticed in the intent to BID that Andritz technicians have been on site to inspect the equipment. This is a basic rebuild since the frame is not being removed. GSM is currently rebuilding several customer belt presses that are the same generation / model as the ones Santa-Fe has in operation. Is there a way to get the*

scope of work more defined, was there any discussions about going back with upgraded components instead of the original outdated items which will give better performance and life expectancy?

I responded with: *The scope of work discusses refabricating parts and providing new parts for the equipment rebuild. You may use all new parts, if you choose to accomplish the rebuild in this manner. All parts must be OEM, as also stated in the scope.*

The low bidder did not protest the specifications nor say the specifications restricted the bid. Instead, they bid 3rd party parts instead of OEM parts. When Fred was going to award to this vendor, he sent the following email for verification:

On Mon, Nov 3, 2025 at 1:32 PM HEERBRANDT, PAUL F. <pfheerbrandt@santafenm.gov> wrote:
Good Morning, Mr. Helin,
Your company, GSM Engineered Fabrics, LLC, is the apparent low bidder for this procurement. We are contacting you to determine if your bid is compliant with the specifications contained in the ITB documents. The specs state:

Technicians performing the assembly and disassembly of the presses shall be factory trained by Andritz on the maintenance of the 2-meter Andritz CPF 2.0M SMX-S8 Belt Filter Press model. Technicians shall also be certified by the manufacturer for warranty work on these units.

The specs also states:

All parts and lubricants provided shall be OEM compliant and supplied by the equipment manufacturer. Aftermarket or generic parts shall not be accepted. Invoices showing the source of all parts provided for this project shall be submitted to the Procurement Manager for verification.

Please provide a Certification Statement, or invoices, from the company owner or manager stating that your bid complies with these two sections of the specifications. If the purchasing department determines that the bid is compliant with the specifications, a contract will be forwarded to you for execution. Please provide the name and email of the person responsible for executing the contract, so that it can be forwarded directly to them for review and signature.
Thank you for participating in this procurement.
Fred

The low bidder responded with the attached letter. The bid had already been opened and then, at time of award, they take exceptions to the bid specifications. Based on all the above, the low bidder did not submit a responsive bid, and I instructed the Department to proceed with

the award to the only other bidder.

Is this enough information to get a determination to “reject” the low bid?

I am also going to send an email to Legal about issuing a two-year contract instead of a one-year contract. I will keep you informed about the term.

Kathy

From: DUTTON-LEYDA, TRAVIS K. <tkduttonleyda@santafenm.gov>
Sent: Thursday, January 8, 2026 2:14 PM
To: MACALLISTER, LINDA M. (Contractor) <lmmacallister@santafenm.gov>
Cc: PEREZ, ALYSSA E. (Contractor) <aeperez@santafenm.gov>; SANCHEZ, KATHY S. <kssanchez@santafenm.gov>
Subject: RE: Comment Added by Travis Dutton-Leyda (2026-495-Request)

Linda

That needs to be documented in the file as a CPO award determination. Here are the supporting statute and rule:

13-1-108. Competitive sealed bids; award.

A contract solicited by competitive sealed bids shall be awarded with reasonable promptness by written **notice to the lowest responsible bidder**. Contracts solicited by competitive sealed bids shall require that the bid amount exclude the applicable state gross receipts tax or applicable local option tax but that the contracting agency shall be required to pay the applicable tax including any increase in the applicable tax becoming effective after the date the contract is entered into. The applicable gross receipts tax or applicable local option tax shall be shown as a separate amount on each billing or request for payment made under the contract.

And

1.4.1.71 REJECTION OF INDIVIDUAL *BIDS* OR PROPOSALS:
A. Reasons for rejection:
(1) Bids. As used in this section, "bid" means competitive sealed bids. Reasons for rejecting a bid shall include but are not limited to:
(a) the business that submitted the bid is nonresponsible as determined under 1.4.1.73 NMAC of this rule;
(b) the bid is not responsive; or
(c) the service, construction, or item of tangible personal property offered in the bid is unacceptable by reason of its failure to meet the requirements of the specifications, or permissible alternates, or other acceptability criteria set forth in the IFB.
(2) Proposals. As used in this section, "proposal" means competitive sealed proposals. Unless the solicitation states otherwise, proposals need not be unconditionally accepted without alteration or correction and a using agency's stated requirements may be revised or clarified after proposals are submitted. This flexibility must be considered in determining whether

reasons exist for rejecting all or any part of a proposal. Reasons for rejecting proposals include but are not limited to:
(a) the business that submitted the proposal is nonresponsible as determined under 1.4.1.75 through 1.4.1.79 NMAC of this rule;
(b) the proposal is not responsive; or
(c) the proposed price is clearly unreasonable; or
(d) the proposal failed to adequately address one or more material mandatory requirements as set forth in the request for proposals.
B. Written determination required: A written determination which contains the reasons for the rejection of an individual bid or proposal shall be prepared by the state purchasing agent or central purchasing office and made a part of the procurement file.

Thanks,
Travis

From: MACALLISTER, LINDA M. (Contractor) <lmmacallister@santafenm.gov>
Sent: Thursday, January 8, 2026 1:45 PM
To: DUTTON-LEYDA, TRAVIS K. <tkduttonleyda@santafenm.gov>
Subject: RE: Comment Added by Travis Dutton-Leyda (2026-495-Request)



Thank you,

Linda MacAllister
Contract Specialist
City of Santa Fe Waste Water/Purchasing
Cell: 505-577-6731

From: OpenGov Procurement Notifications <procurement-notifications@opengov.com>
Sent: Thursday, January 8, 2026 1:10 PM
To: MACALLISTER, LINDA M. (Contractor) <lmmacallister@santafenm.gov>
Subject: Comment Added by Travis Dutton-Leyda (2026-495-Request)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

OpenGov Procurement Logo

Hi Linda,

Travis Dutton-Leyda left the following comment on Request 2026-495-Request:

> @Linda, why are you awarding the higher of the 2 vendors?

View Request

Questions? We're happy to help! Please do NOT respond to this email and instead reach us at procurement-support@opengov.com.

Urgent-GB-550-Andritz

Final Audit Report 2026-01-15

Created:	2026-01-15
By:	ALYSSA PEREZ (aeperez@santafenm.gov)
Status:	Canceled / Declined
Transaction ID:	CBJCHBCAABAA2uD4vwCZ826lJg3JaGXpjM6RDe1f2ACZ

"Urgent-GB-550-Andritz" History

Document created by ALYSSA PEREZ (aeperez@santafenm.gov)
2026-01-15 - 3:08:47 PM GMT- IP address: 63.232.20.2

Document emailed to ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov) for signature
2026-01-15-3:11:07 PM GMT

Email viewed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)
2026-01-15 - 4:38:22 PM GMT- IP address: 104.47.65.254

Document e-signed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)
Signature Date: 2026-01-15 - 4:38:56 PM GMT - Time Source: server- IP address: 63.232.20.2

Document sent to JoAnn Lovato Udlovato@santafenm.gov) and Travis Dutton-Leyda (tkduttonleyda@santafenm.gov) for signature. One of them to sign
2026-01-15 - 4:38:58 PM GMT

Email viewed by Travis Dutton-Leyda (tkduttonleyda@santafenm.gov)
2026-01-15 - 4:57:26 PM GMT- IP address: 98.97.114.54

Email viewed by JoAnn Lovato Udlovato@santafenm.gov)
2026-01-15 - 7:39:58 PM GMT- IP address: 63.232.20.2

Document declined by JoAnn Lovato Udlovato@santafenm.gov)
Decline reason: Missing Horizons declination.
2026-01-15 - 7:44:19 PM GMT- IP address: 63.232.20.2

Services Offered to the City of Santa Fe (FY26)

Approved:
These services have been approved by the New Mexico Council for Purchasing from Persons with Disabilities and are available through Horizons of New Mexico.

- ADA Accessibility Consulting Services
- Auctioneering Services
- Bulk Mailing and Sorting
- Call Center Services
- Computer Refurbishing
- Courier Services
- Decontamination, Sanitation and Sterilization Services
- Debris Removal
- Document Imaging
- Document Shredding
- Envelope Stuffing
- General Labor
- Hard Drive Destruction
- Janitorial and Housekeeping Services – Including Carpet Cleaning & Floor Care
- Landscape Irrigation
- Landscaping
- Mailing Services
- Management of an Assistive Technology Reuse and Recycling Program
- Medical Waste Disposal
- Meeting Minute Preparation Services
- Pest Control and Extermination Services
- Printing Services
- Rest Area Maintenance
- Screen Printing
- Snow Removal
- Temporary Staffing Services
- Yard, Grounds, and Lawn Maintenance

Permissive:
The services have been approved by the New Mexico Council for Purchasing from Persons with Disabilities as permissible for sale under the State Use Act through Horizons of New Mexico. While the Council recognizes that certain Horizons of New Mexico members are capable of performing the services listed below, said services are considered permissive and excluded from the mandatory aspect of the State Use Program. Any procurement of the below services through Horizons of New Mexico is at the discretion of the purchasing agent and will be considered by the Council on a case-by-case basis.

- Graphic Design
- Graphic Design - Logo Design
- IT – Enterprise Application
- IT – IV & V
- IT Network and Database Management
- IT Support
- IT Security Services
- IT – Web Design
- IT – Web Programmer
- Marketing
- Social Media Marketing

For the complete State Use service list, please go to: http://horizonsofnewmexico.org/services.html

CITY OF SANTA FE

Date: January 16, 2026

To: Governing Body

From: Scott Overlie, Public Works Project Manager III SAO
SAO (Jan 23, 2026 14:55:21 MST)

Via: Sam Burnett, Interim Public Works Department Director SB

Carol Swenson, Public Works Business Operations Manager CS

Subject: Capital Appropriation Agreement Project 25-J5984, Shelby Street Pedestrian Bridge

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ACTION:
Request for Approval of Capital Outlay Grant Agreement with New Mexico Department of Finance and Administration for Project Completion of the Shelby Street Pedestrian Bridge Including Demolition and New Construction, Project 25-J5984 in the Total Amount of $260,000 With a Reversion Date of April 11, 2027. (Scott Overlie, Public Works Project Manager III, saoverlie@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate $260,000 from the 2025 Capital Appropriation to FY26 Revenue and WIP Construction for the Project Completion of the Shelby Street Pedestrian Bridge Including Demolition and New Construction.

BACKGROUND AND SUMMARY:
The City of Santa Fe has been awarded Capital Outlay Project 25-J5984 in the amount of $260,000 "…for project completion of the Shelby Street Pedestrian Bridge including demolition and new construction."

ATTACHMENTS:
Grant Agreement
PLID Form
BAR

NEW MEXICO CAPITAL OUTLAY GRANT AGREEMENT
CAPITAL APPROPRIATION PROJECT

THIS AGREEMENT is made and entered into by and between the State of New Mexico, Department of Finance & Administration, 407 Galisteo Street, Santa Fe, NM 87501, ("**Department**") and the City of Santa Fe, ("**Grantee**") (individually "**Party**" and collectively "**Parties**"). This Agreement shall be effective as of the date the Department executes it ("**Effective Date**").

WITNESSETH

WHEREAS, in the Laws of 2025, Chapter 159, Section 54, the Legislature made an appropriation to the Department, funds from which the Department is making available to the Grantee pursuant to this Agreement; and

WHEREAS, the Department is granting to Grantee, and the Grantee is accepting the grant of funds from this appropriation, in accordance with the terms and conditions of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, the parties hereby mutually agree as follows:

AGREEMENT

I. PROJECT DESCRIPTION, GRANT AMOUNT, AND REVERSION

25-J5984 ("**Project**") 4/11/2027 ("**Reversion Date**"). Laws of 2025, Chapter 159, Section 54, Two Hundred Sixty Thousand Dollars and Zero Cents, $260,000.00, For project completion of the Shelby Street Pedestrian Bridge including demolition and new construction, in Santa Fe in Santa Fe county.

Grantee's total reimbursements shall not exceed $260,000.00 Two Hundred Sixty Thousand Dollars and Zero Cents, ("**Appropriation Amount**") minus the allocation for Art in Public Places ("**AIPP amount**"), if applicable, $0.00 Zero Dollars, which equals $260,000.00 Two Hundred Sixty Thousand Dollars and Zero Cents ("**Adjusted Appropriation Amount**").

In the event of a conflict among the Appropriation Amount, the Reversion Date, as defined herein and/or the purpose of the Project, as set forth in this Agreement, and the corresponding appropriation language in the laws cited above in this Article I, the language of the laws cited herein shall control.

The information contained in Article I is referred to collectively as the "**Project Description**."

II. DISBURSEMENT LIMITATION

A. Upon the Effective Date, the Grantee shall submit to the Department a comprehensive procurement plan and expenditure plan, detailing a Project timeline with milestones, required procurements, and identifying expected expenditures per milestone (collectively, "**Project Budget**"). The Department shall

review and approve the Project Budget by issuing a Notice of Department's Obligation ("**Notice of Obligation**"), in accordance with the Project Description, a sample of which is attached hereto as **Exhibit A** and incorporated herein by reference. After receipt of a Notice of Obligation, the Grantee may be reimbursed for allowable costs up to the Adjusted Appropriation Amount. This Agreement and any reimbursements up to the Adjusted Appropriation Amount are expressly conditioned upon the following:

a. Irrespective of any Notice of Obligation, Grantee's expenditures shall be made in accordance with the Project Budget, on or before the Reversion Date and/or, if applicable, any Early Termination Date; and

b. The total amount received by Grantee shall not exceed the lesser of:

i. the Adjusted Appropriation Amount identified in Article I (B) herein; or

ii. the total of all amounts stated in the Notice(s) of Obligation evidencing the Department has received and accepted Grantee's Third Party Obligation(s); and

c. Grantee's expenditures are made and accounted for pursuant to the State Procurement Code, State's Model Accounting Practices, and execution of binding written obligations or purchase orders with third-party contractors or vendors for the provision of services, including professional services, or the purchase of tangible personal property and real property for the Project ("**Third Party Obligations**"); and

d. Grantee's submittal of timely Requests for Payment and supporting documentation in accordance with the procedures set forth in this Agreement; and

e. In the event capital assets acquired with Project funds are to be sold, leased, or licensed to or operated by a private entity, the sale, lease, license, or operating agreement:

i. must be approved by the applicable oversight entity (if any) in accordance with §§ 13-6-2, 13-6-2.1, and 13-6-3; or

ii. If no oversight entity is required to approve the transaction, the Department of Finance and Administration's Infrastructure Planning Development Division (IPDD) must approve it as complying with the law.

B. Prior to the sale, lease, license, or operating agreement being approved pursuant to Articles II(A)(e) (i) or (ii) herein, the Department may, in its sole and absolute discretion, unless inconsistent with State Board of Finance imposed conditions, reimburse Grantee for necessary expenditures incurred to develop the Project sufficiently to make the sale,

lease, license, or operating agreement commercially feasible, limited to planning and design expenditures; and

C. Grantee's submission of documentation of all Third Party Obligations and amendments thereto (including terminations) to the Department and the Department's issuance of a Notice of Obligation for a particular amount in accordance with the terms of this Agreement shall be governed by the following:

a. Grantee is authorized to budget the particular amount set forth in the Notice of Obligation, execute the Third Party Obligation, and request the Third Party to begin work after issuance of a Notice of Obligation by the Department.

b. Grantee acknowledges and agrees that any Third Party Obligations agreed to prior to receiving a Notice of Obligation are its sole responsibility.

c. Grantee shall submit to the Department one copy of all Third Party Obligations and amendments thereto (including terminations) as soon as possible after execution by the Third Party but prior to execution by the Grantee.

d. Department may, in its sole and absolute discretion, issue a Notice of Obligation for the particular amount of a Third Party Obligation that only obligates the Department to reimburse Grantee's expenditures made on or before the Reversion Date or an Early Termination Date. The current Notice of Obligation form is incorporated herein and attached hereto as Exhibit 2.

D. Grantee shall provide all necessary qualified personnel, materials, and facilities to implement the Project. The Grantee shall finance its share (if any) of the costs of the Project, including all Project overruns.

E. Prior to entering into this Agreement, the Department conducted a risk assessment on the Grantee and a project readiness review for the Project. In accordance with State Model Accounting Practices, FIN 9.2, if the Department determines that the expenditure of Project funds by the Grantee requires special conditions, those conditions are identified and listed in **Exhibit D**, which is attached and incorporated by reference. The Parties agree that, to the extent the Department, in its sole and absolute discretion, determines additional special conditions are necessary or that existing special conditions are no longer required, it may update **Exhibit D** from time to time without the need for a formal amendment of this Agreement.

F. Project funds shall not be used for purposes other than those authorized by the Department in accordance with the Project Description.

G. Project funds cannot be used to reimburse the Grantee for indirect Project costs unless specifically allowed by law.

III. NOTICES

The following provisions shall apply whenever written notices, including written decisions, are to be given or received related to this Agreement.

The Grantee designates the person(s) listed below, or their successor, as their official representative(s) concerning all matters related to this Agreement:

Grantee: City of Santa Fe
Name: David Chapman
Title: Grant Administrator
Address: PO Box 909, Santa Fe NM, 87504
Email: dachapman@santafenm.gov
Telephone: 505-955-6251

The Grantee designates the person(s) listed below, or their successor, as their Fiscal Officer or Fiscal Agent concerning all matters related to this Agreement:

Grantee: City of Santa Fe
Name: Erika Lujan
Title: Grant Manager
Address: PO Box 909, Santa Fe NM, 87504
Email: evlujan@santafenm.gov
Telephone: 505-479-1334

The Department designates the persons listed below, or their successors, as the Points of Contact for matters related to this Agreement.

Department: DFA/Local Government Division
Name: Daniel Catanach
Title: Grant Manager
Address: Bataan Memorial Bldg. Rm 202, Santa Fe NM 87501
Email: DanielN.Catanach@dfa.nm.gov
Telephone: 505-231-6090

IV. TERM & DEADLINE TO EXPEND FUNDS

A. The term of this Agreement shall begin on the Effective Date and terminate on the 11th day of April during the calendar year of the Reversion Date unless Terminated Before Reversion Date ("**Early Termination**") pursuant to Article V herein (collectively "**Term**").

B. The Project's funds must be expended on or before the Reversion Date and, if applicable, the Early Termination Date of this Agreement.

   a. For purposes of this Agreement, it is not sufficient for the Grantee to encumber the Project funds on its books on or before the Reversion Date or Early Termination Date.
   b. For purposes of this Agreement, an expenditure of funds has occurred on the date the particular quantity of goods is delivered to and received by the Grantee,

title to the goods is transferred to the Grantee, and/or as of the date particular services are rendered to and accepted by the Grantee.

c. For purposes of this Agreement, an encumbrance of funds pursuant to a contract or purchase order with a third party does not qualify as an expenditure.

V. EARLY TERMINATION

A. General Provision. The Department may terminate this Agreement before the Reversion Date based on the Completion of the Project, Complete Expenditure of the Adjusted Appropriation, and/or Violation of this Agreement. Early Termination hereunder includes:

a. Termination due to completion of the Project before the Reversion Date;
b. Termination due to complete expenditure of the Adjusted Appropriation Amount before the Reversion Date;
c. Termination for violation of the terms of this Agreement; or
d. Termination for suspected mishandling of public funds, including but not limited to fraud, waste, abuse, and conflicts of interest.

B. Non-appropriation. This Agreement is expressly contingent upon the New Mexico State Legislature making sufficient appropriations and authorizations for the Project Description.

a. If the Legislature does not appropriate the Appropriation Amount, this Agreement shall terminate upon the Department giving the Grantee written notice of such termination. Such termination shall be effective as of the effective date of the law making the non-appropriation.
    i. The Department's decision as to whether sufficient appropriations or authorizations are available shall be final. Grantee hereby waives any rights to assert an impairment of contract claim against the State of New Mexico in the event of Early Termination of this Agreement.
b. As used herein, "non-appropriate" or "non-appropriation" includes the following actions by the New Mexico Legislature:
    i. Deauthorization, reauthorization, or revocation of a prior authorization.

C. Grant Disbursements in the Event of Early Termination. In the event of Early Termination, the Department's sole and absolute obligation to reimburse the Grantee is expressly conditioned upon the limitations set forth in Article II above.

D. Notice. Either Party may terminate this Agreement prior to the Reversion Date by providing the other Party with a minimum of fifteen (15) days advance written notice of the Early Termination. Grantee hereby waives any rights to assert an impairment of contract claim against the State of New Mexico in the event of Early Termination of this Agreement by the Department.

VI. SUSPENSION OF NEW OR FURTHER OBLIGATIONS

A. Department, in its sole and absolute discretion, may provide written notice to Grantee to suspend entering into further obligations. Upon the receipt of such written notice by the Grantee:

a. Grantee shall immediately suspend entering into new or further written obligations with third parties;
b. Department will suspend the issuance of any new or further Notice of Obligation under this Agreement; and
c. Department may direct the Grantee to implement a corrective action plan in accordance with Article VI (D) herein.

B. In the event of Suspension of this Agreement, the Department's sole and absolute obligation to reimburse the Grantee is expressly conditioned upon the limitations set forth in Article II herein.

C. A suspension of new or further obligations under this Agreement shall remain in effect unless or until the date the Grantee receives written notice given by the Department informing the Grantee that the Suspension has been lifted or that the Agreement has been Early Terminated in accordance with Article V herein. If the Suspension is lifted, the Department will consider further requests for a Notice of Obligation.

D. Corrective Action Plan in the Event of Suspension. Where the Department, in its sole and absolute discretion, directs Grantee to suspend entering into new or further written obligations with third parties pursuant to Article VI(A), the Department may, but is not obligated to, require the Grantee to develop and implement a written corrective action plan to remedy the grounds for the Suspension.

a. Such a corrective action plan must be approved by the Department and be signed by the Grantee.
b. Failure to sign a corrective action plan or meet the terms and deadlines set forth in the signed corrective action plan is hereby deemed a violation of the terms of this Agreement for purposes of Early Termination, Article V(A)(c).
c. A corrective action plan shall be in addition to, and not in lieu of, any other equitable or legal remedy authorized hereunder or at law, including but not limited to Early Termination.

VII. AMENDMENTS

Unless expressly stated otherwise herein, this Agreement shall not be altered, changed, or amended except by an instrument in writing duly executed by both parties hereto with the same formalities as this agreement.

VIII. REPORTING

A. Database Reporting

a. Grantee shall provide the Department with quarterly reports of Project activity, entering the required Project information directly into a database required by the Department.
b. Additionally, Grantee shall certify on each Request for Payment form, attached hereto as **Exhibit B** and incorporated herein, that all information provided in the database is true and accurate, updates to the database have been maintained, and all Project activity complies with applicable law and the terms of this Agreement.
c. Grantee hereby acknowledges that failure to perform and/or certify updates to the database will jeopardize the reimbursement of funds. The Department shall give Grantee a minimum of fourteen (14) days' advance written notice of any changes to the information the Grantee is required to report.
d. At the Department's discretion, all reports required hereunder may be directed to and facilitated through an electronic database.
e. Quarterly reports shall be due on the last day of the month, that is, 30 days prior to the end of the quarter following the execution of this Agreement by the Department and ending during the quarter of the submission of the final request for reimbursement for the Project, or the following quarter. Quarterly reports shall be in the form required by **Exhibit C**, attached hereto and incorporated herein by reference.

B. Requests for Additional Information/Project Inspection

a. During the term of this Agreement and the Record Retention Period, the Department may:
    i. Request additional information regarding the Project as it deems necessary and
    ii. Conduct on-site inspections of the Project at reasonable times and upon reasonable notice.
b. Grantee shall respond to such requests for additional information within the time established by the Department.

IX. REQUEST FOR PAYMENT PROCEDURES

A. Grantee shall request payment by submitting the form attached hereto as **Exhibit B**
B. Payment requests are subject to the following procedures:

a. Each Request for Payment must be in accordance with the Project Budget and contain proof of payment by the Grantee or liabilities incurred by the Grantee.
    i. Proof of payment must demonstrate the validity of an expenditure or liabilities incurred by Grantee.

ii. However, Grantee may be reimbursed for unpaid liabilities only if the Department, in its sole and absolute discretion, agrees to do so

and in accordance with any special conditions imposed by the Department.

b. Obligated but unpaid invoices received by Grantee from third-party contractors or vendors may be reimbursed if the invoices comply with the provisions of this Agreement.

i. The Grantee shall make payment to those contractors or vendors within five (5) business days from the date of receiving reimbursement from the Department or in a shorter period than the Department may prescribe in writing.

ii. The Department reserves the right to make such payments directly to the contractors or vendors as a special condition under this Agreement.

iii. The Grantee is required to certify to the Department proof of payment to the third-party contractor or vendor within five (5) business days from the date the Department reimburses the Grantee.

B. Until the Project is fully planned, designed, and all necessary procurements identified in the Project Budget are completed, Grantee's reimbursements will be limited to the planning, design, and procurement costs outlined in the Project Budget. Once the planning, designing, and procuring stages are complete, the Grantee must obligate at least ten percent (10%) of the Adjusted Appropriation Amount within one (1) year and must have utilized at least eighty-five percent (85%) of the Adjusted Appropriation Amount six (6) months before the reversion date.

C. Deadlines. Grantee shall submit requests for Payments to the Department on the earlier of:

a. Immediately as Grantee receives them, but at a maximum of thirty (30) days from when Grantee incurred the expenditure or liability; or

b. Twenty (20) days from the date of Early Termination or Reversion Date for expenditures or liabilities incurred before the Early Termination date or Reversion Date.

D. Grantee's failure to abide by the requirements set forth in Article II and Article IX herein may result in the denial of its Request for Payment. Department reserves the right to reject a payment request for the Project unless and until it is satisfied that the expenditures or liabilities are for permissible purposes within the meaning of the Project Description, identified within the Project Budget, and that the Grantee is otherwise in compliance with this Agreement.

a. Department's authority to reject any Request for Payment is in addition to, and not in lieu of, any other legal or equitable remedy available to the Department under this Agreement, at law, or in equity.

X. PROJECT CONDITIONS AND RESTRICTIONS

A. The following general conditions and restrictions shall apply to the Project:

a. The Project's funds must be spent in accordance with all applicable state laws, regulations, policies, and guidelines, including, but not limited to, the State Procurement Code.
b. The Project's expenditures and liabilities must be accounted for in accordance with the State's Model Accounting Practices, as amended from time to time.
c. The Project must be implemented in accordance with the New Mexico Public Works Minimum Wage Act, Section 13-4-10 through 13-4-17 NMSA 1978, as applicable.
d. The Project must provide a public benefit above and beyond any incidental benefit to private entities in accordance with applicable law, including, but not limited to, Article IX, Section 14 of the Constitution of the State of New Mexico.
e. Without prior written approval from the Department and State Board of Finance, for the useful life of any asset purchased under this Agreement, Grantee shall not convert any property acquired, built, renovated, repaired, designed, or developed with Project funds to uses other than those specified in the Project Description.
    i. In addition to other remedies available at law or in equity, any disposal or conversion of property acquired, built, renovated, repaired, designed, or developed with Project funds without the Department's and the Board of Finance's express written approval will trigger the Département's right to reimbursement from Grantee of the Appropriated Amount, transfer proceeds from any disposition of property to the State, or otherwise provide consideration to the State for the Appropriated Amounts.
f. Grantee shall comply with all applicable federal and state laws, rules, and regulations pertaining to civil rights and equal employment opportunity.
    i. In accordance with all such laws, rules, and regulations, the Grantee agrees to assure that no person shall, on the grounds of race, color, national origin, sex, sexual preference, age, or handicap, be excluded from participation in the Project, use of the Project, employment with Grantee, or otherwise be denied benefits/subject to discrimination for any activity performed under this Agreement.
g. Where the Department, in its sole and absolute discretion, determines Grantee has failed to comply with the above conditions and restriction, Grantee agrees to take appropriate steps to correct any deficiencies immediately. The Grantee's failure to implement such appropriate steps within a reasonable time, but no longer than thirty (30) days after notice from the Department, constitutes a breach of this Agreement and grounds for Early Termination.

XI. REPRESENTATIONS AND WARRANTIES

A. Reliance by Department.

a. Grantee expressly acknowledges that the Department relies on the representations and warranties made by Grantee in this Agreement. Grantee acknowledges that such representations and warranties are a material inducement for the Department to enter into this Agreement and provide the Appropriated Amount.
b. Grantee shall ensure all representations and warranties provided herein are true, accurate, and complete as of the date of the Effective Date and shall remain so throughout the Term of this Agreement. Grantee is responsible for promptly notifying the Department in writing of any changes or inaccuracies in the representations and warranties contained herein.

B. Grantee hereby represents and warrants the following:

a. Grantee has taken all necessary steps to attain the legal authority to receive and expend the Project's funds.
b. Grantee has duly authorized this Agreement, and the person executing it has authority to do so. Once executed by Grantee, this Agreement shall constitute a binding obligation of Grantee, enforceable according to its terms.
c. Grantee's obligations hereunder do not conflict with any law, ordinance, or resolution applicable to Grantee, Grantee's charter (if applicable), or any judgment or decree to which Grantee is subject.
d. Grantee has independently confirmed that the Project Description, including, but not limited to, the Appropriated Amount and Reversion Date, is consistent with the underlying appropriation in law.
e. Grantee's governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the Grantee to sign and submit Requests for Payment on behalf of Grantee.
f. Grantee will abide by New Mexico laws regarding conflicts of interest, governmental conduct, and whistleblower protection.
    i. Grantee agrees explicitly none of its officers or employees or its designees or agents, no member of the governing body, and no other public official of Grantee who exercises any function or responsibility with respect to this Agreement, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for the Project.
    ii. Further, Grantee will require all of its contractors to incorporate the language set forth in this paragraph prohibiting conflicts of interest in all subcontracts.
g. No funds have been paid or will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of the State, any agency, or body in connection with the awarding of any Third Party Obligation.
    i. Grantee will require certifying language prohibiting lobbying to be included in the award documents for all subawards, including subcontracts, loans,

and cooperative agreements.

C. Consequences of False or Misleading Representations. If any representation or warranty made by Grantee is found to be false or misleading, the Department shall have the right to exercise any or all of the following remedies:

a. **Termination of Agreement:** Department may terminate this Agreement immediately upon written notice to the Grantee.
b. **Repayment of Grant Funds:** Grantee shall repay all Appropriated Amounts disbursed under this Agreement, upon demand by the Department.
c. **Other Remedies:** Department may pursue any other remedies available at law or in equity.

D. Survival of Representations and Warranties. The representations and warranties made by the Grantee shall survive the Early Termination or expiration of this Agreement.

XII. PROJECT RECORDS

A. Grantee shall be strictly accountable for receipts and disbursements relating to the Project's funds. The Grantee shall follow generally accepted accounting principles and the State's Model Accounting Practices and, if feasible, maintain a separate bank account or fund with a separate organizational code to ensure separate budgeting and accounting of the funds.

B. For six (6) years following the Project's completion ("**Record Retention Period**"), Grantee shall maintain all Project-related records, including, but not limited to, all financial records, requests for proposals, invitations to bid, selection and award criteria, contracts and subcontracts, advertisements, minutes of pertinent meetings, as well as records sufficient to fully account for the amount and disposition of the Appropriated Amount from all sources budgeted for the Project, the purpose for which such funds were used, and such other records as the Department may prescribe.

C. Grantee shall make all Project records available to the Department, the Department's Independent Public Accountant, and the New Mexico State Auditor upon request. With respect to the funds that are the subject of this Agreement, if the State Auditor or the Department finds any funds were improperly expended, Grantee shall be required to reimburse the State all amounts found to be improperly expended.

XIII. ARTICLE XII. IMPROPERLY REIMBURSED FUNDS

If the Department determines part or all of the Appropriation Amount was improperly reimbursed to Grantee, including but not limited to funds reimbursed to Grantee based upon fraud, mismanagement, misrepresentation, misuse, violation of law by the Grantee, after ten (10) days' notice to Grantee and the opportunity to return such funds to the Department, the

Department may offset any funds due to Grantee from the State, until the Appropriation Amount is fully repaid.

XIV. ARTICLE XIII. 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 in connection with this Agreement is subject to immunities and limitations of the New Mexico Tort Claims Act.

XV. ARTICLE XIV. SCOPE OF AGREEMENT

This Agreement constitutes the entire and exclusive agreement between the Parties concerning the subject matter hereof. The Agreement supersedes all prior or contemporaneous agreements, understandings, discussions, communications, and representations, written or verbal.

XVI. REQUIRED NON-APPROPRIATIONS CLAUSE

A. Grantee acknowledges and agrees to include a "non-appropriations" clause in all contracts between it and other parties that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into after the effective date of this Agreement that states:

   a. "The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of the State of New Mexico ("**Legislature**") for the performance of this Agreement.
   b. If the Legislature does not make sufficient appropriations and authorization, City of Santa Fe may immediately terminate this Agreement by giving Contractor written notice of such termination.
   c. City of Santa Fe's decision as to whether sufficient appropriations are available shall be final and accepted by the Contractor. Contractor hereby waives any rights to assert an impairment of contract claim against the City of Santa Fe or the State of New Mexico in the event of immediate or Early Termination of this Agreement by the City of Santa Fe or the State Department of Finance and Administration."

XVII. REQUIRED TERMINATION CLAUSE

A. Grantee acknowledges and agrees to include the following termination clause in all contracts that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into after the effective date of this Agreement:

   a. "This contract is funded in whole or in part by funds made available by the State of New Mexico ("**State**"). Should the State terminate its Agreement with City of

Santa Fe, City of Santa Fe may terminate this contract immediately by providing Contractor written notice of such termination.

b. In the event of termination pursuant to this paragraph, City of Santa Fe only liability to Contractor shall be for goods and services delivered and accepted prior to the termination date."

XVIII. COMPLIANCE WITH UNIFORM FUNDING CRITERIA

A. Throughout the term of this Agreement, Grantee shall:

a. Submit all reports of annual audits and agreed-upon procedures required by § 12-6-3(A)-(B), NMSA 1978 by the due dates established in § 2.2.2 NMAC, reports of which must be a public record pursuant to § 12-6-5(A), NMSA 1978 within forty-five (45) days of delivery to the State Auditor;

b. Have a duly adopted budget for the current fiscal year approved by its budgetary oversight agency (if any);

c. Timely submit all required financial reports to its budgetary oversight agency (if any); and

d. Use accounting methods and procedures consistent with Generally Accepted Accounting Principles and the State's Model Accounting Principals to expend the Appropriated Amount in accordance with applicable law and account for and safeguard Project funds and assets acquired with Project funds.

B. In the event Grantee fails to comply with the requirements of subparagraph A of this Article XVIII, Department may take one or more of the following actions:

a. Suspend new or further obligations pursuant to Article VI(A) of this Agreement;

b. Require the Grantee to develop and implement a written corrective action plan pursuant to Article VI(D) of this Agreement to remedy the non-compliance;

c. Impose special conditions to address the non-compliance by giving Grantee notice of such special conditions in accordance with Article III of this Agreement;

i. The Parties agree that any special conditions imposed to address non-compliance shall be incorporated into this Agreement, through **Exhibit D**, upon notice to Grantee, without need for formal amendment of this Agreement;

ii. Special conditions shall be binding and effective on the date that notice is deemed to have been given pursuant to Article III or

d. Terminate this Agreement pursuant to Article V(A) of this Agreement.

XIX. SEVERANCE TAX AND GENERAL OBLIGATION BONDS

A. Grantee acknowledges and agrees that the underlying appropriation for the Project may originate from the issuance of tax-exempt severance tax bonds or general obligation bonds by the State. Proceeds from such bonds are administered by the New Mexico State Board of Finance ("**SBOF**"), an entity separate and distinct from the Department.

a. Grantee acknowledges and agrees:

i. It is Grantee's responsibility to determine through SBOF what (if any) conditions are currently imposed on the Project;

ii. Department's failure to inform Grantee of an SBOF-imposed condition does not affect the validity or enforceability of the condition;

iii. The SBOF may in the future impose further or different conditions upon the Project;

iv. All SBOF conditions are attached to the Project and Appropriation Amount without the need for formal amendment of this Agreement;

v. All applicable SBOF conditions must be satisfied before the SBOF will release to the Department funds subject to the condition(s) and

vi. The Department's obligation to reimburse Grantee from the Project is expressly contingent upon the satisfaction of the then-current SBOF conditions.

B. Grantee acknowledges and agrees SBOF may, at its sole and absolute discretion, require reimbursement or remove eligibility for bond proceeds for the Project if the Project doesn't proceed sufficiently.

a. Grantee must comply with the requirement to encumber five percent (5%) of Project funds within six months of bond issuance as certified by Grantee in the Bond Questionnaire and Certification documents submitted to the SBOF.

b. Failure to comply may result in the reassignment of the bond proceeds. Upon reassignment of bond proceeds, this Agreement will be suspended until the entity has demonstrated readiness as determined by the SBOF and the Department.

C. Grantee acknowledges and agrees that this Agreement is subject to the SBOF's Bond Project Disbursements rule, § 2.61.6, NMAC, as may be amended from time to time or re-codified.

XX. GENERAL PROVISIONS

A. Assignment: Grantee's rights and obligations under this Agreement are personal and may not be transferred or assigned without the prior written consent of the State. Any attempt at assignment or transfer without such consent shall be void. Any assignment or transfer of Grantee's rights and obligations approved by the State shall be subject to the provisions of this Agreement.

B. Subcontractors: Grantee shall not enter any subgrant or subcontract in connection with its obligations under this Agreement without the prior written approval of the State. Upon request, Grantee shall submit to the Department a copy of each such subgrant or subcontract.

C. Binding Effect: Except as otherwise provided, all provisions of this Agreement, including the benefits and burdens, shall extend to and be binding upon the Parties' respective successors and assigns.

D. Authority: Each Party represents and warrants to the other that the execution and delivery of this Agreement and the performance of such Party's obligations have been duly authorized.

E. Captions and References: The captions and headings in this Agreement are for the convenience of reference only and shall not be used to interpret, define, or limit its provisions. All references in this Agreement to sections (whether spelled out or using the § symbol), subsections, exhibits, or other attachments are references to sections, subsections, exhibits, or other attachments contained herein or incorporated as a part hereof, unless otherwise noted.

F. Counterparts: This Agreement may be executed in multiple, identical, original counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute the same agreement.

G. Digital Signatures: If any signatory signs this agreement using a digital signature in accordance with the State Policies regarding the use of digital signatures, then any agreement or consent to use digital signatures within the electronic system through which that signatory signed shall be incorporated into this Agreement by reference.

H. Modification: Except as otherwise provided in this Agreement, any modification to this Agreement shall only be effective if agreed to in a formal amendment, properly executed and approved in accordance with applicable New Mexico law and State fiscal policies and rules. Modifications permitted under this Agreement, other than Agreement amendments, shall conform to the policies issued by the State.

I. Statutes, Regulations, Fiscal Rules, and Other Authority: Any reference in this Agreement to a statute, regulation, policy, or other authority shall be interpreted to refer to such authority then current, as may have been changed or amended after the Effective Date of this Agreement.

J. External Terms and Conditions: Notwithstanding anything to the contrary herein, the State shall not be subject to any provision included in any terms, conditions, or agreements appearing on Grantee's or a subcontractor's website or any provision incorporated into any click-through or online agreements related to the Work unless that provision is specifically referenced in this Agreement.

K. Severability: The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect, provided that the Parties can continue to perform their obligations under this Agreement in accordance with its intent.

L. Survival of Certain Agreement Terms: Any provision of this Agreement that imposes an obligation on a Party after the termination or expiration of this Agreement shall survive the termination or expiration of this Agreement and shall be enforceable by the other Party.

M. Third Party Beneficiaries: Except for the Parties' respective successors and assigns described in this Agreement, it does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Agreement and all rights and obligations hereunder are reserved solely to

the Parties. Any services or benefits that third parties receive as a result of this Agreement are incidental to this Agreement and do not create any rights for such third parties.

N. Waiver: A Party's failure or delay in exercising any right, power, or privilege under this Agreement, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

O. Standard and Manner of Performance: Grantee shall perform its obligations under this Agreement in accordance with the highest standards of care, skill, and diligence in Grantee's industry, trade, or profession.

P. Licenses, Permits, and Other Authorizations: Grantee shall secure, prior to the Effective Date, and maintain at all times during the term of this Agreement, at its sole expense, all licenses, certifications, permits, and other authorizations required to perform its obligations under this Agreement and shall ensure that all employees, agents, and subcontractors secure and maintain at all times during the term of their employment, agency or subcontractor, all license, certifications, permits and other authorizations required to perform their obligations in relation to this Agreement.

Q. Publicity: Any Publicity regarding the subject matter of this Agreement may not be released without prior written approval from the Department. For purposes of this agreement, "**Publicity**" means notices, informational pamphlets, press releases, email responses, research, reports, signs, and similar public notices prepared by or for the Grantee or jointly with others.

a. Grantee shall obtain written approval prior to issuing any press release or making any public announcement regarding this agreement. Grantee agrees to obtain approval of the Department in advance with respect to all Public Relations, all communications with media, or all communications with any other member of the public with respect to this agreement, except to acknowledge that an agreement does exist.

b. For purposes of this agreement, "Public Relations" includes community relations and means those activities dedicated to maintaining the Department's image or maintaining or promoting understanding and favorable relations with the community or public at large or any segment of the public.

c. Violations of either Article XX (Q)(a) or (b) shall constitute a material Breach of Agreement.

R. Data Sharing: The State intends to secure and collate specific data generated by Grantee under this Agreement to use in support of the State's organizational, policy-making, and management of public resource functions. State, in accordance with **Exhibit E**, attached hereto and incorporated herein by reference, reserves the right to require Grantee and/or its subcontractors to provide specific data relevant to the above-listed functions. Data provided by Grantee may be

incorporated into existing or future developed State integrated analysis tools or databases, including but not limited to geographic information system (GIS) networks and databases accessible by the public. Dissemination of data collected may include historical data and projections based on such historical data.

a. To the extent any data transferred as part of this Agreement is legally determined to be the property of Subrecipient or its subcontractors, Subrecipient and/or its subcontractors grants State a nonexclusive, fully paid-up right and license to reproduce, use, distribute, do derivative works based on, and archive data transferred as part of this Agreement.

S. Venue and Choice of Law: This Agreement shall be governed by and construed in accordance with the laws of the State of New Mexico, without regard to any conflict of law provisions. Any legal suit, action, or proceeding arising out of or related to this Agreement shall be instituted exclusively in the district courts located in Santa Fe, New Mexico. The Parties hereby irrevocably submit to the exclusive jurisdiction and venue of such courts in any such suit, action, or proceeding. The Parties waive any objection to the laying of the venue of any such suit, action, or proceeding in the district courts of Santa Fe, New Mexico, and irrevocably waive and agree not to plead or claim in any such court that any such suit, action, or proceeding brought in any such court has been brought in an inconvenient forum.

[SIGNATURE PAGE AND EXHIBITS FOLLOW]
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IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the Department's date of execution.

APPROVED BY DEPARTMENT:

Cabinet Secretary, Wayne Propst:

_____ _____

Signature Date

Chief Financial Officer, Mackie Romero:

_____ _____

Signature Date

Local Government Division Director, Cecilia Mavrommatis:

_____ _____

Signature Date

AS TO LEGAL FORM AND SUFFICIENCY

General Counsel's Office:

_____

Signature

_____ _____

(Print Name) (Title)

APPROVED BY GRANTEE:

Entity Name

Official with Authority to Bind Grantee:

Signature

(Print Name) (Title)

Date

Fiscal Officer or Chief Financial Officer:

Signature

(Print Name) (Title)

Date

As To Legal Form And Sufficiency

Kevin L. Nault
Kevin L. Nault (Jan 16, 2026 08:45:03 MST)

Signature

Kevin L. Nault — Assistant City Attorney

(Print Name) (Title)

Jan 16, 2026

Date

EXHIBIT A

Request for Payment Form and Certification

STATE OF NEW MEXICO
GRANT APPROPRIATION
Request for Payment Form
Exhibit A

I. Grantee Information (Must match your DFA Substitute W-9 Form)

A. Grantee: _____

B. Address: _____
(Complete Mailing, including Suite, if applicable)

_____
City, State, Zip

C. Contact Name/Phone #: _____

D. Grant No: _____

E. Project Title: _____

F. Grant Expiration Date: _____

II. Payment Computation

A.	Payment Request No.	
B.	Grant Amount:	$ 0.00
C.	AIPP Amount *(If Applicable)*:	$ 0.00
D.	Funds Requested to Date:	$ 0.00
E.	Amount Requested this Payment:	
F.	Reversion Amount *(if applicable)*:	$ 0.00
G.	Grant Balance:	$ 0.00

H. ☐ Final Request for Payment *(if applicable)*

III. Fiscal Year : 2026 (July 1, 2025-June 30, 2026)

(The State of NM Fiscal Year is July 1, 20XX through June 30, 20XX of the following year)

IV. Certifications

☐ I hereby certify that all conditions and requirements for Payments outlined in the Agreement have been met, including but not limited to:
a. Submission and approval of a Project Budget as per Article IV, Section A of the Agreement.
b. Compliance with the Project Budget and expenditure of funds in accordance with the State Procurement Code and the State's Model Accounting Practices.
c. Submission of supporting documentation as required by the Agreement.
d. Maintenance of all necessary records and documentation as stipulated in the Agreement.

☐ I attest that the information provided is correct; expenditures are properly documented and valid or actual receipts, and that the activity fully complies with Article IX, Sec. 14 of the New Mexico Constitution, known as the "anti-donation" clause.

☐ I hereby certify that all representations and warranties made in the Agreement remain true, accurate, and complete as of the date of this request, and will continue to be so throughout the term of the Agreement. I acknowledge that these representations and warranties are a material inducement for the Department to approve this pay request.

_____
Grantee Fiscal Officer or **Fiscal Agent** *(if applicable)*

_____
Printed Name

Date: _____

_____
Grantee Representative

_____
Printed Name

Date: _____

(State Agency Use Only)

Vendor Code: _____ Fund No.: _____ PO # _____ Loc No.: _____

I certify that the State Agency financial and vendor file information agree with the above submitted information.

_____
ASD Officer Date

_____
Division Grant Manager Date

Revised 7/2025

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EXHIBIT B

Notice of Department's Obligation Form

NOTICE OF OBLIGATION TO REIMBURSE GRANTEE
EXHIBIT B

Notice of Obligation to Reimburse Grantee # _____

DATE: _____

TO: Department Representative: _____, Grant Manager

FROM: Grantee Entity: _____

Grantee Official Representative: _____

SUBJECT: Notice of Obligation to Reimburse Grantee

Grant Number: _____

Grant Termination Date: _____

As the designated representative of the Department for Grant Agreement number _____ entered into between Grantee and the Department, I certify that the Grantee has submitted to the Department the following third party obligation executed, in writing, by the third party's authorized representative:

Vendor or Contractor: _____

Third Party Obligation Amount: _____

Vendor or Contractor: _____

Third Party Obligation Amount: _____

I certify that the State is issuing this Notice of Obligation to Reimburse Grantee for permissible purposes within the scope of the project description, subject to all the terms and conditions of the above referenced Grant Agreement.

Grant Amount (Minus AIPP if applicable): _____

The Amount of this Notice of Obligation: _____

The Total Amount of all Previously Issued Notices of Obligation: _____

The Total Amount of all Notices of Obligation to Date: $ 0.00

Note: Contract amounts may exceed the total grant amount, but the invoices paid by the grant will not exceed the grant amount.

Department Rep. Approver: _____

Title: Grant Manager

Signature: _____

Date: _____

1 Administrative and/or Indirect Cost – generally, the legislation authorizing the issuance of bonds prohibits the use of its proceeds for indirect expenses (e.g. penalty fees or damages other than pay for work performed, attorney fees, and administrative fees). Such use of bond proceeds shall not be allowed unless specifically authorized by statute.

Revised 7/2025

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OPTIONAL EXHIBIT C
SPECIAL CONDITIONS

The capital outlay oversight requires grantees' accounting methods and procedures, including their internal control framework, to be scrutinized, so as to safeguard State capital outlay appropriations and assets acquired with such appropriations.

This Capital Outlay Special Grant Condition(s) **Exhibit C** is necessary pursuant to § 6-3b-1 et seq., NMSA 1978 (Public Finance Accountability Act) and MAPS Fin 9.2, due to the Grantees' material weaknesses, significant deficiencies, or findings that raised concerns as to the ability to expend grant funds in accordance with applicable law in the organization's FY[20XX] audit. The Special Conditions identified below apply to the authorized agent, [insert the Grantee or Fiscal Agent name].

Procurement - All purchases or contracts the Grantee enters that shall use funding from the Department capital appropriations grant must be approved by the Department prior to the initiation of implementing purchasing documents. The Grantee shall receive such prior approval via official correspondence from the Department, which may be through letter or email. The Grantee shall submit the following to the Department in pursuit of prior approval: purchasing policies and procedures, CFO certification, documentation of management and program approval, policies and procedures governing purchasing and contracting, a copy of the current procurement and contracting policies, and documentation regarding informing staff responsible for purchasing and contracting on such policies and procedures.

Budget - Provide documentation of approval of your current budget from DFA Local Government or other authoritative agency. Provide policies and procedures on who is responsible for and how annual budgets (expenditures and revenue) are established, monitored and adjusted. Provide a corrective action plan on how budget issues identified in your audit will be/have been addressed. Also include documentation on how staff responsible for budgeting is informed on budget policies and procedures.

Capital Assets - Provide a complete list of inventory including inventory control numbers and current location. Provide policies and procedures on capital assets and inventory and specify how the proposed purchased items will be included, tagged, and tracked in capital asset inventory. Also include documentation on how staff responsible for capital assets is informed on capital asset policies and procedures.

Travel and Per Diem - Provide policies and procedures on travel and per diem. Also include how staff who travel and those responsible for travel reimbursement are informed on travel and per diem policies and procedures.

Timely Audits – Provide policies and procedures on annual audits. Provide documentation on how and who is responsible for insuring that annual audits are completed timely. Also include documentation on how staff responsible for the annual audit is informed on audit policies and procedures.

Cash Management – policies and procedures on cash management of federal funds. Provide procedures used to draw and disburse federal funds. Provide procedures to reconcile draw amounts, deposits and disbursements; and to prepare federal cash reporting documents to ensure compliance with federal regulations.

The <Grantee> was required to, and has provided sufficient documentation regarding [insert specific names of the Special Condition(s)], as referenced in the <Grantee>'s [20XX] Audit file. Therefore, the criteria to enter into this agreement have been met.

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EXHIBIT D

Project Budget Worksheet *
*(Provided separately when grant agreement issued to Grantee)

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Exhibit E

Data Sharing Provisions for New Mexico Capital Outlay Agreements

I. Introduction:

This Data Sharing Provisions Exhibit ("Exhibit") is incorporated into the New Mexico Capital Outlay Agreements ("Agreements") between the State of New Mexico ("State") and [Insert Partner Name] ("Partner"). This Exhibit outlines the terms and conditions under which data will be shared between the Parties to ensure compliance with New Mexico state laws and regulations, focusing on data privacy, security, and compliance.

II. Definitions:

a. Authorized User: An employee, agent, assign, representative, independent contractor, or other person or entity authorized by Partner or State to access, use, or disclose information through this exhibit.

b. Confidential Information: All data or information shared in confidence, with the expectation that it will not be disclosed in an identifiable form. This includes data that is exempt from public disclosure under the New Mexico Inspection of Public Records Act (§ 14-2-1 et seq. NMSA 1978) or other relevant laws.

c. Data Storage: Electronic media that hold recorded information.

d. Data Transmission: The process of moving information over a network from its source to one or more destinations.

e. Direct Identifier: Records or data containing personal identifiers such as names, addresses, and social security numbers.

f. Disclosure: Permission to access, release, transfer, or otherwise communicate confidential information by any means to any third party, except as authorized by the Party that controls the record.

g. Encryption involves using algorithms to encode data, rendering it unreadable without a specific key. It may be necessary during data transmission and/or storage.

h. Information: Any data, figures, statistics, or other facts provided or learned about someone or something, including Confidential Information, that may be legally transmitted under this Exhibit.

i. Limited Dataset: A data file that omits Direct Identifiers.

j. Protected Personally Identifiable Information: Sensitive personal details such as social security numbers and financial account numbers, with specific exclusions as outlined in the Agreements.

III. Purpose:

The purpose of this exhibit is to promote transparency, facilitate information sharing between the parties, support better policy and decision-making, and enhance public services through collaborative

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data analysis from various sources.

IV. Use of Information:

a. Use of Information obtained or created under this exhibit shall be strictly limited to the purposes stated herein and in the agreements. The parties agree not to sell Information to third parties or use it for commercial, solicitation, or political purposes.

b. Each Party shall serve as the custodian of the Information and comply with all conditions for its use, including security measures to prevent unauthorized access.

c. The Parties shall follow all relevant federal and state laws and regulations governing the use of such Information.

V. Safeguarding Information:

a. Confidentiality: Access to Confidential Information shall be limited to the minimum necessary to accomplish the purposes of this Exhibit. Authorized Users must adhere to the confidentiality requirements.

b. Security: Security practices shall comply with the requirements of the New Mexico Department of Information Technology Act and related regulations. The Parties agree to notify each other within three business days of any suspected or actual security breach.

c. Information Storage and Transmission: Data Storage and Transmission shall take place on an encrypted server with appropriate security controls.

VI. Re-Disclosure of Information:

The Parties agree not to disclose Information except as required by law or with prior written approval of the other Party. If there is a public records request, the Party receiving it shall notify the other Party within three business days.

VII. Ownership of Information:

Legal title to Information shall remain with the provider. The Partner grants the State a royalty-free, non-exclusive, non-transferable license to use the Information in furtherance of the purposes outlined in this Exhibit.

City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form

Date of Request: 12/16/2025

Project Title: Shelby Street Pedestrian Bridge

Project Type: ☑ CIP ☑ Grant ☐ Internal Tracking

Project ID: PWD2535518

Grant ID: S2642

Approved By: ERIKA LUJAN (Dec 30, 2025 14:16:18 MST)

CT (Finance Use Only)

Department: Public Works - Parks Project Manager: Scott Overlie Ext: 231-6194

Project Date Range: 12/16/2025 to 04/11/2027 ☐ Create Fixed Asset

---

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

Funding Source: NMDFA 25-J5984 % of Funding: _____

MUNIS ORG: 3559980 MUNIS OBJ: 490210 Awarded Amount: $260,000

Funding Source: – % of Funding: _____

MUNIS ORG: _____ MUNIS OBJ: _____ Awarded Amount: _____

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: WIP Construction MUNIS ORG: 3559980 MUNIS OBJ: 572970

Grants Only (list all grants if applicable):

Grantor Name: NM DFA 25-J5984 Awarded Amount: $260,000

AR Charge Code: 3559980.490210 ☐ Grant funds multiple projects (Complete a form for each project)

Grantor Id: 700007 Federal CFDA (if applicable): _____

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

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

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

DEPARTMENT / DIVISION NAME	DATE
Public Works / Parks	12/17/2025

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
WIP Construction	3559980	572970	PWD2535518	260,000	
REVENUES				*{enter as negative #}*	*{enter as positive #}*
NMDFA 25-J5984 - Shelby Street Pedestrian Bridge	3559980	490210	PWD2535518	(260,000)	
				$ -	$ -

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

DFA grant award (25-J5984) for Shelby Street Pedestrian Bridge in the total amount of $260,000. Expires 4/11/2027.

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

Fund(s) Affected	Fund Balance Increase/(Decrease)
TOTAL:	**0**

Carol Swenson — 12/17/2025
Prepared By *{print name}* — Date

Carol Swenson

Business Operations Manager — Date

JOHN BURNETT (Jan 23, 2026 23:18:33 MST)

Department Director Signature — Date

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

CITY COUNCIL APPROVAL

City Council Approval Date

Agenda Item #:

Andy Hopkins
Budget Officer — Date

Finance Director *{≤ $5,000}* — Date

City Manager *{≤ $60,000}* — Date

CITY OF SANTA FE

The Purchasing Memo

Date: **January 6, 2026**

To: **Governing Body**
Finance Committee
Public Utilities/ Public Works

From: **Martin Valdez, ESD Fleet Manager** MJV

Via: **Jesse Roach, Interim Public Utilities Director**
Debora Trujillo, Environmental Services Division Director

Subject: **Purchase of Two (2) Roll-Off Collection Vehicles**

Vendor Name: Rush Truck Centers of New Mexico, Inc.

Munis Vendor Number: 2011

ITEM AND ISSUE:

The Public Utilities Department (Environmental Services Division) requests review and approval for the purchase of **Two (2) Roll-Off Collections Vehicles** from **Rush Truck Centers of New Mexico, Inc.** The total purchase amount is **$548,338.00**. The procurement will be made through the National Purchasing Cooperative (BuyBoard Contract #723-23) which expires November 30, 2026, to ensure competitive pricing and compliance with cooperative purchasing requirements.

BACKGROUND AND SUMMARY:

The Environmental Services División utilizes roll-off collection vehicles for the transport and disposal of large waste containers from commercial and municipal customers. Two (2) of our existing units in the fleet have reached the end of their useful service life and are considered non-viable due to age, high maintenance costs, and frequent mechanical failures.

Replacing these aged vehicles with new roll-off collection units will improve operational reliability, reduce maintenance expenses, and support the department's ability to maintain efficient and uninterrupted solid waste collection services.

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:

Fund Name/Number: ESD Enterprise Fund / Fund 510

Munis Org Name/Number: ESD Commercial Collections / 5100332

Munis Object Name/Number: Vehicles > 1.5 / 571000

Budget Officer / Designee: Andy Hopkins **Date:** 01/08/2026

Budget Officer Comment/Exceptions: _____

PROCUREMENT METHOD:

The procurement method used was:

National Purchasing Cooperative Contract #723-23, Exp November 30, 2026

Chief Procurement Officer (CPO) / Designee: _____ **Date:** 01/09/2026

CPO Comment/Exceptions: 13-1-135 - BuyBoard Coop - Please send this to Assests so Rebecca can track

ASSOCIATED APPROVALS:

IT Components included? ☐ **Yes** | ☒ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Vehicles included? ☒ **Yes** | ☐ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: approved via email as shown below!

Construction to City Facilities, Furniture, and/or Fixtures included? ☐ **Yes** | ☒ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this an externally funded purchase? ☐ **Yes** | ☒ **No**

If yes, what is the issuing agency: _____

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this a Capital Asset or Project? ☐ **Yes** | ☒ **No**

Project Ledger Number: _____

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

ATTACHMENTS:
Vendor's Quote
Vendor's Contract Info Summary
National Purchasing Cooperative Contract Award Letter
Contract #723-23 Pricing
Fleet Maintenance Manager's Recusal Memo

Rush Truck Centers of New Mexico, Inc.
6521 Hanover Road NW
Albuquerque, NM 87121
505-875-3410

Customer Proposal Letter

City of Santa Fe Solid Waste
2651 SIRINGO ROAD
SANTA FE, NM 87505

BuyBoard Contract # 723-23

Thank you for trusting us with your business. Please review the proposal below, and if you approve, sign and return to us at your convenience. We look forward to working with you and will continue to do our best to earn your trust now and in the future.

VEHICLE INFORMATION

Year 2026 Make Peterbilt Model 567 Stock # TBD Serial # TBD

Quantity	2	Total
Truck Price per Unit	$ 273,819.00	$ 547,638.00
F.E.T. (Factory & Dealer Paid)	$ 0.00	
Net Sales Price	$ 273,819.00	$ 547,638.00
Optional Extended Warranty(ies)		
State Sales Tax		
Documentary Fee	$ 350.00	$ 700.00
Total Sales Price	$ 274,169.00	$ 548,338.00
Trade Allowance (see DISCLAIMER Below)		
Deposit / Down Payment		
Unpaid Balance Due on Delivery	$ 274,169.00	$ 548,338.00

Sales Representative _____ Signature Carlos Arreola Printed Name _____ Date

Purchaser _____ Signature _____ Printed Name / Title _____ Date

Accepted by Sales Manager or General Manager _____ Signature _____ Printed Name _____ Date

Quote good until 2/6/2026

Note: The above Customer Proposal is a quotation only. Sale terms subject to approval of Sales Manager of Dealer.

DISCLAIMER: Any order based on this Proposal is subject to Customer executing Dealer's standard form Retail Sales Order and other required documents incorporating the above terms. Any documentary fees, FET, state tax, title, registration and license fees subject to adjustment and change. This Proposal is based upon Dealer's current and expected inventory, which is subject to change. Dealer is not obligated to retain any specific vehicles in stock, nor maintain any specific inventory levels. Dealer shall not be obligated to fulfill Proposal in event quoted vehicle(s) is not in stock or available within requested delivery schedule. **Manufacturer has reserved the right to change the price to Dealer of any vehicle not currently in Dealer's stock, without notice to Dealer. If a vehicle identified in this Proposal is not currently in Rush's stock at the time an order is placed by the Customer, Dealer reserves the right to change the vehicle price at any time to reflect any price increases imposed by the Manufacturer.** Dealer shall not be liable for any delay in providing or inability to provide Quoted Vehicle(s). Above listed Trade Value based upon current appraisal of Trade Vehicle(s). Dealer may adjust Trade Value of Trade Vehicle(s) to reflect changes in condition and/or mileage of Trade Vehicle(s) between date of current appraisal and acceptance of the Trade Vehicle by Customer.

(1) Includes subscription period for # of specified months. (2) Customer's use of RushCare Service is governed by the RushCare User Agreement located at https://www.rushtruckcenters.com/rushcare-user-agreement. (3) Customer's use of Telematics Services is governed by separate 3rd party license terms and Rush is not liable for the Telematic Service. (4) Gap Coverage is provided and administered by an independent 3rd party provider under a separate contract directly between Customer and the 3rd party provider.

501 Bernard Ave.
Belen, NM 87002
505-999-8726 or
505-864-1010

Quote

Date	Quote #
1/06/2026	15104307

Name / Address
Rush Truck Center - Peterbilt Attn: Carlos Arreola

Contract / PO#	Valid For:

Item	Description	Qty	U/M	Cost	Total
Custom Fabricat...	SPARTAN ROLL OFF UNIT - MODEL SRO-60TK-OR (Tare Weight 6,800 lbs) • Hoist is 22' in length • Main Frame: 4" x 8" rectangular steel tubing, 1/2"" wall thickness, 34.5" width • Sub Frame: 3" x 2" rectangular steel tubing 3/16" wall thickness • 4 per side, 4"OD x 3.5"L x 1.25" wall thick, 3.5" from top of rails, pins 2.5" OD with zerk fittings, extra pair of rollers • (2) - 6" bore x 4" chrome tube cylinders. 60,000 lb. combined rated lift capacity • Electric ('hot shift') for automatic transmission with P51, 28 - 32 GPM pump • Steel cable 7/8" x 85'(single cylinder) with 1" D Ring • Single cylinder reeving system, 7" bore x 4" x 90" Stroke chrome rod cylinder, center mounted • 40-gallon oil reservoir includes Thru-wall Sump Strainer and 10 Micron return oil filter • Stainless steel quarter fenders, standard • Full fenders, polypropylene composites, includes steel brackets • Air console with 2 ergonomic levers and air switch PTO controls • 18" x 36" heavy duty 10-gauge steel tool box with rear tarp storage & Lockable T handle • Maintenance-free manually collapsable heavy duty vehicle underride protection • Manual combo winches with safety yellow straps for container securement, both sides • 7" Diameter Quick Change Rear Roller • 2 adjustable stops for rail frames, stops holder brackets • Modern LED lighting conforms to safety standards	1		56,500.00	56,500.00
			Total		**56,500.00**

AC DISPOSAL SERVICES, INC.
501 Bernard Ave.
Belen, NM 87002
505-999-8726 or
505-864-1010

Quote

Date	Quote #
1/06/2026	15104307

Name / Address
Rush Truck Center - Peterbilt Attn: Carlos Arreola

Contract / PO#	Valid For:

Item	Description	Qty	U/M	Cost	Total
	• Automatic rack and pinion tarping system, includes control valves and levers on driver side • Labor & Installation				
			Total		**56,500.00**

www.spartantruck.com

SPARTAN
TRUCK COMPANY, INC.



SRO 60

STANDARD SPARTAN FEATURES

- 60,000 LB CAPACITY
- HIGH SPEED SINGLE CYLINDER REEVING SYSTEM
- MODULAR DESIGN & STANDARDIZED PARTS
- LIGHTWEIGHT DESIGN
- HIGH STRENGTH DURABLE COMPONENTS
- EASIER TO SERVICE BY DESIGN
- QUICK LEADTIMES

(818) 899-1111
(818) 897-4366
info@spartantruck.com
Spartan Truck Company | 12266 Branford Street |
Sun Valley, CA 91352

www.spartantruck.com

SPARTAN TRUCK COMPANY, INC.

For over 40 years, Spartan Truck Company has been the market leader in manufacturing waste equipment on the west coast. We are proud of our quick lead times, high quality components, & extremely durable Roll-Off systems, trailers and waste bodies.



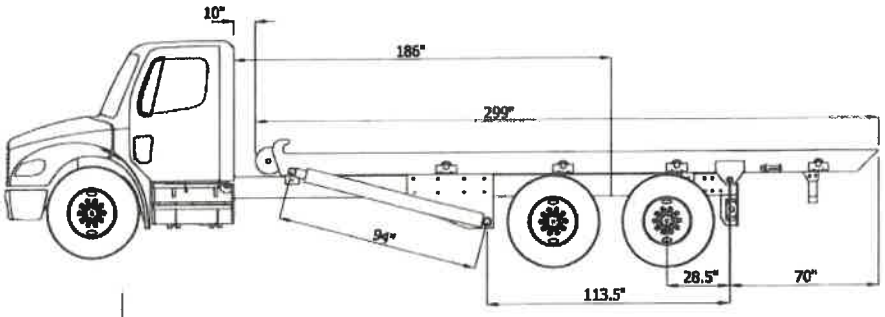




Standard Specifications

Capacity	60,000 lbs
Rail type	Outside, Universal or In/Out
Cable	3/4" x 77'
Cable Strength	66,800 lbs
Hoist Cylinders	6" Bore, 4" Rod x 74" Stroke
Reeving Cylinder	7" Bore, 4" Rod x 90" Stroke
Outside Control Valve	Commercial VA35
Inside Control Valve	Air Operated Dual Levers
Operating Pressure	1800 PSI
Hydraulic Tank	40G with Sight & Temp gauge
Filtration	Suction Strainer & 10 Micron in tank return filter
PTO	Muncie Air Shift or Hot Shift
Pump	Muncie Direct Mount P51
Sheaves	10" with bronze bushings
Container Size	16' – 24'
Dump Angle	44 – 50 Degrees
Body Weight	6,200 lbs Approx
Frame Rails	4" x 10" x 3/8" Rectangular Tubing ASTM A500
Outside Frame	34 ½" or 35 ½"
Outside Rollers	(6) 5" OD x 3 ½" with extractable pins.
ICC Bumper	Fixed or Manually moveable with locking pin
Fenders	Stainless Steel Polished Quarter Fenders
Lighting	Full LED
Electrical	One Piece plug and play harness
Tool Box	Steel Lockable 36" x 18" x 18" with Tarp Basket
Adjustable Stops	(2) Moveable Nose roller stops
Wear Strips	36" Rail mounted wear strips

SRO 60 Technical Specification



Tie Downs	Dual Ratchet Tiedowns with 3" Straps
Safety Props	Quick Release rail mounted props
Back up Alarm	Audible rear mounted alarm
Warning Lights	Cab mounted PTO and raised rail warning light
Lubrication	Zerk fittings on all wear points

Options

Hitch	Pull or Pup Trailer Hitch Package
Full Fenders	Minimizer Full Tandem Polypropylene
Tarping System	Fully Automatic with adjustable Gantry
Bin Locks	Automatic Container Securement Hooks
Ground Roller	7" Diameter Rear frame roller
Pusher Axle	13,200lb Steerable Hendrickson
On Board Scales	Scale Systems for Air Ride or Mechanical Suspensions

Spartan Truck Company | 12266 Branford Street | Sun Valley, CA 91352

(818) 899-1111
(818) 897-4366
info@spartantruck.com

BuyBoard Vendor Contract Information Summary

Vendor	Rush Truck Centers of Texas, L.P.
Contact	Colton Kruse
Phone	(830) 302-5219
Phone Extension	5219
Email	krusec@rushenterprises.com
Vendor Website	www.rushtruckcenters.com
TIN	74-2786264
Address Line 1	555 IH 35 South, Suite 500
Vendor City	New Braunfels
Vendor Zip	78130
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	NET30 see Exhibit A: Paym
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	All States
Contract Name	Medium and Heavy-Duty Trucks, Parts, and Maintenance Repair Services
Contract No.	723-23
Effective	12/01/2023
Expiration	11/30/2026
Accepts RFQs	Yes
Service Fee Note	Vehicle purchase orders are subject to a $400 service fee

3/13/2024 8:22 AM

October 9, 2023

Sent Via Email: krusec@rushenterprises.com

Colton Kruse
Rush Truck Center - Austin (Rush Truck Centers of Texas, L.P.)
555 IH 35 South Ste. 200
New Braunfels, TX 78130

Welcome to BuyBoard!

Re: *Notice of National Purchasing Cooperative Award;* Proposal Invitation No. 723-23, Medium and Heavy Duty Trucks, Parts, and Maintenance Repair Service

Congratulations, The National Purchasing Cooperative (National Cooperative) has awarded your company a BuyBoard® contract based on the above-referenced Proposal Invitation. The contract is effective for an initial one-year term of December 1, 2023, through November 30, 2024, and may be subject to two possible one-year renewals. Please refer to the Proposal Invitation for the contract documents, including the National Purchasing Cooperative Vendor Award Agreement and General Terms and Conditions of the Contract.

To review the items your company has been awarded, please review Proposal Tabulation No. 723-23 at www.buyboard.com/vendor. Only items marked as awarded to your company are included in this contract award, and only those awarded items may be sold through the BuyBoard contract. All sales must comply with the contract terms and must be at or below the awarded pricing as set forth in the General Terms and Conditions.

The contract will be posted on the BuyBoard website as an online electronic catalog(s). **You are reminded that, in accordance with the General Terms and Conditions, all purchase orders from National Cooperative members must be processed through the BuyBoard.** Except as expressly authorized in writing by the Cooperative's administrator, you are not authorized to process a purchase order received directly from a National Cooperative member that has not been processed through the BuyBoard or provided to the Cooperative. If you receive a purchase order directly from a National Cooperative member that you have reason to believe has not been received by the National Cooperative or processed through the BuyBoard, you must promptly forward a copy of the purchase order by e-mail to info@buyboard.com

A list of National Cooperative members is available on the buyboard.com website. Once the contract is active, the BuyBoard vendor relations staff will be contacting you to assist with resources available and provide any support you may need as an awarded BuyBoard vendor.

On behalf of the National Cooperative, we are looking forward to your participation in the program. If you have any questions, feel free to contact me at 800-695-2919.

Sincerely,

Ava Benford, Cooperative Procurement Manager
Texas Association of School Boards, Inc.,
Procurement Administrator for the National Purchasing Cooperative

v.02.01.2021

The Local Government Purchasing Cooperative

For the Period 12/1/2023 to 11/30/2024

Final Catalog Award Report for Medium and Heavy-Duty Trucks, Parts, and Maintenance
Repair Service No. 723-23

200. Base Model Price for **Peterbilt Model 589**

Vendor Name	Vendor Brand and Model Number	Bid Price	Award
Rush Truck Centers of Texas, L.P.	Peterbilt 589	$136,418.00	Yes

201. Base Model Price for **Peterbilt Model 548**

Vendor Name	Vendor Brand and Model Number	Bid Price	Award
Rush Truck Centers of Texas, L.P.	Peterbilt 548	$84,760.00	Yes

202. Base Model Price for **Peterbilt Model 567**

Vendor Name	Vendor Brand and Model Number	Bid Price	Award
Rush Truck Centers of Texas, L.P.	Peterbilt 567	$123,327.00	Yes

203. Base Model Price for **Peterbilt Model 537**

Vendor Name	Vendor Brand and Model Number	Bid Price	Award
Rush Truck Centers of Texas, L.P.	Peterbilt 537	$74,416.00	Yes

204. Base Model Price for **Peterbilt Model 536**

Vendor Name	Vendor Brand and Model Number	Bid Price	Award
Rush Truck Centers of Texas, L.P.	Peterbilt 536	$74,765.00	Yes

205. Base Model Price for **Peterbilt Model 535**

Vendor Name	Vendor Brand and Model Number	Bid Price	Award
Rush Truck Centers of Texas, L.P.	Peterbilt 535	$73,625.00	Yes

BuyBoard Current Vendors - Texas

Vendor	Address Line 1	City	State	ZIP	Effective	Expiration	Contract
RS Commercial Construction, LLC(E)(I)(T)	17250 Dallas Parkway	Dallas	TX	75248	4/1/2024	3/31/2029	Job Order Contracting (RSMeans) 728-24
RTC Inc(M)(E)(I)(T)	300 E Sunset Rd	El Paso	TX	79922	4/1/2023	3/31/2026	Radio Communications and Video Recording Products and Services 696-23
Rubber Flooring Systems dba RFS Sports(E)(I)(T)	375 COLUMBIA MEMORIAL PKWY	KEMAH	TX	77565	6/1/2024	5/31/2027	Indoor and Outdoor Sports Surfaces, Repair and Renovation and Gym Floor Refinishing 737-24
Rubber Flooring Systems dba RFS Sports(E)(I)(T)	375 COLUMBIA MEMORIAL PKWY	KEMAH	TX	77565	4/1/2025	3/31/2028	Athletic & Physical Education Supplies & Equipment 766-25
Rudy Rodriguez dba 421 Productions (E)(I)(T)	1944 E. Polk St.	Brownsville	TX	78520	12/1/2024	11/30/2027	Stage and Theater Curtains, Lighting, Sound Systems, and Supplies 752-24
Rules of Engagement Tactical, LLC (E)(I)(T)	710 E. Park Blvd, Ste 206	Plano	TX	75074	4/1/2023	3/31/2026	Public Safety and Firehouse Supplies and Equipment 698-23
Rush Truck Centers of Texas LP /dba/ Rush Bus Centers(E)(I)(T)	16345 IH-35 North	Selma	TX	78154	12/1/2023	11/30/2026	School Buses, Options and Parts 722-23
Rush Truck Centers of Texas, L.P.(E)(I)(T)	555 IH 35 South, Suite 500	New Braunfels	TX	78130	12/1/2023	11/30/2026	Medium and Heavy-Duty Trucks, Parts, and Maintenance Repair Services 723-23
Rush Truck Centers of Texas, L.P.(E)(I)(T)	555 IH 35 South, Suite 500	New Braunfels	TX	78130	12/1/2023	11/30/2026	Vehicles, Police Motorcycles, Parts, and Maintenance Repair Services 724-23
Rushing2Winders LLC dba Winders' Sales & Services(M)(E)(I)(T)	2910 S.E. Stallings Dr.	Nacogdoches	TX	75961	10/1/2024	9/30/2027	Custodial Supplies and Equipment 747-24
Ryan Sanders Sports Services, LLC /dba/ RS3 Turf(E)(I)(T)	3400 E. Palm Valley Blvd.	Round Rock	TX	78665	6/1/2024	5/31/2027	Indoor and Outdoor Sports Surfaces, Repair and Renovation and Gym Floor Refinishing 737-24
Rydin Decal(E)(I)(T)	700 Phoenix Lake Avenue	Steamwood	IL	60107	12/1/2023	11/30/2026	Copy-Print and Document Management Services 716-23
S & S HVAC Equipment(M)(E)(I)(T)	18085 West Little York	Katy	TX	77449	12/1/2023	11/30/2026	HVAC Equipment, Supplies, and Installation of HVAC Equipment 720-23
S & S Worldwide Inc(E)(I)(T)	75 MILL ST	Colchester	CT	06415	11/1/2024	10/31/2027	Instructional Materials (Non-Adopted) for PK-12, Special Education, & Career and Technology 748-24
S & S Worldwide Inc(E)(I)(T)	75 MILL ST	Colchester	CT	06415	11/1/2024	10/31/2027	Classroom & Teaching Aids, Supplies, & Equipment 750-24
S & S Worldwide Inc(E)(I)(T)	75 MILL ST	Colchester	CT	06415	4/1/2025	3/31/2028	Athletic & Physical Education Supplies & Equipment 766-25

(M) - MWBE (E) - EDGAR Received (D) - Designated Dealer (I) - No Israel Boycott (T) - No Foreign Terrorist Orgs

From: VALDEZ, MARTIN J.
To: JARAMILLO, DAVID M.
Subject: RE: Fleet Approvals New Vehicle
Date: Thursday, September 18, 2025 10:37:00 AM

Thanks David.

From: JARAMILLO, DAVID M. <dmjaramillo@santafenm.gov>
Sent: Thursday, September 18, 2025 9:55 AM
To: VALDEZ, MARTIN J. <mjvaldez@santafenm.gov>
Subject: Fleet Approvals New Vehicle

T o whom it may concern,

I am writing to express that in the case of **ESD, Fire, Transit, Airport, Complete streets 1 ton and above,** I'm not required to review any of their purchases. This is because I don't over see their fleet or manage those assets.

Please reach out if you have any questions.

David Jaramillo
Fleet section manager
(505)4704682
(505)9552351

Signature: Martin J Valdez

Email: mjvaldez@santafenm.gov

Signature: DEBORA TRUJILLO
DEBORA TRUJILLO (Jan 6, 2026 14:55:43 MST)

Email: dctrujillo@santafenm.gov

Signature:

Email: jdroach@santafenm.gov

GB-550-Rush Truck Centers of New Mexico, Inc.

Final Audit Report 2026-01-09

Created:	2026-01-07
By:	ALYSSA PEREZ (aeperez@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGQR7T7kaMVDtPeTpBrKL2Rvkz2T5_C-J

"GB-550-Rush Truck Centers of New Mexico, Inc." History

Document created by ALYSSA PEREZ (aeperez@santafenm.gov)
2026-01-07 - 5:43:16 PM GMT- IP address: 63.232.20.2

Document emailed to ALYSSA PEREZ (aeperez@santafenm.gov) for filling
2026-01-07 - 5:44:30 PM GMT

Form filled by ALYSSA PEREZ (aeperez@santafenm.gov)
Form filling Date: 2026-01-07 - 5:44:56 PM GMT - Time Source: server- IP address: 63.232.20.2

Document emailed to ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov) for signature
2026-01-07 - 5:44:58 PM GMT

Email sent to financecommitteemeeting@santafenm.gov bounced and could not be delivered
2026-01-07 - 5:45:05 PM GMT

Email sent to governingbody@santafenm.gov bounced and could not be delivered
2026-01-07 - 5:45:15 PM GMT

Email viewed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)
2026-01-08 - 5:20:55 PM GMT- IP address: 104.47.65.254

Document e-signed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)
Signature Date: 2026-01-08 - 5:22:21 PM GMT - Time Source: server- IP address: 63.232.20.2

Document sent to JoAnn Lovato (jdlovato@santafenm.gov) and Travis Dutton-Leyda (tkduttonleyda@santafenm.gov) for signature. One of them to sign
2026-01-08 - 5:22:23 PM GMT

Email sent to governingbody@santafenm.gov bounced and could not be delivered
2026-01-08 - 5:22:35 PM GMT

Email sent to financecommitteemeeting@santafenm.gov bounced and could not be delivered

2026-01-08 - 5:22:40 PM GMT

Email viewed by JoAnn Lovato (jdlovato@santafenm.gov)

2026-01-08 - 5:47:26 PM GMT- IP address: 63.232.20.2

Email viewed by Travis Dutton-Leyda (tkduttonleyda@santafenm.gov)

2026-01-08 - 6:19:25 PM GMT- IP address: 98.97.114.141

Document e-signed by Travis Dutton-Leyda (tkduttonleyda@santafenm.gov)

Signature Date: 2026-01-09 - 11:09:54 PM GMT - Time Source: server- IP address: 63.232.20.2

Agreement completed.

2026-01-09 - 11:09:54 PM GMT

CITY OF SANTA FE

Date: January 16, 2025

To: Governing Body

Via: JOHN BURNETT (Jan 23, 2026 07:10:34 MST)
Sam Burnett, Interim Public Works Department Director
Melissa McDonald, Parks and Open Space Division Director MMc

From: Phillip Lujan, MRC Business Manager PML

ACTION: Request for Approval of a Budget Adjustment Resolution (BAR) to Transfer $1,060,091 from Available Municipal Recreation Complex (MRC) Cash Balance to the Lodgers' Tax Fund to Reconcile Costs Associated with the Startup of the Golf Course Operating Agreement in FY24.

BACKGROUND AND SUMMARY: In FY24, the City initiated a new operating agreement for the Marty Sanchez Golf Course. As is typical for agreements implemented late in a fiscal year, certain startup costs and revenue timing required reconciliation across multiple funding sources.

Following coordination with Budget and Tourism, Parks completed an accounting of expenses associated with the initial implementation period, including Lodgers' Tax participation. During the transition, additional funding was advanced to support startup operations. Upon reconciliation it was determined that a portion of those funds should be returned to Tourism to align expenditures with funding intent.

The MRC Fund maintains sufficient available cash balance to accommodate this transfer without a material impact to ongoing operations or service levels, absent any unforeseen circumstance. This proposed Budget Adjustment Resolution resolves the FY24 reconciliation and closes out the interdepartmental collaborative funding effort associated with the startup phase of the agreement. FY25-related funding alignment has already been successfully implemented.

City of Santa Fe / Troon FY24 Financial Summary				
FY24	Expenses	$ 1,352,000.00	FY24 Totals (REV - EXP)	$ (541,909.43)
	Revenue	$ 810,090.57		
	Transfer In Amount	$ 1,602,000.00	Transfer Out Amount (Difference)	$ 1,060,090.57
Transfer from 5300271.750213 to 213001.650530				

FUNDING SOURCE: Fund Transfer from MRC to Tourism
Fund Name/Number: MUNRECCMP / 530
Munis Org Name/Number: MRC OpsAdm / 5300271
Munis Object Name/Number: OXfrOut213 / 750213
Fund Name/Number: LODTAXFND / 213
Munis Org Name/Number: NonDept LT / 2130001
Munis Object Name/Number: OxfrIn530 / 650530

ATTACHMENTS:
BAR

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

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

DEPARTMENT / DIVISION NAME	DATE
Public Works / Parks and Open Space	1/20/2026

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
Transfer from MRC Cash Balance to Lodger's Tax	5300271	750213		1,060,091	
REVENUES				*{enter as negative #}*	*{enter as positive #}*
Transfer to Lodger's Tax from MRC Cash Balance	2130001	650530		(1,060,091)	
				$ -	$ -

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

Transfer available cash balance from MRC to Lodger's Tax fund to reconcile costs associated with golf course start-up.

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

Fund(s) Affected	Fund Balance Increase/(Decrease)
TOTAL:	**0**

Phillip Lujan	1/20/2026	*{Use this form for Finance Committee/ City Council agenda items ONLY}*		Andy Hopkins	Jan 23, 2026
Prepared By *{print name}*	Date	**CITY COUNCIL APPROVAL**		Budget Officer	Date
Carol Swenson	Jan 22, 2026	*City Council Approval Date*			
Business Operations Manager	Date			Finance Director *{≤ $5,000}*	Date
JOHN BURNETT (Jan 23, 2026 07:10:34 MST)	Jan 23, 2026	*Agenda Item #:*			
Department Director Signature	Date			City Manager *{≤ $60,000}*	Date

CITY OF SANTA FE

Date: January 28, 2026

To: Governing Body

From: Carly Venditti, Metropolitan Redevelopment Agency, Deputy Director

Via: Brian Moya, Interim City Manager
Andrea Phillips, Deputy City Manager

Subject: Midtown Infrastructure Design, Owner's Representative

Vendor Name: WSP USA, Inc.

Vendor Number: 2960

ACTION:
Request for Approval of Amendment No. 2 to Professional Services Contract Item 24-0112 with WSP USA, Inc. for Owner's Representative Project Manager Services to Support Redevelopment at Midtown to Increase the Amount of Compensation by $1,173,861 Including NMGRT for a Total Compensation of $5,083,861 with a Term Ending October 5, 2026. (Carly Venditti, Metropolitan Redevelopment Agency Deputy Director, cavenditti@santafenm.gov)

CONTRACT NUMBER:
The Munis Contract Number is 3204300.

BACKGROUND AND SUMMARY:
Pursuant to Resolution #2022-12, the Midtown Master Plan was adopted by the Governing Body on November 30, 2022 (Resolution #2022-68) followed by the Community Development Plan on January 25, 2023 (Resolution #2023-5). Together, these redevelopment plans outlined the path to an equitable redevelopment, in the heart of Santa Fe for the Santa Fe community. As one of the first steps, the City of Santa Fe created the Metropolitan Redevelopment Agency to collaborate with existing City departments on the redevelopment effort including Public Works and Land Use. The creation of the Metropolitan Redevelopment Commission allows appointed volunteers who are experts in community planning, commercial real estate development, affordable housing, and financial services to represent the citizens of Santa Fe.

The Metropolitan Redevelopment Agency and Commission continue to support ongoing development throughout the Midtown Site since the approval of the Aspect Media Village Development Disposition Agreement (Resolution 2024-12), a direct disposition of property window April to June 2025, resulting in five development proposals and two Exclusive Negotiation Agreements, and a Master Plan amendment approval all through unanimous support. Facilitating the full design of Midtown Infrastructure will enable the continuation of the project and facilitate connection to existing development entities including Aspect Media Village and the Midtown Arts and Design Alliance (MADA).

Infrastructure design began in February 2024, founded on the values of the Midtown Redevelopment Plans to achieve an equitable development, with innovative stormwater infrastructure, and intent to facilitate high levels of mobility for all users. WSP USA, Inc. (WSP) continues to collaborate with the engineering company, Wilson & Company to design infrastructure so it may lay the groundwork for new community-centered development.

WSP has proven its capability in delivering the 60% infrastructure design and, through this proposed contract amendment, will advance the full 100% design for the Midtown Site. The amendment also includes support for high-level negotiations and development agreements, as well as program management services such as progress reporting, workshops, and contractor coordination to assist the city in preparing for infrastructure procurement.

Project funding has been facilitated through a variety of capital outlay funding expenditures MTC245250D-EngSvs Capital Appropriations to support infrastructure (awarded in 2021) and MTC2452504-Design to support Midtown infrastructure design (awarded in 2023). If approved, infrastructure design is expected to be complete by the end of Spring 2026 and launch for procurement in the Summer of 2026. Dependent on funding, WSP will assist in the packaging and promotion of final infrastructure plans for development.

ATTACHMENTS:
Amendment No. 2
Amendment No. 2 Proposal(s)
CES Agreement No. 2023-01-C211-ALL
Certificate of Insurance
Amendment No. 1 Packet (Item No. 24-0311)
Professional Services Contract Packet (Item No. 24-0112)

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:
Fund Name/Number: MIDTOWNPRO/525
Munis Org Name/Number: MTC CapPrj/5250610
Munis Object Name/Number: WIP Design/572960
Project Ledger ID: MTC245250D

Budget Officer/Designee: Andy Hopkins Date: 01/29/2026
Budget Officer Comment/Exceptions: _____

PROCUREMENT METHOD:
The procurement method is the Cooperative Education Services Price Agreement (CES) Contract No. 2023-01-C211-ALL which expires on October 5, 2026.

Chief Procurement Officer (CPO)/Designee: _____ Date: 01/29/2026
CPO Comment/Exceptions: _____

ASSOCIATED APPROVALS:
IT Components included? ☐ Yes | ☒ No
Approval: _____ Title: _____ Date: _____
Comment/Exceptions: _____

Treasury/Point of Sale Components included? ☐ Yes | ☒ No
Approval: _____ Title: _____ Date: _____
Comment/Exceptions: _____

Vehicles included? ☐ Yes | ☒ No
Approval: _____ Title: _____ Date: _____
Comment/Exceptions: _____

Construction to City Facilities, Furniture, and/or Fixtures, included? ☐ Yes | ☒ No
Approval: _____ Title: _____ Date: _____
Comment/Exceptions: _____

Is this an externally funded purchase? ☐ Yes | ☒ No
If yes, what is the issuing agency: _____
Approval: _____ Title: _____ Date: _____
Comment/Exceptions: _____

Capital Asset or Project? ☐ Yes | ☒ No
Project Ledger Number _____
Approval: _____ Title: _____ Date: _____
Comment/Exceptions: _____

Item No.: _____
Munis Contract No.: 3204300
Original Contract Item No.: 24-0112
CES Contract No.: 2023-01-C211-ALL

CITY OF SANTA FE, METROPOLITAN REDEVELOPMENT AGENCY
AMENDMENT No. 02 TO
PROFESSIONAL SERVICES CONTRACT
ITEM No. 24-0112

Midtown Improvements - Design

This AMENDMENT No. 02 (the "Amendment") amends the CITY OF SANTA FE Professional Services CONTRACT, dated February 20, 2024 (the "Contract"), between the City of Santa Fe (the "City") and WSP USA Inc. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Contract, Contractor has agreed to provide the City of Santa Fe with Owner's Representative Services to implement the Infrastructure of the Midtown Master Plan and Community Development Plan.

B. Pursuant to Article 15 of the Contract, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. COMPENSATION

Article 4, paragraph A of the Contract is amended to increase the amount of compensation by a total of $1,173,860.34 (including NMGRT of 8.1875%) so that Article 4, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services satisfactorily performed

based upon milestones, such compensation not to exceed one million, one hundred seventy-three thousand, eight hundred sixty dollars and thirty-four cents ($1,173,860.34) including gross receipt tax of 8.1875%. **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed five million, eighty-three thousand, eight hundred sixty dollars and thirty-four cents ($5,083,860.34). This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Contract shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the City when the services provided under this Contract reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Contract being amended in writing prior to those services in excess of the total compensation amount being provided.**

2. CONTRACT IN FULL FORCE:

Except as specifically provided in this Amendment, the Contract remains and shall remain in full force and effect, in accordance with its terms.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Amendment No. 2 to the Contract as of the dates set forth below.

CITY OF SANTA FE:

_____
MICHAEL GARCIA, MAYOR

DATE:_____

CONTRACTOR:
WSP USA, Inc.

Daniel Sims
Daniel Sims (Jan 21, 2026 13:16:56 MST)
DANIEL SIMS, SENIOR VICE PRESIDENT

DATE: Jan 21, 2026

NMBTIN: _____

ATTEST:

_____
CITY CLERK

CITY ATTORNEY'S OFFICE:

Kevin L. Nault
Kevin L. Nault (Jan 21, 2026 14:06:57 MST)
KEVIN NAULT, ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

BRIAN MOYA
FINANCE DIRECTOR

September 12, 2025

Dear Mark,

WSP USA, Inc. is pleased to submit this proposal to continue supporting the City's strategic initiative to redevelop the Midtown Campus and specifically, Metropolitan Redevelopment Agency's (MRA) and the City Manager's role in this effort. This scope of work is for the continuation of Owner's Representative services and activities through design completion and the contractor bidding phase and covers the period from September 1, 2025 to October 1, 2026. The infrastructure design is critical for project delivery and will require vigorous oversight as the project schedule is condensed. The accelerated project schedule will require real-time decision making for successful project delivery. Engineering reviews only at milestone submittals will not allow enough time for the design team to react quickly enough to maintain the schedule, so we will implement over the shoulder reviews and strategic design sessions with necessary City agencies. Additionally, we will help to support the City with on-going funding, financing and delivery discussions. Since the City has moved in the direction to make available most or all development parcels, engagement with potential developers via the MRA is expected. Our team will continue to support the MRA in the project development process and provide oversight through design ensuring successful project delivery.

Key Milestones in this Work Plan



- Oversight and coordination of the design and strategy process for Midtown infrastructure, parks, open space and trails
- Midtown infrastructure has transitioned to 100% for the entire site, not just Phase 1 Spine Infrastructure, as a result of discussions with the Mayor, City Manager and MRA's marketing strategy
- Support MRA's coordination efforts with Public Works and other City infrastructure agencies
- Prepare an O&M cost summary for the infrastructure based on the 60% and 90% design packages
- Review Draft Geotech Report(s) and Sitewide Survey
- Coordination of design with Subdivision/Platting process and any potential Master Plan Amendments
- Support the City with ongoing coordination with PNM and other key utility providers
- Critical path schedule updates and tracking (design, tenant relocations, demolition, etc.)

- High level DDA support for infrastructure related items (similar to Film Studio DDA) for MADA and other potential ENAs or DDAs during the design period.
- Support the City with on-going funding, financing and delivery discussions

Key Milestones Accomplished in Last Work Plan

- ✓ Program management and coordination with City team on key infrastructure coordination items and strategy (i.e., Beyond 30% infrastructure design, ENN meeting, PNM coordination, GSD discussions)
- ✓ Oversight and coordination of infrastructure design
- ✓ Critical path schedule updates and tracking
- ✓ Support for MADA infrastructure discussions

OWNERS REP BUDGET SUMMARY

Past Work Plan (October 22, 2024 to August 31, 2025)

	PO Replacement Budget	*Invoiced (w/ GRT) as of 8/31/25*	*Remaining Budget (w/ GRT) as of 8/31/25*
PO 22502532 - Project Management	*$195,521*	*$161,360*	*$34,161*
PO 22502529 – Spine Infrastructure	*$199,173*	*$77,742*	*$121,431*

Current unpaid invoices for July and August 2025 total to the following:

Program Management: $20,400.35
Spine Infrastructure: $4,671.23

Highlights of any Staff or Approach Changes

- 100% design of sitewide infrastructure, not just Spine Infrastructure. Our team will have SMEs for bi-weekly over-the-shoulder design reviews to streamline decision making and advise MRA and the City Manager on best approaches. WSP will also provide SMEs for major milestone submittals to ensure we bring the right oversight and coordination to the table

Highlights of Innovations to Reduce Costs and Accelerate Schedule



- Coordinate with City on the ITB boilerplate during the 60% and 90% design process to ensure it is ready when design completes.
- Coordinate with Wilson and City on drafting of Contract Book for ITB process during the 60% and 90% process

- Coordinate with State's GSD Office on entitlements for Alumni Drive ROW, Stormwater Pond, and Tract O ROW design
- Coordinate quarterly discussions with Philip Geuse for Film Studio and Arthouse projects with City's design efforts as required in the DDA
- Continual coordination with Wilson and utilities (PNM, telco/fiber, etc.) to include their needs in design
- Closely document and distribute design decisions to reduce rework and drive project delivery
- At 60% design review
    - Identify VE ideas/solutions to reduce construction schedule and costs
    - Clearly define construction phasing/sequencing based on infrastructure continuity
    - Hold a contractor information session on Midtown and anticipated schedule to get this into their project planning cycle



Proposed Additional Budget for September 1, 2025 to October 1, 2026

	Total with Reimbursable Expenses	Estimated NM GRT	*Total with GRT*
PO 22502532 - Project Management	$561,174.00	$45,946.12	*$607,120.12*
PO 22502529 – Infrastructure Oversight	$523,850.00	$42,890.22	*$566,740.22*
Total	*$1,085,024.00*	*$88,836.34*	*$1,173,860.34*

See WSP Staff, Hours and Budget summary page

PO 22502532 - PROJECT MANAGEMENT BREAKDOWN

	Total with Reimbursable Expenses	Estimated NM GRT	*Total with GRT*
Project Management	$487,167.00	$39,886.80	*$527,053.80*
Critical Path Schedule	$27,112.00	$2,219.80	*$29,331.80*
Document Management	$12,020.00	$984.14	*$13,004.14*
DDA Support	$34,875.00	$2,855.39	*$37,730.39*
Total	*$561,174.00*	*$45,946.12*	*$607,120.12*

See WSP Staff, Hours and Budget summary page

WSP STAFF, HOURS & BUDGET

PROGRAM MANAGEMENT STAFF & HOURS

WSP Staff	Role	Monthly Hours	Total Hours
Aron Kirsch	PM/Executive Leadership	64*	960
Mousa Al-Shanti	Critical Path Schedule	10	110
Juvy Teves	Progress Reports/Accounting	4	240
Tracy Bond	Sharepoint Site Management	4	240
Kate Iverson	DDA Review Support	15	90

Note: * Aron's hours are equivalent to 16 hours / 2 days per week on average

INFRASTRUCTURE DESIGN OVERSIGHT STAFF & HOURS

WSP Staff	Role	Monthly Hours	Total Hours
Danny Sims	PM	30	450
Tate Toledo	DPM	40	440
Mark Montgomery	Electrical Lead	N/A	250
Burke Lokey	Stormwater, Wet Utilities	15	180
Sugam Tandukar	Water / Wastewater Engineer	15	150
Dustin Davidson	Stormwater	N/A	100
Risa Lujan	Lighting / Signing and Striping	N/A	100
Jonathan Wasson	Constructability	20	200
Ernest Archuleta	Constructability	N/A	100
Jacobo Pacheco	Plat/Survey	N/A	60
Julia Smith	Geotech	N/A	60
Christian Zimmer	O&M Analysis	15	90

CONTRACTOR PROCUREMENT PHASE SERVICES

WSP Staff	Role	Monthly Hours	Total Hours
Danny Sims	Contractor Procurement Support	N/A	10
Tate Toledo	Contractor Procurement Support	N/A	30
Burke Lokey	Contractor Procurement Support	N/A	10
Jonathan Wasson	Contractor Procurement Support	N/A	40
Ernest Archuleta	Contractor Procurement Support	N/A	10

PROGRAM MANAGEMENT

- Project Management / Executive Leadership (Aron Kirsch)
  - Provide MRA with support to progress the infrastructure steps and coordination
  - Participate in Internal Stakeholder (City's Midtown Team, Mayor, City Manager and GB briefings) meetings. Assumption is 2 meetings during the the design phase. GB allocation of 4 hours for preparation and 4 hours delivery, if required.
  - Review/Advise on any proposed revisions to the baseline infrastructure plan and schedule
  - Coordinate with WSP Infrastructure PM, scheduler, and monthly progress reports and invoicing.
  - Advise on strategy to position MRA for successful delivery; may include occasional workshops
  - Agenda distribution prior to meetings
  - Coordinate with Wilson on the distribution of meeting notes and action items within three days after meetings
  - Proactively exceed expectations, add value, address issues at lowest level possible and provide recommendations
  - Minimize workload on City staff
  - Coordinate with GSD and other agencies on behalf of the City to drive progress and solutions for the infrastructure design and implementation
  - Coordinate with MRA and Developers, as needed, on proposed development schedules and infrastructure requirements
  - Coordinate with design team on industry outreach events, contractor discussions, and GSI manufacturer discussions, as needed

- Critical Path Schedule (Mousa Al-Shanti)
  - Ongoing updates, as needed
  - Breakout or fine-tuned schedule(s) for design, utilities relocations, demolition, and building stabilization, as needed



- DDA Review Support (Kate Iverson)
  - High-level review to identify missing items/scope that could impact infrastructure delivery. Similar to the Film Studio DDA review. Assumes equivalent of 6 months of support.
  - Review terms for impact to City's infrastructure
  - Meeting(s) with MRA and with internal City team (i.e. Legal, PWD, Land Use), as needed.

- If the support is more than high level and requires regular weekly participation in internal or external meetings and negotiations then we will advise MRA and discuss added fee for these services.

- Funding & Phasing Plan / Financing Support with 3rd Party Partners
  - No specific analysis or team required at this time. If required, will agree on an Add Service at such time.

INFRASTRUCTURE DESIGN MANAGEMENT

- **PM: Daniel Sims**
- DPM: Tate Toledo
- Civil: Tate Toledo, Andrew Sutliff, Daniel Sims
- Wet Utilities: Sugam Tandukar
- Drainage: Burke Lokey, Dustin Davidson
- Constructability: Jonathan Wasson, Ernest Archuleta
- Lighting, Signing & Striping: Risa Lujan
- Plat/Survey: Jacobo Pacheco
- Dry Utilities: Mark Montgomery
- Geotech: Julia Smith
- O&M Analysis: Christian Zimmer

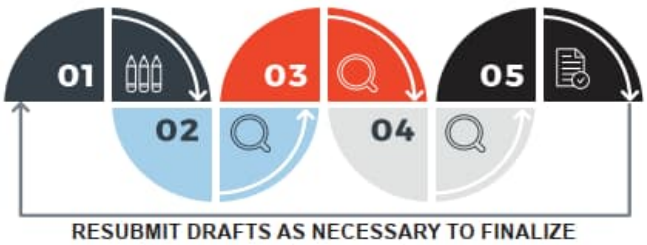
Design Phase (July 1, 2025 to May 31, 2026)

- Attend/participate in public meetings that the Design Team will hold/manage; Anticipate two (2) of these meetings in this phase at 60% and 90% or 100% design. Design team is leading the public meeting efforts.
- Review/Advise on design work, critical decisions and milestones, scope, budget, O&M, invoicing, and schedule
- Checklist review of 60% and 90% construction plan submittals
- Prepare an O&M cost summary for the infrastructure at 60% and 90% design. Main categories are Facilities (restroom), Rights of way, and Parks (including trails). Interviews with the Division Directors, as well as research on comparables and industry standards.
- Support City's ongoing coordination with PNM for electrical infrastructure (Tim Farrell at PWD) has been leading this effort due to strong working relationship with PNM. WSP will continue to work with Tim, MRA, Wilson and others as necessary to further this coordination.
- Design: Manage the 60%, 90% and 100% design process

- Design Schedule as of September 1, 2025
    - 60% submittal is October 3, 2025
    - 90% submittal is December 19, 2025
    - 100% submittal is February 20, 2026
    - Arroyo Park: 90% is March 27, 2026 and 100% is May 22, 2026

Key Tasks

- WSP will maintain the Baseline Design Schedule with milestones consistent with the critical path schedule. Milestones will include key decision points for MRA and submittal dates for interim and final deliverables with time allotted for reviews. For the duration of this scope, July 1, 2025 through May 31, 2026, it is anticipated that 60%, 90% and 100% design packages will be submitted by the designer.
    - Design team will provide monthly updates to the design schedule, if there are critical changes.
    - WSP will incorporate key design updates and other City program updates to the overall schedule into the Critical Path Schedule.
    - Schedule will follow design schedule provided by WCI
- WSP will coordinate regular weekly progress meetings to track status of design efforts, review design decisions, identify any coordination problems or concerns, and review consultant invoicing.
    - WSP will coordinate design reviews for 60%, 90% and 100% packages with the MRA and City's agency staff
    - Design reviews will be a combination of in-person and Bluebeam sessions – the designer will schedule meetings and upload Bluebeam sessions



    - WSP will provide thorough engineering technical reviews for all aspects of proposed infrastructure including standard requirements of roadways, intersections, curb and gutter, sidewalk widths, NMDOT specs for asphalt and base, signage plans, streetlights, photometric analysis, and ADA compliance, quantity takeoffs and constructability of proposed infrastructure.
    - WSP staff will provide review for the following:

- Accelerated development of drainage design parameters for Arroyo Park to facilitate coordination with landscape design effort.
- Engineering reviews for roadway, storm drain, dry and wet utilities and cost estimates for constructability, adherence to design guidelines and governing documents.
- Adherence to submittal checklist and plan set completeness
- Storm drain review key focus areas are: 1) establishing the design storm and peak flows for the system, deciding on, 2) providing details for the storm drain outfall and establishing its viability, and 3) analysis of how individual blocks will connect their drainage to the spine infrastructure.
- Constructability reviews to identify any potential construction issues with proposed infrastructure, particularly proposed GSI infrastructure. WSP staff will coordinate with manufacturers and agencies that have used the proposed products to understand construction methods and lessons learned on previous projects.
- Review quantity takeoffs to support cost estimate reviews
- Review cost estimates at 60%, 90% and 100% design. Review will include construction cost assumptions for accuracy using bid data and available unit cost guides.
- Review survey and plat revisions
- Prepare an O&M cost estimate summary based on the 60% and 90% design packages, interviews with Division Directors and Wilson, comparables and industry standards.
- Document design decisions to track through project development and ensure consensus to minimize rework in later phases
- Develop distribution list and ensure necessary departments and stakeholders are distributed plans and have an opportunity to review

- WSP will advise and coordinate potential construction phasing/sequencing at 60% and 90% design packages based on budget, tenant needs, and infrastructure continuity
- WSP will review design team invoices for each contract monthly, and recommend full, partial, or no payment based on work completed by the design team for that invoice period. Invoice status including work completed, total billed and paid amounts will be recorded and summarized for MRA staff.

Contractor Procurement Phase (October 2025 to October 2026)

- In coordination with the City Manager and MRA, WSP and Wilson will hold an industry outreach event in October 2025 to brief contractors on the project,

receive any high level input or concerns, and get this project into their work cycles for 2026 and beyond.

- WSP will work with the MRA, the City's Procurement, Legal, Public Works and Parks departments, and the Wilson design team to oversee the preparation of all necessary documentation to support the Contractor procurement process (ITB process).
- Coordinate with City and Wilson on the ITB boilerplate during the 60% and 90% design process to ensure it is ready when design completes
- During the bidding process, our team will always be available to provide assistance whenever necessary, guaranteeing a seamless bidding experience.
- We will manage Wilson's delivery of the final construction documents to the City
- WSP and Wilson will attend the pre-bid meetings, offering support with any addenda necessary due to questions, value engineering (VE) options, or clarifications requested by potential contractors.

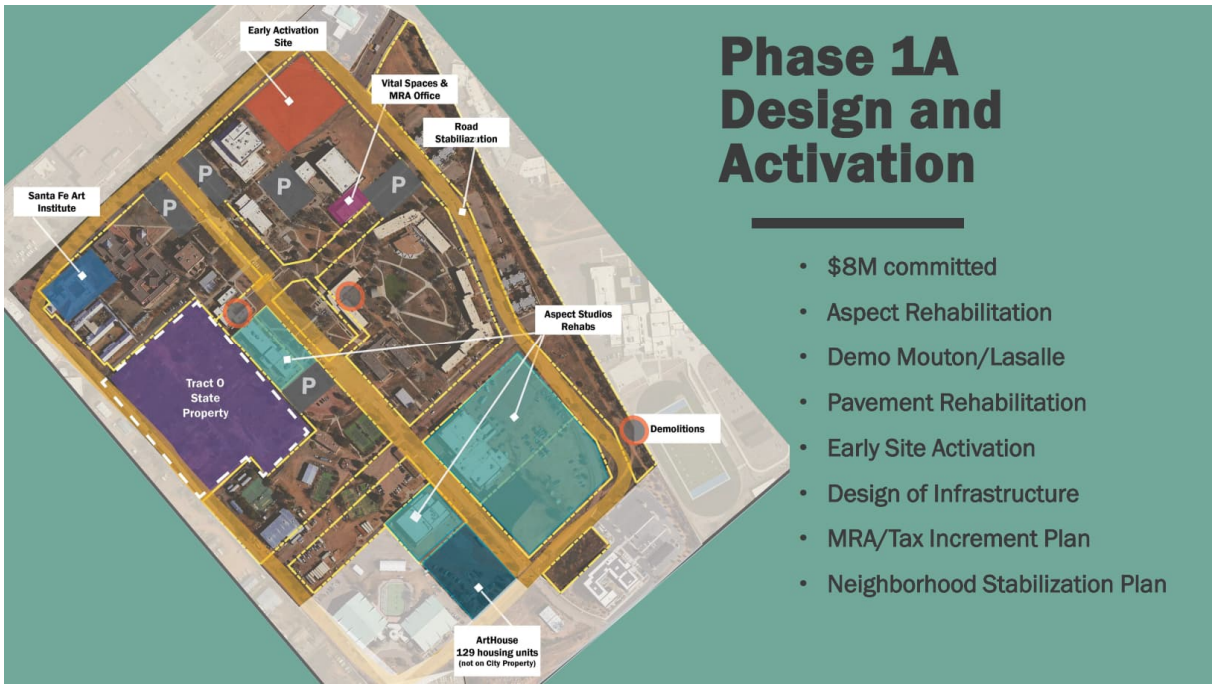
CITY'S NEW 100% INFRASTRUCTURE SUMMARY

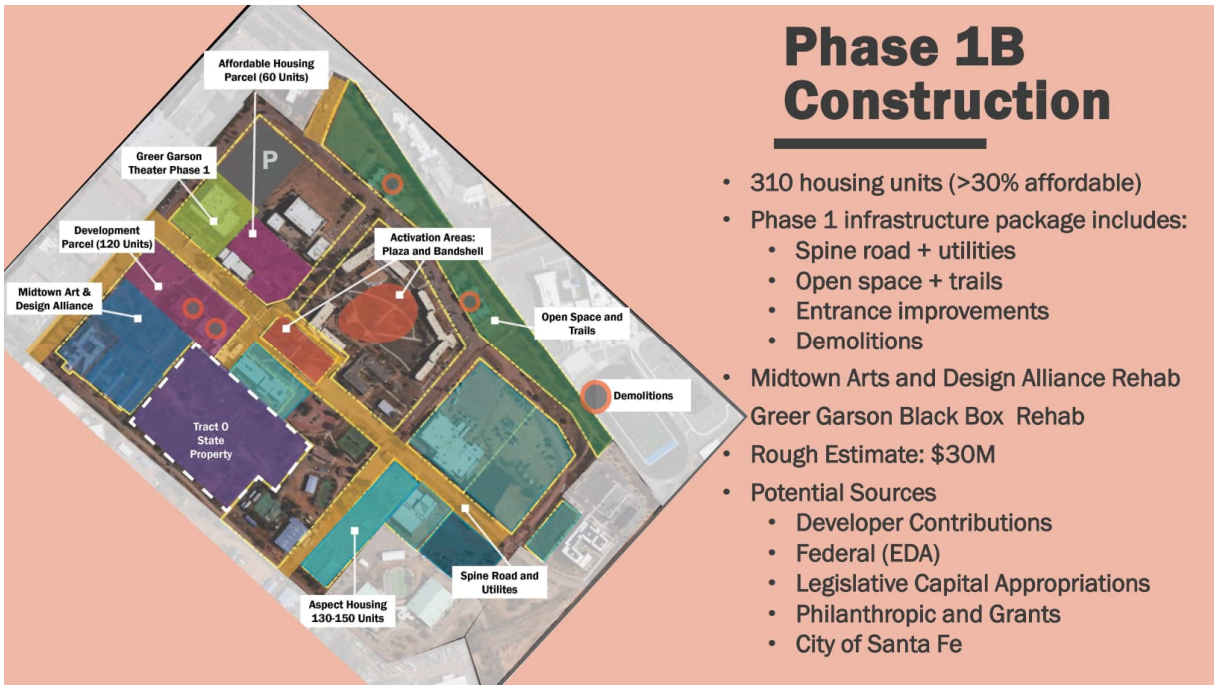


Does NOT include:

- Parking Garage design
- Connection from Midtown to Cerrillos
- St. Michaels intersection design.

CITY'S PRIOR PHASE 1 INFRASTRUCTURE SUMMARY





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Cooperative Educational Services
CES

Contract Award Letter

October 5, 2022

Wood Environment & Infrastructure Solutions, Inc.
4221 Balloon Park Road NE
Albuquerque,NM 87109

Re: Contract Award for:

2023-01-C211-ALL Design Professional Services, Category 2 - Lot 1, Engineering and Consulting Services

Dear Procurement Partner,

Cooperative Educational Services (CES) thanks you for responding to our 2023-01 solicitation. The responses have been reviewed and it is our pleasure to inform you that your company has been selected to provide the products and services indicated in your response.

The Contract, in conjunction with the Contract and RFP documents, constitute the Agreement between the parties. Please retain all documents for your records. This Indefinite Delivery and Indefinite Quantity contract, as defined in NMSA 13-1-63; is for Four (4) years beginning October 6, 2022 and expiring October 5, 2026, pursuant to 13-1-150 NMSA.

It is the vendor's responsibility to keep pricing up to date throughout the life of the contract.

Sincerely yours,

Cooperative Educational Services

David Chavez
Executive Director, Chief Procurement Officer
Office: 505.344.5470

DocuSign Envelope ID: 65645D28-9788-46FE-9EA7-35BF41F48A6C

ACCEPTANCE OF PROPOSAL
AND CONTRACT AWARD

CES RFP NUMBER: 2023-01

RFP DESCRIPTION: Design Professional Services Category 2 - Lot 1, Engineering and Consulting Services

CES CONTRACT NUMBER: 2023-01-C211-ALL

CONTRACT

This contract award is being made by Cooperative Educational Services ("CES"), 10601 Research Rd. SE, Albuquerque, New Mexico 87123 effective this October 6, 2022, to Wood Environment & Infrastructure Solutions, Inc., with its principal office located at 4221 Balloon Park Road NE, Albuquerque, NM 87109 pursuant to the above referenced CES conducted Request for Proposal ("RFP"), or Request for Bids ("RFB") procurement, and Contract Holder accepts the award and enters into this contract pursuant to the following terms and conditions.

RECITALS

Cooperative Educational Services (CES) is a cooperative procurement agency created by a Joint Powers Agreement as authorized by Section 11-1-1, et. seq., N.M.S.A., 1978, and Section 13-1-135 and procures tangible personal property, services, and construction services ("Products, Services and/or Construction Services") pursuant to the New Mexico Procurement Code for the benefit of its Members and Participating Entities. The Members consist of public educational institutions in New Mexico that are signatories to a Joint Powers Agreement establishing CES as their procurement agency. The Participating Entities are governmental and 501(C) (3) organizations that have entered into Participating Entity Agreements with CES which allow them to take advantage of the procurement efforts of CES.

The undersigned (Contract Holder) has successfully responded to a RFP or RFB published by CES in accordance with the Procurement Code, (13-1-103, 111, 112), and Contract Holder is being awarded this RFP or RFB contract by CES which allows Contract Holder to offer Products, Services and Construction Services in accordance with the terms and conditions set forth herein and in the RFP or RFB documents and this contract award.

DocuSign Envelope ID: 65645D28-9788-46FE-9EA7-35BF41F48A6C

CONTRACT TERMS

1. The contract term shall be for Four (4) years from the effective contract award date October 6, 2022 through October 5, 2026. CES reserves the right to renew the Contract through a written amendment signed by all required signatories, but in any case, the Contract shall not exceed the total number of years allowed pursuant to NMSA 1978 13-1-150. CES reserves the right to offer month-to-month extensions if it is determined by CES to be in the best interest of CES Members/Participating Entities.

2. Contract Holder agrees and acknowledges that the contract terms and provisions are those contained in the above referenced RFP or RFB and agrees to furnish all Products, Services and/or Construction Services in compliance with all terms, conditions, specifications of and amendments to this RFP, IFB or RFB. Contract Holder understands that his obligations under this RFP or RFB contract extend to CES Members and Participating Entities who are third party beneficiaries of this RFP or RFB procurement process. The Members/Participating Entities may negotiate with Contract Holder certain additional terms and conditions relating to the scope of services and other performance details. However, the terms and conditions of the RFP or RFB may not be altered or amended except with the approval of CES and in accordance with the State Procurement Code.

3. Contract Holder acknowledges and agrees that CES' purpose and function is to act as a cooperative procurement agent on behalf of its Members and Participating Entities so that they may take advantage of these procurement efforts. CES does not have any subsequent responsibility relating to the quality and fitness of any Products, or the performance of any Services and Construction Services by Contract Holder. Any purchase orders placed by a CES Member or Participating Entity with Contract Holder directly or through CES and any resulting contract between the Contract Holder and a CES Member or Participating Entity do not create any additional obligations on the part of CES.

4. For transactions which involve CES transmitting purchase orders from a CES Member/Participating Entity to Contract Holder, CES volunteers to act as a payment facilitator to make payments to Contract Holder with funds transferred to CES by the CES Member/Participating Entity in accordance with CES Member/Participating Entity's written instructions and to provide an accounting of all monies paid or received by CES pursuant to this Agreement. CES also volunteers to provide informal mediation services between Contract Holder and CES Member/Participating Entity in the event any dispute arises between them.

5. Contract Holder understand and agree that upon CES' receipt of funds from CES Member/Participating Entity, CES has no right or authority to thereafter apply those funds to any purpose other than as instructed by CES Member/Participating Entity. CES shall incur no liability to Contract Holder except for liability arising from CES' own gross negligence or willful misconduct to the extent allowed by New Mexico law. Through this procurement process, Contract Holder is

6. authorized to provide the described Products, Services or Construction Services. CES has no obligation or right to involve itself with the manner or method by which Contract Holder provides these Products, Services or Construction Services.

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7. To the extent allowed by New Mexico law, Contract Holder agrees to hold CES harmless from all costs, expenses, attorney fees and judgments based upon claims between a CES Member/Participating Entity and Contract Holder in connection with the specified Products, Services or Construction Services provided by Contract Holder

8. Contract Holder agrees that it will not assert any claim against CES in the event that a dispute arises regarding the alleged failure of Contract Holder or CES Member/Participating Entity to perform as provided for in the RFP or RFB documents, any purchase order or other contract between Contract Holder and a CES Member/Participating Entity. This does not include claims against CES based upon the alleged gross negligence or intentional acts of CES.

9. Any liability incurred in connection with this Agreement shall be subject to the immunities and limitations of the New Mexico Tort Claims Act, §§ 41-4-1 et seq, NMSA 1978, as amended.

9. The Recitals are incorporated herein as contract terms.

Agreed effective the above date:

Cooperative Educational Services	Wood Environment & Infrastructure Solutions, Inc.
David Chavez Printed Name	Dan A. Kwiecinski Printed Name
By: David Chavez	By: DocuSigned by: Dan A. Kwiecinski A7272FBB109E459...
Title: Executive Director	Title: NM Operations Manager
Date: 10/6/2022	Date: 10/26/2022

DocuSign Envelope ID: 65645D28-9788-46FE-9EA7-35BF41F48A6C

ATTACHMENT A
TO CONTRACT 2023-01-C211-ALL
ACCEPTANCE OF PROPOSAL
AND CONTRACT AWARD

GENERAL SCOPE OF WORK AND SPECIFICATIONS
CES RFP 2023-01 Design Professional Services
Category 2 - Lot 1, Engineering and Consulting Services

GENERAL

This contract shall comply with the Procurement Code, 13-1-154.1 NMSA 1978 thresholds for on-call design professional services as follows:

Design fees for a single project shall not exceed Six Hundred Fifty Thousand Dollars ($650,000) and the contract term shall not exceed four (4) years or Seven Million Five Hundred Thousand ($7,500,000) whichever occurs first.

1. ENGINEERING BASIC SERVICES

Professional engineers may engage in the practice of engineering and perform engineering work pursuant to the Engineering and Surveying Practice Act as individuals, partners or through joint stock associations or corporations. In the case of an individual, the individual shall be a professional engineer pursuant to the Engineering and Surveying Practice Act. Allplans, designs, drawings, specifications, or reports that are involved in such practice, issued by or for the practice, shall bear the seal and signature of a professional engineer in responsible charge of and directly responsible for the work issued. In the case of practice through partnership, at least one of the partners shall be a professional engineer pursuant to the Engineering and Surveying Practice Act, and all plans, designs, drawings, specifications or reports that are involved in such practice, issued by or for the partnership,shall bear the seal and signature of the professional engineer in responsible charge of and directly responsible for such work when issued. In the case of practice through joint stock association or corporation, services or work involving the practice of engineering may be offered through that joint stock association or corporation; provided the person in responsible charge of the activities of the joint stock association or corporation that constitute engineering practice is a professional engineer who has authority to bind such joint stock association or corporation by contract; and further provided that all plans, designs, drawings, specifications or reports that are involved in engineering practice, issuedby or for such joint stock association or corporation, bear the seal and signature of a professional engineer in responsible charge of and directly responsible for the work when issued.

An individual, firm, partnership, corporation, or joint stock association may not use or assume a name involving the terms "engineer", "professional engineer", "engineering", "registered" or "licensed" engineer or any modification or derivative of such terms unless that individual, firm, partnership, corporation or joint stock association is qualified to practice engineering in accordance with the requirements in this section.

The purpose and scope of work for Category 2 is to acquire a full-service engineering firm(s) or surveying firms to provide services that ***may*** include the professional licensed disciplines in in Category 1.

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2. ENGINEERING SERVICES CLASSIFICATIONS

a. consultation, research, investigations, and reports
b Design services for construction projects
c. Engineering support services

3. PROJECT PHASES

Each individual project's scope of work performed will be subject to the individual CES Member or Participating Entity engaging, assessing, evaluating, selecting, and negotiating with the Offeror that possesses the qualifications, background, experience, attributes and resources that best fit their project's goals, objectives and outcomes, and to assist them in developing, implementing, executing, conducting and completing the identified project in the most cost effective and timely manner. The project phases may include, but are not limited to:

1. Programming phase;
2. Conceptual design and alignment studies;
3. Schematic design phase;
4. Design development phase;
5. Construction documents phase;
6. Procurement and/or bidding phase;
7. Construction phase;
8. Project acceptance and close-out;
9. Project 11-month warranty phase
10. CES Member/Participating Entity retainage of records

4. DESIGN ACTIVITIES

The tasks and activities to be performed may relate to and include, but are not limited to new infrastructure, facility and building construction.

5. Hourly Rate Schedule and Reimbursable Fees shall be submitted after Final Award Notice for the Contract File: The Offeror will furnish its proposed hourly rate schedule and Reimbursable Fees schedule that will become part of the Offeror's procurement file. The Hourly Rate Schedule must clearly state and identify any/all services and related services proposed in response to this solicitation with their associated costs, whether provided by the Offeror. The Offerorwill maintain, keep current and provide copies of the approved hourly rate schedule to CES Agencies for audit purposes when preparing quotes. The Hourly Rate Schedule may be modified at contract renewal.

6. Quote/Proposal for the Work for CES Member/Participating Entity: When preparing a quote/proposal under a CES-awarded contract, the Offeror must clearly identify and break out services, deliverables,materials, and reimbursable expenses into individual line items as they appear on the Offeror's awarded price schedule or pricing methodology. Stated prices must include the CES one percent (1.25 %) administrative fee.

End of Category 2 / Lot 1 Scope of Work

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ATTACHMENT B
ACCEPTANCE OF PROPOSAL, OFFER,
AND CONTRACT AWARD
Design Professional Services
Category 2 - Lot 1, Engineering and Consulting Services

PRICING

All pricing including updates/changes must be uploaded through the vendor portal in the eProcurement System for review and approval by CES.

A. **Price List/Pricing:** The Offeror will upload through the vendor portal electronic copies of or provide electronic access to the approved current price list(s) for products and services offered under this solicitation (RFP) upon execution of this contract. The Offeror must keep current all pricing for any contract issued as a result of this solicitation. Should the Offeror fail to update pricing with CES, the Offeror shall honor their pricing on file with CES at the time of their quote submittal to the CES Member/Participating Entity. Discounts off the current price list are permitted and must remain firm throughout the life of the contract. Discount off list price must be clearly noted in the price quote to the member. All pricing must include the CES 1.25% administration fee.

B. **New Technology and Products:** New products or related services announced by manufacturer and/or Contractor may be added to this existing contract. Pricing shall be equivalent to the percentage discount of other product(s); is substantially superior to the original product(s) offered; is discounted in a similar or to a greater degree; and if the product(s) meet the requirements of the original RFP. No products may be added to avoid competitive procurement procedures. CES is responsible for approving any product, service or technology for this contract. CES can reject any approved additions, any new product, service or technology for this contract, without cause.

C. **Price Quote/Proposal:** When preparing a quote/proposal under a CES awarded contract, the Offeror must clearly identify and break out quantities, descriptions, supplies, materials, equipment and services into individual line items as they appear on the Offeror's awarded price schedule or pricing methodology. At a minimum all quotes or proposals shall include the following: description, "hourly labor rate or the list/catalog unit price", "the per cent discount offered" and the final "CES price". All stated prices must include the CES one point two five percent (1.25%) administrative fee. Shipping/Freight costs and the New Mexico Gross Receipts Tax as applicable must be stated in separate lines.

D. **Price Reduction, Promotional and Special Pricing:** A price reduction can be offered at any time and will become effective upon approval by CES. CES reserves the right to approve or disapprove such requests.

E. **Price Increases:** Anytime during the life of the contract, pricing can be updated (increased/decreased) with proper justification letter from the manufacturer or distributor thereof and will become effective upon approval by CES. CES reserves the right to approve or disapprove such requests.

F. **Price Surcharges:** Depending on current market conditions, surcharges may apply as approved by CES.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/7/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, LLC
300 Madison Avenue
28th Floor
New York NY 10017

CONTACT NAME: AJG Service Team
PHONE (A/C, No, Ext): 212-994-7020 **FAX (A/C, No):**
E-MAIL ADDRESS: GGB.WSPUS.CertRequests@ajg.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Liberty Insurance Corporation	42404
INSURER B : Zurich American Insurance Company	16535
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED WSPGLOB-01
WSP USA Inc.
One Penn Plaza
New York, NY 10119

COVERAGES **CERTIFICATE NUMBER:** 1287552564 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	Y	Y	GLO9835819-12	5/1/2025	5/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 3,500,000 $ 3,500,000 $ 10,000 $ 3,500,000 $ 14,000,000 $ 7,000,000
A	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			AS7-621-094060-035	5/1/2025	5/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 5,000,000 $ $ $
	UMBRELLA LIAB OCCUR **EXCESS LIAB** CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
A A A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	WA7-62D-094060-015 WA7-62D-095609-075 WC7-621-094060-915	5/1/2025 5/1/2025 5/1/2025	5/1/2026 5/1/2026 5/1/2026	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 2,000,000 $ 2,000,000 $ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THIRTY (30) DAYS NOTICE OF CANCELLATION.
Project Number: US0036517 | Project Description: City of Santa Fe Midtown

City of Santa Fe their officials, officers, employees, and agents are included as Additional Insured with respect to the General Liability policy as required by written agreement, pursuant to and subject to the policy's terms, definitions, conditions and exclusions. The coverage provided by the General Liability policy is primary and any other coverage shall be excess only, not contributing. Waiver of Subrogation applies to Additional Insured with respect to the General Liability and Workers Compensation / Employers Liability policies as required by written agreement, pursuant to and subject to the policy's terms, definitions, conditions and exclusions.

CERTIFICATE HOLDER

City of Santa Fe
City of Santa Fe Public Works
2651 Siringo Road, Building E
Santa Fe NM 87504

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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City of Santa Fe, New Mexico
Memorandum

DATE: **March 28, 2024**

TO: **Governing Body**

VIA: **Regina Wheeler, Public Works Department Director** RW (Apr 1, 2024 17:17 MDT)
Rich Brown, Community Development Director Richard Brown

FROM: **Tim Farrell, Facilities Division, Property Development Manager** Timothy Farrell

---

ACTION:
Request for the Approval of Amendment #1 to the Professional Services Contract with WSP USA, Inc. for Owner Representative Services to Support Infrastructure Redevelopment at Midtown to Increase the Not to Exceed Amount to $1,000,000 Annually, Including NMGRT . (Tim Farrell, Facilities Division Property Development Manager, tgfarrell@santafenm.gov, 505-490-1659)

BACKGROUND AND SUMMARY:
Pursuant to Resolution #2022-12, the Midtown Master Plan was adopted by the Governing Body on November 30, 2022 (Resolution #2022-68), and the Midtown Community Development Plan was adopted on January 25, 2023 (Resolution #2023-5). Also pursuant to Resolution #2022-12, the City of Santa Fe released requests for proposals (RFPs) for the redevelopment of the Midtown Studios Production Lot, the Visual Arts Center, and Garson Theater in December 2022. An Early Negotiation Agreement (ENA) for the development of the Midtown Studios Production Lot was approved by the Governing Body on July 26, 2023.

To support Midtown planning and redevelopment efforts, a contract was executed with WSP for Owner Representative services for infrastructure planning, design and construction project management. WSP brings urban redevelopment expertise to help plan and guide the infrastructure work at Midtown. WSP, as Owner Representative Contractor, is helping to manage Midtown sitewide stormwater, utilities, roadway and spine infrastructure planning, coordination of infrastructure work by developers and developing the critical path schedule. They have also assisted with parcellation and development negotiations as needed. WSP continuing in this role, to project manage infrastructure development, is critical to continuing progress on Midtown redevelopment and meeting developer timelines.

Work will be issued to WSP by task orders and associated purchase orders with funding from various sources as the project proceeds. Initial funding was from FY23 GRT earned in excess of budgeted revenues, and the next funding source will be 2021, 2022 and 2023 legislative appropriations for Midtown Redevelopment.

PROCUREMENT METHOD:
The procurement method is the Cooperative Educational Services Price Agreement (CES) CES Contract #'s 2023-01-C211-ALL which expires on October 5, 2026.

FUNDING SOURCE:

Project Name/Ledger ID: Midtown Improvements/MTC245250D-Design
Fund Name/Number: MIDTOWN CIP/525
Munis Org Name/Number: MTC CapPrj/5250610
Munis Object Name/Number: WIP Design/572960

ATTACHMENTS:
WSP Amendment #1
WSP Contract
WSP Proposal(s)
WSP Project Schedule
WSP Procurement Documents (CES)
WSP Certificate of Insurance
WSP Business License
Summary of Contracts
Procurement Checklist

Item# 24-0311
Munis Contract# 3 2 0 4 300
Original Contract Item#24-0112
SWPA/GSA/Coop/RFP/ITB #: 2023-01-C211-ALL

CITY OF SANTA FE
AMENDMENT No. 1 TO
Professional Services Contract
ITEM#24-0112

This AMENDMENT No. 1 (the "Amendment") amends the CITY OF SANTA FE Professional Services CONTRACT, dated February 21, 2024 (the "Contract"), between the City of Santa Fe (the "City") and WSP USA, Inc. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Contract, Contractor has agreed to provide the City of Santa Fe with Owner's Representative Services to implement the Infrastructure of the Midtown Master Plan and Community Development Plan.

B. Pursuant to Article 15 of the Contract, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. COMPENSATION.

Article 4, paragraph A of the Contract is amended to increase the amount of compensation for fiscal year 2024 to nine hundred and ten thousand dollars ($910,000.00) and then one million dollars ($1,000,000.00) per fiscal year thereafter for a total of three-million nine hundred and ten thousand dollars ($3,910,000.00), so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services satisfactorily performed based upon milestones, such compensation not to exceed for fiscal year 2024, nine hundred and ten thousand dollars ($910,000.00) including gross receipt tax, and then such compensation not to exceed one million dollars

($1,000,000.00), including gross receipts tax, per fiscal year thereafter.**The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed Three Million Nine Hundred and Ten Thousand Dollars ($3,910,000.00). This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Contract shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the City when the services provided under this Contract reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Contract being amended in writing prior to those services in excess of the total compensation amount being provided.**

2. TERM:

Article 5 of the Contract is hereby deleted in its entirety and substitute the following Article 5 in its place:

THIS CONTRACT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Contract shall terminate **December 31, 2028**, unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations).

3. CONTRACT IN FULL FORCE.

Except as specifically provided in this Amendment, the Contract remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 to the Contract as of the dates set forth below.

CITY OF SANTA FE:

Alan Webber (Apr 30, 2024 14:55 MDT)

ALAN WEBBER, CITY MAYOR

DATE: Apr 30, 2024

CONTRACTOR: WSP USA, Inc

Daniel Sims

Daniel Sims (Mar 25, 2024 08:49 MDT)

DANIEL SIMS,
SENIOR VICE PRESIDENT

DATE: Mar 25, 2024

CRS # 01195458005

Registration # 230689

ATTEST:

GERALYN CARDENAS (Apr 30, 2024 16:00 MDT)

GERALYN CARDENAS, INTERIM CITY CLERK
GB MTG 04/24/24 XIV

CITY ATTORNEY'S OFFICE:

Kevin L. Nault

Kevin L. Nault (Mar 25, 2024 11:46 MDT)

ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

Emily K. Oster

EMILY OSTER, FINANCE DIRECTOR

Exhibit A

Proposal for

OWNER'S REPRESENTATIVE AND PROJECT MANAGEMENT SERVICES FOR MIDTOWN REDEVELOPMENT

February 1, 2024



wsp

1 February 2024

Ms. Regina Wheeler
Director of Public Works
500 Market Station, Suite 200
Santa Fe, NM 87501

Re: Owner's Representative and Project Management Services for Midtown Redevelopment

Dear Regina:

WSP is pleased to submit this proposal to support the City's strategic initiative to redevelop the Midtown Campus, consistent with the adopted Master and Community Development Plans. WSP's services will support the City and its existing team to accomplish:

DELINEATING THE DETAILS. Establishing and choreographing a detailed plan for implementing this transformational urban redevelopment, building from the Master and Community Development Plans.

SOLIDFYING PARTNERSHIPS. Supporting collaborative solicitations and negotiations with developers and tenants.

ACCELERATING THE VISION. Accelerating delivery of infrastructure, adaptive reuse and new development to attain the Midtown vision faster.

EXPERIENCED RESOURCES. Providing a bench of locally and nationally experienced resources to support the existing exceptional team in getting the job done.

REPRESENTING YOU. Advocating for the City's interests, with full fidelity to the hard won efforts represented in adopted vision for Midtown.

This proposal includes two phases. Phase 1 is structured to meet the City's immediate needs within the staff level procurement authority. Phase 2 provides the balance of the services for the duration of the contracting period. WSP is flexible and happy to make revisions, should you need it. An existing contract with the Cooperative Educational Services is the vehicle for this purchase order.

The team assembled for this initiative is extraordinarily excited to be a part of this transformation. It is exactly the type of work we enjoy doing and feel fortunate to be invited by the City to undertake it. Santa Fe is a wonderful, richly diverse community. Moreover, we already see the strength of the collaboration between City and WSP staff. Thank you.

Sincerely,
WSP USA Inc.



Manjeet Ranu, AICP
National Planning Lead
Senior Vice President
Principal In-charge

UNDERSTANDING

Background

The City of Santa Fe undertook a series of interrelated actions to approve and implement the Midtown Master Plan and Midtown Community Development Plan in late 2022 into early 2023. A repository of information is available at www.midtowndistrictsantafe.org and on PrimeGov, the City's docketing platform. The City has begun the implementation phase for the redevelopment of the Midtown campus site (Midtown) by soliciting proposals for (1) public infrastructure design and (2) from developers for the purchase or lease of land and existing buildings—disposition and development agreements (DDAs) would follow. Page 27 of the Community Development Plan sets forth the anticipated phasing.

Purpose and Need

The City is looking to partner with an Owner's Representative highly experienced in urban redevelopment to align with Santa Fe's distinctiveness and expectations of substantial community benefits to implement the Midtown Master Plan, consistent with the Midtown Community Development Plan. This work will include coordination with City leadership on the engagement of developer(s) to complete the redevelopment of 64 acres of City-owned property (the "District") starting now. The immediate priorities are:

1. Assist the City with developer negotiations toward DDAs, which are guided by existing and imminent exclusive negotiation agreements.
2. Prepare an initial program management plan (PMP), which will be informed by developing a deeper understanding of the situation through the lens of WSP's deep urban redevelopment experiences.
3. Assist the City with the public infrastructure (utilities, mobility, public realm/open space) process to ensure the infrastructure is designed and constructed to support the proposed program.

As the City's Owner's Representative, WSP's role and responsibility is to provide expertise and oversight of this complex urban redevelopment program of many projects to be planned, developed, designed and delivered over the years and in doing so, advocate for the City's interests, with fidelity to the Master Plan and its implementation Community Development Plan. WSP understands it will need to be rapidly responsive as an additional resource to the City, which may necessitate occasional, focused civil engineering and urban design services when directed to undertake these, as appropriate and in consideration of WSP's role.

Turning the Master Plan Into Reality

The City's Master Plan process has created a development program that will transform the Midtown Campus into a vibrant, pedestrian-friendly, mixed-use district. The new district will provide significant public and economic opportunities that will yield new affordable housing, market rate housing, a new library, job growth, and new public spaces. In addition, four elements were identified to guide sustainable development: Equity, Economy, Culture and Environment.

The District should be developed to connect with, have a positive impact on, and serve as an economic catalyst for the diverse and vibrant surrounding neighborhoods in Santa Fe. It should incorporate land use policies and guidelines that equitably generate increased value through the repositioning of assets that can be used to fund capital investments, thus creating a self-sustaining funding structure that captures the value created by the development. Revenue will be generated through the sale or long-term leasing of land and the introduction of ongoing tax revenue from new development. A vibrant district with a new library, housing, commercial, entertainment, open spaces, accessibility, improving walkability and transportation choices, creating jobs, and advancing climate change resiliency will enhance the experience for those that live in and adjacent to the District, and will create a compelling and walkable experience for residents and visitors. All of this shall be undertaken consistent with the Master Plan and Community Development Plan.

The Midtown Master Plan identified the opportunity for over 1,000 housing units, film production facilities, cultural and employment uses, and over five acres of public parks and open spaces. To deliver this development, the City will need to assess future infrastructure needs and financial feasibility, develop policies and guidelines that ensure that the City's goals are met, and engage with the market to generate interest and align expectations.

Delivery of a vibrant District will require a nuanced understanding of the real estate market locally and the national context that influences it. WSP is well suited to work with the City to deliver on the vision for developing the District into a vibrant, equitable neighborhood with a mix of commercial, residential, entertainment, cultural and open space uses that are part of a walkable, environmentally and financially sustainable district with a uniquely Santa Fe sense of place.

Adaptation and Resiliency to Complexity

Developing the District is a complicated and long-term undertaking. Challenges will arise, constraints will change, economic and market conditions will change, and opportunities will present themselves. For the City to successfully deliver the Midtown Master Plan vision, it will require an Owner's Representative that clearly understands, believes in, and is committed to the project goals, and is able to provide the necessary and appropriate guidance to the City as it develops the District based on lessons learned from other projects. WSP will work with the City on understanding the local real estate market and bring vast knowledge of national market trends and the economic development tools available to the City. Further WSP has extensive local, regional, and national experience bringing equitable, mixed-use, public-private development projects from vision to reality.

One additional challenge will be to navigate the political environment that elevates and evolves during the course of these types of projects. There are numerous concerns, and it will be necessary to define the benefits accrued from this project in the broadest sense possible. We have been successful in navigating such issues by anticipating the discussions and providing multiple and flexible paths to success. It will be important to understand at the commencement of this work, what the political environment entails and how it has been previously addressed.

Governance

The City intends to establish a Metropolitan Redevelopment Agency (MRA) to administer the Metropolitan Redevelopment Area, as a division of the City, to spearhead the implementation of the

City's Midtown Master Plan. MRA, the City and WSP will work together in partnership to ensure an experienced team comprised of planning, development and construction professionals to facilitate implementation. To accomplish its mission, MRA will collaborate with the various City and State entities and agencies, and key stakeholders that are involved in funding, financing, planning, development and construction.



URBAN REDEVELOPMENT CORE COMPETENCIES & SERVICES

Collaboration and Differentiation Between Public and Private Sectors

Implementing the Master Plan into an equitable, vibrant, mixed-use neighborhood will require a collaborative effort between the public and private sectors, with appropriate risk allocation. The City, with the support of WSP, will take the lead in creating a Public Framework — mobility, utilities, and a connected and high-quality streetscape linked to a series of public open spaces comprising the public realm. Within these areas, private sector development opportunities will be implemented in alignment with the City's goals and objectives to redevelop the site and benefit surrounding communities. Our initial approach to delivering the vision for the District is straightforward — the City will design and construct a Public Framework and establish the criteria for the subsequent private sector development.

Creating a District that is uniquely Santa Fe and facilitating equitable private sector development with land uses important to the City is the best way to create value within the District and the surrounding communities. The vision and corresponding value to be created by the District are best accomplished by the consistent and coordinated evaluation of the goals and components of the District — transportation infrastructure and utilities, parking, streetscape and open space, and mixed-use development.

Delivering the Vision

To attract the designers, developers, and contractors needed to deliver the vision set forth in the Midtown Master Plan, it is important that the City and WSP work to clearly establish the point of view needed to orchestrate the work of all the partners that will create a vibrant, equitable, mixed-use district. WSP has experience leading significant and complex initiatives that require the orchestration of engineering, building design, public space design, construction, economics, project financing, real estate development, and business — everything necessary to create the District. WSP will help to implement the design guidelines and zoning identified in the Master Plan necessary to create a genuine sense of place within the District and establish the responsibilities of the public and private sectors. This is an important early step in the delivery of the District as it will provide direction to the various entities responsible for the design of the Public Framework and the development.

Market Capacity and Feasibility Analysis

WSP will prepare or update the market analysis to support negotiations for private sector development. We will analyze the financial feasibility of the development program, the ability of the Santa Fe market to absorb it, and develop an understanding of the District's land values. As part of this work, we will conduct a study and analyze the details related to equitable development and the desired outcomes.

This analysis of private sector development opportunities will be coordinated with an ongoing analysis of the existing and planned infrastructure capacity in the District — streets, public transit connections, pedestrian access and walkability, utilities, parking, and public spaces. We will also review the associated project costs and requisite need for public facilities that the private sector development will generate. Our analysis will focus on both the necessary infrastructure and opportunities for the placemaking needed to create a sense of place — an important aspect of enhancing the value of the District.

The market analysis will validate specific programming for each parcel that aligns the District vision with the projected capacity in the market for the various land uses, along with any desired constraints with

respect to density and size of development that the City believes to be in the best interest of Santa Fe residents. Critical in this analysis is an understanding of the balance between market demand, site constraints and developer feedback through market soundings.

Accurate Cost Estimating

WSP believes it is important to fully understand, through rigorous analysis, the costs of delivering the vision, funding sources, financing tools, and the appropriate allocation of risk and control. The Master Plan provides the foundation upon which this next phase of work will be built. WSP will work with the City to develop a coordinated set of goals, objectives, and criteria for development of the District to ensure that the components of the Public Framework are aligned with the development opportunities. We will advance the criteria for private sector development to reflect City policy, market conditions, or project context to ensure the vision for private sector development is feasible and will generate a strong market response.

Identifying and Allocating Risk Facilitates Rapid and Fiscally Efficacious Implementation

Mapping the risk profile of the Program will allow the City to assess how attractive the redevelopment program might be to the private sector. The more opportunities for a project to create value with proper risk allocation, the more likely the project is to be identified as a viable, development-ready project. Preparing the risk registry begins when this program commences. Our work will advise on the appropriate risk allocation between the City and private sector, and considering for each case, should it be completely transferred to the potential developer, retained by the City, or a shared alternative. The WSP team has successfully supported clients in quantitative and qualitative risk analyses. WSP brings a unique perspective to risk due diligence from its work analyzing the commercial, technical, financial, and operational plans for proposed redevelopment programs, including P3s. Every P3 is different and the WSP team's difference is we have supported many P3 explorations, procurements and projects as an Owner's Representative in a variety of different contexts.

Funding and Financing Strategy

WSP will evaluate a range of funding and financing tools and develop an approach to funding and financing development in the District, including capital construction and ongoing maintenance and operating costs. This analysis will include a quantitative and qualitative evaluation of the tradeoffs between public delivery of some or all infrastructure improvements, the practical and financial implications of shifting risk for infrastructure improvements to the private sector, and the suitability of P3 delivery models for certain portions of the District. The WSP Team will evaluate investments from multiple perspectives to understand the potential for value creation and value capture. We will analyze the potential to generate revenue for or finance public investment through a variety of state and local special districts.

With dozens of acres of vacant land, much of which is presently tax exempt, tax increment financing is a promising option to support new public infrastructure. We will also explore the potential to generate revenue through the ground lease or disposition of public land, mostly vacant today, for vertical development and renovation of existing buildings. We will explore how to fund ongoing operations and maintenance through revenue sources, such as from a ground lease, retail or advertising revenue.

This analysis will include developing recommendations for leveraging federal, state, and local funding sources, bonding capacity and potential of the tax increment financing, and ground lease or property disposition revenues. This evaluation will include how to best leverage future development values and private sector efficiencies to deliver new infrastructure and development while managing public risk.

Defining a Project Implementation and Development Strategy

The aspect of the Public Framework that will have the most significant impact in establishing the character and level of quality of the District is the streetscape and public open space network. The City will want to engage a prominent landscape architecture team to create the design for the streetscape and public spaces within the District in a holistic and comprehensive way. Public investment in high-quality public spaces is an effective tool for increasing the value of adjacent real estate and there are numerous examples throughout the country of the transformative impact of investment in the public realm.

The District is ultimately about the land uses that will complement and animate the public spaces. WSP will assist the City in securing development partners for City-owned parcels in the District. We will work closely with the City to evaluate the range of development options, which may include the sale or lease of real estate to a single master developer or the sale or lease of individual parcels to a series of developers, with the City retaining control of the development of the public spaces within the District. All of this will be evaluated in terms of the desire to deliver certain components of the District early — the film production site, performance and visual arts spaces, and the Fogelson Library — and that the total development within the District could occur over the next 10 to 20 years.

The anticipated phasing set forth on page 27 of the Community Development Plan intentionally reflects the community's priorities to realize the benefits from this redevelopment site in alignment with the distinctiveness of Santa Fe. A strategic approach to phasing enables the site to grow as an organic, connected and active piece of the city's urban fabric. Our extensive understanding of the design and construction of urban redevelopment programs will be beneficial to understand costs and how they may affect phasing for redevelopment. A phasing plan that coordinates investments by public agencies and expectations for private sector investments will assist in expediting beneficial redevelopment. Phasing is influenced by many factors that will gain greater focus during the implementation phase. Stakeholder governance and political environment; infrastructure and other requirements; schedule constraints and opportunities; financing, including funding constraints and opportunities; market capacity; and other pertinent considerations based on lessons learned all influence successful implementation.

Constructing the Improvements

Design of the three components (utilities, mobility, open space) of the Public Framework will begin at roughly the same time. The City, with the support of WSP, will oversee and ensure that the work of each is coordinated, making the necessary decisions along the way to balance the individual objectives of each component of the Public Framework. This will ensure that the built improvements best meet the overall goals set forth in the Master Plan and are consistent with the expectations of the residents of Santa Fe.

Securing Development Partners

WSP will evaluate the District and create specific development opportunities to be marketed to the private sector to achieve the City's goals and best deliver value to the City. We will assist the City in issuing site specific RFPs for developers for the City-owned parcels. WSP will assist the City in organizing and managing the developer solicitation process.

Managing the Private Sector Developer Relationship

WSP will assist the City during the term of our agreement in the management of the ongoing relationship with the firms responsible for the development of land within the District and will advise the City as the design of the District development projects are submitted by developers to ensure that they meet the design guidelines, District objectives, and respective development agreements. WSP will also monitor the progress of the development to assure compliance with any schedule milestones or contractually obligated submissions required of the developer.

Stakeholder Communication

Collaboration with a client, and key internal/external stakeholders working together to achieve a common goal are the best approach for successfully delivering a project of this magnitude. This requires the implementation of various internal and external project, client, and stakeholder engagement forums with the sole purpose of sharing ideas and perspectives that will help move the project forward. Enabling visibility, knowledge sharing and openness among all participants is an essential step in building consensus and support for the implementation of the Midtown Master Plan.



SCOPE OF WORK

The purpose of the Owner's Representative services described in this scope of work is to assist and represent the City of Santa Fe as to establish and oversee an ongoing programmatic approach to implement the Santa Fe Midtown Redevelopment Program in accordance with the Midtown Master Plan and Community Development Plan ("Program").

The redevelopment of the Santa Fe Midtown Site includes a goal of advancing sustainable, resilient, and regenerative development, while creating green infrastructure that serves as interactive public amenities and learning experiences. The Plans support the development of a mixed-use district with block, street, open spaces, parcel, and density patterns and designs that create a walkable, health-oriented, connected, multi-modal urban place. The approaches to and outcomes of this scope of work shall be guided by and support that vision.

The Owner's Representative ("WSP") will provide on-call services to the City for pre-development through development activities. Work will be phased in alignment with private and City development plans at the site. Infrastructure includes all components of public rights-of-way streets, drainage, and sidewalks, trails, parks, civic spaces, and open space, and the combined stormwater management system.

WSP will report to Regina Wheeler, Director of Public Works, until a formal governance structure for the Program is established. After the MRA is established and its Director onboarded, WSP would report to that Director.

PHASE 1 IMMEDIATE SCOPE OF WORK

Phase 1 is structured to immediately commence the supporting services in three key focus areas for a time and materials, not-to-exceed fee of $150,000.00.

TASK 1.1 – INITIAL PROGRAM ESTABLISHMENT

WSP will mobilize immediately to develop the basic structure and framework to support the redevelopment program.

- Initial discussions regarding the governance structure and mapping out the path forward
- Prepare an initial Critical Path Schedule based on the City's current information
- Organize a regular meeting schedule and process

TASK 1.2 – INFRASTRUCTURE ENGINEERING/TECHNICAL REVIEW SERVICES

WSP identify the immediate needs to organize the civil engineering and public realm works.

- Assist the City in writing or reviewing the initial infrastructure scope(s) and/or RFPs for utilities, mobility, open spaces/parks/public realm, or other key infrastructure
- Assist the City in the review and selection of the most qualified design team(s)

TASK 1.3 – FILM STUDIO PRODUCTION LOT DEVELOPER NEGOTIATIONS SUPPORT

The City is seeking a developer and operator for the redevelopment and expansion of the existing film production studios into a state-of-the-art production studios with pre- and post- production facilities that attracts local, regional, national, and global productions. The City has selected or will soon select a preferred developer for designation and to enter into an exclusive period of negation.

WSP will provide support in the negotiation of business and infrastructure terms pertaining to Disposition and Development Agreement (DDA) for the redevelopment and expansion of the Midtown Studio Production Lot for a period of 60 days.

Specific Tasks:

- Assist the City's legal team in reviewing proposed business terms, primarily for reasonableness.
- Assist in the research of similar film production transactions to provide order of magnitude benchmarks.
- Identification of potential future capital event opportunities for inclusion in transaction documents.
- Analysis of specific terms as they are proposed to identify potential opportunities and risks.
- Identify potential terms, conditions, and counterproposals for inclusion in transaction documents.

PHASE 2 OVERALL AND ONGOING SCOPE OF WORK

TASK 2.1 – INITIAL PROGRAM ESTABLISHMENT

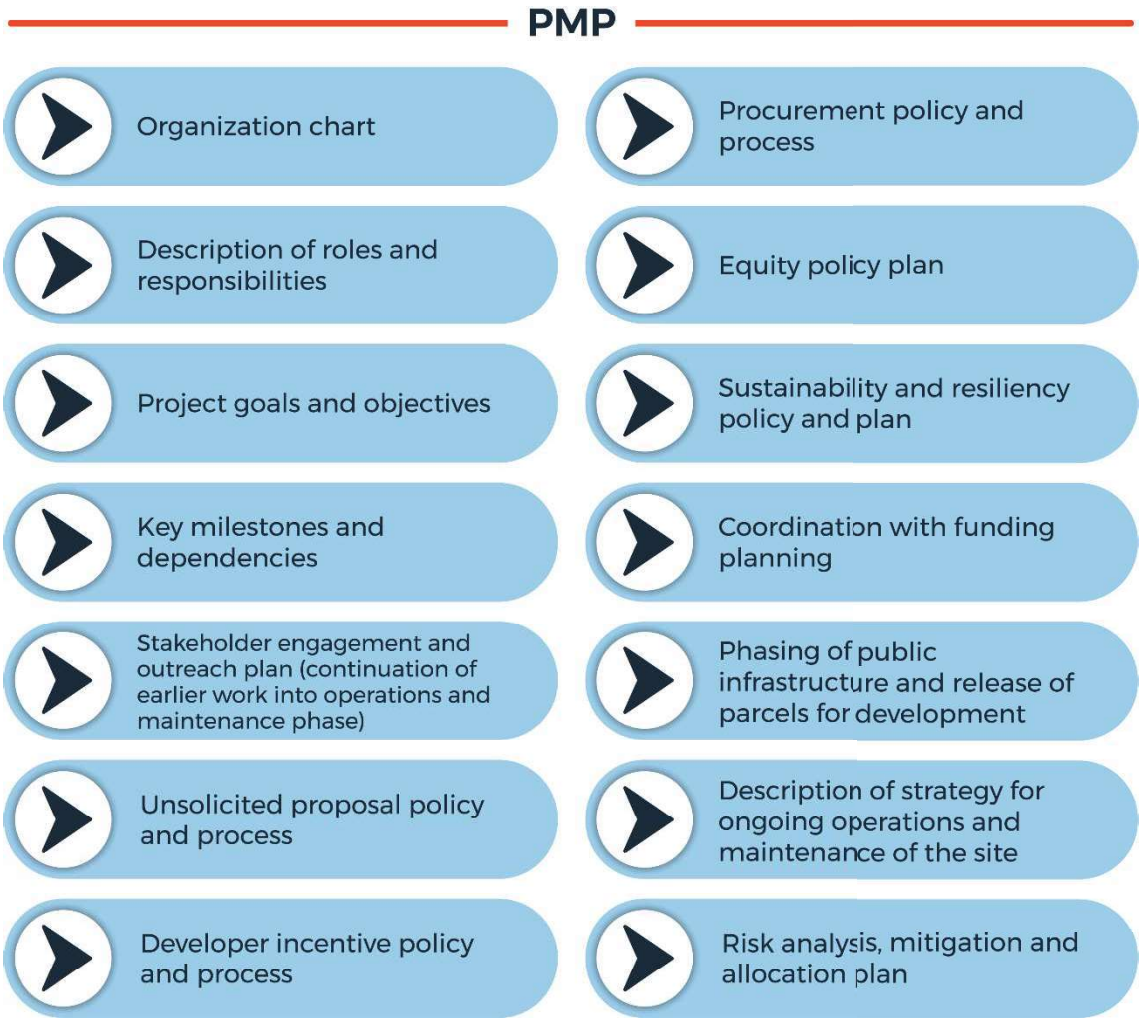
A. Support in Establishing a Governance Structure

Support City staff in establishing a governance structure for the Program. Such governance structure is expected to be in the form of an MRA.

- Description of the process and needs for establishing an MRA under Santa Fe ordinance and New Mexico statute
- Recommendations for representation within the MRA board and staff support needed to ensure City needs are represented
- Preparation of documentation supporting creation of the MRA and founding governance structures
- Identification of staff roles and responsibilities for the MRA, as well as other resources that will be required to function effectively
- Development of an interagency coordination plan to ensure the MRA is able to communicate and work with relevant City agencies and key stakeholders

B. Preparation of a Project Management Plan (PMP)

Prepare a Project Management Plan (PMP) to inform establishing a governance structure, development of a Critical Path Schedule, and other key activities to achieve the vision described in the Midtown Master Plan and Community Development Plan.



C. Development of a Critical Path Schedule

Prepare a Critical Path Schedule based on the Midtown Master Plan and Community Development Plan.

- Initial schedule to focus on the first two (2) years
- Phasing plan to include public infrastructure improvements and anticipation of market readiness in alignment with the funding plan and PMP
- Entitlements, zoning, design and other actions necessary to implement public infrastructure and ready parcels for development
- Expected release of parcels for development including funding, design and construction timeframes
- Procurement processes and milestones for infrastructure and developers

D. Development of a Risk Management Plan

- Identify potential schedule risks
- Create a risk register

- Work with the City to prioritize these risks and identify mitigation and allocation strategies to manage schedule and other project risks with emphasis on addressing the critical path schedule and appropriate risk allocation to promote implementation

E. Preparation of a Funding Plan

Prepare a Funding Plan for the Program based on the preliminary time-based financial plan for the needs analysis.

- Expected costs for infrastructure and developer incentives, including timing for the outlay of those costs
- Available funding and financing sources including grants (state legislative grants, federal grants, NMDOT grants, environment department grants); value capture mechanisms (TID, PID); bond revenue; private and public financing, including timing for when the funding/financing will be needed.

F. Acceleration and Parcelization Recommendations

- Perform three (3) analyses to understand market demand for commercial real estate development at the Midtown site to ascertain opportunities and strategies for accelerated delivery to achieve the Midtown redevelopment faster. Building on any available previously completed reports and analyses, the WSP team will seek to understand where and what type of development is most in demand and will provide estimates of absorption of new product for the Midtown site as determined by the existing Master Plan.
- Subtask One is performing a quantitative analysis of historical growth rates of real estate development. This establishes an understanding of a "market-driven" pace of growth that can be compared to the pace of growth anticipated to generate new development outlined in current plans and visions. Our analysis of CoStar data includes office and retail (square feet), as well as multi-family residential units and hotel rooms. Completing this analysis allows us to understand timing for the market to deliver development in envisioned types, uses, and locations. This also provides a picture of how different (or similar) envisioned future development would be to past historical development, generating insight into how much (or how little) effort will be required to redirect and reshape the development market.
- Subtask Two is a review of the various potential sites identified in the Master Plan that could support new or adaptive development. Utilizing the existing proposed massing, the WSP team will perform a preliminary parcelization exercise to understand the amount and pace of the proposed development that would make sense on each parcel, utilizing the growth rates and demand forecasts developed in Subtask One.
- Subtask Three is conducting voluntary interviews—market soundings—with developers currently building and in the local market. The WSP team recommends between 6 and 12 interviews in order to deliver a strong understanding of their perception of the market, including reasonable building typologies, local community reception, and potential entitlement and financing hurdles that may exist. WSP will survey general questions of how the market is perceived, how developers understand feasibility, and what building typologies fit the financial, political, and physical constraints to make them buildable. At the conclusion of this task, WSP will synthesize feedback received from developers and

development-community stakeholders into recommendations for reinforcing (or changing) the incentives, restraints, and perceptions guiding developer decision making.

TASK 2.2 – PROGRAM IMPLEMENTATION

Provide expertise to support the implementation of the Program once the initial program is established, as follows:

A. Assessment of Public Infrastructure Improvements and Plans

- Design:
  - Prepare scope(s) of work for infrastructure design, including utilities, mobility, open space/parks and other key public infrastructure
  - Review of RFP responses and selection of most qualified design team(s), unless this is done thru an on-call contract or similar process
  - Oversight of design work, scope, budget, invoicing, and schedule
  - Coordinate phasing of design and construction schedules and solicitation process for public infrastructure
- Construction:
  - Prepare scope(s) of work
  - Review of RFP responses and selection of most qualified design team(s)
  - Oversight of construction, scope, budget, invoicing, and schedule

B. Assessment of Development Proposals and Plans

- Review of Developer pro formas and other financial and market documentation to assess the financial viability and responsiveness of the proposal
- Review of concept plans and other designs to assess the engineering and design feasibility and responsiveness of the proposal
- Review of commercial terms and other commercial aspects of the proposal (i.e., schedule, budget) to assess the feasibility and responsiveness of the proposal
- Prepare requests for additional information
- Assist with Developer due diligence requests, such as requests to access the property

C. Procurement of Development Proposals

- Prepare solicitations for Developer proposals
- Manage the procurement process including evaluation and negotiation
- Hold pre-positioning meetings with Developers to get feedback and input to ensure interest and that the RFP responses will be beneficial

D. Coordination and Negotiation of ENA, DDA and Other Agreements

- Assist with the establishment of Exclusive Negotiated Agreements as part of the preparation of a Development Agreement
- Assist with the negotiation, execution and ongoing management and administration of Development Agreements

E. Coordination with Third Party Stakeholders

- Engage adjacent property owners, utilities, and other third parties to assess potential impacts and risks to Program implementation.
- Develop and negotiate agreements with such third parties as necessary.

TASK 2.3 – DEVELOPER SOLICITATION SUPPORT

WSP will provide on-going support in the RFP, ENA, and DDA phases for developers for the redevelopment and expansion of the development parcels defined in the City's Program.

- Provide support for development parcels from RFP preparations and issuance thru DDAs and other administration of developer solicitations
- Prepare RFP scopes of work for developers
- Evaluate Developer RFP responses
- Assist the City's legal team in reviewing proposed business terms, primarily for reasonableness
- Analysis of specific terms as they are proposed to identify potential opportunities & risks
- Identify potential terms, conditions, and counterproposals for inclusion in transaction documents

TASK 2.4 – INFRASTRUCTURE ENGINEERING/TECHNICAL REVIEW SERVICES

WSP will provide technical review services in collaboration with the City related to the infrastructure for the Midtown Campus Redevelopment. The City intends to hire a separate engineering consultant(s) to act as the Engineer of Record (EOR) for the project. WSP will help to write or review the initial infrastructure scope(s) of work, review and select the most qualified firms, and review the deliverables developed by the EOR and provide comments and recommendations.

Technical reviews and services will include:

- Design Analysis Reports (DARs)
- Drainage Reports
- Design Plans at all phases (30%, 60%, 90%, Final)
- Conformance to standards and specifications
- Construction Contract Book, including but not limited to special provisions, Notices to Contractors, and/or other supplemental contract documents
- A/E Contract Exhibit Review
- Safety Studies
- Traffic Impact Analysis
- Lighting and Signalization Reports
- Engineering Estimates Opinions of Probable Cost
- Value Engineering

Reviews will be conducted utilizing Bluebeam software to track comments, verify changes and document design decisions. The EOR will be responsible for providing QC/QA on all deliverables prior to submittal to the City and review by WSP.

A. Meetings and Field Visits: WSP will attend project development and review meetings in person or virtual depending on project needs.
B. Deliverable Items: Technical review of design plans, studies, and other relevant data provided by engineering consultant at each design milestone (Bluebeam markup)
C. Schedule: Dependent on project timeline determined by project needs and phasing.
D. Assumptions
   - WSP will not provide design services
   - EOR is responsible for performing QC/QA on all deliverables prior to submitting to City and WSP

TASK 2.5 – STAKEHOLDER MEETINGS

A. Internal Stakeholder Meetings

WSP will integrate into the existing collaborative framework for the City Leadership Team to participate in and contribute to the advancement of the Midtown program, an internal City Stakeholder Committee will be formed that will meet monthly to discuss status and concerns related to the design and construction of the Midtown Master Plan. These meetings will be structured and take place on a set schedule throughout the life of the project. This team should include the City's MRA team, representatives from the many participating departments.

B. External Key Stakeholder Meetings

Throughout the design and construction phase, WSP will be available to support briefing external stakeholders on progress at regular intervals. Often these meetings are structured and take place on a set schedule throughout the life of the project.

TASK 2.6 – ONGOING PROGRAM SUPPORT

A. Project management of the Program including schedule, document management, funding plans, reporting, communications, and phasing of public infrastructure and private development

B. Represent the City for purposes of the Program as such authority is delegated to the Owner's Representative

C. Coordinate other City consultants working on the Program including design and engineering, financial; and legal, as requested of the owner's representative

TASK 2.7 – PROGRAM MANAGEMENT OF OWNER'S REPRESENTATIVE TEAM

A. Submission of monthly invoices and monthly report

B. Regular meetings and communication with the client

As part of our communication plan, and to ensure constant communication between the City and WSP, a weekly [or bi-weekly] Project Coordination Meeting will be established to allow for the

discussion and resolution of all topics and issues posed during the meeting. These meetings will be structured and take place on a set schedule throughout the life of the project. This forum will be used to structure the scope of the overall program, provide for communication, and reporting (cost estimating and controls, schedule controls, risk management, change management, claims management, occupational safety oversight, and value engineering). This meeting can also serve as a venue to provide updates to elected leadership and key project stakeholders as directed by the City team.

C. Quality management of deliverables

D. Meeting minutes and agendas

E. Maintenance of project site and document management

- All pertinent project records will be tracked and stored in good order, all documents and presentations will be professional, all invoices will include a progress report and be timely.
- Ensure that all work products and supporting documents are maintained in a repository readily accessible to all team members



TEAM LEADERSHIP

Manjeet Ranu, Principal In Charge



Manjeet leads WSP's national planning practice in the United States. His leadership brings a vision that is comprehensive, multidisciplinary and leverages existing WSP services to meet the multidimensional opportunities and challenges facing current initiatives, and to make impacts that are broadly beneficial and equitable. His extensive leadership experience and exceptional expertise in both the public and private sectors across the country give him keen strategic perspectives to achieve outcomes through complexity. Manjeet has 26 years of progressively responsible public and private sector experience across Arizona, California, Colorado, Georgia, Texas and Utah. His areas of expertise are land use, transit and environmental planning, in addition to urban design, public engagement, capital programming and organizational management. Manjeet's public sector experience includes executive leadership roles with the Los Angeles County Metropolitan Transportation, Metropolitan Atlanta Rapid Transit and Utah Transit Authorities involving capital programs worth billions of dollars, as well as leadership of city planning and development services departments. In the private sector, he has provided planning and entitlement services for community developers, along with policy development for public agencies. Manjeet has also served as a community leader in coastal San Diego, and his work has added value to infrastructure projects and transformed these projects into valued community investments. Being from Colorado, he has visited Santa Fe many times over the years and it is one of his favorite places.

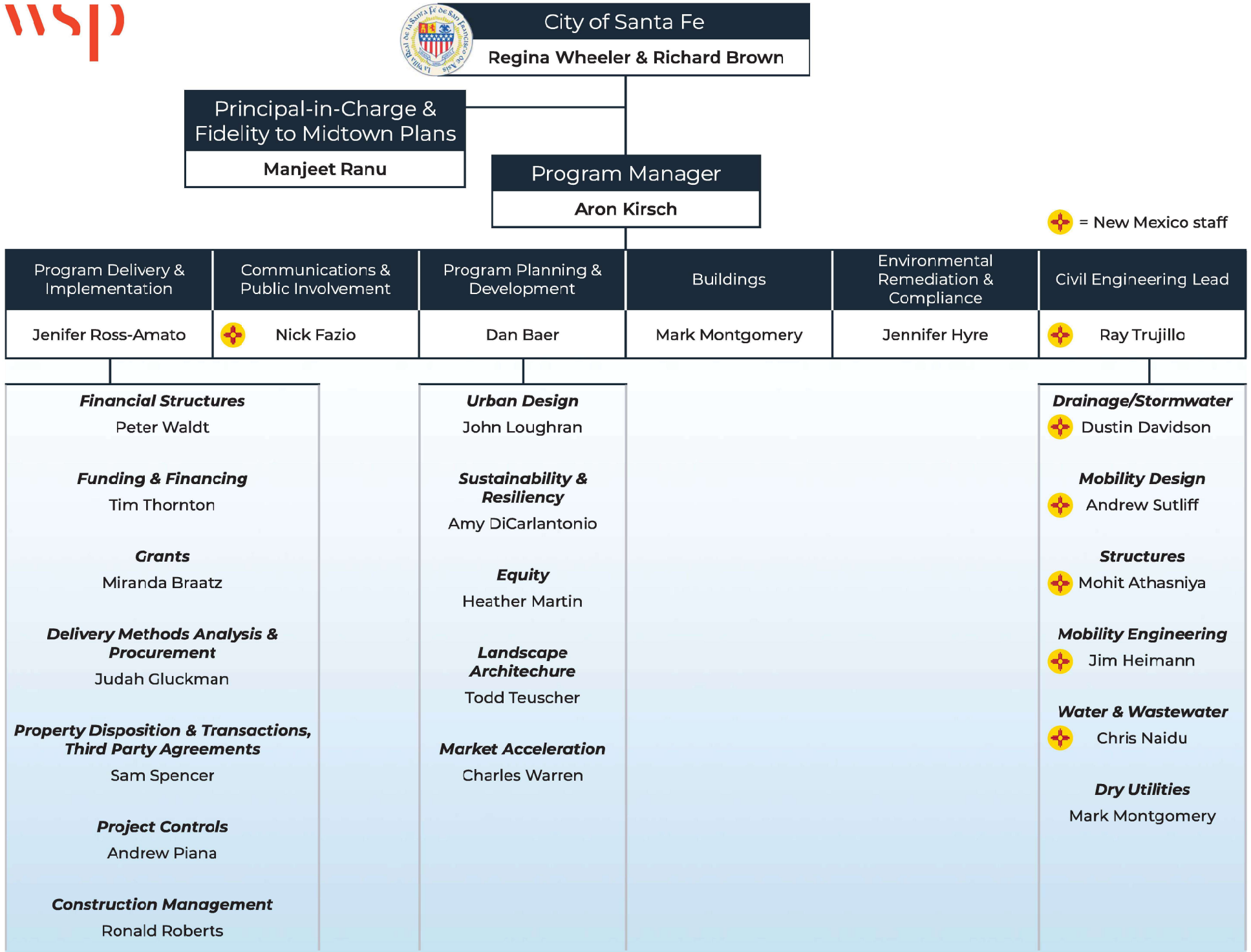
Aron Kirsch, Program Manager



A dedicated and highly engaged Program Manager, Aron brings a perfect combination of commitment, integrity and technical capability that will help drive our team to deliver high-quality results. Aron has more than 30 years of experience managing multi-billion dollar, large scale, transit-oriented, mixed-use projects from concept through construction in the public and private sectors. Aron will leverage his PM experiences on Hudson Yards in New York City, One Central in Chicago, and Kay Bailey Hutchinson Convention Center in Dallas. Aron was instrumental in New York City's implementation of the required public infrastructure improvements and developer solicitations for the Hudson Yards project, the conversion of a 300-acre, 60-block industrial hub and rail yards into a vibrant, equitable, 50-million square foot mixed-use neighborhood supported by mass transit.

Open and collaborative by nature, Aron listens intently to client and team member needs, asks the right questions, implements the responses, and enables a mutual understanding of project goals and objectives. His public and private sector experience enables the ability to balance the expectations and discussions for the client, stakeholders, architecture/engineering teams, contractors, and others. He has a keen ability to successfully deliver projects within schedule and on budget.

Aron's background is in public infrastructure and real estate development. He has knowledge and experience with zoning, transportation and land use planning, public financing mechanisms, environmental analyses, property acquisition and disposition, and business retention and attraction strategies. He has extensive experience and success in managing the planning, design, construction and financing of large-scale transit-oriented development projects, mid and high-rise buildings (residential, office, hotel), and public infrastructure projects.


City of Santa Fe
Regina Wheeler & Richard Brown
Principal-in-Charge & Fidelity to Midtown Plans
Manjeet Ranu
Program Manager
Aron Kirsch
= New Mexico staff
Program Delivery & Implementation
Jenifer Ross-Amato
Communications & Public Involvement
Nick Fazio
Program Planning & Development
Dan Baer
Buildings
Mark Montgomery
Environmental Remediation & Compliance
Jennifer Hyre
Civil Engineering Lead
Ray Trujillo
Financial Structures
Peter Waldt
Funding & Financing
Tim Thornton
Grants
Miranda Braatz
Delivery Methods Analysis & Procurement
Judah Gluckman
Property Disposition & Transactions, Third Party Agreements
Sam Spencer
Project Controls
Andrew Piana
Construction Management
Ronald Roberts
Urban Design
John Loughran
Sustainability & Resiliency
Amy DiCarlantonio
Equity
Heather Martin
Landscape Architechure
Todd Teuscher
Market Acceleration
Charles Warren
Drainage/Stormwater
Dustin Davidson
Mobility Design
Andrew Sutliff
Structures
Mohit Athasniya
Mobility Engineering
Jim Heimann
Water & Wastewater
Chris Naidu
Dry Utilities
Mark Montgomery

MANJEET RANU

Senior Vice President, National Planning Lead



Years with the firm

1

Years total

26

CAREER SUMMARY

Manjeet Ranu is a comprehensive planning practitioner, having practiced in six high-growth, economically significant states as a land use, transportation and environmental planner, with urban design expertise. He was an executive for three large urban transportation agencies in the Los Angeles, Salt Lake, and Atlanta regions. He also led community development for cities in the San Diego and Dallas regions. His transit experience involved leading and administering transportation planning, capital programs, Federal Transit Administration Capital Investigation Grant program projects, National Environmental Policy Act and the California Environmental Quality Act. Areas of practice in land use include policy planning, master planning, development review, building safety, housing programs, preparing land use regulations, California Environmental Quality Act, and code enforcement. Manjeet's 20 years of experience in the public sector and six years in the private sector across different regions of the United States, along with years of community leadership, has given him keen strategic insights and creativity to advance highly complex initiatives to successful outcomes with broad support and equitable impact.

EDUCATION

MUP, Urban and Regional Planning, University of Colorado-Denver	1999
MPA, Public Administration, University of Colorado-Denver	1999
BA, Biology & Political Science, University of Colorado-Boulder	1995

PROFESSIONAL MEMBERSHIPS

American Institute of Certified Planners

American Planning Association

Urban Land Institute: Full Member

PREVIOUS EXPERIENCE

Before joining WSP, Manjeet's experience included:

— **Chief of Capital Programs, Expansion, and Innovation, Metropolitan Atlanta Rapid Transit Authority, Atlanta, Georgia**: led a team of approximately 300 to execute a $500 million annual planning, project development, design and delivery capital program to support expansion and state of good repair projects for Metropolitan Atlanta Rapid Transit Authority. Manjeet strategically guided federal discretionary funding pursuits anew, which the agency last undertook in the 1990s, building capacity to calibrate and deliver the capital program in collaboration with regional partners. He led the entry of two expansion projects, each valued at over $300 million, into the Federal Transit Administration's Capital Investment Grants program.

— **Director of Capital Development, Utah Transit Authority, Salt Lake City, Utah**: led a reinvigorated five-year, $2 billion capital program involving light rail, bus rapid, and commuter rail transit corridor projects. Manjeet managed the federal, state, and local grants programs and administered enterprise-wide program management services, design criteria, and facilities planning.

— **Interim Planning Director, City of Denison, Dallas Region, Texas**: created processes and procedures to effectively manage significant development. Manjeet created a workflow platform to manage the development review process. He initiated the preparation of a new

land use code with design guidelines. He also prepared a work program for the annexation of nearly 7,000 acres.

— **Senior Executive Officer, Los Angeles County Metropolitan Transportation Authority, Los Angeles, California**: guided the initial preparation of an update to the agency's 40-year long-range transportation plan involving $500 billion in investments. Manjeet's responsibilities included planning, designing, and environmentally clearing $30 billion in new or expanded rail, bus rapid transit, and active transportation capital projects.

— **Planning and Development Services Director, City of Tucson, Arizona**: provided an assessment of needs and identified recommendations to improve the department while facilitating beneficial land use and economic development opportunities. Manjeet established a GIS-based development and permitting activity map. He connected Tucson's mayor and City staff with the Daniel Rose Land Use Fellowship, a program of the National League of Cities and Urban Land Institute.

— **Acting Director, Deputy Director of Planning and Building, Planning Manager, City of Encinitas and City of El Cajon, San Diego Metropolitan Area, California**: transformed development services operations by creating a workflow tool and process guide and set performance standards. Manjeet oversaw all work related to the Coastal Act and California Environmental Quality Act. He was responsible for planning, building, housing, and code enforcement services.

— **Senior Planner, Professional Services Firms and Developer Owner Representative, San Diego, California**: managed complex land development entitlement review projects involving thousands of housing units and other complementary land uses. Manjeet provided innovative, creative, and strategic planning, and California Environmental Quality Act services as a consultant within both local and international professional services firms and as a representative for a large developer owner. He secured $200 million in land purchases as part of an asset acquisition team.

— **Planner, City and County of Broomfield, City of Aurora, and City of Louisville, Denver Metropolitan Area, Colorado**: managed and negotiated development review projects, including master plans for projects from several hundred to several thousand acres in area. He conducted permit reviews for zoning compliance, inspections, and code enforcement. Manjeet also managed the public information counter and land use statistical information.

— **Project or Program Director**: responsible for the following projects:
- Campbellton Community Investment Corridor Bus Rapid Transit, Metropolitan Atlanta Rapid Transit Authority, 2021–2022
- Heavy Rail Station Rehabilitation and Modernization Program, Metropolitan Atlanta Rapid Transit Authority, 2021–2022
- Bus Network Redesign, Metropolitan Atlanta Rapid Transit Authority, 2021–2022
- Point of the Mountain Bus Rapid Transit, Utah Transit Authority, 2020–2021
- Program Management Services, Utah Transit Authority, 2020–2021
- FrontRunner Forward Commuter Rail Program, Utah Transit Authority, 2020–2021
- Denison, Texas, Permit and Service Delivery: Performance Standards + Process Guide, 2020
- Purple (D) Line Section 3 Subway, Los Angeles County Metropolitan Transportation Authority, 2017–2019
- West Santa Ana Branch Light Rail Transit, Los Angeles County Metropolitan Transportation Authority, 2017–2019
- Long Range Transportation Plan, Los Angeles County Metropolitan Transportation Authority, 2017–2019

- Encinitas Housing Element, Re-zonings, Zoning Code Amendment, Design Guidelines, Local Coastal Program Amendment, Ballot Measure, Program Environmental Impact Report, 2014–2016
- Encinitas Permit and Service Delivery: Performance Standards + Process Guide, 2015
- El Cajon Deemed Approved Alcohol Retailer Zoning Ordinance, 2013
- Proposition C, City of San Diego and Carmel Valley Community Planning Board, 2010
- Otay Ranch Village 2 Sectional Planning Area Plan, Baldwin & Sons, 2010–2011
- Shell Carson Master Plan, Shell US, 2008–2009
- Otay Mesa Community Plan Update and Program Environmental Impact Report, City of San Diego, 2005–2007
- City of Aurora Municipal Center, 2002
- Industrial Development Design Standards and Guidelines, City of Louisville, 2000
- Downtown Louisville Framework Plan & Design Guidelines, City of Louisville, 1997–1999

ARON KIRSCH

National Urban Development



Years with the firm

3

Years total

32

CAREER SUMMARY

Aron has 32 years of professional experience in real estate development; regional, city and state government; zoning; transportation and land use planning, including large-scale transit-oriented development projects; rail yard overbuild development and platforming; public financing mechanisms; environmental analyses; property acquisition and disposition; regional and corridor planning; build-out analyses; and business retention and attraction strategies.
He has extensive experience and success in managing the planning, design, construction and financing of large-scale transit-oriented development projects, mid and high-rise buildings (residential, office, hotel), and public infrastructure projects. Aron also has significant experience with zoning, master planning and transit agencies, such as New York City's Metropolitan Transportation Authority (subways, Long Island Rail Road, Metro-North), New Jersey Transit, and Amtrak. He has managed a wide range of planning, design and construction projects at the regional, city, corridor and station planning levels.

Aron has worked extensively in both the private and public sectors. Most recently he served as a board member and the Senior Vice President for development and construction at a New York City-based family-owned real estate development firm, where he was responsible for all development projects and oversaw the design and construction of five large residential projects (almost 2,000 residential units) and the design of over 2 million square feet of Class A office. He brings over 20 years of public sector experience. He previously served as Senior Vice President for the Hudson Yards Development Corporation, where he oversaw the design and construction of New York City's $3+ billion Hudson Yards project. He is also a former city planner and project manager for the New York City Department of City Planning.

EDUCATION

MRP, Urban And Regional Planning, University of Massachusetts	1999
BA, Geography, Clark University	1995

PROFESSIONAL EXPERIENCE

- **City of Dallas Kay Bailey Hutchison Convention Center Advanced Planning, Dallas, Texas:** Project Manager responsible for overseeing the Advanced Planning phase, which includes programming, schematic development, and land use planning for the project components of the new Kay Bailey Hutchison Convention Center Dallas Master Plan. WSP began the development of the Kay Bailey Hutchison Convention Center Dallas master plan for the City of Dallas Convention and Event Services department. The vision is to transform the Kay Bailey Hutchison Convention Center Dallas into the premier convention center district in the country. The scope of work for the advance planning phase provides for programming, schematic development, and land use planning for the new Kay Bailey Hutchison Convention Center Dallas.

- **City of Dallas Kay Bailey Hutchison Convention Center Multimodal Station Master Plan, Dallas, Texas:** WSP is providing planning services to the city of Dallas to produce a master plan for facilitating and developing the Kay Bailey Hutchison Convention Center Dallas. The implementation of the master plan is projected to be a ten-year phased approach with recommendations for expanding the convention center leading to revenue-generating development. The project also involves conducting a feasibility study for developing a new multimodal transit center on the convention center properties Lots E

and D. The existing connection was constructed in the 1930s and incorporated a railroad underpass with vehicular and pedestrian access. The existing underpass is classified as a historical structure, and WSP must consider all feasible alternatives to replacing the existing historical underpass. Numerous constraints were evaluated in the alternative design process, including existing utilities, rights of way, future railroad expansion, and water table elevation.

— **US Steel Site Redevelopment Master Plan, Chicago, Illinois:** Project Manager responsible for providing services for the master planning phase of this 500-acre project.

— **Colorado Department of Transportation 2019 On-Call Planning Services, Denver, Colorado**: Special Advisor on development and land use trends for an analysis of inland ports within Colorado. WSP is providing on-call planning services for task orders commissioned by the Colorado Department of Transportation.

— **One Central, Chicago, Illinois**: Project Director responsible for maintaining a strong client relationship and negotiating agreements with the principal-in-charge and client's executive team for this $4 billion, P3 project. Oversight of the A/E Team, JV CMAR team pre-construction activities, and coordination with City agencies. WSP prepared the initial master plan and transportation feasibility study and has advanced the A/E design packages to 50% design development / 30% bridging documents to support ongoing P3 discussions between the client, City and State. In the next phase of the work effort, WSP will either advance the design through 100% construction documentation or become the Owner's Representative.

  ONE Central is a mixed-use development project with a new multimodal transportation complex anchoring over 20 million square feet of mixed-use development, including mid- to high-rise buildings in Chicago. The project will be the first truly integrated, multi-modal transit hub in Chicago, providing unparalleled levels of mobility, featuring local, regional and national connectivity, combined with a mixed-use, Transit Oriented Development (TOD) in the heart of Chicago's civic and cultural district on the shores of Lake Michigan along Lake Shore Drive. Moreover, the project will address a number of issues facing residents and businesses within the South Side neighborhoods, as well as within the greater downtown area of Chicago and the entire regional transportation system. These issues relate to the need for additional transportation capacity and connectivity in the Chicago Central Area (Loop), more reliability in transit service for the Near South Side, visitor access to Millennium and Grant Parks, the Lakefront, the Museum Campus, Soldier Field and McCormick Place with opportunities for economic development and increased vitality.

PREVIOUS EXPERIENCE

Before joining WSP, Aron's experience included:

— **Real Estate Developer, Senior Vice President, Development and Construction, New York, New York**: led department of 10, responsible for all development projects from entitlement through completion for a family-owned development company with a property portfolio of over 20 million square feet. Aron advised the owner on development projects and opportunities by serving as a member of the Board of Directors. He oversaw design and construction of approximately 1,350 market-rate and mixed-income residential units across two projects (SKY and Oskar), delivered on time and within budget. He also

oversaw the design of four residential buildings (1,000 units), over 2 million square feet of Class A office space, 1,000 hotel rooms, and 2 synagogues. Aron worked with the general contractor/construction manager and internal construction team to bid, negotiate, and award construction contracts, coordinate requests for information and general construction oversight. Aron collaborated with the internal finance team on land loans, development and construction financing and with the internal and external risk management team on insurance requirements and policy execution. He oversaw outside land use counsel, appraisers, and consultants, and managed external brokerage teams to market Class A office projects. In addition, Aron had full responsibility for entitlement and pre-development for all projects within the company. His duties included: - Managed entire design process from conceptual design through construction documents, including value engineering exercises - Selected and managed all project consultants and owner's representatives - Obtained any necessary DOB, City Planning and BSA permits - Negotiated and purchased air rights (Inclusionary Housing, High Line, Hudson Yards DIB, TDRs) - Negotiated with and managed design approval process with Amtrak and the Metropolitan Transportation Authority - Managed expeditors to obtain all building permits

— **Hudson Yards Development Corporation, Senior Vice President, Planning and Construction, New York, New York**: oversaw design and construction of New York City's $3 billion Hudson Yards project, which included: Metropolitan Transportation Authority's No. 7 Subway Extension, the 2-acre Hudson Park and Boulevard, new water/sewer infrastructure and street improvements, and associated property acquisitions. Led the City's Hudson Yards project including the master plan for the Metropolitan Transportation Authority rail yard overbuild, the subway extension, the 4-acre tree-lined Hudson Park & Boulevard, the Convention Center expansion, new water and sewer infrastructure, and public financing mechanisms. Established partnerships with City Hall, Metropolitan Transportation Authority, various City and State agencies, elected officials, private developers, community boards, and neighborhood groups. Aron led the entitlement process with Amtrak, Metropolitan Transportation Authority and Port Authority, and managed architectural and engineering teams, cost estimators, construction managers and contractors.

— **New York City Planning Department, Planner/Project Manager, New York, New York**: led two major neighborhood re-zonings: Hudson Square and Hudson Yards. Led the City's Hudson Yards project including the master plan creation, the environmental impact statement, the re-zoning process, and the design of the subway extension.

PUBLICATIONS & PRESENTATIONS

Presentations

— " Infrastructure Investments: When the Private Sector takes the Lead," Rail~Volution 2020, 2020

JENIFER ROSS-AMATO, JD

Sr. Vice President, Alternative Delivery



Years with the firm

2+

Years of experience

23

Education

J.D., University of Colorado School of Law, 2000

A.B., Vassar College, 1997

Professional affiliations

American Public Transportation Association Legal Services Committee; ENO Center for Transportation Transit Senior Executive Program; Multi-Agency Exchange (MAX) Program; Colorado Women's Bar Association

Areas of practice

Transit Oriented Development and Joint Development

Commercial Relationships and Governance Frameworks

Alternative Delivery Project Implementation

Stakeholder Partnering and Third-Party Agreements

CAREER SUMMARY

Jenifer Ross-Amato is a strategic, collaborative leader in infrastructure where she provides advice on planning, implementing and managing complex, innovative projects. Her expertise includes policy development, regulatory compliance, program management, procurement, contract development, commercial negotiations, stakeholder coordination, relationship management and dispute resolution. She uses a creative, solutions-focused approach to establish and maintain beneficial partnerships, negotiate resolutions and move projects forward. Prior to joining the firm, Ms. Ross-Amato led the legal team at the Regional Transportation District (RTD) in Denver as interim general counsel and deputy general counsel.

PROJECT EXPERIENCE AT WSP

- **Hudson Bergen Light Rail O&M Rebid Project, New Jersey Transit**: Project manager leading an evaluation and transition of a hand-back for a DBOM concessionaire and procurement of an operations and maintenance contractor for the light rail system, including analysis of delivery models, integration with design build project extensions, potential procurement and installation of organizational oversight team.
- **Burnham Yard Redevelopment Project, Denver, Colorado**: Deputy Project Manager serving as owner's representative for the P3 Office, State of Colorado, to prepare a NEPA-ready strategic plan to redevelop a historic freight rail yard as a transit-oriented development in the cultural heart of the city, stitching neighborhoods back together.
- **Hudson Tunnel Project, Gateway Development Program, New York City**: Assisting with development of procurement documents, geotechnical risk management strategies and Federal compliance programs. WSP is part of a joint venture providing engineering and project management for the Gateway Project.
- **California High-Speed Rail Authority (CHSRA), California**: Leading facilitation of station area planning workshops with CHSRA, City of Palmdale and multiple stakeholders to develop a partnership and governance framework to execute station master plan. WSP leads the Rail Delivery Partner consortium providing program management and planning.
- **SunRail Transition, Central Florida**: Led efforts to advise on the contracts and agreements transition process, as well as assisted with governance structure for a change of oversight of the commuter rail system by the state DOT to a separate entity comprised of multiple local jurisdictions. WSP is advising the Commission created to oversee operations of the SunRail system after the transition.
- **Capitol Region Council of Governments (CRCOG), Hartford, Connecticut**: Leading a task to evaluate and provide recommendations on the roles and responsibilities between local, regional and state public entities to implement a corridor-wide TOD program. WSP is completing a TOD implementation strategy for the region.
- **San Bernardino County Transit Authority On-Call Bus and Transit Design Services, San Bernardino, California**: Leading the task for contracts/commercial terms and third party agreements for West Valley Connector Bus Rapid Transit project. Jenifer drafts and negotiates agreements with third parties and assists SBCTA with the procurement and administration of contracts. WSP is providing program management services to SBCTA for the implementation of a new BRT service using battery electric buses in the West Valley Corridor.

- **Advanced Rapid Transit Projects, San Antonio, Texas**: Advised on strategy and negotiation of a partnership agreement between transit agency and city to implement a bus rapid transit project. WSP provides project management services for VIA.
- **Maryland Purple Line Light Rail P3 Project, Baltimore, Maryland**: Advised the Program Management/Construction Management team with review and preparation of agreements and procurement documents as part of the re-solicitation for a design-build contractor. Jenifer assisted with analysis of various issues requiring renegotiation of P3 Agreement and assisted with drafting and negotiation of various third-party agreements. WSP, in joint venture, provided program management for new mass transit initiatives including the Red Line, Purple Line, Corridor Cities Transitway light rail projects.

PREVIOUS WORK EXPERIENCE

Before joining WSP, Jenifer's experience includes:

- **RTD**, Denver, CO: interim general counsel, deputy general counsel, associate general counsel; advised a 15-member publicly elected board and senior executives as well as leading the General Counsel Department (29 employees and a $17 million budget) through transitions of CEO, General Counsel, and the Covid-19 pandemic; oversaw multiple complex procurements and transit-oriented development projects; negotiated multiple complex intergovernmental agreements and represented RTD in legislative policy efforts. Jenifer worked on numerous projects at RTD including:
  - **North Metro Commuter Rail, Denver, Colorado**: Led legal team that helped RTD stand-up its first self-operated commuter rail line – N Line – which opened in September 2020. She negotiated a $200 million agreement with a concessionaire for shared use of the commuter rail corridor and maintenance of commuter rail vehicles; retained $400 million railroad liability insurance; closed on right-of-way acquisitions with freight railroads; assisted in establishment of quiet zones and assisted in completing FRA New Starts matrix.
  - **Eagle P3 Project, Denver, Colorado**: Denver, Colorado: Assisted the owner of the $2 billion Eagle Public-Private Partnership (P3) Commuter Rail Project in resolving regulatory hurdles with the Federal Railroad Administration to open the G Line in 2019 and obtain quiet zones for A, B, and G Lines; assisted with resolution of design-build project final certifications and ongoing operational administration of DBFOM concession agreement; closed on right-of-way acquisitions with freight railroads; negotiated multiple change orders and related intergovernmental agreements to deliver local TOD projects along the corridors.
  - **Denver Union Station, Denver, Colorado**: assisted RTD in implementation of joint development project for master development of station area; drafted RFP for the master development of the historic building that led to a 99-year joint development lease and millions in revenue for RTD; helped manage ongoing real property management issues, commercial agreements, intergovernmental agreements, and regulatory actions within station area including an AMTRAK lease. She also negotiated an agreement with the Downtown Denver Partnership to manage and activate public spaces near Denver Union Station, as well as easements and licenses with developers and special districts.
  - **Olde Town Transit Hub, Arvada, Colorado**: Assisted RTD in vision, development and implementation of signature TOD project along new commuter rail line through entire lifecycle of project that opened in 2019; negotiated multiple agreements that provided governance, funding and property.

NICHOLAS (NICK) FAZIO

Sr. Consultant, Land/Urban Planner



Years with the firm

3

Years total

14

Other languages

Spanish

CAREER SUMMARY

Nick Fazio has experience as a multidisciplinary consultant in the fields of community planning, urban design, parks and recreation, and public policy. His skills as a designer, planner, and community organizer enable him to effectively solve problems and communicate complex ideas to diverse audiences. Nick's background includes comprehensive planning, strategic planning and policy analysis, long-range planning and historic preservation. Nick has worked in both urban and rural settings with public and private stakeholders, and always strives to create quality places that meet the clients' needs and serve the local community.

EDUCATION

MS, Colorado State University, 2014

PROFESSIONAL MEMBERSHIPS

American Planning Association: Professional Development & Continuing Education Co-Chair

PROFESSIONAL EXPERIENCE

- **Port of Morrow 2020 Strategic Business Plan Update, Boardman, Oregon**: planner responsible for public outreach summaries, including stakeholder interviews and the strengths, weaknesses, opportunities, and threats analysis; data collection; and production of the draft and final strategic business plan documents for the Port of Morrow. WSP to update the strategic business plan for the Port.

- **Tryon Creek Trunk Sewer Upgrade, Portland, Oregon**: planner working with the City of Portland's Bureau of Environmental Services to provide public involvement and outreach services. Project responsibilities include initial key stakeholder outreach, project-related stakeholder interviews, and team coordination. WSP provided design services for the assessment and maintenance upgrades of a 800 linear foot elevated concrete sewer pipe from the Tryon Creek Wastewater Treatment Plant in Lake Oswego.

- **City of La Center 2020 On-Call Planning Services, La Center, Washington**: planner responsible for supporting the City of La Center with land use application review and staff recommendations to ensure consistency with the La Center Municipal Code and state law. The work includes coordination with City staff and applicants, writing staff reports, and planning commission and City council presentations. WSP is providing on-call planning services to the City of La Center as a subcontractor to E2 Land Use Planning Services. Work will include staffing the planning counter on site and conducting permit reviews.

- **City of Vancouver Southeast 18th Street Improvements, Vancouver, Washington**: planner responsible for environmental review in accordance with the State Environmental Policy Act for a proposed street extension in Vancouver, Washington. Project work includes evaluation of environmental impacts for compliance with local and state law. WSP provided environmental resource documentation and federal, state, and local permitting services for this federally funded corridor completion project that will upgrade and extend NE 18thStreet between NE 97th Avenue and NE 107th Avenue, with three roundabouts, for the City of Vancouver. WSP's environmental team was tasked with

developing environmental documentation and securing environmental permits. WSP prepared a NEPA CE form and associated discipline documents, a no effect letter for Endangered Species Act consultation, SEPA checklist and a critical areas report. AINW conducted an archaeological investigation to comply withSection 106 and NEPA.

— **Curtin Creek Community Park, Vancouver, Washington**: planner responsible for public involvement and outreach for a proposed community park in unincorporated Clark County, Washington. Project responsibilities include stakeholder outreach, project-related event planning and assistance, survey development and analysis, and team coordination.

— **Providence Academy/Aegis Phase II, Vancouver, Washington**: planner responsible for public involvement and outreach for the redevelopment of a historic property in downtown Vancouver into a mixed-use development. Project responsibilities include stakeholder outreach, project-related event planning and assistance, technical analysis, and team coordination.

— **State Route 500, Northeast Lake Road and Northeast Everett Street Intersection Improvements, Camas, Washington**: planner responsible for public involvement and outreach related to an intersection improvement project. Project responsibilities include stakeholder outreach, project-related event planning and assistance, content development and writing, and team coordination. WSP is responsible for leading the structural engineering, environmental permitting and documentation, and public outreach services as part of a project team for the NE Everett Road (State Route 500) and NE Lake Road intersection improvement project connecting the north shore, south shore, and downtown Camas and providing access to regional recreation areas at Lacamas Lake and Round Lake.

— **Buildable Land Needs ASES & HAP, Stevenson, Washington**: planner responsible for public involvement and outreach related to identifying buildable lands and development of a housing needs analysis in a rural Skamania County. Project responsibilities include public outreach, project-related stakeholder interviews, technical analysis of housing needs and related technical writing, and team coordination.

— **White Salmon 2021 Comprehensive Plan Update, White Salmon, Washington**: planner responsible for assisting with the comprehensive plan update for the City of White Salmon. Responsibilities include review and analysis of the current comprehensive plan, development and technical writing of comprehensive plan chapters, and team coordination. WSP is updating the City's comprehensive plan.

OTHER WSP EXPERIENCE

— **Irvine Access Floors, Laurel, Maryland**: construction foreman responsible for a leadership role in this company for six years. Managed a crew from two to 15 people. Completed all jobs according to speciation, codes, and blueprints. Work ranged from initiating new projects to fixing previous construction. For the largest project he installed 100,000-square feet of flooring, using metal tiles, at the National Security Agency. Safely operated forklifts.

— **City of Baltimore Consent Decree Program Management SC 903, Baltimore, Maryland**: inspector I for the 102,000 linear feet of cured-in-place pipe lining; 5,800 linear feet of cleaning and closed-circuit television of pipe; 1,700 linear feet of replacement of sanitary sewer by open cut method; rehabilitations of 1,500 sanitary house connections; rehabilitation of 370 existing sanitary sewer with new sanitary sewer manholes; and 370

vertical linear feed of replacement of sanitary sewer manholes. Included associated wastewater bypass pumping of control of flows of sewer and/or manholes to be repaired, replaces, constructed or rehabilitated and continuous monitoring of the bypass operation. Restoration of pavement, alleys, and sidewalk and site restoration, including planting trees.

— **City of Baltimore, Consent Decree Program Management SC 920, Baltimore, Maryland**: inspector I for the 110,000-feet of cured-in-place (CIPP) lining; 6,600-feet of sewer cleaning and closed circuit television inspection; 4,130-linear feet of replacement of sanitary sewers by open cut method; 110 sanitary sewer open cut repairs; 143 sanitary sewer point repairs and 288 sewer house connections repairs using CIPP; 1,332 rehabilitations of sanitary house connections by grouting; 1,446 vertical feet of interior coating sanitary sewer manholes; 567 vertical linear feet of replacement of existing sanitary sewer with new sanitary sewer manholes; associated wastewater bypass pumping and control of flows of sewer and manholes to be repaired, replaced, constructed or rehabilitated and continuous monitoring of the bypass operation; and restoration of pavement, alleys, sidewalks, fences, and site restoration. Responsible for post cleaning closed-circuit television/SONOR assessment to document the internal condition of the pipes per Pipeline Assessments and Certifications Program protocols. Manhole inspections in accordance with the manhole assessment and certification programs protocols. Providing inspection services to include: review of contract documents and inspection for conformance. Responsible for field correspondence and memos, safety compliance assurance, daily reports, material logs, delivery tickets, and attendance at progress meetings.

— **City of Baltimore, Consent Decree Program Management SC 922R Large Diameter Sewer Cleaning, Low-Level Sewer Sheds, Baltimore, Maryland**: inspector I for the project included the cleaning of 12,030-linear foot of 24-inch to 64-inch sanitary sewers from Highland Avenue to the Eastern Avenue Pump Station for the Eastern Interceptor; 10,941-linear feet of 51-inch to 84-inch sanitary sewer from Warner Street to the Eastern Avenue Pump Station for the Western Interceptor; and the Eastern Avenue Pump Station grit chamber, with proper disposal of removed material, post cleaning closed-circuit television/SONOR assessment to document the internal condition of the pipes per Pipeline Assessments and Certifications Program protocols. Included manhole inspections in accordance with the manhole assessment and certification programs protocols. Provided inspection services including: review of contract documents and inspection for conformance. Responsible for field correspondence and memos, safety compliance assurance, daily reports, material logs and delivery tickets, and attendance at progress meetings.

— **Complete Streets Ordinance and Program, Castle Rock, Washington**: planner and deputy project manager responsible for assisting the City of Castle Rock with development of a Complete Streets ordinance and program. As the first community to envision and adopt a Complete Streets program in the county, Castle Rock took a leadership role in community-based planning and pedestrian infrastructure prioritization. Responsibilities included public outreach and engagement, management and facilitation of a citizen's working group, technical analysis and writing of the ordinance, program design, and management of the docketing and adoption process. Castle Rock's program is considered highly successful and led to the acquisition of competitive Complete Streets grant funds in its inaugural year.

— **Comprehensive Plan Map Amendments and Zone Changes, West Richland, Washington**: planner assisting with amendments to the City of West Richland comprehensive plan map and associated rezoning of three parcels in the City's fast-

DANIEL BAER, AICP , Senior VP

National Planning Marketing Lead



Years with the firm

17

Years total

39

Professional registrations

Certified Planner (AICP): US

CAREER SUMMARY

Daniel Baer is experienced in managing large, multidisciplinary teams for transportation and land development initiatives, alternatives analyses and master plans for major transportation and site development projects. He has managed the preparation of hundreds of major transportation projects, feasibility studies, alternatives analyses and environmental assessment programs. He has led and organized a variety of Transportation Oriented Development (TOD) and large/complex overbuild projects, including the preparation of design guidelines and funding/financial strategies.

EDUCATION

MUP, Planning, New York University	1984
BA, Public Policy, Pomona College	1981

PROFESSIONAL MEMBERSHIPS

American Planning Association

Urban Land Institute

PROFESSIONAL EXPERIENCE

Burnham Yard Redevelopment Project, Denver, Colorado: Project Manager serving as owner's representative for the P3 Office, State of Colorado, to prepare a market driven strategic redevelopment plan for one of the City of Denver's last large development parcels. The project will result in the transformation of a historic freight rail yard to a transit-oriented development in the cultural heart of the city, stitching neighborhoods back together. The project will also involve the identification of a preferred rail relocation strategy that will allow for the greatest possible generation of value for the residual property. The project also involves the identification of a locally preferred alternative for the rail infrastructure which will be advanced through the NEPA process.

Hudson Yards Development Corporation (HYDC) Hudson Yards-Eastern and Western Rail Yards Master Plan and Design Guidelines, New York City, New York: project manager responsible for managing the development of a master plan and engineering and planning/design guidelines for the construction of over 12 million square feet of mixed use development and open space over the West Side Storage Yard. The final product was an extensive set of design guidelines allowing for the development of up to twelve million square feet of office and hotel space; three million square feet of residential space; 200,000 square feet of retail space; parking facilities; a new major cultural facility; and approximately five acres of open space over an operating rail yard. The project represents one of the first major TOD over an active rail yard that was financed through a value capture mechanism associated with a rezoning action along the west side of midtown Manhattan. (2005-2008)

Port Authority Bus Terminal Replacement Program, Master Plan, design and environmental assessment, New York, New York: Deputy project manager for transportation planning, operations, environmental analysis and facilities alternative development and analyses. WSP was selected to provide planning and environmental services for replacing The Port Authority of New York and New Jersey's Midtown Manhattan bus terminal—the world's busiest bus depot serving 232,000 customers daily with use expected to increase 40 percent by 2040. Services include identifying a location for a new terminal and reviewing the Authority's previous Midtown Bus Master Planning, the Trans-Hudson Commuting Capacity Study, concepts submitted to the Terminal International Design +

Deliverability Competition and the build-in-place option which keeps the terminal operating while a fifth and sixth floor are added prior to rebuilding the existing four floors. (2017-ongoing)

Kay Bailey Hutchison Convention Center (KBHCC) and Multi-Modal Master Plan, Dallas, Texas: Project Manager for the preparation of four distinct master plans that will guide the selection of a preferred Convention center and new multi-modal station alternative. The selected KBHCC will provide the appropriate amount of conference room and exhibit space to recapture portions of the convention center market it has lost to other large facilities. The Multi-modal station will serve a number of purposes. Primarily, it will serve new and emerging commercial and retail markets. Secondly it will provide access to hotels and the convention center and, will be a catalyst for new growth and increased value. A phased implementation plan will be prepared which identifies the potential funding/financing opportunities which include improvement districts, value capture, FTA grants and other sources. (2020-2023)

National Western Stockshow site Master Plan, Denver, Colorado: Technical advisor for the development of criteria and the process to evaluate the multiple development options for the site. Working with the project manager, developed a range of criteria that would appeal to the diverse range of stakeholders that either operated the site, local transit, or the community that lived adjacent to the site. (2013-2015)

Confidential Client-Private Developer, Chicago Illinois, Project Manager for the preparation of a feasibility study and master plan for a new multimodal transit center to be constructed over and active METRA yard, located near the Southside of Chicago. The proposed station would consist of 6 million ft2 of customer related uses and would accommodate the potential for an additional 17 million ft2 of new mixed-use development over an active METRA yard. The new multi-modal station would accommodate METRA service, a new premium bus service (BRT) and in the future CTA and AMTRAK service. The project would be one of the most utilized stations in Chicago and one of the largest TOD projects in the country, and would provide significant transportation, economic and environmental benefits. **(2019-ongoing)**

Redevelopment of White Plains Transit Center Master Plan, White Plains, New York: project manager responsible for oversight of redevelopment plan. WSP provided the City of White Plains, New York with preliminary planning, design and engineering services for a proposed redevelopment of White Plains Station and downtown area to create a gateway into the City of White Plains, maximizing economic development potential, and creating linkage to downtown. (2015-2017)

Sunnyside Yards Overbuild Feasibility Study, Queens, New York: Project Manager for the development of the transportation plan and site overbuild of an active rail yard along the Northeast Corridor. Sunnyside Yards presently accommodates three different operating railroads with varying temporal characteristics. The proposed project would result in the construction of over 10 million square feet of new mixed-use space in an actively developing portion of Queens. (2014-2016)

Staten Island North Shore Land Use Study/Master Plan, New York, New York: project manager responsible for the preparation of a comprehensive land-use transportation plan for the North Shore area of Staten Island, which extends from St. George to Elm Park. The North Shore area has experienced losses in commercial and retail sales and base and is saddled with significant levels of vehicle congestion along its major east-west roadways. This plan of action provides a framework for the implementation of immediate and long-term initiatives that focus on revitalizing and opening up the North Shore waterfront and important commercial corridors and residential areas. (2008-2010)

New Jersey Sports and Exposition Authority Sports Complex Master Plan, New Jersey: project manager for the investigation and assessment of environmental and transportation opportunities and constraints associated with locating new entertainment and recreational facilities at the existing sports complex in Hackensack Meadowlands District. He also investigated on-site modifications to

improve access and circulation between existing and proposed facilities. His duties included analyzing rail access to the complex with several design concepts prepared, each enabling regional access to the site. Constraints to development included wetlands and hazardous materials. (2003-2007)

New York Jets Development West Side Sports and Convention Center, New York City, New York: project manager for the preparation of the traffic, parking and transportation analysis for a new West Side football stadium and convention center complex. The new stadium would be incorporated into an expanded Jacob Javits Convention Center and converted to convention center space on non-football event days. The analysis addressed conditions before and after a football game and potential impacts associated with traffic, pedestrian circulation, parking and transit accessibility.(2001-2003)

AWARDS

Diamond Award for Cross Harbor Freight Movement EIS, American Council of Engineering Companies

Winner of the International Design Competition for the West Side of Manhattan
Prepared traffic and transit analysis and design

Honorable Mention for East Corridor Regional Rail Project, Nashville, Tennessee, New York Association of Consulting Engineers

Gold Award for the Northern Corridor Alignment Study, Orlando, Florida, NYACE

PUBLICATIONS & PRESENTATIONS

Presentations

- "Land Use and Transportation," Charlotte North Carolina Chamber of Commerce, in conjunction with ULI
- "Visiting Lecturer, Environmental Planning Seminar," New York University, Wagner School, NY, 1993-2002
- "Stadium Siting Decisions," APA, 1994
- "Transportation and Stadium Operations," APA Conference, 1996-1997
- "Visiting Lecturer, Urban Infrastructure Workshop," New Jersey Institute of Technology, NJ, 1997-1998
- "Light Rail Transit," The Orlando Experience, APTA Conference, 2003

MARK MONTGOMERY

Senior Vice President



Years with firm

25

Years of experience

25

Professional registrations

CO, MO, VA, UT, WY, NV

Education

BS, Architectural Engineering, Kansas State University

Professional memberships

ASHE, CAHED, I2SL, ISPE, IESNA, USGBC

Awards

CSE Magazine's top 40 under 40 award in 2011

Languages

English

CAREER SUMMARY

Mr. Mark Montgomery is a graduate of Kansas State University in architectural engineering. He is currently the Buildings Practice Denver office manager, as well as in charge of overseeing the operations for WSP's Denver, Boulder, and Kansas City offices. His duties include regional strategy, office management, business development, and electrical engineering. Mr. Montgomery has over 19 years of experience at the firm and has been involved in the design of a variety of different projects, including hospital facilities, institutional facilities, laboratory facilities, corporate facilities, and data centers. Mr. Montgomery has been honored with CSE Magazine's top 40 under 40 award in 2011, as well as his company's "Engineer of the Year" award given in 2004.

SELECTED PROFESSIONAL EXPERIENCE

Campus & District Master Planning experience

— Rice University, Brockman Hall for Physics, Houston, Texas

— Virginia Commonwealth University Health System, Service Consolidation, Richmond, Virginia

— Graham County Hospital Expansion Study, Hill City, Kansas

— PSL Energy Master Planning, Denver, Colorado

— PSL Campus Plant Consolidation, Denver, Colorado

— Northern Arizona Healthcare Fort Tuthill Medical Center, Flagstaff, Arizona

— Medical Center of Aurora – Expansion Study, Aurora, Colorado

— Banner Fort Collins Medical Center, Fort Collins, Colorado

— Centura Interquest Master Planning Engineering Support, Colorado Springs, Colorado

— North Colorado Med Center Electrical Systems Upgrades, Greeley, Colorado

— Uintah Base Medical Center Master Plan, Vernal, Utah

— Aiken Regonial Medical Center, Master Plan, Aiken, South Carolina

— Castle Rock Adventist, Health Center Campus Master Plan, Castle Rock, Colorado

— Medical Center of Virginia (VCUHS), Heart Center, Richmond, Virginia

— Medical Center of Virginia (VCUHS), Interventional Radiology Suite, Richmond, Virginia

— Winchester Medical Center, Master Plan, Winchester, Virginia

JENNIFER HYRE

Assistant Vice President, Environmental Planning



Years with the firm

5

Years total

22

Education

Master's Certificate, NEPA, Utah State University

BS, Environmental Science Juniata College

Professional registrations

Wetland Delineator Certification: NM

Areas of Practice

Alternatives Development

NEPA Environmental Assessments and Categorical Exclusions

Pubic and Stakeholder Engagement

Federal Agency Consultations

Wetland Delineations

Clean Water Act 404/401 Permitting

Biological Assessments

Archaeological and Historic Properties Section 106 Compliance

CAREER SUMMARY

Jennifer brings over 20 years of experience in multi-disciplinary environmental compliance, permitting, and mitigation needs for local government, public works, transportation, and land development projects. Prior to joining WSP, she was an Environmental Analyst with the NMDOT Environmental Bureau. She has extensive experience with high-profile Public Involvement, environmental clearances, and cultural resources management. She regularly serves as a project development team member during Phase I-A, I-B, I-C, and I-D and has a thorough understanding of the Location Study Procedures. Jennifer currently manages three on-call contracts with the NMDOT Environmental Bureau.

SELECTED PROFESSIONAL EXPERIENCE

- **NMDOT Environmental On-Call, NEPA Public Involvement Guide, Statewide, New Mexico:** Jennifer is the Project Manager and Public Involvement Lead for a task order under WSP's on-call environmental contract with the NMDOT Environmental Bureau which included development of the Department's first ever Guide to Public Involvement. Future support will include producing training materials on how to use the guide.
- **NMDOT NM 500 Rio Bravo Bridge Replacement, Albuquerque, New Mexico:** Jennifer is the Environmental and Public Involvement Lead for a critical project replacing the four bridges over the Rio Grande in Albuquerque's South Valley. WSP completed the Phase I-A/B study report and alternatives screening and is currently performing Phase I-C and I-D services. Jennifer is leading the team of specialists performing the biological assessment, wetland delineation, historic properties investigation, noise study, and visual impact assessment. Key environmental resource considerations include the Rio Grande, irrigation canals, protected species and critical habitats, bats, right-of-way constraints, and floodplains. WSP has led all public involvement for this project, including live virtual public meetings using Zoom Webinar. To aid in garnering public interaction, a customized MetroQuest online survey platform was developed, which received over 300 comments. All materials including the live presentation were provided in English and Spanish. Throughout the project, Jennifer has facilitated proactive engagement with the multiple federal and state stakeholder agencies having jurisdictional or regulatory authority within proximity to the project.
- **NMDOT NM 6 Bridge Replacement, Los Lunas, New Mexico:** Jennifer served as the Environmental Lead. WSP completed the evaluation of alternatives, preliminary design, environmental investigations, final design, and provided construction services for the NM 6 Bridge replacement over the Rio Grande. Key concerns included impacts to the river and floodplains, bats, waterfowl refuges, historic sites (FHWA Section 4(f)), protected species, critical habitats, span arrangement, construction phasing, and ROW impacts. Jennifer facilitated Section 7 Endangered Species Act consultations and development of mitigation measures in addition to preparing the Categorical Exclusion.
- **NMDOT NM 599 and Via Veteranos Intersection, Santa Fe, New Mexico:** Jennifer provided staff augmentation public involvement support for an intersection access control project being developed by the NMDOT. She prepared and distributed meeting notices, facilitated and mediated an in-person public meeting with numerous disruptive and highly engaged people, and prepared an input synopsis summarizing the agency's cumulative public involvement efforts on the project.

RAYMOND TRUJILLO, PE

Vice President, Structural Engineer



Years with the firm

5

Years total

31

Professional registrations

Professional Engineer: NM (13514); NV (26106)

Areas of practice

Bridge Design

Construction Management

Drainage Design

Highway Design

CAREER SUMMARY

Ray Trujillo is the senior bridge/structures manager for WSP's New Mexico operations. He has nearly three decades of experience in bridge, structural, drainage, and highway design. Prior to joining WSP, Ray spent 20 years as a bridge design engineer and as the state bridge engineer for the New Mexico Department of Transportation. As the state bridge engineer, Ray oversaw the New Mexico Department of Transportation's Bridge and Structures Program, which includes the design, management, maintenance, and inspection of bridges and structures to ensure bridges were safe for public use. Under his leadership, the New Mexico Department of Transportation's Bridge Program in 2016 ranked fourth in the nation in least amount of structurally deficient and functionally obsolete bridges. During his tenure with WSP and New Mexico Department of Transportation, Ray has worked on over 600 bridges in New Mexico, involving new bridges, bridge replacements, rehabilitation, and preventive maintenance.

EDUCATION

BS, Civil Engineering, New Mexico State University, 1992

PROFESSIONAL EXPERIENCE

— **New Mexico Department of Transportation Statewide Bridge Services, Various Locations, New Mexico**: WSP is providing engineering services for a series of bridge projects throughout the State of New Mexico.

- **AASHTO Manual for Assessing Safety Hardware (MASH) Bridge Rail Literature Review, Various Locations, New Mexico**: provided a quality control review of the literature review document on this project. WSP provided engineering services for a literature review for the nationwide research of American Association of State Highway and Transportation Officials Manual for Assessing Safety Hardware (MASH)-compliant railing.

OTHER WSP EXPERIENCE

— **Clark County - Laughlin-Bullhead City Bridge over the Colorado River, Clark County, Nevada**: design engineer for a new 724-foot bridge spanning the Colorado River. The maximum span was 168 feet. The superstructure consisted of California WF-84 prestressed concrete girders with a cast-in-place deck and integral piers. The bridge carries four drive lanes, as well as a multi-user pathway.

— **Nevada Department of Transportation - Statewide Load Rating (Task 2), Nevada**: served as the project manager for load rating and calculations of 120 bridges under Emergency Vehicles (EV2/EV3). The bridges included steel culverts, concrete culverts, concrete girders, and steel plate girders performed using MDX, BRASS-GIRDER, BRASS-CULVERT, and CANDE.

— **New Mexico Department of Transportation - Interstate 10 over Main Street Bridges 9836 and 9837 Replacement, Lordsburg, New Mexico**: responsible for load rating, quantity calculations, cost estimate, and quality control review of plans for conformance with New Mexico Department of Transportation standards. Ray designed and detailed 35-foot approach slabs. He also performed independent prestressed girder design, as well as bridge load rating using AASHTOWare Br R.

— **New Mexico Department of Transportation - New Mexico Highway 96 over Rio Puerco Bridge Replacement, New Mexico**: served as a bridge engineer responsible for performing quantity calculations, cost estimate, and checking bridge plans for conformance with New Mexico Department of Transportation standards. Ray designed and detailed bridge deck, abutment caps, approach slabs, and steel girders. He also performed bridge load rating using AASHTOWare Br R.

PREVIOUS EXPERIENCE

Before joining WSP, Raymond's experience included:

— **New Mexico Department of Transportation - Bridge Bureau Chief, New Mexico**: as the Bridge Bureau Chief, Ray was responsible for managing and overseeing New Mexico's Bridge and Structures Program, which included managing the Bridge Design Section and the Bridge Management Section within the Bridge Bureau. Ray's duties included managing staff and project schedules in support of the New Mexico Statewide Transportation Improvement Program; providing input into the project planning process and assisting in the selection of bridges that needed maintenance, rehabilitation, or replacement; designing cost effective, durable, functional, and safe bridges and structures for highway projects; incorporating best practices into the design of bridges and structures; ensuring quality assurance/quality control was carried out on each individual project; providing technical support during construction of bridges and structures; managing and administering multiple contracts and assigned tasks to consultants and universities; providing technical support to the District offices and Rail Bureau on bridges and structures; ensuring all District offices were on-time with bridge inspections per the National Bridge Inspection Standards; providing training opportunities for internal staff and bridge engineer consultants; evaluating fabricators and product suppliers for their capability in performing work for the New Mexico Department of Transportation; providing proactive participation in all human resource issues and budget matters; and responding to all agency, legislative, contractor, or public requests pertaining to elements managed or determined to be under the jurisdiction of the New Mexico Department of Transportation Bridge Bureau.

— **New Mexico Department of Transportation - Bridge Design Unit Leader, New Mexico**: as the Bridge Design Unit Lead, Ray's duties included preparing bridge plans and performing design calculations in conformance with the New Mexico Department of Transportation's design policy and procedures; providing cost effective, functional, durable, and safe bridge/structural designs; designing steel girder, reinforced concrete slab, and prestressed concrete girder bridges; participating in design team meetings to meet the goals of the project; performing thorough reviews and checks of consultant's reports, details, and construction plans and recommending alternative structural designs; providing technical support to construction personnel and performing construction inspections during construction of bridges and major structures; preparing scoping reports and cost estimates for bridge and major structure projects; checking fabricator's shop drawings during construction for compliance with the contract plan details; assigning tasks to engineers/engineer technicians in order to meet on-going deadlines; working with the New Mexico Department of Transportation's Drainage Section and the U.S. Geological Survey to analyze bridges for scour and stability; determining inventory and operating rating capacities for existing and new bridge structures; and attending and presenting at various bridge conferences around the nation on the New Mexico Department of Transportation's successful Accelerated Bridge Construction projects.

— **New Mexico Department of Transportation - Selected Projects, New Mexico**: Ray worked on several projects throughout his tenure with the New Mexico Department of Transportation, including: - Mountain Valley Road over Interstate 40, Edgewood, New Mexico: engineer of record responsible for the design of a new two-span prestressed concrete box girder bridge on concrete abutment walls and concrete pier columns on spread footings (Bridge #9303). The bridge was built in 32-calendar days, making it a successful accelerated bridge construction project. Ray provided technical support during construction to ensure its success. - New Mexico 63 over Glorieta Creek, Pecos, New Mexico: engineer of record responsible for the design and detailing of a single-span rolled steel girder bridge on drilled shafts (Bridge #8888), as well as the design and detailing retaining walls for earth and roadway support. Ray provided technical support during construction. - U.S. Route 491 Northbound over Tocito Wash, Little Water, New Mexico: engineer of record responsible for the design of a new seven-span reinforced concrete slab bridge on drilled shafts (Bridge #9337). Ray provided technical support during construction. - U.S. Route 64 over Amargo River, Dulce, New Mexico: engineer of record responsible for the design of a new two-span prestressed girder bridge on driven piles (Bridge #9371). Ray designed soldier pile wall, moment slab, and geofoam block fill for roadway portion experiencing settlement issues due to thick underlying plastic clay layer near Bridge #9371. He also provided technical support during construction. - U.S. Route 491 Northbound over Sanostee Wash, Little Water, New Mexico: engineer of record responsible for the design of a new two-span prestressed girder bridge on drilled shafts (Bridge #9338). Ray provided technical support during construction. - U.S. 64 over Amargo Creek, Amargo, New Mexico: engineer of record responsible for the design of a new single-span prestressed girder bridge on drilled shafts (Bridge #9387). Ray provided technical support during construction, which included responding to request for information and reviewing shop drawings for construction. - U.S. Route 491 Northbound over Pena Blanca Arroyo, North of Newcomb, New Mexico: engineer of record responsible for the design of a new single-span prestressed girder bridge on drilled shafts (Bridge #9339). Ray provided technical support during construction. - New Mexico 456 over Sloan Creek, Northeast Corner of New Mexico near Oklahoma Border: engineer of record responsible for the design and detailing of full height concrete abutment walls and wingwalls on spread footings for a steel thru-truss bridge (Bridge #9291 - Mabey Bridge). Ray provided technical support during construction.

PETER WALDT

Director, Commercial Planning & Development



Years with the firm

2.5

Years of experience

41

Education

University of Rochester M.S., Public Policy Analysis (Quantitative Analysis and Economic Development), 1983; B.A., American History (Early American Economic History), 1978

Professional affiliations

Region Plan Association: Member New Jersey Council 2012-present

Areas of practice

Advisory Services: Commercial Aspects of Projects, Asset Monetization, Financial Architecture to allow Value Capture

ADVISORY CAREER SUMMARY

Peter Waldt is Senior Vice President with WSP USA Advisory Services. He leads WSP's efforts in Value Capture and Real Estate Transactions. He has significant experience in asset monetization and Transit Oriented Development transactions, particularly in creating the financial architecture of a project and land value capture. Further, he has lengthy experience in commercial lending and real estate finance, notably **over 30 stadiums and arenas**. Among current clients are:

WMATA – various station real estate analyses and development solicitation documents

Broward Commuter Rail South - Land Use and Economic Development Study, Determine TOD & Value Capture potential, including market demand, site assessment & developer interviews, Ft. Lauderdale-Hollywood, FL

Ft. Worth East Lancaster East Corridor & Subregional Study, Determine eTOD potential, including gentrification susceptibility, site assessment & developer interviews, Ft. Worth, TX

Houston Metro Inner Katy Joint Development & TOD Assessment, Identify & quantify opportunities for joint development & TOD at proposed Inner Katy BRT Station, Houston, TX

Connecticut DOT (CTDOT), Downtown New Britain CTfastrak Station Development Request for Expressions of Interest, New Britain, CT

Capitol Region Council of Governments (CRCOG), TOD Roles, Visioning, Viability & Tools Analysis Study, including site selection, program creation financial feasibility & developer interviews. Hartford, CT

Missouri DOT, Methods for Increasing Missouri's Passenger Rail Business via asset monetization.

Uptown Consortium, Inc (UCI), Cincinnati, OH large-scale, mixed-use development funding and financing strategies

Amtrak Gateway Program, New York, NY, valuation of developments rights for Build America Bureau Funding.

PREVIOUS EXPERIENCE

Amtrak, Philadelphia, PA: Peter was Senior Director of Commercial Planning and Development who led a dynamic team of 15 professionals responsible for all of Amtrak's non-fare revenue generation and Major Station Redevelopment transactions, including Sunnyside Yard, Chicago, Baltimore, Philadelphia, New York, and Washington, DC as well as land acquisition for the Gateway Program. Peter's team increased revenue from $79 enhancing revenue generation opportunities of Metrolinx' current and expected landholdings, Waterfront Toronto: development of the 1,000-acre Port Lands site, JP Morgan Asset Management, Sun Edison, CAN DO (Hazleton, PA), BNSF, Seattle air rights disposition Noisette (Charleston, SC), CIBA (Toms River, NJ), Darien Conservation Park (Panama), Harrisburg Redevelopment Authority, The Greater Wilkes-Barre Chamber, the City of Rochester, Aquatic Park Science Park (Berkeley, CA), the Puerto Rico Science, Research & Technology Trust, Toronto Transit Commission and Wilkes University.

New York Metropolitan Transportation Authority, New York, NY: Peter was Director of Real Estate development who directed all of the MTA's real estate development efforts and reported to the Director of Real Estate. Peter was responsible for creating and locating opportunities that would generate revenue from the MTA's assets. He was the go-to person for developers, enabling them to successfully interact with the MTA on several levels. He created a transit-oriented development (TOD) program that generated additional ridership with no further demand on existing parking facilities; created and advisory committee made up of developers, brokers, and corporate real estate executives to craft the TOD program in Nassau and Suffolk counties, engaging executives in the towns and counties to make this a bottom-up effort; initiated a corporate sponsorship program allowing corporations to partner and align themselves with the MTA; and was **responsible for negotiating air rights lease terms of the NY Jets for the West Site Rail Yard/Stadium project and Forrest City Ratner/Atlantic Yards project including Barclays Arena.**

Empire State Development Corporation/UDC, New York, NY: He was Vice President of commercial lending and real estate finance/project finance, who reported to the Chief Financial Officer and the Senior Vice President of Loans & Grants with five direct reports. Peter was responsible for underwriting and negotiating terms for all Empire State Development (ESD) projects, loans, and discretionary grants ranging from $50,000 Small Business Administration (SBA) type lending to a bond funded $127 million sports facility program. He was responsible for underwriting NYS's investment in university sponsored incubators including the State University of New York (SUNY) Stony Brook, Farmingdale, Albany (including Nano Technology Center), Buffalo, Alfred-Corning, Rochester Institute of Technology, University of Rochester, Columbia University, Mohawk Valley, and Syracuse University. He moved long-dormant properties, like the New York Coliseum and Harlem landmark sites into development stimulating billions of dollars of private investment. He directed the corporation's Special Project Finance including the NYC 2012 Olympic Bid. He authored RFPs and managed consultant contracts for the Downtown Commuter Rail Economic Impact Study, Penn Station Feasibility Study (which led to the creation of the Moynihan Station Development Corporation), **Yankee Stadium Site Selection Study, Shea Stadium Replacement Analysis**, and Hunterspoint Development Feasibility Study (which led to the creation of the Queens West Development Corporation). **He also underwrote financing for and managed the pre-development of 29 sports and spectator facilities, including Yankee Stadium, Shea Stadium, and HSBC Arena (Buffalo) and wrote the financial plans for the Penn Station Redevelopment Plan, the Javits Convention Center, and the Hudson River Park.**

TEACHING EXPERIENCE

Guest Lecturer/Founder, Affordable Housing Design Studio New Jersey School of Architecture/NJIT: 2010-2016, Newark Penn Station Master Plan Advisor: 2021

Lecturer, Real Estate Development Program, Columbia University Graduate School of Architecture, Planning & Preservation: 2000, 2009

Visiting Professor, **Arena and Stadium Finance**, New York University Summer Institute: 1996-1998

TIMOTHY THORNTON

Principal Consultant



Years with the firm

12

Years total

23

Areas of practice

Real estate financial and market feasibility, fiscal and economic impacts, financial analysis and funding options and optimal land use decision making.

CAREER SUMMARY

Tim Thornton is an economic, market and financial consultant with experience providing solutions for public and private sector clients with questions involving real estate financial and market feasibility, fiscal and economic impacts, financial analysis and funding options and optimal land use decision making. Mr. Thornton has many years of experience as a consultant to public sector clients ranging from local governments; housing authorities; state and local transportation agencies; federal development authorities; and private sector clients including developers, financial institutions and non-developer landowners. Mr. Thornton has conducted real estate validation and analysis for municipalities, public transportation agencies and private clients across the county; including his work with the City of Newport News where he analyzed the market feasibility of residential land uses in a variety of densities and formats, from multifamily apartments and condominiums to townhomes, as well as non-residential uses including office and hotel. The analysis also factored in the interrelationship between certain land use mixes and their impacts on parking and other factors (e.g. daytime users vs. nighttime users of various uses). The market-driven findings and recommendations helped the City understand the best land use plan for the site and shed light on the development's revenue generating potential that could be channeled to the station costs. Prior to joining WSP, he worked for the U.S. Department of Housing and Urban Development (HUD), Morgan Stanley investment advisors, and two leading urban economics firms in the greater DC area.

EDUCATION

MBA, Business Administration, Rice University, 2004

BA, Economics & Business, Lafayette College, 1998

PROFESSIONAL MEMBERSHIPS

Urban Land Institute

PROFESSIONAL EXPERIENCE

— **Loudoun County Zoning Ordinance Update On-Call, Loudoun County, Virginia:** developed the funding and financing strategies to increase affordable housing supply as part of the county's Unmet Housing Needs Strategic Plan. Following a comprehensive review of the county's existing tools and mechanisms, the team conducted interviews and focus groups with key staff from several county departments, including housing, economic development, finance, and planning and zoning. The analysis culminated in a strategic plan with several prioritized action items geared towards redirecting existing resources and tools, pursuing/dedicating new revenue sources, and the most feasible new tools or incentives to consider implementing. WSP is providing planning and zoning services in support of Loudoun County's zoning ordinance overhaul, including zoning administration, long-range community planning, land use and development review, and planning and zoning customer service.

— **Miami-Dade Transit Capital Improvement Plan Transit Engineering Services, Miami-Dade County, Florida:** conducted a real estate market analysis to provide the station area planning team with market-driven insights into the likely timing, scale, and mix of commercial and residential land uses surrounding the four station locations under consideration. The analysis included a forecast of demand for new multifamily, office, industrial, and retail land uses along the corridor, as well as each station location's likely capture of this demand potential in light of site-specific strengths and weaknesses for new transit-oriented development construction and depth of existing and new competitive

supply in the surrounding submarkets. The analysis also included an in-depth evaluation of the near- and long-term potential impacts of the COVID-19 global pandemic on various land uses, including the extent to reductions in office and retail demand were short-term, temporary, cyclical events versus permanent, structural shifts in telecommuting and online purchases. WSP is assisting in the execution of Miami-Dade Transit Capital Improvement Program projects. The firm is also implementing future corridor work program transit projects. WSP is providing professional services required for public works and transit projects, including technical and operation planning; traffic and transit studies; planning, development, and engineering studies; design permitting; engineering inspections; right of way support; surveys; structural, geotechnical, and electrical engineering; and construction cost estimating.

— **Regional Rapid Transit Project Development and Environment Study, Tampa, Florida**: assessed commercial and residential real estate market conditions at 21 potential station areas along the 40-mile corridor to help identify those with the strongest potential for economic development. The analysis included socioeconomic demand conditions and competitive supply conditions for office, residential, and retail land uses. Each station area was also analyzed at the parcel level to inventory the amount of vacant and underutilized land with transit-oriented development and redevelopment potential. WSP is conducting a study to evaluate the rapid transit connection from downtown St. Petersburg to Wesley Chapel in 41 miles of the Interstate 275 corridor. The major project elements include meeting the procedural requirements and guidance to satisfy the National Environmental Policy Act and meet all federal and state rules and regulations to seek the project's entrance into the Federal Transit Administration Capital Investment Grant program. The scope involves refining the conceptual design, considering concurrent studies and the Tampa Bay interstate modernization projects, and identifying opportunities for transit-oriented development. The formation of a project management team facilitates stakeholder involvement. The project management team includes representatives from the WSP team; project stakeholders including Tampa Bay Area Regional Transit Authority, Florida Department of Transportation, Hillsborough Area Regional Transit Authority, Pasco County Public Transportation, and Pinellas Suncoast Transit Authority; the Metropolitan Planning Organizations of Hillsborough, Pasco, and Pinellas Counties; and other parties identified by the Authority. The project team also completed public outreach activities, including in-person and virtual outreach and coordination through various media such as in-person and web-based virtual charrettes, project videos, and project workshops.

— **City of Seattle Interstate 5 Lid Feasibility Study, Seattle, Washington**: led the economic and financial feasibility elements of the overall analysis of the potential to deck over specific sections of Interstate 5 running below grade through downtown Seattle. Lid scenarios analyzed varied by vertical development intensity atop the lid structure, from 100% open space to maximum development intensity, and a hybrid scenario combining private development with several key public benefits, including large-scale affordable housing. Beyond project-level net revenue, the analysis shed light on wider benefits, such as regional economic and fiscal impacts from construction and ongoing economic activity. WSP conducted a feasibility study to construct a lid over Interstate 5 from Madison Street to Denny Way. This study investigated structural, urban design, and financial solutions necessary to bridge the existing highway and reconnect neighborhoods. The project evaluated the relative cost, schedule, permitting requirements, and constructability differences between (1) building a lid over the existing freeway, including assessment of existing freeway structures, roadways, retaining walls, bridges, ramps, utilities, etc., and (2) building the lid as part of an overall rehabilitation of Interstate 5 and what opportunities exist in redesigning the freeway to achieve optimal lid configurations. The scope of work

included assessment, scenario analysis, finance and management, visualization, and community engagement.

— **Metro Houston General Planning Consultant Services, Houston, Texas**: assisted with Houston METRO's evaluation of two competing joint development proposals at the Texas Medical Center Transit Center. As part of a multidisciplinary team, Tim analyzed and compared the proposals from the financial perspective, to help METRO understand the likely revenue potential from an air rights lease agreement with revenue from large-scale, mixed-use development plans, including hospitality, residential, retail, structured parking, and other sources. WSP is providing general planning on-call services for the Metropolitan Transit Authority of Harris County for the development of a regional transit plan. The scope of work includes bus rapid transit studies, corridor development, park-and-ride expansion studies, and additional support as needed.

— **Cleveland Downtown Revitalization Initiative, Cleveland, Tennessee**: analyzed real estate market conditions as part of a larger planning effort for multifamily residential, hotel, office, and retail uses to help revitalize Cleveland's downtown area. In addition to market conditions, Tim's analysis provided strategic recommendations to assist the City with prioritizing investments and incentives that could be most catalytic in light of the City's near- and long-term goals. These included catalytic adaptive reuse opportunities, a main street retail tenanting strategy, and prioritizing land uses that best complement the City's identified themes of sports and recreation, business innovation, and outdoor-oriented activities. WSP was selected to provide transportation planning for the City of Cleveland Downtown Revitalization Initiative. The Initiative is focused on work that needs to be done in the public realm (street, sidewalks, public open spaces, etc.) that will support and enhance private reinvestment in downtown. In addition, the study evaluate three catalyst projects intended to help jumpstart other development.

— **City of Alexandria Development Fee Pro Forma Analysis, Alexandria, Virginia**: conducted developer interviews, gathered and analyzed development cost data, and built a financial model to test the financial sensitivity of the City's requirements on 11 case study developments planned, proposed, under construction, or recently built in Alexandria. The City of Alexandria's planning and zoning staff needed a better understanding of how its various impact fees and contribution requirements affect the financial feasibility of new real estate developments. WSP conducted a financial analysis of the impacts of the city of Alexandria's various fees on new real estate development.

— **California High-speed Rail Program Management, Sacramento, California**: led a team to analyze the historical and forecast economic impacts of the California High Speed Rail project, including direct, indirect, and induced jobs supported by the project. The analysis involved detailed analysis of historical project expenditures to assess the benefits created at both the state and local level. The team also assisted the Authority's project controls group to identify gaps in their data collection process to facilitate ongoing updates to the economic analysis. Tim also worked with the Authority's outreach group to generate deliverables geared to a variety of audiences and assisted with the delivery of an online interface that shows the economic benefits geospatially. WSP led the Rail Delivery Partner consortium providing program management for this statewide system that will total 800 miles, including 24 stations, and extend from Sacramento to San Diego. The project scope includes program and project controls, engineering and environmental services, right-of-way management, ridership and revenue modeling, operations and maintenance planning, cost estimation, and construction management support. The first 119-mile segment of the 224-mile Silicon Valley to Central Valley Line is under construction.

MIRANDA BRAATZ

Grants Development & Management Senior Consultant



Years with the firm

1

Years total

10

CAREER SUMMARY

Miranda Braatz is a senior consultant with more than 10 years of experience in team building and management, business development activities, grant writing, policy formation, and drafting budgets. She is the founder of the Economic Development Department of the City of New Carrollton and Elevated Economic Enterprises in Maryland. Miranda has also managed over $1 million in economic development grants, helped Maryland obtain a Healthy Eating Active Living City and Towns designation, and assisted 30 cities in writing $47.8 million in federal government grants within six months.

EDUCATION

LLM, George Mason University

PREVIOUS EXPERIENCE

Before joining WSP, Miranda's experience included:

- **Founder, Elevated Economic Enterprises, Maryland**: oversaw economic development work, grant writing, comprehensive planning, municipal and local government consulting, employer engagement, and workforce services consulting for clients, including Prince George's County, Maryland, and the National League of Cities. Miranda also assisted 30 cities in writing $47.8 million in federal government grants within six months.
- **Chief Operating Officer, New American Strategies Inc., Houston, Texas**: oversaw the daily operations of an economic development firm with a $100 million federal economic development contract. Miranda also managed the staff, financial matters, and business development matters. She was also an economic development subject matter expert for the firm.
- **City Manager, City of Mount Rainier, Maryland**: formed a high-functioning, technology-friendly, mobile, and responsive team to accomplish tasks and implement new ideas. Miranda also utilized economic development as a proactive tool to accomplish community goals and help diversify the financial streams and the overall financial portfolio. Additionally, she restructured and reorganized the organizational structure of the government; created two new departments, dissolved one department, reclassified seven positions, and added 10 positions; transformed three departments into high-performing teams governed by set guidelines and procedures; and created numerous policies, procedures, documents, and rules. Miranda also directly supervised six directors responsible for 45 staff; made key human resources decisions and conducted recruitments for six department heads; and drafted resolutions, ordinances, letters, policies, procedures, newsletters, policy briefs, memos, and grants. Moreover, she proposed and implemented an annual budget of $6.7 million, $4 million of which was in reserves; restructured and rewrote the initial budget, creating a more user-friendly model; instituted the practice of using budget amendments and reconciliations; and transformed the finance department into a high functioning and trustworthy one. Miranda also formed an economic development department and set the overall direction for the development initiatives; established an economic development incentive and financing program of more than $1 million; discovered an alternative use for a vacant 1,000-seat theatre and created a public-private partnership with a documentary film company to turn it into a public theatre and civic space; introduced the city to an extensive network of key economic development professionals and contacts and propelled the three multimillion dollar economic development projects that had been stagnant for years.

- **Assistant City Administrator and Founder of the Economic Development Department, New Carrollton, Maryland**: managed 85 full-time employees and oversaw a $9 million budget. Miranda also served as the direct supervisor for one full-time employee and one part-time employee; wrote resolutions and ordinances; assisted with drafting municipal charter changes; and wrote five successful grants in 2014, which were awarded a collective amount of $254,317. She also prepared a five-year capital improvement program and budget. Additionally, Miranda managed all grant spending and processing; oversaw, reviewed, and negotiated all contracts with a budget of more than $7,500; served as the main point of contact for all insurance matters; and helped the finance director draft the annual budget. Moreover, she attended all budget hearings and presented the yearly budget to the City Council. She also formed a veterans' committee and got grant funding and donations worth $35,000 to redevelop the city's veterans' park. Additionally, Miranda formed a dog park committee and raised $23,000 to build a dog park; hosted a low-cost shot clinic for pets; and planned a dog park grand opening pet expo. Additionally, she founded a green team and leveraged the group to gain the status of a sustainable community and a sustainable Maryland-certified community and get a Healthy Eating Active Living City and Towns designation. Miranda also maintained all social media accounts; built a Twitter follower base of more than 1000 people; and drafted press releases, blog posts, and website content. As the founder of the economic development department, she helped the department grow, which included two full-time employees and a budget of $150,000. Miranda also established a $1 million economic development incentive fund and grew it to include eight different incentives, four tax programs, and a revolving loan fund; founded a commercial revitalization district; wrote economic development grants and managed to receive $200,000 in grant funds in 2014; and negotiated and pursued large economic development prospects and deals, including annexation, business recruitment, and public-private partnerships. Additionally, Miranda conducted business development activities, including joining professional organizations, sponsoring events, and hosting business networking events, and actively engaged in the economic development community to help gain business for the city.
- **Community and Economic Development Fellow, City of District Heights, Maryland**: engaged in community outreach and development activities to attract businesses and enterprises to the city. Miranda also helped organize a comprehensive plan for revitalizing and redeveloping a depressed business complex and attracting and retaining the business and citizens; participated in business outreach activities, including planning citizen meetings, conducting small business outreach, creating a citizen engagement plan, coordinating community events, and engaging with citizens to explain the redevelopment and revitalization program. Additionally, she managed over $1 million in economic development grants and wrote federal, state, and private grant applications.
- **Program Manager, American Council for Technology-Industry Advisory Council, Fairfax, Virginia**: conducted business development activities to make the clients aware of available programs. Miranda also managed a team of 42 volunteer subject matter experts to produce a 100-page white paper presented to the federal government and Congress; managed six programs, with budgets ranging from $35,000 to $150,000, bringing together volunteer government executives for collaborative discussions; and managed the cross-functional teams and task forces. She also managed the organization's congressional working group and implemented the necessary strategies.

JUDAH GLUCKMAN, ESQ.

Vice-President and Director, Advisory Services



Office Location

Washington, DC

Years with the Firm

4

Years total

17

Areas of Expertise

Project Management

Program Development and Capacity Building

Law, Policy, and Intergovernmental Relations

Public-Private Partnerships and Alternative Delivery

Real Estate and Economic Development

Procurement

Utility and Third Party Coordination

Education

JD, American University

BA, Policy and Economics, University Chicago

CAREER SUMMARY

Mr. Judah Gluckman is an attorney with experience serving public and private sector clients across infrastructure sectors, with expertise in public-private partnerships (P3), policy and program development, procurement, and implementation phases. He joined WSP from the District of Columbia government, where he most recently served as Deputy Director and Counsel of the Office of Public-Private Partnerships, an agency he helped create as principal drafter of its enabling legislation and grew from a staff of two to eight with a pipeline that includes a smart lighting network, joint development real estate projects, and many other assets. Before standing up Office of Public-Private Partnerships, he was Deputy Director in the Office of Policy and Legislative Affairs for Mayor Muriel Bowser, where he drafted regulations and implemented policies regarding a range of transportation, procurement, and other matters. Judah also served as the Mayor's principal staffer on the WMATA Board. Prior to joining the government, he worked on telecommunications regulatory matters and appellate litigation for Kellogg, Huber, Hansen, and Todd, Evans and Figel. He served as a Metcalf Policy Fellow and Assistant to the Chief of Staff for Chicago Mayor Richard M. Daley. When he is not serving clients on critical infrastructure projects, he teaches a graduate-level course on government contracting at the American University School of Public Affairs and former President of Young Professionals in Infrastructure (YPI).

PROFESSIONAL EXPERIENCE

- **Highway Lid Project Due Diligence (2022–Present):** Advising a private real estate developer on the potential structuring of a highway lid project in a major midwestern city, including scoping commercial, housing, and recreational uses, the environmental and zoning processes, assignment of key roles and responsibilities through various legal structures, and engagement of state and local authorities.
- **St. Louis County Administrative Building, Deputy Project Manager (2022-Present):** Revising the master plan for all County buildings to identify efficiencies and ultimately replace a 50+ year old building that does not meet modern Building Code standards and employee/citizen expectations for a functioning government. We are evaluating a range of potential delivery models, including Design-Build and P3, as well as potential joint development and value capture solutions. It is anticipated that WSP will conduct market sounding in late 2022 and support the procurement process in early 2023.
- **Tampa Hillsborough Expressway Authority (2021-Present):** Strategic planning services to consider a range of development options for excess property, including mixed-use joint development and a multi-modal transit center. Presenting to the client's Board and senior officials to guide them through the process and ensure alignment with long-term vision and goals. Future services may include procurement, planning, and entitlements support.
- **Lake Tavistock Autonomous Mobility Network, Procurement Specialist (2021-2022):** Advising a private developer in the administration of an FTA grant and procuring of contractors using the Design-Build model for an autonomous vehicle shuttle system and other bike and pedestrian infrastructure in a 17-acre mixed use community near Orlando, FL. Includes drafting procurement documents, coordinating with state and local governments, and supporting the property acquisition and entitlements process.
- **South San Francisco City Hall (2020):** P3 screening of key technical and financial components of a combined facility with commercial and private office space, parking, education and green space as well as strategic advice for setting up a P3 program that will facilitate the procurement of this project and future ones. Reviewed a range of site options based on zoning, land use plans, and other property characteristics and recommended those with the most build potential.

— **Amtrak CONNECT NEC Implementation Plan, Procurement Strategy (2022-Present):** As part of a larger capital planning process between Washington, DC, New York, and Boston, we are developing a new screening tool for projects to identify the best delivery models, including Design-Build, Construction Manager at Risk (CMAR), alliance contracting, and public-private partnerships. We are exploring project bundling, and other methods to optimize Amtrak's procurement process in addition to engaging the industry to identify potential bidders and address supply chain, labor, environmental, and other key risks.

— **MTA C&D, Station Accessibility P3, Technical Advisor (2022–Present):** Supporting the client in the procurement of a private partner via a P3 method to design, build, finance, operate and maintain elevator accessibility improvements at 13 different stations while minimizing impacts to riders in one of the busiest transit systems in the world. Focused on the development of technical specifications, performance metrics, and payment mechanisms for the first P3 of this kind in addition to market engagement.

Previous Experience

— **Department of Transportation, Smart Street Lighting Network, Washington, D.C.**: project manager. Responsible for the LED retrofit of 75,000 light network with smart city sensors; through performance-based design-build-finance-operate-maintain contract.

— **Department of Transportation, DC Streetcar, Washington, D.C**: policy and legal advisor. Responsible for planning, design, construction, and operation of the first segment of this 22-mile light rail network.

— **Deputy Mayor for Planning and Economic Development, DC United Soccer Stadium, Washington, D.C.**: policy and legal advisor. Responsible for developing a state-of-the art, 20,000-seat soccer stadium that has spurred the redevelopment of the Buzzard Point area.

— **Deputy Mayor for Planning and Economic Development, The Wharf, Washington, D.C.**: policy and legal advisor. Spurring the redevelopment of the Southwest Waterfront neighborhood into a 27-acre mixed-use community with a 3.2 million square foot residential and commercial space through structuring of a tax-increment financing district.

— **Deputy Mayor for Planning and Economic Development, Walter Reed Army Medical Center, Washington, D.C.**: policy and legal advisor. Responsible for the Base Realignment and Closure Program; this included the redevelopment of a historic military facility into a 66-acre mixed-use neighborhood with 3.1 million square feet of development.

— **Department of Transportation, Transportation Network Company Regulation, Washington, D.C.**: policy and legal advisor. Responsible for developing the policy and regulatory regime for privately-owned and operated transportation services like Uber to ensure fair competition, safety, and data privacy, including autonomous vehicle rules.

— **City of Chicago, Skyway Toll Road, Chicago, Illinois**: policy advisor. Responsible for developing design-build-finance-operate-maintain procurement for an eight-mile bridge and toll road serving as the main southern gateway to the city.

SAM SPENCER

Vice President, Alternative Delivery



Years with the firm

1

Years total

15

CAREER SUMMARY

Sam Spencer is a legal advisor with more than 15 years of experience in the areas of real estate, contracts, local laws, and land use. He has negotiated complex real estate transactions and partnership agreements and administered United States Department of Transportation audits of Federal Highway Administration, Federal Transit Administration, and Federal Railroad Administration funds. As a former general counsel of the Seattle Department of Transportation, Sam has also advised agencies on the best methods of project delivery. His software skills include using Oracle to develop and implement the use of a contract management system and input more than 1,200 existing contracts and all new contracts into the system.

EDUCATION

JD, Gonzaga University

PREVIOUS EXPERIENCE

Before joining WSP, Sam's experience included:

— **General Counsel and Legal Affairs Advisor, Seattle Department of Transportation, Seattle, Washington**: served the executive team as chief legal counsel, delivering strategic legal and policy guidance supporting more than 800 employees across nine divisions and more than 70 workgroups within the matrixed organization. Sam also oversaw all litigation and contract negotiation, as well as regulatory and grant compliance for the organization with an annual budget of more than $550 million and assets worth $11 billion; and built the legal department structure, establishing all processes and procedures concerning claims, litigation, settlements, contracts, and risk management and establishing the risk management steering committee. Additionally, he directly drafted, negotiated, amended, and managed $1.5 billion in commercial transactions, ensuring the city's best interests for more than 120 transactions, including software as a service, government procurement, grants, joint development agreements, data privacy, data sharing, vendor agreements, settlement agreements, service agreements, construction, and architectural and engineering contracts. Moreover, Sam facilitated the training and development of three mid-level managers, three paralegals, five real property agents, and two engineers, ensuring their understanding of all policies and procedures and federal and state regulations; served as the client representative for state and federal audits of grants, architectural and engineering contracts, procurement, and construction contract compliance of $2 billion through 40 years; and created, negotiated, and administered requests for proposals, requests for information, requests for quotes, and other solicitations and advertisements supporting the interests of the local government.
Sam also provided presentations, training, checklists, and standard operating procedures for more than 800 employees, delivering legal guidance in the areas of contract and solicitation reviews, real estate due diligence, public disclosure, grant compliance, document management, and risk management; and managed the acquisition and sale of more than $500 million in property rights, encompassing fee simple, leases, permits, licenses, easements, and covenants. Moreover, he participated in more than 1,000 local land decisions, functioning as executive management and as a frontline employee; oversaw the litigation portfolio with more than 1,000 annual claims, analyzing needs, hiring appropriate counsel, and providing guidance throughout the litigation process and settlement decisions; and presented to elected officials, community groups, regulators, and other stakeholders concerning large-scale development and infrastructure projects. Additionally, Sam overcame a seven-year stall and directed the sale of the most significant piece of vacant land in a major U.S. city, securing $138 million for the South Lake Union property, providing a community center, park, and more than 70 60% area median income housing

units; and collaborated with various executive management, elected officials, and subject matter experts on various complex contract and real estate issues, ensuring a complete understanding of all legal areas. He also abided by statutes, codes, case laws, and policies, developing and implementing new practices and standards to simplify and align processes with organizational goals and objectives; and led the most significant transportation projects in the city's history, serving as the real estate program manager for Sound Transit 2 and 3, Mercer Corridor, The Central Waterfront Program, The Waterfront Seattle Project, The Elliot Bay Seawall Project, The Alaskan Way Viaduct Replacement Program, and The Replacement of Coleman Dock.

Additionally, Sam developed and implemented the use of a contract management system through Oracle, inputting more than 1,200 existing contracts and all new contracts into the system and establishing the ability to quickly access, reevaluate, rework, or cancel any contracts; selected, developed, and managed $5 million to $10 million in annual service contracts, including overseeing the performance of external counsel, commercial brokers, appraisers, title officers, relocation specialists, acquisition agents, and environmental consultants; and constructed, developed, and managed the public disclosure process for the organization, processing and closing an average of more than 150 requests each quarter and more than 700 requests per year. He also utilized the lean process review to revamp the claims response time, decreasing responses from 21 days to half a day.

PUBLICATIONS & PRESENTATIONS

Presentations

- "Title Insurance," Real Estate Transaction University of Idaho School of Law, Moscow
- "Eminent Domain," The Seminar Group Continuing Legal Education, Seattle

ANDREW PIANA

Project Controls, Lead Consultant



Years with the firm

Less than 1 year

Years total

15 years

Professional qualifications

Contract & Commercial Manager, International Association for Contract and Commercial Management (IACCM), 2014

Areas of practice

Project / Delay Scheduling

Cost Engineering

Contract Management

Project Management

Languages

German

Spanish

English

CAREER SUMMARY

Technically adept, multi-lingual Project manager with 15 years of experience managing multiple project portfolios in Infrastructure Development within the Private and Public Sectors.

EDUCATION

BACHELOR OF ENGINEERING, BEng, Civil Engineering (Hons) 2007
University of Nottingham, UK

INTERNATIONAL BACCALAUREATE 2004
Vienna International School, Vienna, Austria

ADDITIONAL TRAINING

Advanced Project Management, Miami Micro Data 2009

Project Management Administration, Miami Micro Data 2009

Primavera P6 Client Server, Miami Micro Data 2009

Engineering Economics, University of West Virginia 2013

CCM Certification, International Association for Contract and Commercial Management (IACCM) 2014

PROFESSIONAL MEMBERSHIPS

Association for the Advancement of Cost Engineering (AACE) 2013

Project Management Institute 2017

Association for Builders and Contractors (ABC) or Florida 2022

PROFESSIONAL EXPERIENCE

PROJECT CONTROLS MANAGER | NV2A GROUP 2018 - 2022

Port Miami Terminal B, Miami, FL | Budget: $239 million | Duration: 2 years

- Responsible scopes for Structural Steel, Architectural Finishes in coordination with Mechanical, Plumbing and Electrical contractors
- Develop Tenders, Procure, Budget, Track, Manage and Close-out the external contractors under my portfolio
- Develop a Cost and Schedule tracking system for Stakeholder management
- Manage external Project Managers, Engineering consultants, Architects and Engineers to develop a cost-effective and energy efficient (LEED GOLD) building
- Establish Regulatory Compliance Protocols for local Authorities Having Jurisdiction (AHJ)

PLANNING & COMMERCIAL MANAGER | ASTALDI SpA 2017 - 2018

- Manage overall contract management activities for all national projects (change orders, subcontracts, purchase orders, service agreements, schedule analysis, cost analysis, close-out)

- Develop Teaming Agreements for Legal Services, Joint Ventures,
- Actively research, support, and execute legal strategies for all matters related to international trade laws and compliance for financial closing and financial reporting.
- Support major Infrastructure Development activities during all phases of bidding, LOI, RFQs and RFPs.

CONTRACT & COMMERCIAL MANAGER | KNORR-BREMSE AG *2013 - 2017*

- Taking the lead in developing project-related commercial and claim strategies within the Corporate Legal and Patent Department.
- Project controls management solutions (schedule, cost, scope) for strategic projects
- Manage operational post-merger integration for recently acquired businesses
- Support dispute resolution activities through case analysis, preparation and settlement
- Proactive Claim Management for Projects worldwide

PROJECT DEVELOPMENT MANAGER | OHL USA *2011 - 2013*

- Manage Project Portfolios for Healthcare, Transportation and Facility Management Projects within $350m - $2B
- Evaluate, assess, negotiate Development contracts with general contractors & subcontractors for P3 Projects
- Prepare financial models for Projects during procurement, construction, and O&M
- Promote Innovative material design and equipment procurement for competitive Bid Processes
- Provide input for alternative design concepts to optimize life-cycle costs and Total Cost Management

SCHEDULER / CONTRACT MANAGER | ODEBRECHT-OHL J.V. *2008 - 2011*

Airport Link Metrorail Project | Budget: $360 million | 3 years

- Help the Project finish on time and on budget
- Plan, coordinate, and create the project baseline schedules, budgets and cash flows;
- Identify risks and vulnerabilities and develop risk models for proactive action
- Manage and coordinate over forty (40) subcontractors schedules and payment applications.

PROJECT ENGINEER | OHL S.A. *2007 - 2008*

Projects type ranged from PPP's to Turnkey. This included high-tech hospitals, office buildings, courthouses and passenger stations in countries all over the world. Responsibilities included; (i) managing proposals and create budgets for the Projects within the Portfolio, (ii) Track costs and compile reports to determine whether the Projects were performing in accordance with strategic goals, (iii) Planning and Scheduling the projects within the Portfolio and Programs.

RONALD ROBERTS

Sr. Program Manager, National Facilities Programs



Years with the firm

1

Years total

30

Professional registrations

OSHA 10-Hour

OSHA 30-Hour

Affiliations

Construction Management Association of America (CMAA)
Project Management Institute (PMI)
Lean Construction Institute (LCI)
US Green Building Council (USBGC)

CAREER SUMMARY

Ron Roberts has over 30 years of valuable experience providing program management, construction management, and quality assurance in the sports facilities, K-12 education, high-rise hotel, major industrial, and institutional construction market segments. Ron has additional training in multiple project administration, construction safety, project management, and LEED construction administration. Ron has been responsible for all aspects of the construction process from program development through project closeout. Ron has managed various project delivery methods including Construction Manager at Risk (CMAR), Design-Build (DB), Design-Bid-Build (DBB), Construction, and Competitive Sealed Proposals (CSP).

EDUCATION

BS, Construction Management, Tuskegee University, Tuskegee, 1983

PREVIOUS EXPERIENCE

— Resident Engineer, Lambert – St. Louis International Airport Expansion. Responsible for the overall project supervision for construction of the North Lindbergh Temporary Bypass, Detention Facilities, Airport Maintenance Buildings and Landscaping and Central Stores Buildings. This portion is an integral part of the $2.6 billion airport expansion. Was accountable for overall management of quality assurance, project controls, claims/warranties, project closeout and change management as well as construction administration and construction management. May2003 through May 2004

— Construction Manager, Cross County Metrolink Extension. Assisted in the formal peer review, estimates, and constructability review for the $350 million expansion of the St. Louis Metrolink Rapid Transit System. This review was conducted with the help of other mass transit professionals from several states. Also headed a team that reviewed the overall project for completeness, correctness and cost effectiveness. This process included a bottoms-up estimate and a review of the design for best practices consideration of the construction process. June 2002 through May 2003

— Director of Safety, Lambert-St Louis International Airport Expansion Program. Responsible for developing safety standards and guidelines for the $2.6 billion Lambert-St. Louis International Airport Expansion Program. Oversaw the development of safety programs for individual site contractors along with creating the safety procedures for the SPK team. Also monitored the Owner-Controlled Insurance Program (ROCIP) and guided the OSHA Voluntary Protection Program (VPP). These programs ensure safety compliance while reducing cost to the owner. January 2000 through June 2002

— Project Manager, St. Louis Rams, St. Louis Regional Convention and Sports Complex Authority, St. Louis, MO. $400 million, CSP. Ron was responsible for project testing and inspection services, precast structural concrete for the sports bowl, bowl seating, and suite construction contracts. In addition, managed the facility video production and audio/video transmittal contracts, membrane roofing, sports floor covering and floor retraction contracts. Additional responsibilities included generating and resolving punch list items, construction manager representative on the QA/QC committee and developing and implementing a high school/ college internship program with inner-city youth. Completed 1995

- Superintendent/ Project Manager, St. Louis Cardinals MLB, The New Busch Stadium, St. Louis, MO. Superintendent/ Project Manager, $365 million, Competitive Sealed Proposal (CSP). Directed work of all trades interfacing on the Mezzanine Level and Field Suites Level of the project including all MEP rooms and support services. Responsible for coordinating and directing contractors' teams building sixty-three luxury suites and twenty-eight party rooms at the New Busch Stadium. Particular care required in the installation of luxury finishes. A fixed end date required emphasis on completion schedule. Directed contractor punch list completion. Completed 2006

- Project Manager, Aria Tower/City Center, Las Vegas, Nevada. $1.6 billion, 4,004-room resort hotel. LEED Gold. Directed team of Cost Engineers and Superintendents to develop a line item Guaranteed Maximum Price ($1.6 billion) for the Aria Tower at City Center. Supervised subcontractor buy-out and negotiations with apparent low bidders to secure "added value". Worked in conjunction with project General Superintendent to ensure timely installation and with project design teams for architectural integrity. Completed 2008.

- Construction Manager, Metro Transit – St. Louis, Cross County Metrolink Extension, St. Louis, MO. $350 million. Assisted in the formal peer review, estimates, and constructability review for the expansion of the St. Louis Metrolink Rapid Transit System. This review was conducted with the help of other mass transit professionals from several states. Also headed a team that reviewed the overall project for completeness, correctness and cost effectiveness. This process included a bottoms-up estimate and a review of the design for best practices consideration of the construction process. Completed 2003

- Field Inspector, St. Louis Metropolitan Sewer District, Deer Creek Bore Tunnel, St. Louis, MO. $83 million, CSP. Using an enormous Tunnel Boring Machine (TBM) dubbed "Mrs. Nancy," contractors bored the tunnel through deep rock 150–250 feet below ground surface. The inside was finished with a concrete liner, leaving a diameter of approximately 19 feet. The construction shaft, which later served as part of the pump station that drains the tunnel, was located at the downstream end of the tunnel near I-44 and Shrewsbury Avenue. Completed 2018

- Senior Project Director, Lone Star College, Kingwood Campus Build-Back, Houston, TX. $38 million, CMAR. Developed project scope and coordinated short- and long-term architectural/engineering plans and programs for design, construction and alteration of facilities. Worked with the colleges campuses to coordinate efforts of capital construction project teams. Monitored, administered and managed project budgets, including pay applications submitted by building contractors, testing laboratories, consulting engineers and surveying firms. Implemented budget controls, performed needs assessments for development and/or revisions of budgets as needed and maintained communications with the Executive Director of Construction and the consulting team/external construction managers through the development of projects. Worked within FEMA Guidelines for campus build-back at LSC Kingwood May 2018 through July 2021. Completed 2021

- Program Director, Houston Independent School District, 2012 Bond, Houston, TX. Program Director for $300 million of the $1.8 billion program, CMAR. Managed one of five program management teams for the Houston Independent School District's Bond Program. Management team responsible for six new high schools and an early childhood center. Process managed from planning, design, CMAR bid process through abatement, demolition, new construction, punch-list and move-in. Responsibilities included team oversight, community engagement, consultant and contractor management. Completed 2016

JOHN LOUGHRAN

Senior Urban Strategist



Years with the firm

6

Years total

26

CAREER SUMMARY

John Loughran brings progressive experience in urban design, planning, and architecture with an expertise in transit-oriented development. He understands the relationship between the built environment and transportation, and the complexities of integrating mixed-use development with transportation infrastructure.
John has led the preparation of a wide range of large-scale land use and transit-oriented development studies, urban design plans, and development proposals that respond to neighborhood and physical context, economic constraints, and stakeholder needs. He has worked closely with planning and government officials on successful project entitlements, prepared formal land-use applications, and development proposals in compliance with appropriate regulations and policies. In addition, he has worked with clients to develop and organize public participation through a variety of communication techniques such as open houses, focus groups, agency meetings, and stakeholder workshops.

EDUCATION

BS, Architecture, Catholic University, 1984

MS, Business Administration, Baruch College - Cuny, 2011

PROFESSIONAL EXPERIENCE

— **Downtown Cary Multimodal Feasibility Study, Cary, North Carolina**: lead urban designer who is evaluating sites for conformance with station area design criteria. A concept plan is being developed that illustrates transit capacity and alignments, mixed use development opportunities, staff, parking options, and an analysis of site access and pedestrian and bicycle connections. A vision statement will guide placemaking and open space design to guide the future planning of the Transit Center and the station area. WSP was selected to conduct a multimodal feasibility study in downtown Cary, North Carolina, for site selection and planning to expand Cary's Amtrak station to be fully multimodal. The project scope involves community research; functional needs assessments; design workshops; security assessments; transit-oriented development opportunities; coordinating across multiple municipalities; transit agencies providing bus, bus rapid transit, para-transit, and commuter rail; state and federal railway services; emerging modes of transit; integration with a walkable downtown core; downtown parking needs; and community integration.

— **North and West Corridors Alternatives Analysis Study, Charlotte, North Carolina**: urban designer who participated in workshops for multiple transit corridors and is working with local planning officials to understand how alternative alignments and modes of transit could impact communities and neighborhoods. He is considering impacts on the built environment and open space and identifying strategies to leverage transit investments to meet municipal goals, such as the potential for transit oriented development. WSP is performing an alternative analysis study of the LYNX North and West corridors for the Charlotte Area Transit System. To ensure overall system connectivity, this study evaluates rail alignment and service integration through Center City Charlotte to determine how best to connect the future corridors.

— **Rhode Island On-Call Engineering Services, Rhode Island**: WSP is currently providing on-call engineering services for The Rhode Island Turnpike and Bridge Authority. Services

include electrical upgrades, cable investigations, construction support, and deck evaluations for roadway and bridge repairs.

- **Sakonnet River Bridge Landings Feasibility Study for Land Use Master Plan, Rhode Island**: land use planner who developed and created preliminary scenarios based on "destination waterfront" and "commercial waterfront" focused mix of uses. He tested the feasibility of each based on existing conditions; a preliminary market assessment; interviews with town officials; and an evaluation of land use suitability, development impacts, and revenue generation potential. WSP was retained by the Rhode Island Turnpike and Bridge Authority (RITBA) to prepare a preliminary study to assess the feasibility for land development of RITBA-owned parcels of land near the Sakonnet River Bridge and recommended whether to pursue a full master plan.

— **City of Los Angeles 2017 On-call Taylor Yard River Park Project, Los Angeles, California**: provided urban design and community planning services. He also served as lead urban designer who created a vision of a newly accessible Los Angeles River as a meandering watercourse in a naturalized and greened basin connected to nearby state and city parks with complete streets, pocket parks, and bicycle paths. WSP is providing on-call engineering services for the development of new concepts to convert a contaminated former railroad yard into a community park. The project includes environmental and geotechnical site assessments, community stakeholder engagement, and development of an implementation plan/pre-design report which will include both early and long-term uses of the site. The 40-acre riverfront parcel is considered the “crown jewel” in the City’s visionary plan to revitalize 31 miles of the Los Angeles River.

— **Interstate 84 Hartford Program, Hartford, Connecticut**: WSP USA led an urban design effort that identified transit-oriented development opportunities that will benefit communities surrounding the Interstate 84 highway corridor. As the prime consultant, WSP worked on a peer review of the project and created a concept plan that will improve mobility and access, create a district that strengthens a sense of place for the community, and sets the stage for economic development connected to transit.

- **Capital Gateway TOD Concept Plan, Hartford, Connecticut**: project manager. WSP was commissioned to help the City achieve its goals in the I-84 project area and represented the City's interest in the state department of transportation-led engineering design process. The plan developed urban design strategies and preferred infrastructure design elements for the relocated highway, realigned Hartford-Springfield rail line, and CTfastrak bus rapid transit essential to implementing the City's vision for transit oriented development. The plan is transformative, stitching together downtown and neighborhoods that had been divided by the original I-84. It creates a new center for the City around a new Intermodal Transit Center. The plan recommends decks at strategic locations to enhance the pedestrian environment and identified implementation strategies including financial solutions to support the City in implementation.

— **Task Order Transit-Oriented Development Support Services, Connecticut**: WSP provided the Connecticut Department of Transportation with transit-oriented development support services as part of this task-based agreement that focuses on transit-oriented development planning on key rail and bus rapid transit corridors throughout Connecticut and developing a systematic framework for transit-oriented development that promotes transit-friendly development and achieves regional economic growth.

- **Hartford Line TOD Action Plan, Connecticut**: lead urban designer and contract manager. The Connecticut Department of Transportation (CTDOT) initiated the Hartford Line TOD Action Plan to complement more frequent and faster passenger rail service along the corridor as part of the NHHS Rail Program. The WSP team is assisting CTDOT to create more livable and sustainable communities by identifying economic development, land use, and public realm improvement strategies to activate TOD in selected station areas. As part of this effort, the WSP team is assessing TOD potential that is grounded in an understanding of market conditions and supported by interviews with anchor institutions and developers, as well as engagement with key stakeholder groups and the public, to inform the identification of catalytic sites for TOD.

— **Metropolitan Atlanta Rapid Transit Long-Range and Short-Range Planning, Atlanta, Georgia**: WSP provided on-call planning and technical services for the Metropolitan Atlanta Rapid Transit Authority. Task-order efforts included a comprehensive operations analysis, the Interstate 20 East Transit Initiative, the Georgia 400 Transit Initiative, public outreach, service planning and scheduling, the Interstate 20 East Transit-Oriented Development Implementation Study, Arts Center Transit-Oriented Development Environmental Assessment, and environmental document support for Edgewood and Candler Park, Avondale, and King Memorial Station transit-oriented development efforts.

- **I-20 Transit Oriented Development Strategic Plan, Atlanta, Georgia**: lead urban designer who is providing a corridor-wide analysis of opportunities for transit oriented development and identifying catalytic projects that will spur private investments in transit oriented development. The goal is to leverage investments in transit with a realistic and implementable plan that spurs economic development. The process focuses on equitable outcomes to create transit oriented development strategies unique to each of the six station areas that will create opportunities for economic growth in a slow-growing part of DeKalb County. WSP assisted MARTA and DeKalb County in the development of a grant application for the Federal Transit Administration (FTA) Transit Oriented Development (TOD) Pilot Grant Program. MARTA and DeKalb County were successful in securing $1.6 million, the largest single award in the country, to develop an implementation strategy for TOD along the I-20 East high capacity transit expansion corridor. Combined with a local commitment of $400,000, this led to the $2 million MARTA I-20 East TOD Implementation Study led by WSP. This effort engages stakeholders including elected officials, developers, and citizens in the development of an implementable strategy to support economic development and land use changes in station areas. The outcome will be a transit-supportive community strategy that is market-based and reflects the desired future development in the area. Implementation of the recommendations will enhance characteristics that improve the I-20 East corridor's competitiveness for limited federal transit funds.

AMY DICARLANTONIO, AICP, ENV SP, LEED APBDC

Urban and Environmental Planning



Years with the firm

14

Years total

23

Professional registrations

American Institute of Certified Planners: US (023833)

Envision Sustainability Professional: US (346)

Leed Ap Building Design + Construction: US (10076723)

CAREER SUMMARY

With more than 20 years of national and international experience, Ms. DiCarlantonio has held a variety of roles including national practice lead for planning, regional manager, and program and project manager. Ms. DiCarlantonio has a diverse portfolio of project experience spanning environmental planning, master planning and urban design, community resiliency, and federal planning for the Department of Defense.

Ms. DiCarlantonio is skilled at integrating various technical disciplines for environmental planning projects and specializes in directing the built and human environment sections (population and housing, transportation, and land use evaluations) for EISs, EAs, EIRs, and other documents prepared in compliance with NEPA and CEQA for renewable energy projects, transmission facilities, pipelines, military facilities, and urban and residential development projects. Her urban development expertise includes identifying challenges and formulating recommendations to mitigate conflict areas for various development initiatives, including infrastructure projects and solar and other renewable energy facilities. Throughout her planning career, Ms. DiCarlantonio has led and supported various public participation and community outreach programs including developing programs for city and state clients.

PROFESSIONAL EXPERIENCE

— **California Public Utilities Commission Alberhill System Project California Environmental Quality Act Services, San Francisco, California**: WSP provided an environmental impact report pursuant to the California Environmental Quality Act for the Alberhill substation and associated transmission lines proposed by Southern California Edison. The project includes a new 34-acre, unattended substation and approximately 25 miles of new and replacement transmission lines. The combined Valley-Ivyglen and Alberhill Project final environmental impact report was published in April 2017. The California Public Utilities Commission issued its decision for the two projects on August 31, 2018. The decision directed Southern California Edison to supplement the existing record for the Alberhill Project with additional analyses of alternatives that may satisfy the needs of the Valley South system. Additional analyses include, but are not limited to, energy storage and non-wires alternatives, and a demonstration of need. The WSP team is assisting the California Public Utilities Commission with an assessment of the supplemental analyses.

- **Alberhill Substation and Transmission Lines, Riverside County, San Francisco, California**: project manager for the post decision analysis phase of the project. Amy is writing the transportation section of WSP's third-party environmental impact report for this proposed new substation and new and replacement transmission and subtransmission lines of Southern California Edison. WSP is providing the California Public Utilities Commission a comprehensive analysis of the traffic volumes and level of service of the interstate highways, state highways, and local roads within the project area. Additional analyses include, but are not limited to, energy storage and non-wires alternatives, and a demonstration of need.

— **Naval Facilities Engineering Command Atlantic Division Planning Services, Nationwide**: WSP is providing environmental planning services for tasks assigned by the Naval Facilities Engineering Command Atlantic Division.

- **Joint Base Pearl Harbor-Hickam Encroachment Action Plan Update, Nationwide, Nationwide**: project manager for an update of the 2010 Encroachment Action Plan managing the facilitation strategy for several on-site workshops and interviews for the large-scale base with numerous stakeholders, an innovative mission analysis, overall schedule, and budget. WSP is updating the 2010 Encroachment Action Plan to sustain

the Navy and Air Force's ability to perform its mission. Encroachment action plans are internal Navy documents that identify encroachment and land use compatibility issues and provide strategies to prevent or mitigate impacts on installation facilities and missions. Encouraging military and community compatibility benefits both the mission sustainment objectives of an installation and the quality of life and environment for the surrounding citizens. The end goal of encroachment management is to ensure that the military can continue to conduct its training and operational missions in a way that is complementary with the surrounding communities.

— **NYSDOT Buffalo Skyway Environmental Impact Assessment, Buffalo, New York**: technical advisor for land use development and analysis associated with the removal of the Buffalo Skyway infrastructure. WSP is providing environmental planning services to the New York State Department of Transportation for an environmental impact assessment in support of the Buffalo Skyway removal. Removal of the Buffalo Skyway elevated structure and realignment of the existing transportation network will support existing and planned recreational, mixed-use, and waterfront development in the Buffalo Outer Harbor and Inner Harbor areas. As a major infrastructure project, the environmental impact statement complies with Executive Order 13807, that is, Establishing Discipline and Accountability in the Environmental Review and Permitting Process, and its accompanying Memorandum of Understanding Implementing One Federal Decision under Executive Order 13807.

OTHER WSP EXPERIENCE

— **Air Installations Compatible Use Zones Studies at Air Reserve Bases, Multiple Locations**: project director developed Air Installation Compatible Use Zone studies for Grissom Air Reserve Base, Indiana; Homestead Air Reserve Base, Florida; and Westover Air Reserve Base, Massachusetts. As project director, Amy provided guidance, direction, and overall quality assurance/quality control for all deliverables. WSP provided Air Installation Compatible Use Zone studies to the U.S. Air Force describing airfield operations and depicting zones of greatest accident potential and high noise, identifying other land use-related concerns, and containing recommendations for compatible development. The goal of the Air Installation Compatible Use Zone program is to protect the health and safety of communities from the effects of aircraft operations while ensuring the continued viability of the Air Force's operational mission. Air Installation Compatible Use Zone studies are conducted to assist the Air Force in reaching this goal by promoting proactive, collaborative planning for compatible development. Each of these projects have included providing support to Air Force Civil Engineer Center through all phases of an Air Installation Compatible Use Zone project, including conducting on-site interviews and data collection; completing land use compatibility analysis; conducting accident potential zones and noise assessments; preparing the Air Installation Compatible Use Zone Study Document and associated public outreach materials, including a real estate map brochures, citizen's brochures, and banner stations; and coordinating and attending public open houses.

— **Coconino County Joint Land Use Study, Arizona**: technical advisor for the light pollution assessment and related environmental issues. Amy provided meeting presentations and facilitated interviews and workshops during the development of the local compatibility issues and mitigation strategies. She also drafted Joint Land Use Study sections related to dark sky preservation, forest health, air and water quality, wildfire and disaster hazards, and wildlife movement corridors. WSP provided Coconino County, United States Naval Observatory Flagstaff Station, and Arizona Army National Guard Camp Navajo a joint land use study which aimed to ensure lasting compatibility of military installations and neighboring communities. Associated strategies focused on coordination between local entities and agencies, developing and executing an education program to raise dark sky awareness, updating lighting codes and enforcement techniques, exploring land

conservation strategies, and enhancing forest management and restoration practices. The Coconino Joint Land Use Study was an 18-month effort primarily funded by the Department of Defense Office of Economic Adjustment, with contribution from participating municipalities.

— **14th Street, NW Multimodal Transportation/Streetscape Design Study, Washington, D.C.:** task manager for this planning and public involvement project. Amy led the development of a sustainable infrastructure and public art plan that could be incorporated into functional streetscape elements. She integrated public art into a sustainable streetscape design to help define public open spaces along the corridor, reinforce its unique historic character, and create a sense of place for the 14th Street/Logan Circle/Shaw neighborhood. She organized and led public consultation meetings, land use/public realm analyses, the development of streetscape design alternatives for the corridor, and the integration of low impact development techniques into the streetscape design. WSP provided the District Department of Transportation a design study for a public involvement project intended to develop and recommend balanced strategies for a multimodal transportation and streetscape plan. The planning goals for this popular District of Columbia redevelopment area were to preserve and strengthen a vibrant, mixed-use corridor, improve safety and mobility throughout the neighborhood and regional transportation system; and provide cohesive support for current and future area development plans.

— **Aliso Canyon Natural Gas Turbine Replacement Project, Aliso Canyon, California**: led the preparation of the land use section of WSP's California Environmental Quality Act environmental impact report for this natural gas turbine replacement project of Southern California Gas Company. Amy's knowledge of southern California's jurisdictions allowed her to successfully organize a succinct, well-written, and legally defensible California Environmental Quality Act land use section. WSP provided the California Public Utilities Commission with an environmental impact report for a natural gas turbine replacement project. The project includes a retrofit of the existing facility and replacement of out-of-date, turbine-driven gas compressors with new, variable-frequency compressors. Due to the reconductoring project component, the environmental impact report land use section included an analysis of existing conditions and impacts within several jurisdictions at the county and city levels.

— **Anacostia Waterfront Transportation Architecture Design Guidelines, Washington, D.C.:** planner contributed to the development of design guidelines and standards to provide unified transportation architecture for all roadway and transportation-related construction projects in the 900-acre Anacostia River redevelopment area. Amy edited the design standards manual, including both written and graphic materials; and she researched and wrote portions of various chapters including the low impact development chapter. WSP provided a reference manual and interactive compact disk that could be used to help select appropriate planning elements for any street within the Anacostia study area to the District Department of Transportation. The manual also incorporated environmental planning components and low impact development/stormwater management solutions. Nonstructural and structural concepts such as the application of manmade materials like permeable pavers and filter boxes were included, along with reconfiguration elements involving use of natural spaces like vegetated swales, vegetated filter strips, and bioretention facilities. The manual provided visual and technical information to enable city planners to make educated decisions on low impact development practices that could successfully be implemented along transportation corridors. The primary low impact development strategies were referenced throughout the manual for appropriate streetscape elements. Low impact development concept details were presented in a separate chapter that included an overview of each strategy, application, required maintenance, and stormwater management effectiveness.

HEATHER MARTIN, AICP

Senior Lead Equity Consultant



Years with the firm

7

Years total

10

Professional registrations

American Institute of Certified Planners: US (028593)US (028593)

CAREER SUMMARY

Heather Martin has 12 years of experience focused on bicycle and pedestrian studies and research methodologies, traffic safety and crash analysis, complete streets, transit facilities planning and funding, multi-modal transportation and policy analysis, urban revitalization, and public involvement. Heather has served a variety of public-sector clients at WSP and previously work for government research, planning, and transportation agencies. Heather is a highly skilled writer, presenter, and meeting facilitator and is proficient in Adobe Creative Suite, ESRI GIS analysis, and Google Earth.

EDUCATION

MA, Urban And Regional Planning, Rutgers University-The State University of New Jersey, 2013

PROFESSIONAL MEMBERSHIPS

American Institute of Certified Planners

PROFESSIONAL EXPERIENCE

- **General Engineering and Construction Management Services for SEPTA, Philadelphia, Pennsylvania**: WSP is providing general engineering and construction management services to the Southeastern Pennsylvania Transportation Authority. Individual projects include the 15th Street Station Renovation Project, Swarthmore Station roof replacement, Americans with Disabilities Act trolley station evaluation, 69th Street Substation relocation, program management and oversight for a trolley modernization project, and Phase 1 construction rehabilitation services for the Ardmore Transit Center.

  - **Southeastern Pennsylvania Transportation Authority Trolley Modernization Program, Philadelphia, Pennsylvania**: project planner for program management of SEPTA's trolley modernization program. She provided management support, prepared task orders and meeting materials, analyzed ridership, and evaluated key vehicle specifications. WSP is leading a program management and oversight effort to modernize Southeastern Pennsylvania Transportation Authority's six trolley routes by upgrading the infrastructure and supporting systems to accommodate a fleet of fully accessible articulated vehicles.

- **City of Baltimore On-Call Transportation Planning, Baltimore, Maryland**: project planner for an environmental assessment of the impacts of major planned development on I-95 ramps, bridges, and local streets. She worked with together with stakeholders from the Federal Highway Administration, Maryland Transportation Authority, Baltimore City, developers, and other consulting firms on the assessment, providing advisory and coordination services for the Baltimore City Department of Transportation throughout the NEPA process. WSP provided on-call services in transportation planning, transportation-oriented development, freight studies, feasibility studies for all modes, environmental justice, public involvement and community engagement, funding strategies, urban design, environmental analysis and documentation and water transportation planning for the Baltimore City Department of Transportation.

— **Baltimore and Potomac Tunnel Replacement, Baltimore, Maryland**: project planner on the NEPA study of the potential realignment of the Baltimore and Potomac Tunnel underneath Baltimore City. Working together with stakeholders from the Federal Railroad Administration, Amtrak, Baltimore City, and other consulting firms, a preferred alternative rail tunnel route was selected and a final environmental impact statement was created, as required by NEPA. Project work included coordinating the engineering team's involvement in the NEPA process, preparing ARRA quarterly reports, and providing document control support and contract management. WSP leads the joint venture designing a new Baltimore and Potomac Tunnel, which will upgrade a 4-mile section of the Northeast Corridor and eliminate the existing tunnel's sharp curves, allowing Amtrak and Maryland Area Regional Commuter trains to travel at higher speeds. It includes two new high-capacity tunnels for electrified passenger trains, new roadway and railroad bridges, new rail systems and tracks, and a new Americans with Disabilities Act-accessible West Baltimore Maryland Area Regional Commuter station. The project also includes the construction of three new ancillary facilities to ensure proper ventilation of the tunnels.

OTHER WSP EXPERIENCE

— **BaltimoreLink Launch, Baltimore, Maryland**: embedded WSP staff for the Maryland Transit Administration who served as a BaltimoreLink Transit Ambassador providing front-line customer assistance, explaining route and service changes, and assisting with the public hearing process.

— **MTA Federal Grant Management, Baltimore, Maryland**: embedded WSP staff for MTA who was the Capital Program Senior Advisor managing grant administrators, ensuring successful development of more than 20 federal grant applications and internal budgets, and preparation of financial reports for the executive leadership team. Heather was also responsible for overseeing all grant-related changes to all metropolitan Transportation Improvement Programs (TIPs) in the state of Maryland and the Statewide Transportation Improvement Program (STIP). Through this experience, Heather has become extremely familiar with the Federal Transit Administration's (FTA) Transit Award Management System (TrAMS), quarterly milestone progress reports, budget revisions, grant amendments, grant status logs, and working with FTA Region III staff.

PREVIOUS EXPERIENCE

Before joining WSP, Heather's experience included:

— **Baltimore City Department of Planning, Baltimore, Maryland**: central district planner at Baltimore City who led planning initiatives around schools and commercial corridors to create safe and appealing environments, boost economic activity, and improve residents' quality of life. She conducted a walkability audit with stakeholders around two elementary schools. She led numerous public meetings and advised city officials, agency staff, and community stakeholders on planning, policy, and development matters. She developed and grew relationships with community leaders, organizations, and businesses in sixteen neighborhoods. She also created GIS maps, conducted census research, wrote reports, and prepared presentations.

— **Long Island LGBT Community Center, Bay Shore, New York**: development coordinator who analyzed donor trends to increase donations by $12,000, organized marketing for Partners in Pride creating $20,000 in new revenue, and coordinated fundraising events sponsored by 175 businesses for over 350 guests.

- **Manhattan 3rd Avenue Traffic Safety Study, New York, New York**: graduate fellow who researched and wrote the "Manhattan 3rd Avenue Traffic Safety Study" report focused on identifying high-risk user behaviors and recommending policy and design improvements to increase safety for vulnerable road users. She created the research strategy and methodologies, collected pedestrian, cyclist, and vehicle data, analyzed high-risk behaviors, and researched best practices. She developed policy and design recommendations including bicycle lanes protected by a floating parking lane, pedestrian islands, and red light cameras.
- **MTA Bus Safety Planning, Baltimore, Maryland**: project planner for a safety and security analysis of the Maryland Transit Administration's (MTA) new bus network. Heather researched and evaluated corridor context, conducted field visits to proposed bus stop locations, evaluated potential hazards, and proposed mitigation strategies for hot spot stop locations and routes. She analyzed bus traffic incident and crime data to support safety and security analyses. She also coordinated with multiple MTA departments to ensure appropriate safety department review of all major project elements involving safety and security compliance and certification.
- **New Brunswick Ciclovia 2013 Evaluation Report, New Brunswick, New Jersey**: research manager at the University who researched and wrote the "New Brunswick Ciclovia 2013 Evaluation Report." The report analyzed the success of the open streets event at improving health, economic, and social outcomes. She developed the research strategy and methodologies, created the intercept survey and structured interview questions, conducted pre- and post-event stakeholder interviews, analyzed survey data, and supervised volunteers and graduate assistants.
- **NYCDOT Research, Implementation, and Safety, New York, New York**: planning intern at NYCDOT who analyzed streets and intersections to determine suitability for safety improvements, researched crash statistics, analyzed crash patterns, and proposed design solutions to improve safety for all road users. She also created GIS maps and collected data.
- **Pedestrian and Bicycle Resource Center, New Brunswick, New Jersey**: research manager at the University who developed complete streets solutions for local New Jersey municipalities. She supervised all elements of the complete streets studies including existing condition reports, data collection, stakeholder meetings, and analysis of crash hot spots. Recommendations included context specific improvements such as curb bump outs, high visibility crosswalks, flashing beacons, streetscaping improvements, and bike lanes.
- **Stony Brook University, Stony Brook, New York**: advancement communications associate who assisted with increasing online fundraising by 200% with customized donation forms, facilitated over 150 online and print fundraising projects per year under tight deadlines, and spearheaded the Alumni Association's social media presence.

PUBLICATIONS & PRESENTATIONS

Presentations

- "Beyond the Waterfront: Successful Baltimore Neighborhood Revitalization Projects," APA Maryland & Delaware Regional Planning Conference, Towson, MD, 2016

TODD TEUSCHER, LA, LEED 2.2

Lead Architect



Years with the firm

20

Years total

34

Professional registrations

Landscape Architect: IL (157.001226); KS (607); MO (2003030828); NC (0978)

Leed 2.2 Accredited Professional: MO

Areas of practice

Aesthetic Enhancements

Streetscape Design

Urban Design

Recreation Planning and Design

Master Planning

Site Design

Landscape Design

Transportation Design

Professional Memberships

American Society of Landscape Architects

CAREER SUMMARY

Todd Teuscher is a senior landscape architect with extensive experience in master planning, urban design, streetscape design, site design, specialty detailing, recreation planning, pollinator habitat design, and landscape design. His responsibilities include preparing master plans, graphics, site designs, construction documents, design analysis reports, and development guidelines for various landscape architectural projects.

EDUCATION

BA, Landscape Arch, Kansas State University, 1989

PROFESSIONAL EXPERIENCE

— **US Route 183 Bergstrom Design-Build Project, Austin, Texas**: landscape architect responsible for the design of 8 miles of right-of-way planting. The design tasks include detailing of wall and structure aesthetics, layout and construction detailing of a shared use path, trail heads, trail head parks, rest areas, and connections to sidewalks and pedestrian overpass bridges. The landscape design represents the regional landscape character by using native, drought tolerant plant species in planting arrangements, transitioning from native and naturalized masses along the shared use path to more formal arrangements at intersections, rest areas, trail head parks, and connections to pedestrian facilities. WSP is the lead designer for this project reconstructing 8.5 miles of U.S. Route 183 South, also known as the Bergstrom Expressway. The improved expressway features three tolled, signal-free lanes and two to three non-tolled general-purpose lanes in each direction; five grade-separated interchanges; 40 new bridges; two direct-connect flyover ramps; upgraded major interchanges; an intelligent transportation management system; and a shared-use bicycle and pedestrian path.

— **St. Louis Board of Public Service Airport On-Call Design Services, St. Louis, Missouri**: WSP is providing on-call engineering services to the Lambert-St. Louis International Airport. Tasks include entrance road bridge rehabilitations (involving pavement evaluations and condition assessments), curbside structural repairs, a 350-space parking lot expansion, garage structural repairs, Airfield Maintenance Facility potassium acetate tanks, arterial roadway tunnel inspection, drainage improvements, and frontage road landscaping.

- **Lambert International Boulevard Landscaping, St. Louis, Missouri**: landscape architect responsible for preparing design and construction documents for landscape renovation along entrance roads and ramps serving the main terminal. WSP provided design services for new planting designs and other landscape improvements along the main terminal road, Lambert International Boulevard. The landscape design focused on introducing flowering shrub and perennial species to provide food and habitat for the Monarch Butterfly and other migrating butterfly species.

— **City of Lewisville Interstate 35E Aesthetic Improvements, Farmers Branch, Texas**: landscape architect responsible for preparation of construction documents for the interchange and multi-use trail at Farm to Market 407 and Interstate 35E. The construction documents incorporated portions of the themed design concepts previously prepared for this portion of the 8-mile design corridor. They included design detailing of a 15-foot by 60-foot custom wall graphics of Lake fish and wildlife scenes, a 30-foot four-sided banner poles, pedestrian scale lighting, raised planters, colored concrete wave pattern trail pavement, barrier walls, and wayfinding signage. WSP provided design services for aesthetic

improvements made to a cross street interchange in Lewisville. WSP reviewed the aesthetic components of the design plans that pertained to conformance with the City of Lewisville Interstate 35E Corridor Identity Plan prepared by WSP in 2012.

— **Fulton State Hospital Psychiatric Facility Design, Fulton, Missouri**: landscape architect responsible for the schematic site design, which covered 42 acres. Outside the secured perimeter, the site design includes parking for 500 employees and visitors, a formal circle entrance drive surrounding a great lawn public gathering space, a building entrance plaza, and paved sidewalk and bike path connections for employees and the surrounding community. The site landscape, including secured resident outdoor spaces, utilizes predominately native Missouri trees, shrubs, grasses, and wildflower masses. WSP is providing design and construction administration services for the replacement of the Fulton State Mental Hospital, including the existing high and intermediate security facilities. The replacement will feature 12 living areas with a total of 300 beds organized into four communities based on treatment programs. Other elements include a new central energy plant and maintenance facility, and a new dietary facility with materials management and environmental services for the entire campus.

— **Oakland County Fish Lake Road Construction Management Services, Oakland County, Michigan**: landscape architect responsible for the design and detailing of stream and stream bank stabilization methods for the 600-foot length of Swartz Creek. The design includes in-stream slope and flow control structures, the addition of stream bottom material to withstand a minimum flow of 90 cubic feet-per-second, arming the stream banks with a combination of riprap toe protection, native tree and shrub live-stakes, native vegetative seeding, and an erosion control blanket over the bank slopes. WSP is providing construction management services for a large culvert replacement project in northwestern Oakland County. This project includes the removal of double corrugated metal pipe culvert failure in perched condition and replacement with a natural bottom aluminum box culvert, stream regrading, landscape architecture, erosion control measures, and stream rehabilitation.

— **Alternative Contracting General Engineering Consultant, Minneapolis, Minnesota**: WSP is providing the Minnesota Department of Transportation with design services to manage the procurement of alternative delivery contracts. This project includes pre-design activities, risk management services, and developing new approaches to alternative finance. A significant portion of the general engineer consulting work will also include supporting the development and administration of an enterprise risk management framework at the program, project, operations, and corporate levels.

  - **Trunk Highway 169 Nine-Mile Creek Bridge, Minneapolis, Minnesota**: landscape architect responsible for conceptual design preparation for an elevated walled highway through an existing wetland. The design includes proposed formliner finish aesthetic treatments suggesting architectural precast columns and arches to reference the historic and cherished arched bridge forms found throughout Minnesota. WSP is providing design services for the replacement of the Trunk Highway 169 Bridge over Nine Mile Creek. The project included areas of pavement repair, pavement resurfacing, noise wall construction, Americans with Disabilities Act improvements, lighting, intelligent transportation systems, pavement markings, signing, drainage improvements, and the replacement of Bridge No. 27568 with a Causeway between Brenn Road and the 7th Street interchange.

— **Interstate 290 (Eisenhower Expressway) Engineering and Environmental Services, Chicago, Illinois**: landscape architect responsible for the preparation of conceptual landscape plans for proposed improvements to the multi-modal urban transportation

corridor. The plans include interchange landscape design studies, creating neighborhood edge park space, and introduction of a multi-use trail. Todd is also involved in creating perspective renderings to convey design details of a key streetscape, signature pedestrian bridge, and highway buffering along the corridor for use at public presentations. WSP provided the Illinois Department of Transportation with complete preliminary engineering and environmental studies for a 13-mile section of the Eisenhower Expressway (Interstate 290) through a tightly constrained, well built-out urban corridor from Mannheim Road to Cicero Avenue.

— **Dallas Horseshoe Link Design, Dallas, Texas**: landscape architect responsible for preparing aesthetic and structural construction documents. The assignment includes detailing and preparing specifications for aesthetic treatments and painting of bridge structures, signage towers, sign structures, barriers, and retaining wall structure. WSP was the lead engineer responsible for the design of roadways, bridges, retaining walls, and drainage; geotechnical engineering; and maintenance of traffic planning for the interchange along Interstate 30 and Interstate 35 to downtown Dallas. The firm was responsible for the construction of 6 miles of new roadway. The project included the construction of more than 73 lane miles of new roadway, 37 conventional bridges, more than 60 retaining walls, and two signature steel suspended arch bridges.

— **Illinois Department of Transportation Illiana Highway Phase 1 Study, Merrillville, Illinois**: landscape architect responsible for developing sustainability and context sensitive solutions design for the 46-mile corridor connection. The context sensitive solutions plan blends the highway into the landscape with native grass and woodland restorations; creation of numerous wildlife corridor under-pass connections; and site grading to create naturalized undulating land forms, wetland restorations, planted stormwater swales, and micro-riparian habitat. WSP provided planning services to prepare National Environmental Policy Act-compliant Tier 1 and Tier 2 environmental impact statements for the Illiana Corridor, a 50-mile access-controlled highway developed in partnership with the Illinois Department of Transportation and the Indiana Department of Transportation. The highway, implemented by a public-private partnership, will connect Interstate 55 in Illinois with Interstate 65 in Indiana.

— **Sutton Lake Master Plan, Braxton County, West Virginia**: landscape architect responsible for developing a renovation master plan for the Sutton Lake Marina. The plan developed a new 300-slip, seasonal-user marina; a 107-slip day-use rental marina section; and re-designed the boater access, parking, and ramp areas. The plan also included main dock facility upgrades, including expanded houseboat and courtesy docks, addition of a floating restaurant with dock pod, a new restroom/changing building, a clothes washing facilities, rental equipment and storage building, maintenance building, offices, and a café deck. As a subconsultant, WSP developed a master plan for Sutton Lake, West Virginia. Future phases were to include preliminary engineering and associated tasks.

— **City of Lewisville Interstate 35 Corridor Aesthetic Design, Lewisville, Texas**: landscape architect for development of an 8-mile interstate highway corridor identity plan passing through the City of Lewisville. Todd prepared themed bridge and wall graphics and custom lighting, barrier, paving, and site furnishings to express the Parks, Old Town, and Lake area context of the community. The design included typical interchange and highway planting treatments and preparation of detailed cost estimates for all proposed enhancements. WSP provided aesthetic design services for the Interstate 35 Corridor in Lewisville.

CHARLES WARREN

Director, Real Estate Value Capture & Analysis



Years with the firm

1

Years total

23

CAREER SUMMARY

Charles Warren combines an academic background in city planning with seventeen years of commercial real estate experience. Dr. Warren focuses on innovating and delivering quantitative analysis to help optimize the structures and policies that effectively incite desired real estate redevelopment, maximizing the impact of transit-oriented development. This includes work enabling multiple and overlapping jurisdictions, such as transit providers, municipalities, and other agencies, to work together to leverage future increases in land value to enable new capital investment today.

Dr. Warren serves as a Commercial Real Estate Economics specialist extending WSP's capabilities into market forecasting, highest and best-use analysis, development economics, and project financial feasibility. His team helps clients take a realistic look at possibilities for job growth and new building in transit-oriented development zones, bringing forward hidden opportunities and pioneering ideas.

Previously, Dr. Warren was a partner at Heybrook West, a woman-owned business specializing in making Big Data analysis accessible to real estate investors, economic development agencies, and retail operators. Prior to that, he served as Director of Cushman & Wakefield's Retail Consulting practice, focusing on the strategic locating of stores, outlets, and distribution networks for retailers, including Crate & Barrel, Lacoste, TD Bank, and Ann Taylor/LOFT.

OTHER WSP EXPERIENCE

— **Hartford Line Transit-Oriented Development Action Plan, Hartford, Connecticut**: lead analyst for real estate market supply and demand forecasts and lead modeler of project financial feasibility. Dr. Warren delivered market forecasts and projections to create a frame for reasonable expectations of the types, amounts, and timing of future real estate redevelopment. He worked with a range of municipalities, from capital city to exurban/rural villages, customizing each model with ultra-local sales data and construction labor information. Dr. Warren developed pro forma models of commercial real estate development, identifying design, construction, and access reasons that desired housing types were not being constructed. He measured profit and loss to help towns understand the sizes and sources of financial gaps. Dr. Warren also identified appropriate sources from state and federal grant programs to close those gaps.

— **Jackson Street Reimagined Transportation Master Plan, Pensacola, Florida**: lead analyst conducting a market demand forecast and supporting the risk assessment of gentrification and displacement. Dr. Warren assessed the types, amount, and speed of local redevelopment to determine how quickly development pressures would affect the neighborhoods in the study area. He incorporated land elevation, coastal access, and estuary systems into a climate change gentrification threat analysis to show how flood displacement could generate sudden and intense demand for new development (and displacement) in neighborhoods previously considered less desirable.

PREVIOUS EXPERIENCE

Before joining WSP, Charles's experience included:

— **Amtrak Real Estate Asset Monetization Study, New York, Philadelphia, Baltimore, Chicago, and Washington, D.C.**: task leader responsible for delivering the highest and best-use analysis and development vision at five Amtrak-owned stations. Dr. Warren was the lead analyst for modeling revenue-generating scenarios, including adaptive reuse of stations and adjacent properties, incorporation of strategic acquisitions, and air rights transfers. Outputs were integrated into profitability models comparing capital structures

(joint venture, public-private partnership, limited partnership, ground lease, air rights transfer, or outright sale) to identify paths forward that would maximize financial returns and raise capital the fastest.

— **D-O-LRT Station Planning Study, Durham and Chapel Hill, North Carolina**: developed highly detailed value capture cash flow forecasts based on new transit-oriented development envisioned in community workshops. Results were required for negotiating potential partnerships and taxation policies that would partially finance line construction involving two cities, two counties, two universities, one transit agency, and one municipal planning organization. Dr. Warren delivered a discounted cash flow analysis accompanied by an interactive Excel worksheet that allowed transit agency and municipal employees to change assumptions and automatically recalculate estimates.

— **Fort Worth High-Speed Rail Station Siting, Fort Worth, Texas**: performed and delivered an economic analysis to model the types of economic sectors and industries in the metro regions that would be transformed by high-speed rail service. Dr. Warren recommended a high-speed rail hub that would enable Fort Worth, the most affordable of the large Texas cities, an opportunity to overhaul and rejuvenate its downtown economic development program by connecting Austin's tech hub, Dallas's financial sector, and San Antonio's manufacturing specialties to each other, becoming a crossroads with affordable commuting across multiple growing employment areas.

— **North-South Streetcar Corridor Planning Study, Winston-Salem, North Carolina**: delivered a real estate development feasibility forecast for the downtown Winston-Salem streetcar corridor, including Wake Forest and Winston-Salem State campuses. Dr. Warren compared the market rent/sale values to local land and construction costs to measure the size and identify the causes of financial gaps. This analysis led to recommendations for funding sources, taxation policies, and entitlement reform that would most effectively boost new construction starts. He delivered recommendations on potential programs for gap funding.

PUBLICATIONS & PRESENTATIONS

Publications

— "Researching and Evaluating Market Opportunities: Trying a Two-Dimensional Approach," NAIOP, September, 2021

— "A New Look at Market Tier and Ranking Systems," NAIOP, March, 2020

Presentations

— "The Seven Suburbs," 2018 RailVolution, Pittsburgh, Pennsylvania, 2018

— "Getting It Dialed In: Trade Areas in Retail Spatial Analysis," 2011 Alteryx Inspire, Denver, Colorado, 2011

DUSTIN DAVIDSON, PE, CFM

Drainage Engineer



Years with the firm

4

Years total

7

CAREER SUMMARY

Dustin Davidson is an engineer located in WSP's Albuquerque, New Mexico offices, primarily focusing in drainage projects. Throughout his career, Dustin has gained proficiency in several engineering software programs, including Civil 3D, HEC-HMS, HEC-RAS, EMS, SMS/SRH 2D, and ArcGIS.

PREVIOUS EXPERIENCE

Before joining WSP, Dustin's experience included:

- **City of Albuquerque - Storm Drainage Project Manager, Albuquerque, New Mexico**: as a storm drainage project manager for the City of Albuquerque, Dustin's responsibilities included: - Overseeing transportation and storm drain projects of various sizes across the City of Albuquerque. - Applying engineering knowledge and standards to scoping, design, and construction phases. - Creating a HEC-RAS model from Civil 3D for Masthead Road Extension. - Reviewing submitted hydrologic and hydraulic models for storm drain projects. - Reviewing drainage reports for the Transportation Group. - Negotiating scope and fees for executed contracts. - Reviewing construction plans to ensure constructability and City of Albuquerque standards were met. - Coordinating with consulting firms to keep projects on schedule. - Designing small projects from City Council and the Mayor's Office, including infiltration trenches, valley gutters, storm drains, roadway restriping, medians, roadway widening, and speed tables/speed humps. - Managing on-call contract with WSP. - Negotiating scope and fees for on-call tasks. - Leading public meetings to obtain input from concerned citizens.
- **New Mexico Department of Transportation - Drainage Bureau Intern, New Mexico**: as an engineering intern for the New Mexico Department of Transportation Drainage Bureau, Dustin's responsibilities included: - Conducting drainage engineering hydrologic and hydraulic analyses. - Preparing preliminary and final drainage report for design and production for State Transportation Improvement Plan projects. - Coordinating with the New Mexico Department of Transportation Bridge Bureau early on in the design cycle to determine water surface elevations for use in bridge type selection reports. - Assisting various districts with any drainage related problem they may come across. - Worked closely with Bridge Bureau, Design Regions and Districts to get State Transportation Improvement Plan and local projects to production. - Aiding project development engineer in drainage related consultant scope. - Negotiating consultant scope and fees for on-call contracts. - Tracking consultant on-call contracts. - Issuing task orders to consultants. - Reviewing consultant work to ensure compliance with New Mexico Department of Transportation drainage criteria.

ANDREW SUTLIFF, PE

Project Engineer



Years with firm

5

Years of experience

7

Professional registrations

Professional Engineer: NM, 2020 (26129)

Education

BS, Civil Engineering, University Of New Mexico, 2015

Professional memberships

American Society Of Civil Engineers, NM Section Northern Branch Vice President

American Council Of Engineering Companies, State Director

CAREER SUMMARY

Andrew has served as a project and task manager with a proven track record for various municipalities throughout New Mexico. He leads our local New Mexico design team and assists with coordination between clients and subconsultants. Andrew brings a passion for client service and a drive to champion innovative methods for coordinating with project teams and stakeholders.

SELECTED PROFESSIONAL EXPERIENCE

Access Controlled Highways

— New Mexico Highway 528 Rio Rancho Phase 2 Final Design Services, Rio Rancho, New Mexico

Airside Facilities

— On-Site Airfield Safety Enhancements (ASE) Program Management (PM)/Construction Management (CM) Services, Tucson Airport Authority,, Tucson, Arizona

— Dallas Fort Worth Airport On-call Airfield Design Services, Dallas, Texas

Bus Rapid Transit (Brt)

— MRCOG 2017 Rio Metro 2017 On-Call Planning Services, Albuquerque, New Mexico

Drainage

— WOODWARD ROAD & 2ND STREET IMPROVEMENTS, Albuquerque, New Mexico

— New Mexico Department of Transportation On-Call Drainage Services and Scour Analysis, New Mexico

— NMDOT 2017 On-Call Drainage Services, New Mexico

Information Sharing Sys (Its)

— City of Albuquerque 2015 Regional Transportation Management Center Planning Services, Albuquerque, New Mexico

Infrastructure For Buildings

— Santa Clara City Center Program Management, Santa Clara, California

Intercity/High Speed Rail

— Amtrak Americans with Disabilities Act Stations Program, Philadelphia, Pennsylvania

Medium And Short Span Bridges

— CIBOLA COUNTY ROAD 5 BRIDGE REPLACEMENT, Moquino, New Mexico

— NMDOT CN6100838 - 1-40 MP 105.9-106.4 Bridge Rehab Phase 1, Cubero, New Mexico

- Village or Ruidoso 2021 Bridge Replacement Final Design, Ruidoso, New Mexico
- New Mexico Department of Transportation 2020 Statewide On-Call Bridge Design and Inspection Services, New Mexico
- New Mexico Department of Transportation NM 566 Historical Bridge Replacement, Milan, New Mexico
- New Mexico Department of Transportation 2018 On-Call Statewide Bridge Services, New Mexico
- New Mexico Highway 6 Rio Grande Bridge Design Services, Los Lunas, New Mexico

Passenger Termin/Control Tower

- City of Albuquerque On-call Aviation Project Management Services, Albuquerque, New Mexico

Pedestrian Bridges

- New Mexico Department of Transportation Tramway Pedestrian Bridge Rehabilitation, Albuquerque, New Mexico

Surface Streets And Roads

- CIBOLA COUNTY TRAFFIC COUNTING - 202305300, Cibola County, New Mexico
- NMDOT NRD/SRD GEN ENG ON-CALL 2022-2025, New Mexico
- 98th and Benavides Intersection Improvement, Albuquerque, New Mexico
- City of Albuquerque 2021-2023 On-Call Citywide Transportation and Storm Drainage Services, Albuquerque, New Mexico
- Statewide General Engineering On-Call 2020, New Mexico
- CORR Standard Details and Drawings 2020, Rio Rancho, New Mexico
- City of Santa Fe 2020 On-Call Design Services, Santa Fe, New Mexico
- New Mexico Department of Transportation NM 128 and NM 31 Design-Build Project Management Services, Eddy & Lea County, New Mexico
- City of Albuquerque 2020 On-Call Transportation and Storm Drainage Services, Albuquerque, New Mexico
- New Mexico Department of Transportation Rio Bravo Boulevard Bridge Replacement, Albuquerque, New Mexico
- New Mexico Department of Transportation U.S. Route 380 Alignment Study, Roswell, New Mexico

- New Mexico Department of Transportation Cerrillos Road Alignment Study, Santa Fe, New Mexico
- New Mexico Department of Transportation Statewide On-Call General Engineering Services, New Mexico
- New Mexico Department of Transportation U.S. Route 64 Phase A/B/C/D, Albuquerque, New Mexico
- City of Albuquerque On-Call Transportation and Storm Drain Design Services, Albuquerque, New Mexico
- NMDOT 2018 I-25/Rio Bravo Phase 2 Reconstruction Design, Albuquerque, New Mexico
- City of Albuquerque 2017 On-Call Transportation and Drainage Services, Albuquerque, New Mexico
- New Mexico Department of Transportation 2016 Roadway and Intersection Improvement Design Services, Albuquerque, New Mexico
- New Mexico Department of Transportation On-Call Traffic Engineering Services, New Mexico
- Ladera Drive Widening Design Services, Albuquerque, New Mexico
- Bernalillo County 2014 On-Call General Engineering Services, Bernalillo County, New Mexico
- Interstate 25/Rio Bravo Interchange Design Services, Albuquerque, New Mexico

Traffic Engineering

- City of Albuquerque West Central Avenue Complete Streets Improvements, Albuquerque, New Mexico
- Bernalillo County 2019 On-Call Engineering Services, Albuquerque, New Mexico

Underground Mining

- FMI-Tyrone/EMMA Permit Sppt/NM, Grant County, New Mexico

JAMES HEIMANN, PE, PTOE

Traffic Engineering And Planning



Years with firm

19

Years of experience

34

Professional registrations

Professional Engineer: NM, 1994 (12418)

Professional Traffic Operations Engineer: US, 2001 (724)

Education

MS, Civil Engineering, University Of Nebraska - Lincoln, 1989

BS, Civil Engineering, University Of Nebraska - Lincoln, 1988

Professional memberships

Institute Of Transportation Engineers

Publications and presentations

Heimann, James. "Effect of Driveway Traffic on Saturation Flow Rates at Signalized Intersections" ITE Journal, February, 1990

Heimann, James. "School Speed Limits and Speeds in School Zones" Transportation Research Record, 1990

CAREER SUMMARY

James "Jim" Heimann has diverse experience in the evaluation and development of transportation improvement projects, from the study phase through final design. He has provided his expertise to city, county, and state agencies. Jim has served as project manager on various types of projects and has the experience and knowledge to lead multi-disciplinary teams.

Jim has been involved in urban transportation projects, including corridor/alignment studies, scoping studies, traffic operations studies, safety studies, feasibility studies, subarea planning studies, regional planning studies, environmental assessments, bicycle planning studies, and design projects. His project experience has provided him with extensive knowledge of transportation systems and with an awareness of the important role stakeholder involvement plays in the development of transportation projects.

Jim's transportation design experience includes roles as a project engineer in traffic design aspects and as a project manager for the development of construction plans for urban street improvements. His conceptual design experience includes streets and intersections; complete streets, including bicycle, pedestrian, and transit; and interstate highways and interchanges. His preliminary and final design experience includes developing construction plans for signing and striping, roadway and intersection lighting, and traffic signals. Jim has prepared bid documents and provided construction phase services for City of Albuquerque projects.

SELECTED PROFESSIONAL EXPERIENCE

Access Controlled Highways

- NMDOT 2015-2017 Design Manual Development Services, New Mexico
- New Mexico Highway 528 Rio Rancho Phase 2 Final Design Services, Rio Rancho, New Mexico
- NMDOT 2014-2016 Long-Range Transportation Planning Services, New Mexico
- South Interstate 25 Corridor Study, Albuquerque, New Mexico
- Valencia County 2011-2013 Manzano Expressway Design Services, Albuquerque, New Mexico
- New Mexico Route 528 Rio Rancho Design Services, Albuquerque, New Mexico
- City of Albuquerque 2010-2014 On-Call Engineering Services, Albuquerque, New Mexico
- Interstate 25 North Corridor Study, Albuquerque, New Mexico
- NMDOT 2006-2010 On-Call Statewide Environmental Services, Santa Fe, New Mexico
- City of Santa Fe 2006 Railyard Offsite Signal Improvement Design, Santa Fe, New Mexico

- Cerrillos Road Phase 2 Reconstruction Design Services, Santa Fe, New Mexico
- Interstate 40 Reconstruction Design Services, Albuquerque, New Mexico
- NMDOT US 84/285 (Pojoaque to Española) Design Services, Pojoaque, New Mexico
- NMDOT US 285 Clines Corner Study, Albuquerque, New Mexico
- NMDOT Paseo Del Volcan Corridor ROW Services, Albuquerque, New Mexico

Bus Rapid Transit (Brt)

- RMRTD UNM/CNM/Sunport Transit Study, Albuquerque, New Mexico

Commuter Rail

- Rail Runner Consulting Services, Santa Fe, New Mexico

Drainage

- New Mexico Department of Transportation 2020 On-Call Traffic Engineering Services, Deming, New Mexico

Interchanges

- NMDOT I-25/Montgomery Blvd Interchange Reconstruction Design, Albuquerque, New Mexico
- Interstate 25 Canoncito Study Planning Services, Santa Fe, New Mexico
- Mesa del Sol Interchange Final Design Services, Albuquerque, New Mexico
- Interstate 25 Paseo Del Norte Interchange Reconstruction Design Services, Albuquerque, New Mexico
- Interstate 40/Coors Interchange Reconstruction Design Services, Albuquerque, New Mexico

Medium And Short Span Bridges

- NMDOT NM 574 La Plata River Design Services, Albuquerque, New Mexico
- New Mexico Department of Transportation 2018 On-Call Statewide Bridge Services, New Mexico
- NMDOT 2016 Bridge ROW Mapping Services, Albuquerque, New Mexico
- New Mexico Highway 6 Rio Grande Bridge Design Services, Los Lunas, New Mexico
- NMDOT 2014 Clines Corner Interchange Design Services, Albuquerque, New Mexico

Multimodal

— Mid-Region Council of Governments 2021-2023 On-Call Advisory Services, Albuquerque, New Mexico

Other

— High Capacity Transportation Study Alternatives Analysis, Albuquerque, New Mexico

— Main St. 2011-2014 General Engineering Services, Albuquerque, New Mexico

— LANL Planning and Engineering Services

— Ruidoso Area Transportation Network Study, Ruidoso, New Mexico

— Bernalillo County 2007-2011 On-Call Engineering Services, Albuquerque, New Mexico

— Bernalillo County Phase II Edith Boulevard Reconstruction Design, Albuquerque, New Mexico

— NMDOT Espanola Relief Route Study, Albuquerque, New Mexico

— Bernalillo County Edith Boulevard NE Reconstruction Design, Bernalillo County, New Mexico

Pedestrian Bridges

— Utah Valley University Pedestrian Bridge Over Interstate 15 Design Services, Orem, Utah

Roadside Aesthetics

— New Mexico Department of Transportation Statewide Engineering On-Call Projects, New Mexico

Streetcar/Trolley/Tramway

— ABQ Ride Daytona Design Services, Albuquerque, New Mexico

Surface Streets and Roads

— NMDOT D5 - CN5101174 - US 64, MP 0-20, PHASE II SERVICES, Shiprock, New Mexico

— City of Albuquerque 2021-2023 On-Call Citywide Transportation and Storm Drainage Services, Albuquerque, New Mexico

— Statewide General Engineering On-Call 2020, New Mexico

— STREETLIGHT DATA NM 31/128+, Albuquerque, New Mexico

— City of Santa Fe 2020 On-Call Design Services, Santa Fe, New Mexico

MOHIT ATHASNIYA, PE

Sr. Consultant, Structural Engineer



Years with the firm

4

Years total

4

Professional registrations

Professional Engineer: NM (25974)

CAREER SUMMARY

Mohit Athasniya is an engineer located in WSP's Santa Fe, New Mexico office, with structural design experience including steel bridge design, analysis, and rating. He has worked on a variety of bridge replacements/rehabilitation projects. Prior to joining the firm, Mohit worked as a structural designer in Pennsylvania. He worked on a variety of bridge projects, which consisted of bridge rehabilitation contracts, temporary bridge design contract, a new bridge construction contract, and miscellaneous other structural repairs. Working as a design consultant for contractors required frequent and prompt modification to the design and drawings in order to expedite the construction process and meet the deadlines. Apart from frequent changes, due to heavy volume of traffic across Pennsylvania, most of the rehabilitation project Mohit worked on had to be designed in multiple construction stages without affecting the traffic flow. Throughout his career, Mohit has gained proficiency in several engineering software programs, including BRASS Girder, AutoCAD, ABLRFD, SAP, BAR7, PSLRFD, spColumn, STAAD, SupportIT, MicroStation, CANDE, CSI Bridge, MathCAD, MTS, Instron, ProjectWise, and Bluebeam.

OTHER WSP EXPERIENCE

- **Bridge over Cooks Creek Replacement, Bucks, Pennsylvania**: responsible for designing the excavation support system using sheet piles, compression struts, and soil anchors for construction of the footing and abutment of new bridge using SupportIT software. Mohit also monitored masonry walls adjacent to excavation shoring system during pile driving and construction of bridge abutments.
- **Maryland Department of Transportation - Purple Line Light Rail Project, Maryland**: as the structural reviewer on this project, Mohit was responsible for reviewing design and drawings of concrete abutments for a temporary bridge on deep foundation.
- **Nevada Department of Transportation - Bridge Load Rating (Task II), Nevada**: as structural designer, Mohit responsible for performing bridge load ratings for various multi-span steel, reinforced concrete, prestressed concrete, prestressed box girders, and reinforced arch culverts for emergency vehicles. He assisted the senior bridge engineer in inspection of bridge deck panels. Mohit also verified reinforcement, cover, bar size, and location of the bridge rail post in accordance with the contract plans.
- **New Mexico Department of Transportation - Interstate 40 Bridge Pier Protection, Newkirk, New Mexico**: responsible for reviewing 54-inch concrete wall barrier for conformance with contract. Mohit also developed reinforcement and schedule for 54-inch concrete wall barrier.
- **New Mexico Department of Transportation - New Mexico Highway 93 over Interstate 40 Bridge Rehabilitation, Glenrio, New Mexico**: responsible for inspecting multiple precast bridge deck panels. Mohit also verified reinforcement, bar size, and locations of the bridge rail post in accordance with the contract drawings.
- **Pennsylvania Department of Transportation - Chester Valley Trail Project (Phase IV), Chester, Pennsylvania**: as the structural designer, Mohit was responsible for designing and detailed drawings of reinforced cement concrete abutments on pile and open foundations for a steel truss bridge using the Pennsylvania Department of Transportation's Abutment and Retaining Wall Analysis and Design Program. He also designed a 180-foot-long cantilever retaining wall, performed site inspections of an existing three-cell box culvert, and prepared a structural assessment report determining structural stability of culvert.
- **Pennsylvania Department of Transportation - Chestnut Street at 30th Street Rehabilitation, Philadelphia, Pennsylvania**: responsible for designing and detailing the temporary shoring support system using wooden columns for supporting the three-span

arch bridge. Mohit proposed the demolition plan of the Schuylkill River Bridge Deck, as well as design of temporary steel and wooden brackets to support the new bridge deck and sidewalk. He also designed the temporary walkway for emergency exit using steel beams, existing corbels, and providing installation methodology. Mohit was also responsible for designing and providing drawins of temporary shoring support system using wooden columns for supporting two-span arch bridge per the National Design Specification Wood Design Manual.

— **Pennsylvania Department of Transportation - Rapid Bridge Replacement Public Private Partnership, Pennsylvania**: this project was designed to bolster the Pennsylvania Department of Transportation's on-going effort to address the state's nearly 4,200 structurally deficient bridges. Mohit was responsible for performing detailed structural calculations and reviewing 20 precast concrete box culverts from different contractors using the Pennsylvania Department of Transportation's Box Culvert Design and Rating Program. He also confirmed the type, size, and location plans using AutoCAD 2016 and reviewed the structural reinforcement provided. Mohit's additional responsibilities included performing detailed review of construction drawings of abutment panels, performing detailed segmental post-tensioning calculations and methodology, and lifting and installing precast box culverts as per Pennsylvania Design Manual Part 4-2015 Edition and American Association of State Highway and Transportation Officials Load and Resistance Factor Design-2014 Edition.

CHRIS NAIDU, PE

NM Water Team Lead



Years with the firm

<1

Years total

13

Education

BSc in Civil Engineering, University of New Mexico, 2010

Professional Memberships

New Mexico Watershed & Dam Owners Coalition

New Mexico Floodplain Managers

CAREER SUMMARY

Chris Naidu has 13 years of experience in drainage and flood control projects throughout New Mexico. Over the last 13 years, he has worked on drainage and flood control projects that include analysis and design of complex drainage systems, preparation of drainage master plans, preliminary and final design, and construction plans for small dams, open channels, grade control structures, erosion and energy dissipators, storm drains and miscellaneous drainage structures. Chris excels in developing hydrologic numerical models for watersheds both rural and urban using advanced geospatial analysis techniques which not only produce cutting edge models, but also reports and maps that provide an innovative resource for funding acquisition and planning. In addition to hydrologic modeling, he has extensive experience in hydraulic analysis of natural riverine systems, manmade channels, storm drain networks and various other conveyance systems.

Chris has analyzed scour criticality for large culvert crossings, bridges, and sediment transport capacity of arroyos. He is proficient in construction of two-dimensional (2D) surface water models that predict flow paths of complex stream networks using advanced GIS based tools. Using the animations and interactive animations from the various models, Chris has successfully communicated and coordinated critical planning and design project elements with clients, review agencies and local communities. His projects often require public engagement and interacting with communities to help them understand not only the technical analysis involved with drainage projects but also the importance and need for flood control projects for the safety of various local communities throughout New Mexico.

EXPERIENCE PRIOR TO WSP

Alameda Drain Study, Albuquerque, New Mexico
The Alameda Drain Study was a drainage master plan that covered 17 square miles in the City of Albuquerque and extended incorporated areas of the Bernalillo County area. The purpose of the study was to determine the hydraulic capacity of the Alameda Drain, which is a waste way for irrigation water. The drain also receives storm water runoff from the adjoining watershed. The study developed a composite hydrologic and hydraulic model in PCSWMM that modeled over 20 miles of storm drain, detention facilities amounting to over 600-acre feet of storage, and 5 pump stations within the watershed. Specific modeling parameters for valley conditions were developed for areas that were depressed in valley areas. The project provided the Bernalillo County a good estimate of capacity in the drain, structures and channel areas that were under capacity and recommendations on next steps for improvement in areas identified as highest priority. Total project budget was $530,000.

San Mateo to Moon Mini Drainage Master Plan, Albuquerque, New Mexico
This urban drainage master plan was developed for Albuquerque Metropolitan Arroyo Flood Control Authority (AMAFCA). This study covered 4.6 square miles in the highly urbanized northeast part of Albuquerque that has historically flooded severely. The study developed a hydrologic model using HEC-HMS to compute runoff rates and volumes. Once problematic areas were identified, several public meetings were held to corelate modeling results to actual events based on public input. Proposed improvements were then developed to mitigate the flooding issues. The study has become the master planning document to guide future drainage improvements in the watershed. Project cost was approximately $225,000.

Mid Valley Drainage Master Plan, Albuquerque, New Mexico
The Mid Valley Drainage Master Plan was developed for the City of Albuquerque to study the downtown Albuquerque area. The study area covering 4.1 square miles, relies on stormwater pump stations to drain the watershed as the area is lower in elevation then the Rio Grande. Significant flooding problems have occurred due to old infrastructure, and the study identified improvements

for the most critical areas. All analysis was developed in EPA SWMM since the area was very flat and valley hydrology methods needed to be applied to account for higher initial abstractions than that of a typical watershed. Project cost was approximately $300,000.

Marble Arno Storm Drainage Improvements, Albuquerque, New Mexico
This project was developed in the Mid Valley Drainage Master Plan and is a great example of good planning and well documented drainage studies. Construction for this jointly funded project by City of Albuquerque and AMAFCA, was completed at the final cost of 17 million dollars in 2022. The project involved design and construction of a new 47,000 gallons per minute storm water pump station, installation of large diameter storm drains ranging from 42–66-inch diameter storm drain, roadway improvements, and installation of new inlets to improve capture capacity of surface runoff.

1. STAFF ALLOCATION FOR LABOR

Staff	*Hourly Rate*
Dan Baer	$529
Manjeet Ranu	$430
Aron Kirsch	$428
Peter Waldt	$347
Ronald Roberts	$292
Jenifer Ross-Amato	$292
Mark Montgomery	$282
Judah Gluckman	$253
John Loughran	$252
Chris Naidu	$247
Sam Spencer	$241
Jim Heimann	$231
Ray Trujillo	$233
Tim Thornton	$231
Charles Warrant	$228
Adnrew Piana	$209
Amy DiCarlantonio	$199
Jennifer Hyre	$196
Andrew Sutliff	$184
Heather Martin	$179
Todd Teuscher	$165
Dustin Davidson	$159
Miranda Braatz	$152
Nick Fazio	$131
Mohit Athasniya	$127

Subject to annual adjustments

Pursuant to Cooperative Educational Services terms, a 1.25% administrative fee must be added to the above rates and fee.

Services provided are billed time and materials, not to exceed authorized amount.

2. SUBCONSULTANTS

Billed at Cost

3. DIRECT EXPENSES (At Cost)

Mileage (Federal Funding)	$0.655 per mile (or current IRS rate)
Per Diem	$85 per diem ($135 high cost area - Santa Fe)
Printing and other direct expenses	Billed at Cost

CITY OF ALBUQUERQUE

ABQ RIDE UPTOWN TRANSIT CENTER



Before



After (Conceptual)

LOCATION

Albuquerque, NM

CLIENT

City of Albuquerque's Transit Department (ABQ Ride)

PROJECT DESCRIPTION

WSP led the effort in assisting the City of Albuquerque's Transit Department (ABQ Ride) in obtaining a $25 million federal RAISE grant for a Joint Development of the Uptown Transit Center. This is an exciting joint development project set to transform a 3-acre parcel in the city's busiest employment, shopping, and entertainment district. This innovative project will breathe new life into the current park-and-ride lot, transit transfer platform, and private credit union, creating a vibrant mixed-use development that's a perfect blend of affordable and market-rate apartments, retail spaces, and a reimagined transit plaza at its heart.

Phase I, made possible by the RAISE award, focuses on transforming the transit center into a dynamic plaza. With a 100-feet width, it will feature 6 bus docks, covered waiting areas, benches, lighting, and pedestrian amenities. Additionally, there will be 22,000 sq. ft. of commercial space and two underground parking levels with 402 spaces. Rest assured, existing bus services will continue uninterrupted during this phase. Phase II elevates the project even further, with a striking seven-story tower housing 215 affordable housing units, alongside 19 apartments on the transit plaza, catering to market-rate housing or short-term rentals. This phase seamlessly integrates with the transit plaza, fostering a vibrant community experience. Finally, Phase III marks the completion of the development with a private 1-acre expansion, featuring 194 market-rate dwelling units and over 6,000 square feet of commercial space. The start of this phase awaits the successful completion of Phases I and II, due to the necessary demolition of the existing credit union.

WSP assisted ABQ Ride in developing its vision rooted in innovation, convenience, and community-building, that will culminate in a bustling hub that enriches the local area and creates a compelling destination for residents and visitors alike.

MOYNIHAN TRAIN HALL & FARLEY BUILDING REDEVELOPMENT







LOCATION
Manhattan, NY

CLIENT
New York State Empire State Development (ESD)

PROJECT VALUE
$1.6 Billion

SIZE
1.1 Million SF (Train Hall & Retail/Office)

PROJECT DESCRIPTION
Set below Madison Square Garden and Penn Plaza, today's New York Penn Station welcomes close to 75 million Amtrak, and Long Island Rail Road (LIRR) passengers to Manhattan each year into a confined, crowded, poorly lit environment. In an effort to recreate the grand entrance to the City lost when the original Penn Station was demolished, Empire State Development (ESD), New York State's economic development authority, is dramatically reconfiguring the James A. Farley Post Office Building, which sits 50 feet above Penn Station's train platforms, to create the Moynihan Train Hall.

Since 1991, WSP has worked with ESD, Amtrak, the U.S. Post Office, developers Related and Vornado, and countless other stakeholders to develop plans for and achieve consensus on key issues like station operations and pedestrian circulation. And our work has touched almost every piece of this program. We've analyzed the tradeoff of transportation service and revenue objectives and have provided funding and financing advisory services. We've also served as a technical liaison on rail operations issues and have designed some of the station elements, including the platform ventilation systems.

Work on Phase 2 of the project, which will transform the Farley Building into a grand transit hall for LIRR and Amtrak passengers and provide 750,000 sq. ft. of retail and office space, began in the spring of 2017. WSP continues its involvement in the project by providing program management services during Phase 2 construction.

HUDSON YARDS REDEVELOPMENT



LOCATION
Manhattan, NY

CLIENT
Hudson Yards Development Corporation

PROJECT VALUE
$23 Billion

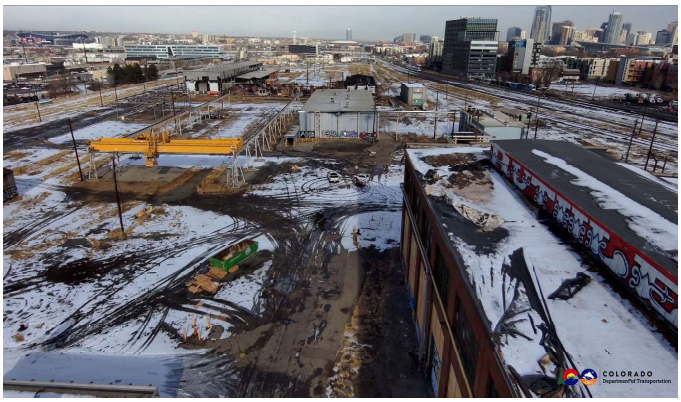
SIZE
40,000,000 SF (Residential/Office/Commercial)

PROJECT DESCRIPTION
The West Side of midtown Manhattan has long been defined by the Hudson Yards: a rail storage and layover facility for New Jersey Transit and Long Island Rail Road. Various initiatives focused on overbuild of the 28-acre Hudson Yards came and went, with no appreciable results... until now.

As WSP developed environmental documentation and preliminary and final engineering for an ambitious extension of the No. 7 line subway that would connect the Midtown West Side to the City's subway system, the prospects for development dramatically improved. Transit connectivity provided the foundation for the largest private development in the history of the United States – the addition of more than 40 million square feet of residential, office, and commercial space.

WSP's environmental and planning studies helped to advance the rezoning of the Yards that would underpin the value capture financing strategy used to fund the construction of the deck above the rail yard. WSP also developed the construction plan, performed utility surveys, conducted intensive geotechnical explorations, and coordinated with myriad utilities and stakeholders (including Amtrak) and the public. Above the deck, we served as structural and building systems engineers for many of the skyscrapers towering over the site, including a 41-story office building, a 66-story mixed-use building, and a 70-story residential high rise.

BURNHAM YARD REDEVELOPMENT



LOCATION
Denver, CO

CLIENT
State of Colorado Department of Personnel & Administration (P3 Unit)

PROJECT DESCRIPTION
The Burnham Yard Redevelopment project presents a significant opportunity to realize Burnham Yard's mobility and development potential—to take it from an underutilized parcel to a centrally located asset with far-reaching benefits. This development will be advanced in concert with the proposed existing rail realignments, planning to accommodate future rail, and the National Environmental Policy Act (NEPA) process that will provide improved operational efficiencies and opportunities for increased passenger connectivity. These actions will be developed and refined through an extensive outreach process that engages the full range of partners, stakeholders and public groups.

POTOMAC YARD

METRORAIL STATION VALUE CAPTURE ANALYSIS

LOCATION

City of Alexandria, VA

PROJECT DESCRIPTION

For over 10 years, WSP assisted the City of Alexandria, Virginia, with developing and implementing a strategy to pay for a new Metrorail station adjacent to a rapidly developing former rail yard. The city did not have the funds necessary to pay for a new station. However, the planned redevelopment of the Potomac Yard area represented a rare opportunity for large-scale, mixed-use, infill development within close proximity to the core of the Washington, DC region. As such, there was potential to tap into the value created by this development, but the city needed to know how best to do that.

Our analysis demonstrated that the right mix of value capture techniques, which included development impact fees, tax increment financing, and special assessments, could provide an effective means of harnessing the benefits of future development at Potomac Yard. We worked with numerous stakeholders, including the city's planning department and tax assessor's office, Washington Metropolitan Area Transit Authority (WMATA), and private sector developers and landowners in the surrounding area to ensure assumptions and inputs to the financial analysis facilitated realistic forecasts of land use and development planning and the resulting revenue-generating potential that could be used to help pay for the station.

The analysis included revenue from residential, office, retail, and hospitality land uses, incorporating the city's applicable taxes and fees. We also structured our financial model to provide results for four different station locations, incorporating varying station costs and development scenarios in each. Through a combination of two tiers of special district taxes, net new tax revenues from development, and developer contributions from construction within a quarter-mile from the station, our analysis showed the $320 million station could be financed solely on the revenue generated by the nearby development without any impact on the city's existing tax base.

This analysis was used to support negotiations of a memorandum of understanding with the landowner that resulted in an agreement by the developer for a $50 million contribution to the project. Both the financial pl an and developer agreement were approved by the City of Alexandria Planning Commission and City Council, laying the groundwork for the redevelopment of this former rail yard into a modern, mixed-use urban center. Since then, WSP has provided the city with ongoing support, including revised financial forecasts based on more defined development plans in the area, factoring in ongoing changes in market values and new development. We also provided support for specific city tasks upon request, including assistance with a Transportation Investment Generating Economic Recovery (TIGER) grant application and analysis to support an application for a $50 million loan from the Virginia Transportation Infrastructure Bank (VTIB), which the city successfully obtained.



The City held a groundbreaking ceremony in December 2019, and City Manager Mark Jinks thanked WSP specifically in his presentation: "The challenge was, when you build a station, you write the check up front; but you don't get that money from the tax revenues until 10, 20, 30 years from now. That created a cash flow problem. We had expert assistance from WSP. They developed the financial model and kept with us for a decade while we worked through each of the challenges as the station became more expensive, and as we tackled how we can put the pieces together."

WSP Helps Clients Achieve More

Through a combination of innovative thinking, leveraging best-practices in the industry, and reaching across the full spectrum of project development services, WSP delivers planning that adds value for our partner agencies and developers. WSP is a multidisciplinary strategy, planning, design, delivery and management consultancy that develops creative, comprehensive and sustainable solutions for a future in which society and our planet can thrive. Equipped with an intimate understanding of local intricacies, world-class talent and proactive leadership, we enable long-lasting and impactful solutions to uniquely complex opportunities and problems. ***We are here to support your success.***

City of Santa Fe

Summary of Contract, Agreement, Amendment & Lease

All applicable fields to be completed by department (complete 1.b only if you are processing an amendment):

1.a Munis Contract: 3204300 Procurement # (RFP/ITB# If any):

Contractor: WSP USA, Inc.

Procurement Method/Vehicle: *Small Purchase* ☐ *RFP* ☐ *ITB* ☐ *Sole Source* ☐ *GSA* ☐ *Cooperative* ☐ *Exempt* ☐ *SWPA/Existing* ☐

Description/Title: Provide the City with Owner's Representative Services to Implement the Infrastructure of the Redevelopment of Midtown Campus.

Contract: ○ Agreement: ○ Lease/Rent: ○ Amendment: ◉

Term Start Date: TBD Term End Date: 12/31/2028 Total Contract Amount: $4,000,000.00

☐ Approved by Council *(If over the City Manager's approval threshold, you must go through GB)*

Contract / Lease:

1.b Amendment #: 1 to the Original Contract/Lease # 3204433

Increase/(Decrease) Amount $: 3,910,000.00

Extend Expiration Date to: 12/31/2028

☐ Approved by Council *(If the original went through GB, all amendments must go through GB regardless of the amendment reason)* Date:

Amendment is for:

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

3. Procurement History: CES 2023-01-C211-ALL

Purchasing Officer Review: Date: Apr 9, 2024

Comment & Exceptions:

4. Funding Source: Midtown CIP MTC245250D-Design **Org / Object:** 5250610/572960

Andy Hopkins

Budget Officer Approval: Date: Apr 8, 2024

Comment & Exceptions:

5. Grant History (if applicable):

Grants Administrator Approval: **Date**

Staff Contact who Completed This Form: Tim Farrell Phone #: 505-490-1659

To be recorded by City Clerk: Email: tgfarrell@santafenm.gov

Clerk #

Date of Execution:

ITT Representative (attesting that all information is reviewed) Title Date

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: WSP USA, Inc

Procurement/contract Title: Owner's Representative Services for Midtown

Procurement Method/Vehicle: ☐Sole Source ☐State Price Agreement/Existing ☒ Cooperative ☐Request For Proposals(RFP) ☐Invitation To Bid (ITB) ☐Exempt: 13-1-98

☐Small Purchase (Contract Under $60,000) ☐Other: _____

Requesting Department: Public Works/ Facilities Div Staff Name: Tim Farrell

Procurement Requirements:

Procurement files shall be maintained for all purchases and contracts, regardless of the method of procurement. The procurement files shall contain the basis on which the awards are made, all submitted bids/proposals, all evaluation materials (bid tabs or Evaluation Committee Reports), scoresheets, quotations, and all other documentation related to or prepared in conjunction with evaluations, negotiations, and the award processes. The procurements shall contain written determinations from the Requesting Departments, signed by the Chief Procurement Officers (this document), setting forth the reasoning for the contract award decisions before submitting them to the Committees.

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING (CPD)

YES	N/A		YES	N/A	
☒	☐	**Written Determination (srvs)**	☐	☒	**Quote(s) (3 Valid & Current for Over 20k)**
☐	☒	**RFP - Confidential info to be provided to GB by CPD Buyer**	☐	☒	**BAR**
☐	☒	**ITB (include bid tab)**	☐	☒	**FIR**
☐	☒	**Other:** _____	☐	☒	**Certificate of Insurance (srvs)**
☒	☐	**Cooperative Agreements and GSAs and Statewide Price Agreements (include the cover page to show valid date, s page, and items to be purchased)**			
☒	☒	**Horizon Declination or Screenshot of horizonsofnewmexico.org/services.html (srvs)**			
☒	☐	**Summary of Contract (only on contracts)**			
☒	☐	**Current Santa Fe Business Registration (or Exemption if no tax)**			
☒	☐	**Executed Contract or Price Agreement (legal and contractor must sign before purchasing approves)**			
☐	☒	**Chief Procurement Officer (or designee) Approval for Exempt from Procurement (use memo on our site)**			
☐	☒	**Evaluation Committee Report (RFPs only)**			
☐	☒	**Signed Sole Source Determination, Vendor Written Quote, SS Letter from Contractors, and 30 Days Email**			
☐	☒	**>20k = Memo addressed to City Manager (Under 150K) Committees/City Council (Over 150K)**			

Tim Farrell — Property Development Manager — _____
Department Point of Contact — Title — Date

Regina Wheeler — Regina Wheeler (Apr 8, 2024 09:54 MDT) — _____
Department Director — Date

_____ — Apr 9, 2024
Chief Procurement Officer — Date

_____ — _____ — _____
ITT Representative — Title — Date

CoSF Version 3 12.1.2023

Item #: 24-0112

Munis Contract #: ~~3204433~~ 3204300

CES Contact#: 2023-01-C211-ALL

CITY OF SANTA FE

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City," and **WSP USA, Inc.**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Parties.

RECITALS

WHEREAS, the Chief Procurement Officer of the City has made the determination that this Agreement is in accordance with the provisions of the New Mexico Procurement Code (NMSA 1978, 13-1-28 et seq.) pursuant to NMSA 1978, section 13-1-135; and

WHEREAS, the Contractor is one of such requisite and qualifications and is willing to engage with the City for professional services, in accordance with the terms and conditions hereinafter set out, and the Contractor understanding and consenting to the foregoing is willing to render such professional services as outlined in the Agreement.

The City and the Contractor hereby agree as follows:

1. Definitions

Infrastructure: The services and facilities that support a built environment, including but not limited to: utilities including water, waste water/sewer, surface and stormwater management and drainage, electricity, natural gas, and telecommunications including Internet access; all components of public rights of way including roads, bicycle and pedestrian paths, sidewalks, trails, parking, lighting, traffic signals, and property entrances; parks, open spaces, civic spaces, and fixtures therein (e.g., child play structures, public seating).

Predevelopment: Phase of project between establishing the Master Plan and Development Plan and entering into development agreements and initiating design of infrastructure. Considers various aspects and risks and focuses on financing and identifying steps to prepare for development activities.

2. Scope of Work

The purpose of the Owner's Representative services described in this scope of work is to assist

and represent the City of Santa Fe to establish and oversee an ongoing programmatic approach to implement the Infrastructure of the Midtown Master Plan and Community Development Plan ("Project").

The redevelopment of the Santa Fe Midtown Site ("Site") includes a goal of advancing sustainable, resilient, and regenerative development, while creating green infrastructure that serves as interactive public amenities and learning experiences. The Master and Community Development Plans support the development of a mixed-use district with block, street, open spaces, parcel, and density patterns and designs that create a walkable, health-oriented, connected, multi-modal urban place. The approaches to and outcomes of this scope of work shall be guided by and support that goal.

WSP shall provide on-call services to the City for pre-development through development activities. Work shall be phased in alignment with private and City development plans at the Site.

WSP shall report to the Director of the Office of Metropolitan Redevelopment Agency ("MRA"), Director of Public Works, in the Public Works Department ("PWD")or designee. All work performed must be approved in advance by the Director of Public Works, MRA Director or designee . Requests for assistance relating to Infrastructure made directly by Director of the Department of Community and Economic Development, the Office of Economic Development, and/or the MRA should be referred to the Director of Public Works for approval prior to any work being done to ensure availability of funds.

WSP made the following assumptions in making its offer that limit the scope of its work in this contract:

- WSP shall not provide design services

- The engineer of record (EOR) shall be responsible for performing QC/QA on all deliverables prior to review by WSP.

PHASE 1

Phase 1 is substantially complete and consists of the following tasks. Work on Phase 1 was commenced under a purchase order and will be completed pursuant to this Agreement.

TASK 1.1 – INITIAL PROJECT ESTABLISHMENT

WSP shall support development of preliminary and general Project Infrastructure development as follows:

- Prepare an initial Critical Path Schedule for Infrastructure and Disposition and Development Agreement ("DDA") support.

- Organize a regular meeting schedule and process focused specifically on Project Infrastructure.

TASK 1.2 – INFRASTRUCTURE PREDEVELOPMENT, ENGINEERING, AND TECHNICAL REVIEW SERVICES

WSP shall identify the immediate needs to organize the predevelopment and engineering for Infrastructure.

- Assist MRA Director, PWD Director or designee in writing or reviewing the initial infrastructure scope(s) and/or RFPs which are for or include Infrastructure development.

- Assist in the review and selection of the predevelopment, engineering and design team(s) relating to Infrastructure. Note: the firm Opticos is the master plan consultant to the Office of Economic Development. Coordination with Opticos may be required.

TASK 1.3 – FILM STUDIO PRODUCTION LOT DEVELOPER NEGOTIATIONS SUPPORT

WSP shall provide Infrastructure predevelopment and engineering support to the PWD, MRA, and the City's chosen developer(s) in predevelopment and finalizing terms pertaining to Infrastructure and public improvements in a Disposition and Development Agreement for the redevelopment and expansion of the Midtown Studio Production Lot.

PHASE 2 OVERALL AND ONGOING SCOPE OF WORK

TASK 2.1 – PROJECT ESTABLISHMENT

WSP shall provide feedback to MRA Director, PWD Director or designee upon request relating to Infrastructure engineering and project management during predevelopment and development .

1. WSP shall provide input to prepare and/or feedback on Infrastructure components of drafts of Project Management Plans, Critical Path Schedules, and other key activities of the Project upon request by PWD or the MRA.

2. Continue development of the Critical Path Schedule

WSP shall refine the initial Critical Path Schedule for Infrastructure in coordination with the MRA to ensure coordination of the Project development process. WSP shall prepare and submit:

Initial schedule to focus on the first two (2) years;

- Phasing plan for Infrastructure in anticipation of MRA's redevelopment schedule and disposition of parcels, as well as Project readiness in alignment with the funding plan and PMP

- Milestones for developers, the City and other entities related to Infrastructure

3. Development of a Risk Management Plan for Infrastructure engineering

- Identify potential schedule risks relating to Infrastructure development.

- Create a risk register relating to Infrastructure development.

4. Work in coordination with the MRA to prioritize risks and identify mitigation and allocation strategies to manage schedule and other Project risks with emphasis on addressing the Critical Path Schedule and appropriate risk allocation to promote implementation

5. WSP shall assist the MRA in preparing a Funding Plan for Project Infrastructure based on the preliminary time-based financial plan for the needs analysis By providing:

- Expected costs for infrastructure and developer incentives, including timing for the outlay of those costs;

- Available funding and financing sources including grants (state legislative grants, federal grants, NMDOT grants, environment department grants); value capture mechanisms (TID, PID); bond revenue; private and public financing.

- Timelines for when the funding/financing will be needed.

TASK 2.2 – PROJECT IMPLEMENTATION

Provide expertise to support the implementation of the Project once the initial Project is established, as follows:

1. Assessment of Public Infrastructure Improvements and Plans

- Upon request of the MRA or Director of Public Works, WSP shall provide the following services:

- Drafting or reviewing and advising on scope(s) of work for technical and engineering team developing and/or impacting Infrastructure;

- Reviewing and advising on RFP responses and selection of most qualified technical team(s);

- Reviewing and advising on predevelopment and design work, scope, budget, invoicing, and schedule;

- Advising on phasing of predevelopment, design and construction schedules and solicitation process relating to infrastructure;

- Advising regarding RFP responses and selection of construction teams;

- Advise on construction, scope, budget, invoicing, and schedule; and

- Reviewing and advising on change orders, requests for clarifications, and other administrative issues typically arising in the bid, construction, and close-out phases of construction.

2. Assessment of Development Proposals and Plans for Infrastructure

- Upon request by the MRA or Director of Public Works, WSP shall:

- Review and advise on Developer pro formas and other financial information for Infrastructure to assess the financial viability and responsiveness of the proposal;

- Review and advise on concept plans and other designs to assess the engineering and design feasibility and responsiveness of the proposal with respect to Infrastructure;

- Assist in preparing requests for additional information directed to bidders or offerors;

- Assist with drafting responses to developer due diligence requests, such as requests to access the property

- Participate in pre-submission meetings for RFPs related to development.

3. Coordination with Third Party Stakeholders when requested by the Director of Public Works or MRA:

- Engage adjacent property owners, utilities, and other third parties to assess potential impacts and risks to Project implementation.

- Develop and negotiate agreements with such third parties.

TASK 2.4 – INFRASTRUCTURE ENGINEERING/TECHNICAL REVIEW SERVICES

WSP shall provide technical review services in collaboration with the PWD related to Infrastructure at the Site. This contract does not include WSP acting as the Engineer of Record (EOR) for the project. Upon request by the Director of Public Works or MRA, WSP shall help to write or review the initial infrastructure scope(s) of work, review and select the most qualified firms, and review the deliverables developed by the EOR and provide comments and recommendations.

Technical reviews and services shall include but not be limited to:

- Review of Plans and Plats

- Design Analysis Reports (DARs)

- Drainage Reports

- Design Plans at all phases

- Conformance to standards and specifications

- Construction Contract Book, including but not limited to special provisions, Notices to Contractors, and/or other supplemental contract documents

- A/E Contract Exhibit Review

- Safety Studies
- Traffic Impact Analysis
- Lighting and Signalization Reports
- Engineering Estimates Opinions of Probable Cost
- Value Engineering

Reviews shall be conducted utilizing Bluebeam software to track comments, verify changes and document design decisions. The EOR shall be responsible for providing QC/QA on all deliverables prior to submittal to the City and review by WSP.

- Meetings and Field Visits: WSP attend project development and review meetings in person or virtual depending on project needs.
- Deliverable Items: Technical review of design plans, studies, and other relevant data provided by engineering consultant at each design milestone (Bluebeam markup)
- Schedule: Dependent on project timeline determined by project needs and phasing.

TASK 2.5 – STAKEHOLDER MEETINGS

1. Internal Stakeholder Meetings

WSP shall attend meetings of the City's Midtown Leadership Team to participate in and contribute to the advancement of the Midtown Project as directed by PWD. WSP shall also attend Infrastructure Team meetings as directed by the Director of Public Works. WSP will also support presentations to the Governing Body and Council Committees.

2. External Key Stakeholder Meetings

Upon request by the MRA Director, WSP shall support briefing external stakeholders such as developers, community groups, state regulators, at regular intervals on the progress of the Project.

TASK 2.6 – ONGOING PROJECT SUPPORT

WSP shall provide:

1. Schedule and document management, funding plans, reporting, communications, and phasing of public infrastructure and its intersection with private development

2. Representation of the City for purposes of Project Infrastructure as described in this Agreement.

3. Coordination with other City consultants working on Project as directed by the Director

of Public Works.

TASK 2.7 – TASK ADMINISTRATION

WSP shall:

1. Submit monthly invoices and monthly reports.

2. Attend project meetings and stay The purpose of the Owner's Representative services described in this scope of work is to assist and represent the City of Santa Fe to establish and oversee an ongoing programmatic approach to implement the Infrastructure of the Midtown Master Plan and Community Development Plan ("Project").

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3. Coordination with other City consultants working on Project as directed by the Director of Public Works.

TASK 2.7 – TASK ADMINISTRATION

WSP shall:

1. Submit monthly invoices and monthly report.

2. Attend project meetings and stay in communication with the City's Midtown Leadership Team.

3. Maintenance of project site and document management

    - All pertinent project records shall be tracked and stored in good order, all documents and presentations shall be professional, all invoices shall include a progress report and be timely.

    - Ensure that all work products and supporting documents are maintained in a repository readily accessible to all team members.

All documents and work products are the property of the City of Santa Fe and will be provided to the MRA Director by WSP upon termination of this agreement.in communication with the City's Midtown Leadership Team.

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- All pertinent project records shall be tracked and stored in good order, all documents and presentations shall be professional, all invoices shall include a progress report and be timely.

- Ensure that all work products and supporting documents are maintained in a repository readily accessible to all team members.

All documents and work products are the property of the City of Santa Fe and will be provided to the MRA Director by WSP upon termination of this agreement.

3. Standard of Performance; Licenses

A. The Contractor does hereby accept its designation as a professional service, rendering services related to Owner's Representation and Project Management Services for the City, as set forth in this Agreement. The Contractor represents that Contractor possesses the personnel, experience, and knowledge necessary to perform the services described under this Contract.
B. The Contractor agrees to obtain and maintain throughout the term of this Contract, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives, and subcontractors.

4. Compensation

A. The City shall pay to the Contractor in full payment for services satisfactorily performed based upon milestones, such compensation not to exceed Ninety-thousand dollars, including gross receipts tax. The New Mexico gross receipts tax levied on the amounts payable under this Contract totaling Seven thousand Three-hundred Sixty-eight dollars and seventy-five cents ($7,368.75) shall be paid by the City to the Contractor. **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed Ninety-thousand dollars ($90,000). This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Contract shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the City when the services provided under this Contract reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Contract being amended in writing prior to those services in excess of the total compensation amount being provided.**

B. Payment is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work, and to approval by the City. All invoices MUST BE received by the City no later than thirty 30) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.

C. Payment in future fiscal years is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work, and to approval by the City. All invoices MUST BE received by the City no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.)

D. Contractor must submit a detailed statement accounting for all services performed and expenses incurred. If the City finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services, and outlining steps the Contractor may take to provide remedial action. Upon certification by the City that the services have been received and

accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the City shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

5. Term

THIS CONTRACT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Contract shall terminate **December 31, 2027**, unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations). The City reserves the right to renew this contract on an annual basis by mutual agreement not to exceed a total of four (4) years in accordance with NMSA 1978, Sections 13-1-150 through 152.

6. Termination

A. Grounds. The City may terminate this Agreement for convenience or cause. For contracts within their authority, the City Manager or their designee is authorized to provide the notice of termination, otherwise such notice of termination shall be provided by the Mayor, or their designee as authorized by the Governing Body. The Contractor may only terminate this Agreement based upon the City's uncured, material breach of this Agreement.

B. Notice; City Opportunity to Cure.

1) Except as otherwise provided in Paragraphs 7.A and 17, the City shall give Contractor written notice of termination at least thirty (30) days prior to the intended date of termination.

2) Contractor shall give City written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the City's material breaches of this Agreement upon which the termination is based and (ii) state what the City must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the City does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the City does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach.

3) Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor (i) if the Contractor becomes unable to perform the services contracted for, as determined by the City; (ii) if, during the term of this Agreement, the Contractor is suspended or debarred by the City; or (iii) the Agreement is terminated pursuant to Paragraph 6, "Appropriations", of this Agreement.

C. Liability. Except as otherwise expressly allowed or provided under this Agreement, the City's sole liability upon termination shall be to pay for acceptable work performed prior to the Contractor's receipt or issuance of a notice of termination; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE*

THE CITY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.

7. Appropriations

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

8. Status of Contractor

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

9. Assignment

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

10. Subcontracting

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

11. Release

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

12. Confidentiality

Any confidential information provided to or developed by the Contractor in the performance of this Contract shall be kept confidential and shall not be made available to any individual or

organization by the Contractor without the prior written approval of the City.

13. Product of Service -- Copyright

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

14. Conflict of Interest; Governmental Conduct Act

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

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

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

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

15. Amendment

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

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

16. Entire Agreement.

This Agreement, together with any other documents incorporated herein by reference and all related Exhibits and Schedules constitutes the sole and entire agreement of the Parties with

respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. In the event of any inconsistency between the statements in the body of this Agreement, and the related Exhibits and Schedules, the statements in the body of this Agreement shall control.

17. Merger

This Contract 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 contract.

Cooperative 13-1-135

This Contract is issued against the Cooperative Educational Services Master Agreement 2023-01-C211-ALL Design and Professional Services, Category 2 – Lot 1, Engineering and Consulting Servies, established and maintained by Contractor, and through this language hereby incorporates this agreement by reference and is included in the order of precedence.

No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Contract.

18. Penalties for violation of law

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 illegal bribes, gratuities, and kickbacks.

19. Equal Opportunity Compliance

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

20. Applicable Law

The laws of the State of New Mexico shall govern this Contract, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, section 38-3-2. By execution of this Contract, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Contract.

21. Workers Compensation

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

22. Professional Liability Insurance

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

23. Other Insurance

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

A. **Commercial General Liability** insurance shall be written on an occurrence basis and be a broad as ISO Form CG 00 01 with limits not less than $2,000,000 per occurrence and $2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

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

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

24. Records and Financial Audit

The Contractor shall maintain detailed time and expenditure records that indicate the date; time, nature and cost of services rendered during the Contract's term and effect and retain them for a period of three (3) years from the date of final payment under this Contract. The records shall be

subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Contract shall not foreclose the right of the City to recover excessive or illegal payments.

25. Indemnification

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

26. New Mexico Tort Claims Act

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

27. Invalid Term or Condition

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

28. Enforcement of Contract

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

29. Notices

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

To the City:

Tim Farrell
Property Development Manager
City of Santa Fe Public Works
2651 Siringo Road, Building E
Santa Fe, NM 87504
tgfarrell@santafenm.gov
505-490-1659

To the Contractor:

Daniel Sims

Senior Vice President
WSP USA Inc
5411 Sky Center Drive, Building 650
Tampa, FL 33607
Dan.sims@wsp.com

30. Authority

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

31. Non-Collusion

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

32. Default/Breach

In case of Default and/or Breach by the Contractor, for any reason whatsoever, the City may procure the goods or services from another source and hold the Contractor responsible for any resulting excess costs and/or damages, including but not limited to, direct damages, indirect damages, consequential damages, special damages, and the City may also seek all other remedies under the terms of this Agreement and under law or equity.

33. Equitable Remedies

The Contractor acknowledges that its failure to comply with any provision of this Agreement will cause the City irrevocable harm and that a remedy at law for such a failure would be an inadequate remedy for the City, and the Contractor consents to the City 's obtaining from a court of competent jurisdiction, specific performance, or injunction, or any other equitable relief in order to enforce such compliance. The City's rights to obtain equitable relief pursuant to this Agreement shall be in addition to, and not in lieu of, any other remedy that the City may have under applicable law, including, but not limited to, monetary damages.

34. Default and Force Majeure

The City reserves the right to cancel all, or any part of any orders placed under this Agreement without cost to the City, if the Contractor fails to meet the provisions of this Agreement and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the City due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless the City shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights and remedies of the City provided in this Clause shall not be exclusive and are in addition to any other rights now being provided by law or under this Agreement.

[THIS SPACE INTENTIONALLY LEFT BLANK]

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

CITY OF SANTA FE:

John Blair
John Blair (Feb 20, 2024 14:19 MST)

JOHN BLAIR,
CITY MANAGER

DATE: Feb 20, 2024

CONTRACTOR

DANIEL SIMS,
SENIOR VICE PRESIDENT

DATE: 1/18/24
CRS#: 01195458002
Registration #: 230689

ATTEST:

Geralyn Cardenas (Feb 21, 2024 09:31 MST)

GERALYN CARDENAS, INTERIM CITY CLERK

XIV

CITY ATTORNEY'S OFFICE:

Kevin L. Nault
Kevin L. Nault (Feb 1, 2024 14:32 MST)

ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

Emily K. Oster
Emily K. Oster (Feb 19, 2024 18:11 MST)

EMILY OSTER, FINANCE DIRECTOR

5250610/572960 AH
Org. Name/Org#: AH

City of Santa Fe

Treasury Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909
505-955-6551

BUSINESS REGISTRATION

Business Name: WSP USA INC.
DBA: WSP USA INC.

Business Location: 2440 LOUISIANA BLVD STE. 400
ALBUQUERQUE, NM 87110

CRS Number: 01195458002

Owner: Jodi Miller

License Number: 230689

License Type: Business License - Renewable

Issued Date: August 16, 2023

Classification: Out of Jurisdiction Business License

Expiration Date: August 16, 2024

Fees Paid: $10.00

WSP USA INC.
4139 Oregon Pike Oregon Pike
EPHRATA, PA 17522

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT. APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR THE INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERRABLE TO OTHER BUSINESSES OR PREMISES.

TO BE POSTED IN A CONSPICUOUS PLACE

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/8/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 300 Madison Avenue, 28th Floor New York NY 10017	CONTACT NAME: AJG Sevice Team PHONE (A/C, No, Ext): 212-994-7020 FAX (A/C, No): 212-994-7074 E-MAIL ADDRESS: GGB.WSPUS.CertRequest@ajg.com
	INSURER(S)AFFORDING COVERAGE — NAIC #
	INSURER A : QBE Specialty Insurance Company — 11515
INSURED WSPGLOB-01 WSP USA Inc. One Penn Plaza New York, NY 10119	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 1318051649 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N / A						E.L. EACH ACCIDENT	$
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability CLAIMS-MADE			QPL0022630	11/1/2023	10/31/2024	Per Claim Aggregate	$2,000,000 $2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THIRTY (30) DAYS NOTICE OF CANCELLATION
RE: Project Number: 31000712.000. Project Description: Owner's Representative and Project Manageent Services for Midtown Redevelopment.

CERTIFICATE HOLDER

City of Santa Fe
PO Box 909
Santa Fe NM 87504

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORI ZEDREPRESENTATI VE

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24-0311 WSP USA, Inc.

Final Audit Report 2024-04-30

Created:	2024-04-30
By:	Xavier Vigil (xivigil@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAu_9xEH4UC-FZsOVAZ8CiWUQ7agFbJutR

"24-0311 WSP USA, Inc." History

Document created by Xavier Vigil (xivigil@ci.santa-fe.nm.us)
2024-04-30 - 5:45:48 PM GMT- IP address: 63.232.20.2

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2024-04-30 - 5:47:46 PM GMT

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2024-04-30 - 6:03:48 PM GMT- IP address: 146.75.175.1

Document e-signed by Alan Webber (amwebber@santafenm.gov)
Signature Date: 2024-04-30 - 8:55:53 PM GMT - Time Source: server- IP address: 63.232.20.2

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2024-04-30 - 8:56:00 PM GMT

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2024-04-30 - 10:00:29 PM GMT- IP address: 104.47.64.254

Document e-signed by GERALYN CARDENAS (gfcardenas@santafenm.gov)
Signature Date: 2024-04-30 - 10:00:41 PM GMT - Time Source: server- IP address: 63.232.20.2

Agreement completed.
2024-04-30 - 10:00:41 PM GMT

Powered by Adobe Acrobat Sign

City of Santa Fe, New Mexico
Memorandum

DATE: **February 15, 2024**

TO: **John Blair, City Manager** John Blair (Feb 20, 2024 14:19 MST)

VIA: **Regina Wheeler, Public Works Department Director** Regina Wheeler (Feb 15, 2024 14:23 MST)
Rich Brown, Community Development Director Richard Brown

FROM: **Tim Farrell, Facilities Division, Property Development Manager** Timothy Farrell

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ACTION:
Request for the Approval of a Professional Services Contract in the Total Amount of $150,000, Including GRT, with WSP USA, Inc. for Owner's Representative Project Manager Services to Support Redevelopment at Midtown. (Tim Farrell, Facilities Division Property Development Manager, tgfarrell@santafenm.gov, 505-490-1659)

BACKGROUND AND SUMMARY:
Pursuant to Resolution #2022-12, the Midtown Master Plan was adopted by the Governing Body on November 30, 2022 (Resolution #2022-68), and the Midtown Community Development Plan was adopted on January 25, 2023 (Resolution #2023-5). Also pursuant to Resolution #2022-12, the City of Santa Fe released requests for proposals (RFPs) for the redevelopment of the Midtown Studios Production Lot, the Visual Arts Center, and Garson Theater in December 2022. An Early Negotiation Agreement (ENA) for the development of the Midtown Studios Production Lot was approved by the Governing Body on July 26, 2023.

To continue supporting the ENA process and early developments at Midtown beyond the previously approved $60,000 Purchase order on 8/29/23, it is imperative the City continue to fund and advance the infrastructure planning and design. The Owner Representative/Project Manager role brings urban redevelopment expertise and experience to help manage the City's Infrastructure project. The current phase includes the sitewide stormwater plan, complete streets, utilities, sidewalks, and other spine infrastructure. The Owner Representative Project Manager will begin to identify all the program elements and map out necessary infrastructure development actions in a critical path schedule to support successful redevelopment. They will also assist with parcellation and development negotiations as needed. WSP's proposal demonstrates that the company has the capacity and expertise to perform this work.

Engineering and design services will be provided by separate firms via RFPs which are underway and CES as needed. The Owner Representative/Project Manager will help the City to ensure the successful planning and execution of the necessary scopes, processes, and deliverables for engineering and other services required for the Midtown redevelopment project.

Funding for the Owner Representative and Project Management Contract is from FY23 New Mexico Gross Receipts Tax earned in excess of budgeted revenues.

PROCUREMENT METHOD:
The procurement method is the Cooperative Educational Services Price Agreement (CES) CES Contract #'s 2023-01-C211-ALL which expires on October 5, 2026.

FUNDING SOURCE:
The funding source is NMGRT Prior Year Excess funds.

Project Name/Ledger ID: Midtown Improvements/MTC245250D-Design
Fund Name/Number: MIDTOWN CIP/525
Munis Org Name/Number: MTC CapPrj/5250610
Munis Object Name/Number: WIP Design/572960

ATTACHMENTS:
WSP Contract
WSP Proposal(s)
WSP Project Schedule
WSP Procurement Documents (CES)
WSP Certificate of Insurance
WSP Business License
Summary of Contracts
Procurement Checklist

Item #: 24-0112

Munis Contract #: ~~3204433~~ 3204300

CES Contact#: 2023-01-C211-ALL

CITY OF SANTA FE

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City," and **WSP USA, Inc.**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Parties.

RECITALS

WHEREAS, the Chief Procurement Officer of the City has made the determination that this Agreement is in accordance with the provisions of the New Mexico Procurement Code (NMSA 1978, 13-1-28 et seq.) pursuant to NMSA 1978, section 13-1-135; and

WHEREAS, the Contractor is one of such requisite and qualifications and is willing to engage with the City for professional services, in accordance with the terms and conditions hereinafter set out, and the Contractor understanding and consenting to the foregoing is willing to render such professional services as outlined in the Agreement.

The City and the Contractor hereby agree as follows:

1. Definitions

Infrastructure: The services and facilities that support a built environment, including but not limited to: utilities including water, waste water/sewer, surface and stormwater management and drainage, electricity, natural gas, and telecommunications including Internet access; all components of public rights of way including roads, bicycle and pedestrian paths, sidewalks, trails, parking, lighting, traffic signals, and property entrances; parks, open spaces, civic spaces, and fixtures therein (e.g., child play structures, public seating).

Predevelopment: Phase of project between establishing the Master Plan and Development Plan and entering into development agreements and initiating design of infrastructure. Considers various aspects and risks and focuses on financing and identifying steps to prepare for development activities.

2. Scope of Work

The purpose of the Owner's Representative services described in this scope of work is to assist

and represent the City of Santa Fe to establish and oversee an ongoing programmatic approach to implement the Infrastructure of the Midtown Master Plan and Community Development Plan ("Project").

The redevelopment of the Santa Fe Midtown Site ("Site") includes a goal of advancing sustainable, resilient, and regenerative development, while creating green infrastructure that serves as interactive public amenities and learning experiences. The Master and Community Development Plans support the development of a mixed-use district with block, street, open spaces, parcel, and density patterns and designs that create a walkable, health-oriented, connected, multi-modal urban place. The approaches to and outcomes of this scope of work shall be guided by and support that goal.

WSP shall provide on-call services to the City for pre-development through development activities. Work shall be phased in alignment with private and City development plans at the Site.

WSP shall report to the Director of the Office of Metropolitan Redevelopment Agency ("MRA"), Director of Public Works, in the Public Works Department ("PWD")or designee. All work performed must be approved in advance by the Director of Public Works, MRA Director or designee . Requests for assistance relating to Infrastructure made directly by Director of the Department of Community and Economic Development, the Office of Economic Development, and/or the MRA should be referred to the Director of Public Works for approval prior to any work being done to ensure availability of funds.

WSP made the following assumptions in making its offer that limit the scope of its work in this contract:

- WSP shall not provide design services

- The engineer of record (EOR) shall be responsible for performing QC/QA on all deliverables prior to review by WSP.

PHASE 1

Phase 1 is substantially complete and consists of the following tasks. Work on Phase 1 was commenced under a purchase order and will be completed pursuant to this Agreement.

TASK 1.1 – INITIAL PROJECT ESTABLISHMENT

WSP shall support development of preliminary and general Project Infrastructure development as follows:

- Prepare an initial Critical Path Schedule for Infrastructure and Disposition and Development Agreement ("DDA") support.

- Organize a regular meeting schedule and process focused specifically on Project Infrastructure.

TASK 1.2 – INFRASTRUCTURE PREDEVELOPMENT, ENGINEERING, AND TECHNICAL REVIEW SERVICES

WSP shall identify the immediate needs to organize the predevelopment and engineering for Infrastructure.

- Assist MRA Director, PWD Director or designee in writing or reviewing the initial infrastructure scope(s) and/or RFPs which are for or include Infrastructure development.

- Assist in the review and selection of the predevelopment, engineering and design team(s) relating to Infrastructure. Note: the firm Opticos is the master plan consultant to the Office of Economic Development. Coordination with Opticos may be required.

TASK 1.3 – FILM STUDIO PRODUCTION LOT DEVELOPER NEGOTIATIONS SUPPORT

WSP shall provide Infrastructure predevelopment and engineering support to the PWD, MRA, and the City's chosen developer(s) in predevelopment and finalizing terms pertaining to Infrastructure and public improvements in a Disposition and Development Agreement for the redevelopment and expansion of the Midtown Studio Production Lot.

PHASE 2 OVERALL AND ONGOING SCOPE OF WORK

TASK 2.1 – PROJECT ESTABLISHMENT

WSP shall provide feedback to MRA Director, PWD Director or designee upon request relating to Infrastructure engineering and project management during predevelopment and development .

1. WSP shall provide input to prepare and/or feedback on Infrastructure components of drafts of Project Management Plans, Critical Path Schedules, and other key activities of the Project upon request by PWD or the MRA.

2. Continue development of the Critical Path Schedule

WSP shall refine the initial Critical Path Schedule for Infrastructure in coordination with the MRA to ensure coordination of the Project development process. WSP shall prepare and submit:

Initial schedule to focus on the first two (2) years;

- Phasing plan for Infrastructure in anticipation of MRA's redevelopment schedule and disposition of parcels, as well as Project readiness in alignment with the funding plan and PMP

- Milestones for developers, the City and other entities related to Infrastructure

3. Development of a Risk Management Plan for Infrastructure engineering

- Identify potential schedule risks relating to Infrastructure development.

- Create a risk register relating to Infrastructure development.

4. Work in coordination with the MRA to prioritize risks and identify mitigation and allocation strategies to manage schedule and other Project risks with emphasis on addressing the Critical Path Schedule and appropriate risk allocation to promote implementation

5. WSP shall assist the MRA in preparing a Funding Plan for Project Infrastructure based on the preliminary time-based financial plan for the needs analysis By providing:

- Expected costs for infrastructure and developer incentives, including timing for the outlay of those costs;

- Available funding and financing sources including grants (state legislative grants, federal grants, NMDOT grants, environment department grants); value capture mechanisms (TID, PID); bond revenue; private and public financing.

- Timelines for when the funding/financing will be needed.

TASK 2.2 – PROJECT IMPLEMENTATION

Provide expertise to support the implementation of the Project once the initial Project is established, as follows:

1. Assessment of Public Infrastructure Improvements and Plans

- Upon request of the MRA or Director of Public Works, WSP shall provide the following services:

- Drafting or reviewing and advising on scope(s) of work for technical and engineering team developing and/or impacting Infrastructure;

- Reviewing and advising on RFP responses and selection of most qualified technical team(s);

- Reviewing and advising on predevelopment and design work, scope, budget, invoicing, and schedule;

- Advising on phasing of predevelopment, design and construction schedules and solicitation process relating to infrastructure;

- Advising regarding RFP responses and selection of construction teams;

- Advise on construction, scope, budget, invoicing, and schedule; and

- Reviewing and advising on change orders, requests for clarifications, and other administrative issues typically arising in the bid, construction, and close-out phases of construction.

2. Assessment of Development Proposals and Plans for Infrastructure

- Upon request by the MRA or Director of Public Works, WSP shall:

- Review and advise on Developer pro formas and other financial information for Infrastructure to assess the financial viability and responsiveness of the proposal;

- Review and advise on concept plans and other designs to assess the engineering and design feasibility and responsiveness of the proposal with respect to Infrastructure;

- Assist in preparing requests for additional information directed to bidders or offerors;

- Assist with drafting responses to developer due diligence requests, such as requests to access the property

- Participate in pre-submission meetings for RFPs related to development.

3. Coordination with Third Party Stakeholders when requested by the Director of Public Works or MRA:

- Engage adjacent property owners, utilities, and other third parties to assess potential impacts and risks to Project implementation.

- Develop and negotiate agreements with such third parties.

TASK 2.4 – INFRASTRUCTURE ENGINEERING/TECHNICAL REVIEW SERVICES

WSP shall provide technical review services in collaboration with the PWD related to Infrastructure at the Site. This contract does not include WSP acting as the Engineer of Record (EOR) for the project. Upon request by the Director of Public Works or MRA, WSP shall help to write or review the initial infrastructure scope(s) of work, review and select the most qualified firms, and review the deliverables developed by the EOR and provide comments and recommendations.

Technical reviews and services shall include but not be limited to:

- Review of Plans and Plats

- Design Analysis Reports (DARs)

- Drainage Reports

- Design Plans at all phases

- Conformance to standards and specifications

- Construction Contract Book, including but not limited to special provisions, Notices to Contractors, and/or other supplemental contract documents

- A/E Contract Exhibit Review

- Safety Studies
- Traffic Impact Analysis
- Lighting and Signalization Reports
- Engineering Estimates Opinions of Probable Cost
- Value Engineering

Reviews shall be conducted utilizing Bluebeam software to track comments, verify changes and document design decisions. The EOR shall be responsible for providing QC/QA on all deliverables prior to submittal to the City and review by WSP.

- Meetings and Field Visits: WSP attend project development and review meetings in person or virtual depending on project needs.
- Deliverable Items: Technical review of design plans, studies, and other relevant data provided by engineering consultant at each design milestone (Bluebeam markup)
- Schedule: Dependent on project timeline determined by project needs and phasing.

TASK 2.5 – STAKEHOLDER MEETINGS

1. Internal Stakeholder Meetings

WSP shall attend meetings of the City's Midtown Leadership Team to participate in and contribute to the advancement of the Midtown Project as directed by PWD. WSP shall also attend Infrastructure Team meetings as directed by the Director of Public Works. WSP will also support presentations to the Governing Body and Council Committees.

2. External Key Stakeholder Meetings

Upon request by the MRA Director, WSP shall support briefing external stakeholders such as developers, community groups, state regulators, at regular intervals on the progress of the Project.

TASK 2.6 – ONGOING PROJECT SUPPORT

WSP shall provide:

1. Schedule and document management, funding plans, reporting, communications, and phasing of public infrastructure and its intersection with private development

2. Representation of the City for purposes of Project Infrastructure as described in this Agreement.

3. Coordination with other City consultants working on Project as directed by the Director

of Public Works.

TASK 2.7 – TASK ADMINISTRATION

WSP shall:

1. Submit monthly invoices and monthly reports.

2. Attend project meetings and stay The purpose of the Owner's Representative services described in this scope of work is to assist and represent the City of Santa Fe to establish and oversee an ongoing programmatic approach to implement the Infrastructure of the Midtown Master Plan and Community Development Plan ("Project").

The redevelopment of the Santa Fe Midtown Site ("Site") includes a goal of advancing sustainable, resilient, and regenerative development, while creating green infrastructure that serves as interactive public amenities and learning experiences. The Master and Community Development Plans support the development of a mixed-use district with block, street, open spaces, parcel, and density patterns and designs that create a walkable, health-oriented, connected, multi-modal urban place. The approaches to and outcomes of this scope of work shall be guided by and support that goal.

WSP shall provide on-call services to the City for pre-development through development activities. Work shall be phased in alignment with private and City development plans at the Site.

WSP shall report to the Director of the Office of Metropolitan Redevelopment Agency ("MRA"), Director of Public Works, in the Public Works Department ("PWD") or designee. All work performed must be approved in advance by the Director of Public Works, MRA Director or designee . Requests for assistance relating to Infrastructure made directly by Director of the Department of Community and Economic Development, the Office of Economic Development, and/or the MRA should be referred to the Director of Public Works for approval prior to any work being done to ensure availability of funds.

WSP made the following assumptions in making its offer that limit the scope of its work in this contract:

- WSP shall not provide design services.
- The engineer of record (EOR) shall be responsible for performing QC/QA on all deliverables prior to review by WSP.

PHASE 1

Phase 1 is substantially complete and consists of the following tasks. Work on Phase 1 was commenced under a purchase order and will be completed pursuant to this Agreement.

TASK 1.1 – INITIAL PROJECT ESTABLISHMENT

WSP shall support development of preliminary and general Project Infrastructure development as follows:

- Prepare an initial Critical Path Schedule for Infrastructure and Disposition and Development Agreement ("DDA") support.

- Organize a regular meeting schedule and process focused specifically on Project Infrastructure.

TASK 1.2 – INFRASTRUCTURE PREDEVELOPMENT, ENGINEERING, AND TECHNICAL REVIEW SERVICES

WSP shall identify the immediate needs to organize the predevelopment and engineering for Infrastructure.

- Assist MRA Director, PWD Director or designee in writing or reviewing the initial infrastructure scope(s) and/or RFPs which are for or include Infrastructure development.

- Assist in the review and selection of the predevelopment, engineering and design team(s) relating to Infrastructure. Note: the firm Opticos is the master plan consultant to the Office of Economic Development. Coordination with Opticos may be required.

TASK 1.3 – FILM STUDIO PRODUCTION LOT DEVELOPER NEGOTIATIONS SUPPORT

WSP shall provide Infrastructure predevelopment and engineering support to the PWD, MRA, and the City's chosen developer(s) in predevelopment and finalizing terms pertaining to Infrastructure and public improvements in a Disposition and Development Agreement for the redevelopment and expansion of the Midtown Studio Production Lot.

PHASE 2 OVERALL AND ONGOING SCOPE OF WORK

TASK 2.1 – PROJECT ESTABLISHMENT

WSP shall provide feedback to MRA Director, PWD Director or designee upon request relating to Infrastructure engineering and project management during predevelopment and development .

1. WSP shall provide input to prepare and/or feedback on Infrastructure components of drafts of Project Management Plans, Critical Path Schedules, and other key activities of the Project upon request by PWD or the MRA.

2. Continue development of the Critical Path Schedule

WSP shall refine the initial Critical Path Schedule for Infrastructure in coordination with the MRA to ensure coordination of the Project development process. WSP shall prepare and submit:

Initial schedule to focus on the first two (2) years;

- Phasing plan for Infrastructure in anticipation of MRA's redevelopment schedule and disposition of parcels, as well as Project readiness in alignment with the funding plan and PMP.

- Milestones for developers, the City and other entities related to Infrastructure.

3. Development of a Risk Management Plan for Infrastructure engineering

   - Identify potential schedule risks relating to Infrastructure development.

   - Create a risk register relating to Infrastructure development.

4. Work in coordination with the MRA to prioritize risks and identify mitigation and allocation strategies to manage schedule and other Project risks with emphasis on addressing the Critical Path Schedule and appropriate risk allocation to promote implementation.

5. WSP shall assist the MRA in preparing a Funding Plan for Project Infrastructure based on the preliminary time-based financial plan for the needs analysis By providing:

   - Expected costs for infrastructure and developer incentives, including timing for the outlay of those costs;

   - Available funding and financing sources including grants (state legislative grants, federal grants, NMDOT grants, environment department grants); value capture mechanisms (TID, PID); bond revenue; private and public financing.

   - Timelines for when the funding/financing will be needed.

TASK 2.2 – PROJECT IMPLEMENTATION

Provide expertise to support the implementation of the Project once the initial Project is established, as follows:

1. Assessment of Public Infrastructure Improvements and Plans

   - Upon request of the MRA or Director of Public Works, WSP shall provide the following services:

   - Drafting or reviewing and advising on scope(s) of work for technical and engineering team developing and/or impacting Infrastructure;

   - Reviewing and advising on RFP responses and selection of most qualified technical team(s);

   - Reviewing and advising on predevelopment and design work, scope, budget, invoicing, and schedule;

- Advising on phasing of predevelopment, design and construction schedules and solicitation process relating to infrastructure;

- Advising regarding RFP responses and selection of construction teams;

- Advise on construction, scope, budget, invoicing, and schedule; and

- Reviewing and advising on change orders, requests for clarifications, and other administrative issues typically arising in the bid, construction, and close-out phases of construction.

2. Assessment of Development Proposals and Plans for Infrastructure

    - Upon request by the MRA or Director of Public Works, WSP shall:

    - Review and advise on Developer pro formas and other financial information for Infrastructure to assess the financial viability and responsiveness of the proposal.

    - Review and advise on concept plans and other designs to assess the engineering and design feasibility and responsiveness of the proposal with respect to Infrastructure.

    - Assist in preparing requests for additional information directed to bidders or offerors.

    - Assist with drafting responses to developer due diligence requests, such as requests to access the property.

    - Participate in pre-submission meetings for RFPs related to development.

3. Coordination with Third Party Stakeholders when requested by the Director of Public Works or MRA:

    - Engage adjacent property owners, utilities, and other third parties to assess potential impacts and risks to Project implementation.

    - Develop and negotiate agreements with such third parties.

TASK 2.4 – INFRASTRUCTURE ENGINEERING/TECHNICAL REVIEW SERVICES

WSP shall provide technical review services in collaboration with the PWD related to Infrastructure at the Site. This contract does not include WSP acting as the Engineer of Record (EOR) for the project. Upon request by the Director of Public Works or MRA, WSP shall help to write or review the initial infrastructure scope(s) of work, review and select the most qualified firms, and review the deliverables developed by the EOR and provide comments and recommendations.

Technical reviews and services shall include but not be limited to:

- Review of Plans and Plats
- Design Analysis Reports (DARs)
- Drainage Reports
- Design Plans at all phases
- Conformance to standards and specifications
- Construction Contract Book, including but not limited to special provisions, Notices to Contractors, and/or other supplemental contract documents
- A/E Contract Exhibit Review
- Safety Studies
- Traffic Impact Analysis
- Lighting and Signalization Reports
- Engineering Estimates Opinions of Probable Cost
- Value Engineering

Reviews shall be conducted utilizing Bluebeam software to track comments, verify changes and document design decisions. The EOR shall be responsible for providing QC/QA on all deliverables prior to submittal to the City and review by WSP.

- Meetings and Field Visits: WSP attend project development and review meetings in person or virtual depending on project needs.
- Deliverable Items: Technical review of design plans, studies, and other relevant data provided by engineering consultant at each design milestone (Bluebeam markup)
- Schedule: Dependent on project timeline determined by project needs and phasing.

TASK 2.5 – STAKEHOLDER MEETINGS

1. Internal Stakeholder Meetings

WSP shall attend meetings of the City's Midtown Leadership Team to participate in and contribute to the advancement of the Midtown Project as directed by PWD. WSP shall also attend Infrastructure Team meetings as directed by the Director of Public Works. WSP will also support presentations to the Governing Body and Council Committees.

2. External Key Stakeholder Meetings

Upon request by the MRA Director, WSP shall support briefing external stakeholders such as developers, community groups, state regulators, at regular intervals on the progress of the Project.

TASK 2.6 – ONGOING PROJECT SUPPORT

WSP shall provide:

1. Schedule and document management, funding plans, reporting, communications, and phasing of public infrastructure and its intersection with private development.

2. Representation of the City for purposes of Project Infrastructure as described in this Agreement.

3. Coordination with other City consultants working on Project as directed by the Director of Public Works.

TASK 2.7 – TASK ADMINISTRATION

WSP shall:

1. Submit monthly invoices and monthly report.

2. Attend project meetings and stay in communication with the City's Midtown Leadership Team.

3. Maintenance of project site and document management

    - All pertinent project records shall be tracked and stored in good order, all documents and presentations shall be professional, all invoices shall include a progress report and be timely.

    - Ensure that all work products and supporting documents are maintained in a repository readily accessible to all team members.

All documents and work products are the property of the City of Santa Fe and will be provided to the MRA Director by WSP upon termination of this agreement.in communication with the City's Midtown Leadership Team.

3. Maintenance of project site and document management

- All pertinent project records shall be tracked and stored in good order, all documents and presentations shall be professional, all invoices shall include a progress report and be timely.

- Ensure that all work products and supporting documents are maintained in a repository readily accessible to all team members.

All documents and work products are the property of the City of Santa Fe and will be provided to the MRA Director by WSP upon termination of this agreement.

3. Standard of Performance; Licenses

A. The Contractor does hereby accept its designation as a professional service, rendering services related to Owner's Representation and Project Management Services for the City, as set forth in this Agreement. The Contractor represents that Contractor possesses the personnel, experience, and knowledge necessary to perform the services described under this Contract.
B. The Contractor agrees to obtain and maintain throughout the term of this Contract, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives, and subcontractors.

4. Compensation

A. The City shall pay to the Contractor in full payment for services satisfactorily performed based upon milestones, such compensation not to exceed Ninety-thousand dollars, including gross receipts tax. The New Mexico gross receipts tax levied on the amounts payable under this Contract totaling Seven thousand Three-hundred Sixty-eight dollars and seventy-five cents ($7,368.75) shall be paid by the City to the Contractor. **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed Ninety-thousand dollars ($90,000). This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Contract shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the City when the services provided under this Contract reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Contract being amended in writing prior to those services in excess of the total compensation amount being provided.**

B. Payment is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work, and to approval by the City. All invoices MUST BE received by the City no later than thirty 30) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.

C. Payment in future fiscal years is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work, and to approval by the City. All invoices MUST BE received by the City no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.)

D. Contractor must submit a detailed statement accounting for all services performed and expenses incurred. If the City finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services, and outlining steps the Contractor may take to provide remedial action. Upon certification by the City that the services have been received and

accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the City shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

5. Term

THIS CONTRACT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Contract shall terminate **December 31, 2027**, unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations). The City reserves the right to renew this contract on an annual basis by mutual agreement not to exceed a total of four (4) years in accordance with NMSA 1978, Sections 13-1-150 through 152.

6. Termination

A. Grounds. The City may terminate this Agreement for convenience or cause. For contracts within their authority, the City Manager or their designee is authorized to provide the notice of termination, otherwise such notice of termination shall be provided by the Mayor, or their designee as authorized by the Governing Body. The Contractor may only terminate this Agreement based upon the City's uncured, material breach of this Agreement.

B. Notice; City Opportunity to Cure.

1) Except as otherwise provided in Paragraphs 7.A and 17, the City shall give Contractor written notice of termination at least thirty (30) days prior to the intended date of termination.

2) Contractor shall give City written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the City's material breaches of this Agreement upon which the termination is based and (ii) state what the City must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the City does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the City does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach.

3) Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor (i) if the Contractor becomes unable to perform the services contracted for, as determined by the City; (ii) if, during the term of this Agreement, the Contractor is suspended or debarred by the City; or (iii) the Agreement is terminated pursuant to Paragraph 6, "Appropriations", of this Agreement.

C. Liability. Except as otherwise expressly allowed or provided under this Agreement, the City's sole liability upon termination shall be to pay for acceptable work performed prior to the Contractor's receipt or issuance of a notice of termination; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE*

THE CITY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.

7. Appropriations

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

8. Status of Contractor

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

9. Assignment

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

10. Subcontracting

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

11. Release

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

12. Confidentiality

Any confidential information provided to or developed by the Contractor in the performance of this Contract shall be kept confidential and shall not be made available to any individual or

organization by the Contractor without the prior written approval of the City.

13. Product of Service -- Copyright

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

14. Conflict of Interest; Governmental Conduct Act

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

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

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

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

15. Amendment

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

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

16. Entire Agreement.

This Agreement, together with any other documents incorporated herein by reference and all related Exhibits and Schedules constitutes the sole and entire agreement of the Parties with

respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. In the event of any inconsistency between the statements in the body of this Agreement, and the related Exhibits and Schedules, the statements in the body of this Agreement shall control.

17. Merger

This Contract 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 contract.

Cooperative 13-1-135

This Contract is issued against the Cooperative Educational Services Master Agreement 2023-01-C211-ALL Design and Professional Services, Category 2 – Lot 1, Engineering and Consulting Servies, established and maintained by Contractor, and through this language hereby incorporates this agreement by reference and is included in the order of precedence.

No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Contract.

18. Penalties for violation of law

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 illegal bribes, gratuities, and kickbacks.

19. Equal Opportunity Compliance

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

20. Applicable Law

The laws of the State of New Mexico shall govern this Contract, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, section 38-3-2. By execution of this Contract, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Contract.

21. Workers Compensation

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

22. Professional Liability Insurance

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

23. Other Insurance

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

A. **Commercial General Liability** insurance shall be written on an occurrence basis and be a broad as ISO Form CG 00 01 with limits not less than $2,000,000 per occurrence and $2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

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

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

24. Records and Financial Audit

The Contractor shall maintain detailed time and expenditure records that indicate the date; time, nature and cost of services rendered during the Contract's term and effect and retain them for a period of three (3) years from the date of final payment under this Contract. The records shall be

subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Contract shall not foreclose the right of the City to recover excessive or illegal payments.

25. Indemnification

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

26. New Mexico Tort Claims Act

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

27. Invalid Term or Condition

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

28. Enforcement of Contract

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

29. Notices

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

To the City:

Tim Farrell
Property Development Manager
City of Santa Fe Public Works
2651 Siringo Road, Building E
Santa Fe, NM 87504
tgfarrell@santafenm.gov
505-490-1659

To the Contractor:

Daniel Sims

Senior Vice President
WSP USA Inc
5411 Sky Center Drive, Building 650
Tampa, FL 33607
Dan.sims@wsp.com

30. Authority

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

31. Non-Collusion

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

32. Default/Breach

In case of Default and/or Breach by the Contractor, for any reason whatsoever, the City may procure the goods or services from another source and hold the Contractor responsible for any resulting excess costs and/or damages, including but not limited to, direct damages, indirect damages, consequential damages, special damages, and the City may also seek all other remedies under the terms of this Agreement and under law or equity.

33. Equitable Remedies

The Contractor acknowledges that its failure to comply with any provision of this Agreement will cause the City irrevocable harm and that a remedy at law for such a failure would be an inadequate remedy for the City, and the Contractor consents to the City 's obtaining from a court of competent jurisdiction, specific performance, or injunction, or any other equitable relief in order to enforce such compliance. The City's rights to obtain equitable relief pursuant to this Agreement shall be in addition to, and not in lieu of, any other remedy that the City may have under applicable law, including, but not limited to, monetary damages.

34. Default and Force Majeure

The City reserves the right to cancel all, or any part of any orders placed under this Agreement without cost to the City, if the Contractor fails to meet the provisions of this Agreement and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the City due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless the City shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights and remedies of the City provided in this Clause shall not be exclusive and are in addition to any other rights now being provided by law or under this Agreement.

[THIS SPACE INTENTIONALLY LEFT BLANK]

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

CITY OF SANTA FE:

John Blair
John Blair (Feb 20, 2024 14:19 MST)

JOHN BLAIR,
CITY MANAGER

DATE: Feb 20, 2024

CONTRACTOR

DANIEL SIMS,
SENIOR VICE PRESIDENT

DATE: 1/18/24
CRS#: 01195458002
Registration #: 230689

ATTEST:

Geralyn Cardenas (Feb 21, 2024 09:31 MST)

GERALYN CARDENAS, INTERIM CITY CLERK

XIV

CITY ATTORNEY'S OFFICE:

Kevin L. Nault
Kevin L. Nault (Feb 1, 2024 14:32 MST)

ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

Emily K. Oster
Emily K. Oster (Feb 19, 2024 18:11 MST)

EMILY OSTER, FINANCE DIRECTOR

5250610/572960 AH
Org. Name/Org#: AH

City of Santa Fe

Treasury Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909
505-955-6551

BUSINESS REGISTRATION

Business Name: WSP USA INC.
DBA: WSP USA INC.

Business Location: 2440 LOUISIANA BLVD STE. 400
ALBUQUERQUE, NM 87110

CRS Number: 01195458002

Owner: Jodi Miller

License Number: 230689

License Type: Business License - Renewable

Issued Date: August 16, 2023

Classification: Out of Jurisdiction Business License

Expiration Date: August 16, 2024

Fees Paid: $10.00

WSP USA INC.
4139 Oregon Pike Oregon Pike
EPHRATA, PA 17522

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT. APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR THE INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERRABLE TO OTHER BUSINESSES OR PREMISES.

TO BE POSTED IN A CONSPICUOUS PLACE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/8/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 300 Madison Avenue, 28th Floor New York NY 10017	**CONTACT NAME:** AJG Sevice Team **PHONE (A/C, No, Ext):** 212-994-7020 **FAX (A/C, No):** 212-994-7074 **E-MAIL ADDRESS:** GGB.WSPUS.CertRequest@ajg.com
	INSURER(S)AFFORDING COVERAGE — **NAIC #** **INSURER A :** QBE Specialty Insurance Company — 11515
INSURED WSPGLOB-01 WSP USA Inc. One Penn Plaza New York, NY 10119	**INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1318051649 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ $ $ $ $ $ $
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ $ $ $ $
	UMBRELLA LIAB ☐ OCCUR **EXCESS LIAB** ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE AGGREGATE 	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N ☐ **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					☐ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT 	$ $ $
A	Professional Liability CLAIMS-MADE			QPL0022630	11/1/2023	10/31/2024	Per Claim Aggregate	$2,000,000 $2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

THIRTY (30) DAYS NOTICE OF CANCELLATION

RE: Project Number: 31000712.000. Project Description: Owner's Representative and Project Manageent Services for Midtown Redevelopment.

CERTIFICATE HOLDER

City of Santa Fe
PO Box 909
Santa Fe NM 87504

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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City of Santa Fe

Summary of Contract, Agreement, Amendment & Lease

All applicable fields to be completed by department (complete 1.b only if you are processing an amendment):

1.a Munis Contract: 3204300 Procurement # (RFP/ITB# If any):

Contractor: WSP USA, Inc.

Procurement Method/Vehicle: *Small Purchase* ☐ *RFP* ☐ *ITB* ☐ *Sole Source* ☐ *GSA* ☐ *Cooperative* ☐ Exempt ☐ SWPA/Existing ☐

Description/Title: Owner's Representative and Project Management Services for Midtown Santa Fe Redevelopment.

Contract: ◉ Agreement: ○ Lease/Rent: ○ Amendment: ○

Term Start Date: TBD Term End Date: 9/30/2027 Total Contract Amount: $90,000.00

☐ Approved by Council *(If over the City Manager's approval threshold, you must go through GB)*

Contract / Lease: 3204300

1.b Amendment #: _____ to the Original Contract/Lease # _____

Increase/(Decrease) Amount $: _____

Extend Expiration Date to: _____

☐ Approved by Council *(If the original went through GB, all amendments must go through GB regardless of the amendment reason)* Date: _____

Amendment is for:

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

3. Procurement History: CES 2023-01-C123-ALL

JoAnn Lovato Montaño — Feb 19, 2024

Purchasing Officer Review: Date:

Comment & Exceptions: _____

4. Funding Source: MIDTOWN Pro MTC245250D **Org / Object:** 5250610/572960

Andy Hopkins (Feb 16, 2024 16:50 MST) — Feb 16, 2024

Budget Officer Approval: Date:

Comment & Exceptions: _____

5. Grant History (if applicable): _____

Grants Administrator Approval: _____ **Date** _____

Staff Contact who Completed This Form: Tim Farrell Phone #: 505-490-1659

To be recorded by City Clerk: Email: tgfarrell@santafenm.gov

Clerk # _____

Date of Execution: _____

ITT Representative (attesting that all information is reviewed) Title Date

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: WSP USA, Inc

Procurement/contract Title: Owner's Representative and Project Management

Procurement Method/Vehicle: ☐Sole Source ☐State Price Agreement/Existing ☒ Cooperative ☐Request For Proposals(RFP) ☐Invitation To Bid (ITB) ☐Exempt: 13-1-98

☐Small Purchase (Contract Under $60,000) ☐Other: _____

Requesting Department: Public Works/Facilities Div Staff Name: Tim Farrell

Procurement Requirements:

Procurement files shall be maintained for all purchases and contracts, regardless of the method of procurement. The procurement files shall contain the basis on which the awards are made, all submitted bids/proposals, all evaluation materials (bid tabs or Evaluation Committee Reports), scoresheets, quotations, and all other documentation related to or prepared in conjunction with evaluations, negotiations, and the award processes. The procurements shall contain written determinations from the Requesting Departments, signed by the Chief Procurement Officers (this document), setting forth the reasoning for the contract award decisions before submitting them to the Committees.

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING (CPD)

YES	N/A		YES	N/A	
☒	☐	**Written Determination (srvs)**	☐	☒	**Quote(s) (3 Valid & Current for Over 20k)**
☐	☒	**RFP - Confidential info to be provided to GB by CPD Buyer**	☒	☐	**BAR**
☐	☒	**ITB (include bid tab)**	☐	☒	**FIR**
☐	☒	**Other:** _____	☒	☐	**Certificate of Insurance (srvs)**
☒	☐	**Cooperative Agreements and GSAs and Statewide Price Agreements (include the cover page to show valid date, s page, and items to be purchased)**			
☒	☐	**Horizon Declination or Screenshot of horizonsofnewmexico.org/services.html (srvs)**			
☒	☐	**Summary of Contract (only on contracts)**			
☒	☐	**Current Santa Fe Business Registration (or Exemption if no tax)**			
☒	☐	**Executed Contract or Price Agreement (legal and contractor must sign before purchasing approves)**			
☐	☒	**Chief Procurement Officer (or designee) Approval for Exempt from Procurement (use memo on our site)**			
☐	☒	**Evaluation Committee Report (RFPs only)**			
☐	☒	**Signed Sole Source Determination, Vendor Written Quote, SS Letter from Contractors, and 30 Days Email**			
☐	☒	**>20k = Memo addressed to City Manager (Under 150K) Committees/City Council (Over 150K)**			

Tim Farrell	Property Development Manager	2/12/2024
Department Point of Contact	Title	Date
Regina Wheeler		2/12/2024
Department Director		Date
JoAnn Lovato Montaño		Feb 19, 2024
Chief Procurement Officer		Date
N/A		
ITT Representative	Title	Date

CITY OF SANTA FE

The Purchasing Memo

Date: January 13, 2026

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

Economic Development Advisory Committee

From: Noah Tamas-Parris NTP

Via: Johanna Nelson, Director of the Office of Economic Development JN

Subject: Business Incubator Contract

Vendor Name: Santa Fe Business Incubator

Munis Vendor Number: 1783

ITEM AND ISSUE:

The Office of Economic Development respectfully requests your review and approval of a Professional Services Contract in the total amount of $600,000 – not to exceed or excluding tax for Business Incubation Services for a term of 3 years with the Santa Fe Business Incubator.

CONTRACT NUMBER:

The FY26 Munis contract number is TBD.

BACKGROUND AND SUMMARY:

The City's Economic Development Plan (the Angelou Plan), adopted in 2004, set a key goal of diversifying Santa Fe's economy. In 2012, a strategic update was completed through the City Business and Quality of Life Committee. The update focuses on entrepreneurship and business retention and expansion as a means of strengthening local business and the local economy. In December 2020 a 'Small Business Services' Invitation to Bid (ITB 21/21/B) was issued to achieve the goals of the economic development plan and implementation strategy that focused on business development/entrepreneurship. This resulted in a contract, to support business incubation, a program which assisted early-stage businesses to launch, grow, and prosper in Santa Fe. These services have been instrumental in strengthening the local economy by supporting entrepreneurs through access to office and biolab space, business training, strategic connections, and opportunities for investment and financing. The OED is now soliciting proposals from qualified offerors to provide business incubation services, including training, mentoring, coaching, workshops, and connections to capital sources.

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:

Fund Name/Number: Economic Development/212

Munis Org Name/Number: Economic Development/2122800

Munis Object Name/Number: Professional Services/510300

Budget Officer / Designee: Andy Hopkins **Date:** 01/14/2026

Budget Officer Comment/Exceptions: _____

PROCUREMENT METHOD:

The procurement method used was NMSA 1978, Section 13-1-111, RFP

A Request for Proposals(RFP #26023) was issued on September 3rd, 2025, with proposals due on September 25th, 2025.

Chief Procurement Officer (CPO)/Designee: JoAnn Lovato Montaño **Date:** 01/15/2026

CPO Comment/Exceptions: _____

ASSOCIATED APPROVALS:

IT Components included? ☐ **Yes |** ☑ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Treasury/Point of Sale Components included? ☐ **Yes |** ☑ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Vehicles included? ☐ **Yes |** ☑ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Construction to City Facilities, Furniture, and/or Fixtures included? ☐ **Yes |** ☑ **No**

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this an externally funded purchase? ☐ **Yes |** ☑ **No**

If yes, what is the issuing agency: _____

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this a Capital Asset or Project? ☐ **Yes |** ☑ **No**

Project Ledger Number:

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

ATTACHMENTS:

Contract
Procurement document: RFP
Vendor's Bid (Note: proposals and Evaluation Committee Reports shall only be emailed (by CPD) to the committee directly, not included in this packet.)
CPO Service Determination Email
Certificate of Liability Insurance (COI)
Horizons Declination

Johanna Nelson (Jan 14, 2026 10:10:57 MST)

Item #: _____
Munis Contract #: _____
RFP #: 26023

CITY OF SANTA FE

PROFESSIONAL SERVICES CONTRACT

Business Incubation Services

THIS CONTRACT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City," and **Santa Fe Business Incubator**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Parties.

RECITALS

WHEREAS, the Chief Procurement Officer of the City has made the determination that this Contract is in accordance with the provisions of NMSA 1978, Sections 13-1-28 through 13-1-199 pursuant to NMSA 1978, section 13-1-NMSA 1978, Section 13-1-111, RFP; and

WHEREAS, the Contractor is one of such requisite and qualifications and is willing to engage with the City for professional services, in accordance with the terms and conditions hereinafter set out, and the Contractor understanding and consenting to the foregoing is willing to render such professional services as outlined in the Contract; and

The City and the Contractor hereby agree as follows:

1. Scope of Work

The Contractor shall provide the following services-for the City:

Contractor shall provide the following services (along with any additional services identified during the RFP process) for the City of Santa Fe:

(A) Business Incubation Services
The Contractor shall provide business incubation services and entrepreneurial support to local early-stage businesses. These services shall include and are not limited to:

1. **Facilities and Infrastructure:**
   a. Provision of physical office space, meeting rooms, and access to internet and telecommunications services for client companies;
   b. Maintenance of a professional and secure work environment, including reception and administrative support.
2. **Advisory Services:**
   c. Ongoing business mentorship, coaching, and technical assistance;
   d. Referrals to outside resources for specialized support including legal, financial, and marketing services.
3. **Training and Workshops:**
   e. Regular training sessions, workshops, and seminars for client companies and the broader entrepreneurial community.

4. **Networking and Community Building:**
    f. Facilitation of peer-to-peer learning and networking opportunities;
    g. Organization of events to foster community among entrepreneurs and connect them with investors and service providers.
5. **Reporting and Collaboration with the City:**
    h. The Contractor shall collaborate with the City's Office of Economic Development (OED) to develop a standardized reporting format. At a minimum, reports shall include both quantitative and qualitative metrics such as:
        - Number of businesses served
        - Jobs created or retained
        - Capital raised by client companies
        - Business graduations or exits from the incubator
        - Demographic breakdowns of participants
        - Current company occupancy and space utilization
        - Contributions to the broader entrepreneurial ecosystem
    i. Reports may also include success stories, challenges encountered, and steps taken to improve program performance.
    j. The Contractor shall submit **quarterly reports** to the City detailing client activities, program outcomes, and progress toward stated objectives.
    k. In addition, the Contractor shall participate in **regular coordination meetings** or calls with OED to ensure alignment with the City's economic development goals and to support collaborative planning and implementation.
6. **Graduation and Exit Criteria**
    l. The Contractor shall define and implement clear, measurable guidelines for client companies to successfully graduate from the incubator. Criteria may include, but are not limited to:
        i. Revenue thresholds
        ii. Number of employees
        iii. Length of time in the program
        iv. Capital raised
        v. Progress toward their goal
        vi. Client needs for additional or specialized space
        v. Operational independence or market traction

    The Contractor shall:
        i. Provide quarterly verbal updates on companies' progress toward graduation.
        ii. Notify the City in writing when a company graduates or exits the program.
        iii. Provide transition planning support to help companies prepare for post-incubator success.
        iv. Maintain reasonable alumni tracking and engagement to measure long-term impact and promote ecosystem connectivity.
7. **Sector-Specific Business Support**
    n. The Contractor shall work with the City to identify targeted industry sectors —such as biosciences, clean energy, technology, and creative industries and provide support. This assistance may include:
        i. Sector-specific mentorship and coaching.
        ii. Access to specialized facilities, equipment, or technical advisors.
        iii. Industry-relevant training, programming, or networking opportunities.
        iv. Matchmaking with potential partners, funders, or collaborators.

o. The Contractor shall coordinate with the City to ensure these efforts are aligned with regional economic development priorities and sector-specific strategies and shall adjust services as possible to respond to emerging industry needs or opportunities.

8. **Capital Access Support**
   p. The Contractor shall assist client companies in identifying and securing funding opportunities, including grants, loans, and private investment. Support services may include:
      i. Investor matchmaking and introductions
      ii. Pitch coaching and preparation
      iii. Strategic guidance on fundraising approaches
      iv. Connections to financial institutions and capital networks
   q. The Contractor shall actively maintain relationships with a diverse range of capital providers and report quarterly on types of capital raised by client companies.

(B) Bioscience Lab Access

- Contractor shall maintain access to lab space and specialized facilities to support bioscience companies and entrepreneurs, including but not limited to shared-use lab equipment, proper safety and compliance protocols, and trained staff or consultants for lab oversight.

(C) Community Engagement

- Contractor shall conduct outreach and engagement efforts to provide services that are accessible to diverse communities. Materials and programming shall be offered in English and Spanish as possible with additional partner support.

(D) Program Innovation and Continuous Improvement

- Contractor shall regularly evaluate and refine service offerings to ensure alignment with emerging trends, entrepreneur needs, and local economic development goals. This includes staying informed of best practices in business incubation, adopting new tools or methodologies as appropriate, and incorporating feedback from participants and partners.
- Contractor shall describe innovation efforts in quarterly reports and identify any pilot programs or enhancements planned.

(E) Communications and Storytelling

- Contractor shall support communications efforts that promote the incubator's impact, highlight client success stories, and raise awareness of available services. This may include but is not limited to co-branded materials with the City, social media updates, event promotion, and participation in City-led storytelling initiatives.
- Contractor shall submit at least one success story or spotlight per quarter for use in public communications and reporting.

(F) Collaboration

- Contractor may partner or collaborate with other organizations to deliver specialized services, extend program reach, or enhance participant outcomes.
- Contractor shall notify the City of any formal collaboration arrangements and provide an overview of partner roles in quarterly reports. The City encourages collaboration with other entrepreneur support organizations and service providers to maximize collective impact.

2. Standard of Performance; Licenses

A. The Contractor does hereby accept its designation as a professional service, rendering services related to Business Incubation Services for the City, as set forth in this Contract. The Contractor represents that Contractor possesses the personnel, experience, and knowledge necessary to perform the services described under this Contract.

B. The Contractor agrees to obtain and maintain throughout the term of this Contract, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives, and subcontractors.

3. Compensation

A. Payment. The City shall compensate the Contractor as follows:

For the services described in the scope of work, the City agrees pay the Contractor	$ $554,592.72
The services in the contract include GRT. The GRT on this contract at 8.1875% equals	+ $ $45,407.28
The total compensation for the contract including GRT is	= $ 600,000.00

B. The compensation represents a maximum amount. The Contractor must notify the City when the Services provided under this Contract approach 90% of compensation total. Services rendered beyond the maximum compensation amount will not be reimbursed unless the Contract is amended in writing prior to the provision of such services.

C. Invoicing and Payment Terms Payment will be made upon the City's acceptance of deliverables and receipt of a detailed, certified invoice from the Contractor. Payments will be sent to the Contractor's designated address. The City shall issue payment in accordance with the timelines required by law. Invoices must be submitted no later than fifteen (15) days after the Contract's termination. Late invoices will not be processed or paid.

D. Extended Payment Terms for Grant-Funded Contracts For grant-funded agreements, the City may issue payment within forty-five (45) days following submission of an undisputed payment request.

4. Term

THIS CONTRACT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Contract shall terminate three (3) years from the date of final signature unless terminated pursuant to Paragraph 5 (Termination) or Paragraph 6 (Appropriations). A contract for professional services may not exceed four years, including all extensions and renewals, except as otherwise provided by NMSA 1978, Sections 13-1-150 through 13-1-152 or SFCC 1987, Section 11-13.

5. Termination

A. Grounds. The City may terminate this Contract for convenience or cause. For contracts within their authority, the City Manager or their designee is authorized to provide the notice of termination, otherwise such notice of termination shall be provided by the Mayor or their designee as authorized by the Governing

Body. The Contractor may only terminate this Contract based upon the City's uncured, material breach of this Contract.

B. Notice; City Opportunity to Cure.

i) The City shall give Contractor written notice of termination at least thirty (30) days prior to the intended date of termination.

ii) Contractor shall give City written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the City's material breaches of this Contract upon which the termination is based and (ii) state what the City must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the City does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the City does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach.

iii) Notwithstanding the foregoing, this Contract may be terminated immediately upon written notice to the Contractor (i) if the Contractor becomes unable to perform the services contracted for, as determined by the City; (ii) if, during the term of this Contract, the Contractor is suspended or debarred by the City; or (iii) the Contract is terminated pursuant to Paragraph 6, "Appropriations", of this Contract.

C. Liability. Except as otherwise expressly allowed or provided under this Contract, the City's sole liability upon termination shall be to pay for acceptable work performed prior to the Contractor's receipt or issuance of a notice of termination; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Contract. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE CITY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS CONTRACT.*

6. Appropriations

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

7. Status of Contractor

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

8. Assignment

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

9. Subcontracting

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

10. Release

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

11. Confidentiality

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

12. Product of Service – Copyright

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

13. Conflict of Interest; Governmental Conduct Act

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

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

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

and notwithstanding anything in the Contract to the contrary, the City may immediately terminate the Contract.

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

14. Amendment

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

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

15. Entire Agreement

This Contract, together with any other documents incorporated herein by reference and all related Exhibits and Schedules constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Contract, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. In the event of any inconsistency between the statements in the body of this Contract, and the related Exhibits and Schedules, the statements in the body of this Contract shall control.

16. Merger

This Contract 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 contract.

All terms and conditions of the **RFP 26023 Business Incubation Services** and the Contractor's response to such document(s) are incorporated herein by reference and is included in the order of precedence.

No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Contract.

17. Penalties for violation of law

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 illegal bribes, gratuities, and kickbacks.

18. Equal Opportunity Compliance

The Contractor agrees to abide by all federal and state laws and rules and regulations, and Santa Fe City Code, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of,

or be otherwise subjected to discrimination under any program or activity performed under this Contract. If Contractor is found not to be in compliance with these requirements during the life of this Contract, Contractor agrees to take appropriate steps to correct these deficiencies.

19. Applicable Law

The laws of the State of New Mexico shall govern this Contract, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-2. By execution of this Contract, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Contract.

20. Workers' Compensation

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

21. Professional Liability Insurance

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

22. Other Insurance

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

A. **Commercial General Liability** insurance shall be written on an occurrence basis and be a broad as ISO Form CG 00 01 with limits not less than $2,000,000 per occurrence and $2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

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

C. Contractor shall maintain the above insurance for the term of this Contract and name the City as an additional insured and provide for 30 days cancellation notice on any Certificate of Insurance form

furnished by Contractor. Such certificate shall also specifically state the coverage provided under the policy is primary over any other valid and collectible insurance and provide a waiver of subrogation.

23. Records and Financial Audit

The Contractor shall maintain detailed time and expenditure records that indicate the date; time, nature and cost of services rendered during the Contract's term and effect and retain them for a period of three (3) years from the date of final payment under this Contract. The records shall be subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Contract shall not foreclose the right of the City to recover excessive or illegal payments.

24. Indemnification

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

25. New Mexico Tort Claims Act

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

26. Invalid Term or Condition

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

27. Enforcement of Contract

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

28. Notices

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

prepaid, as follows:

To the City: Chief Procurement Officer purchasing@santafenm.gov PO Box 909 Santa Fe, NM 87504-0909	Department Contact: Eric Renz-Whitmore Economic Development Specialist 123 E. Marcy Street Santa Fe, NM 87501 edrenzwhitmore@santafenm.gov 505-819-1846	**To the Contractor:** Santa Fe Business Incubator Marie Longserre 3900 Paseo del Sol Santa Fe, NM 87507 mariel@sfbi.net 505-424-1140

29. Authority

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

30. Non-Collusion

In signing this Contract, the Contractor certifies the Contractor has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this offer submitted to the City's Chief Procurement Officer.

31. Default/Breach

In case of Default and/or Breach by the Contractor, for any reason whatsoever, the City may procure the goods or services from another source and hold the Contractor responsible for any resulting excess costs and/or damages, including but not limited to, direct damages, indirect damages, consequential damages, special damages, and the City may also seek all other remedies under the terms of this Contract and under law or equity.

32. Equitable Remedies

The Contractor acknowledges that its failure to comply with any provision of this Contract will cause the City irrevocable harm and that a remedy at law for such a failure would be an inadequate remedy for the City, and the Contractor consents to the City 's obtaining from a court of competent jurisdiction, specific performance, or injunction, or any other equitable relief in order to enforce such compliance. The City's rights to obtain equitable relief pursuant to this Contract shall be in addition to, and not in lieu of, any other remedy that the City may have under applicable law, including, but not limited to, monetary damages.

33. Default and Force Majeure

The City reserves the right to cancel all, or any part of any orders placed under this Contract without cost to the City, if the Contractor fails to meet the provisions of this Contract and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the City due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine

restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless the City shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights and remedies of the City provided in this Clause shall not be exclusive and are in addition to any other rights now being provided by law or under this Contract.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]
[SIGNATURE PAGE TO FOLLOW]

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

CITY OF SANTA FE:

MICHAEL GARCIA, MAYOR

CONTRACTOR:

M Longserre

MARIE LONGSERRE, PRESIDENT & CEO

DATE: Jan 12, 2026

NMBTIN: _____

ATTEST:

CITY CLERK

Approved to form and legal sufficiency by:

Ruby Crews

Ruby Crews (Jan 12, 2026 16:38:20 MST)

RUBY CREWS, ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

BRIAN MOYA

FINANCE

The City of Santa Fe (City), Central Purchasing Division (CPD)
AND
Office of Economic Development (OED)

REQUEST FOR PROPOSALS (RFP)

Business Incubation Services

RFP#
26023

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I. INTRODUCTION

A. PURPOSE OF THIS RFP

The purpose of the RFP is to solicit sealed proposals to establish a contract through competitive negotiations for the procurement of business incubation programs and services that serve local business startups and target growth industries.

B. BACKGROUND INFORMATION

The City's Economic Development Plan (the Angelou Plan), adopted in 2004, set a key goal of diversifying Santa Fe's economy. In 2012, a strategic update was completed through the City Business and Quality of Life Committee. The update focuses on entrepreneurship and business retention and expansion as a means of strengthening local business and the local economy. In December 2020 a 'Small Business Services' Invitation to Bid (ITB 21/21/B) was issued to achieve the goals of the economic development plan and implementation strategy that focused on business development/entrepreneurship. This resulted in a contract, to support business incubation, a program which assisted early-stage businesses to launch, grow, and prosper in Santa Fe.

These services have been instrumental in strengthening the local economy by supporting entrepreneurs through access to office and biolab space, business training, strategic connections, and opportunities for investment and financing. The OED is now soliciting proposals from qualified offerors to provide business incubation services, including training, mentoring, coaching, workshops, and connections to capital sources.

C. SCOPE OF PROCUREMENT

The Contractor shall provide business incubation services and entrepreneurial support to local early-stage businesses for the City. These services shall include and are not limited to:

1. **Facilities and Infrastructure:**
    - Provision of physical office space, meeting rooms, and access to internet and telecommunications services for client companies;
    - Maintenance of a professional and secure work environment, including reception and administrative support.
2. **Advisory Services:**
    - Ongoing business mentorship, coaching, and technical assistance;

- Referrals to outside resources for specialized support including legal, financial, and marketing services.

3. **Training and Workshops:**
   - Regular training sessions, workshops, and seminars for client companies and the broader entrepreneurial community.

4. **Networking and Community Building:**
   - Facilitation of peer-to-peer learning and networking opportunities;
   - Organization of events to foster community among entrepreneurs and connect them with investors and service providers.

5. **Reporting and Collaboration with the City:**
   - The Contractor shall collaborate with the City's Office of Economic Development (OED) to develop a standardized reporting format. At a minimum, reports shall include both quantitative and qualitative metrics such as:
     - Number of businesses served
     - Jobs created or retained
     - Capital raised by client companies
     - Business graduations or exits from the incubator
     - Demographic breakdowns of participants
     - Current company occupancy and space utilization
     - Contributions to the broader entrepreneurial ecosystem
   - Reports may also include success stories, challenges encountered, and steps taken to improve program performance.
   - The Contractor shall submit **quarterly reports** to the City detailing client activities, program outcomes, and progress toward stated objectives.
   - In addition, the Contractor shall participate in **regular coordination meetings** or calls with OED to ensure alignment with the City's economic development goals and to support collaborative planning and implementation.

6. **Graduation and Exit Criteria**
   - The Contractor shall define and implement clear, measurable criteria for client companies to successfully graduate from the incubator. Criteria may include, but are not limited to:
     - Revenue thresholds
     - Number of employees
     - Length of time in the program
     - Capital raised
     - Operational independence or market traction
     - The Contractor shall:
     - Monitor and report each company's progress toward graduation on a regular basis
     - Notify the City in writing when a company meets graduation criteria or exits the program

- Provide transition planning support to help companies prepare for post-incubator success
- Maintain reasonable alumni tracking and engagement to measure long-term impact and promote ecosystem connectivity

7. **Sector-Specific Business Support**
   - The Contractor shall work with the City to identify targeted industry sectors —such as biosciences, clean energy, technology, and creative industries and provide support. This assistance may include:
     - Sector-specific mentorship and coaching
     - Access to specialized facilities, equipment, or technical advisors
     - Industry-relevant training, programming, or networking opportunities
     - Matchmaking with potential partners, funders, or collaborators
   - The Contractor shall coordinate with the City to ensure these efforts are aligned with regional economic development priorities and sector-specific strategies, and shall adjust services as needed to respond to emerging industry needs or opportunities.

8. **Capital Access Support**
   - The Contractor shall assist client companies in identifying and securing funding opportunities, including grants, loans, and private investment. Support services may include:
     - Investor matchmaking and introductions
     - Pitch coaching and preparation
     - Strategic guidance on fundraising approaches
     - Connections to financial institutions and capital networks
   - The Contractor shall actively maintain relationships with a diverse range of capital providers and report quarterly on capital raised by client companies, including the type and source of funding secured.

9. **Bioscience Lab Access**
   - Contractor shall maintain access to lab space and specialized facilities to support bioscience companies and entrepreneurs, including but not limited to shared-use lab equipment, proper safety and compliance protocols, and trained staff or consultants for lab oversight.

10. **Community Engagement**
    - Contractor shall conduct outreach and engagement efforts to ensure services are accessible to diverse communities, including underrepresented entrepreneurs. Materials and programming shall be offered in English and Spanish as appropriate.

11. **Program Innovation and Continuous Improvement**
    - Contractor shall regularly evaluate and refine service offerings to ensure alignment with emerging trends, entrepreneur needs, and local economic development goals. This includes staying informed of best practices in business incubation, adopting new tools or methodologies as appropriate, and incorporating feedback from participants and partners.
    - Contractor shall describe innovation efforts in quarterly reports and identify any pilot programs or enhancements planned.

12. **Communications and Storytelling**
    - Contractor shall support communications efforts that promote the incubator's impact, highlight client success stories, and raise awareness of available services. This may include but is not limited to co-branded materials with the City, social media updates, event promotion, and participation in City-led storytelling initiatives.
    - Contractor shall submit at least one success story or spotlight per quarter for use in public communications and reporting.
13. **Collaboration**
    - Contractor may partner or collaborate with other organizations to deliver specialized services, extend program reach, or enhance participant outcomes.
    - Contractor shall notify the City of any formal collaboration arrangements and provide an overview of partner roles in quarterly reports. The City encourages collaboration with other entrepreneur support organizations and service providers to maximize collective impact.

    This procurement will result in one Contract between two parties; which may ONLY be used by those two parties exclusively.

D. PROCUREMENT MANAGER

The Office of Economic Development has assigned a Procurement Manager who is responsible for the conduct of this procurement whose name, address, telephone number, and email address are listed below:

Name: Eric Renz-Whitmore, Procurement Manager
Telephone: (505) 955-6844

1. **Any inquiries or requests** regarding this procurement should be submitted, in writing, to the Procurement Manager AND the CPD at the following emails:

   Procurement Manager: Eric Renz Whitmore edrenzwhitmore@santafenm.gov
   CPD: purchasing_RFP@santafenm.gov

   Offerors may contact **ONLY** the Procurement Manager and the CPD regarding this procurement. Other city employees or Evaluation Committee members do not have the authority to respond on behalf of the Procurement Manager. Do not contact the Procurement Manager after the Proposals' due date.

2. **Protests of the solicitation or award must be submitted in writing to the Protest Manager.** As a Protest Manager has been named in this RFP, pursuant to NMSA 1978, Section 13-1-172 and Procurement Manual Section Y, **ONLY protests delivered directly to the Protest Manager in writing and in a timely fashion will be considered to have been submitted properly and in accordance with statute, rule, and this RFP** Protests submitted or delivered to the Procurement Manager will **NOT** be considered properly submitted.

E. PROPOSAL SUBMISSION

Submissions of all proposals must be accomplished via upload:
https://cityofsantafenmvendors.munisselfservice.com/Vendors/VBids/Default.aspx

and
opengov.com

F. DEFINITION OF TERMINOLOGY

This section contains definitions of terms used throughout this procurement document, including appropriate abbreviations:

1. "**Authorized Purchaser**" means an individual authorized by a Participating Entity to place orders against this contract.

2. "**Award**" means the final execution of the contract document.

3. "**Bid Central**" means the Bid Module in Munis Vendor Self Service. This is the City of Santa Fe's eProcurement system.

4. "**Business Hours**" means the normal business hours of the Requesting department; 8:00 AM through 5:00 PM Mountain Standard or Daylight Time, whichever is in effect on the date given.

5. "**Central Purchasing Division/Office or CPD**" means the office responsible for the control of procurement of items of tangible personal property, services, or construction.

6. "**Chief Procurement Officer**" means that person within the Central Purchasing Office who is responsible for the control of procurement of items of tangible personal property, services, or construction.

7. "**City**" means the City of Santa Fe, New Mexico which in the procurement context may act through the Finance Director, City Manager, or Governing Body.

8. "**Close of Business**" means the normal close of business of the Requesting Department; 5:00 PM Mountain Standard or Daylight Time, whichever is in use at that time.

9. "**Confidential**" means confidential financial information concerning Offeror's organization and data that qualifies as a trade secret in accordance with the Uniform Trade Secrets Act NMSA 1978, Sections 57-3-A-1 through 57-3A-7. The following items may **not** be labelled as confidential: Offeror's submitted Cost response, Staff/Personnel Resumes/Bios (excluding personal information such as personal telephone numbers and/or home addresses), and other submitted data that is **not** confidential financial information or that qualifies under the Uniform Trade Secrets Act.

10. "**Contract**" means any agreement for the procurement of items of tangible personal property, services, or construction.

11. "**Contractor**" means any business having a contract with the City of Santa Fe.

12. "**Department**" means the Requesting Department sponsoring this Procurement.

13. "**Determination**" means the written documentation of a decision of a procurement officer including findings of fact required to support a decision. A determination becomes part of the procurement file to which it pertains.

14. "**Desirable**" the terms "may," "can," "should," "preferably," or "prefers", identify a desirable or discretionary item or factor.

15. "**Electronic Submission**" means a successful submittal of Offeror's proposal.

16. "**Electronic Version/Copy**" means a digital form consisting of text, images or both readable on computers or other electronic devices.

17. "**Evaluation Committee**" means a body appointed to perform the evaluation of Offerors' proposals.

18. "**Evaluation Committee Report**" means a report prepared by the Procurement Manager and the Evaluation Committee to support the Committee's recommendation for contract award. It will contain scores and written evaluations of all responsive Offeror proposals.

19. "**Final Award**" means, in the context of this Request for Proposals and all its attendant documents, that point at which the final required signature on the contract(s) resulting from the procurement has been affixed to the contract(s) thus making it fully executed.

20. "**Finalist**" means an Offeror who meets all the mandatory specifications of this Request for Proposals and whose score on evaluation factors is sufficiently high to merit further consideration by the Evaluation Committee.

21. "**Hourly Rate**" means the proposed fully loaded maximum hourly rates that include travel, per diem, fringe benefits and any overhead costs for contractor personnel, as well as subcontractor personnel if appropriate.

22. "**IT**" means Information Technology.

23. "**Living Wage**" means the minimum hourly wage necessary for a person to achieve a higher standard of living.

24. "**Mandatory**" the terms "must," "shall" "will," "is required," or "are required," identify a mandatory item or factor. Failure to meet a mandatory item or factor may result in the rejection of the Offeror's proposal.

25. "**Minor Irregularities**" means anything in the proposal that does not affect the price, quality and/or quantity, or any other mandatory requirement.

26. "**Multiple Source Award**" means an award of an indefinite quantity contract for one or more similar services, items of tangible personal property or construction to more than one Offeror.

27. "**Offeror**" means any person, corporation, or partnership who chooses to submit a proposal.

28. "**Price Agreement**" means a definite quantity contract or indefinite quantity contract which requires the contractor to furnish items of tangible personal property, services or construction to the City of Santa Fe, a state agency or a local public body which issues a purchase order, if the purchase order is within the quantity limitations of the contract, if any.

29. "**Procurement Manager**" means any person or designee authorized by the Requesting Department to facilitate the procurement and or administer the contract(s).

30. "**Project**" means a temporary process undertaken to solve a well-defined goal or objective with clearly defined start and end times, a set of clearly defined tasks, and a budget. The project terminates once the project scope is achieved, and project acceptance is given by the project executive sponsor.

31. "**Request for Proposals (RFP)**" means a formal solicitation issued by the City of Santa Fe to invite vendors or service providers to submit competitive proposals for specific projects, products, or services. It includes all documents, including those attached or incorporated by reference, that outline the scope of work, technical & functional requirements, submission guidelines, timelines, evaluation criteria, and applicable legal terms in accordance with state statute, city ordinances, and procurement policies. RFPs are used to ensure transparency, encourage competition, and secure the most advantageous solution to support the City's goals and serve its residents effectively.

32. "**Requesting Department**" means the City Department responsible for overseeing the work or delivery of tangible personal property by a contractor.

33. "**Responsible Offeror**" means an Offeror who submits a responsive proposal and who has furnished, when required, information and data to prove that their financial resources, production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services, or items of tangible personal property described in the proposal.

34. "**Responsive Offeror**" means an offer which conforms in all material respects to the requirements set forth in the request for proposals. Material respects of a request for proposals include, but are not limited to price, quality, quantity, or delivery requirements.

35. "**Sealed**" means, in terms of electronic submission, an Offeror's proposal and all accompanying documents have been completely and successfully uploaded into the Bid Central prior to the submission deadline stated in this RFP.

36. "**Staff**" means any individual who is a full-time, part-time, or an independently contracted employee with the Offerors' company.

37. "**State (the State)**" means the State of New Mexico.

38. "**Written**" means typewritten on standard 8 ½ x 11-inch paper. Larger paper is permissible for charts, spreadsheets, etc.

G. PROCUREMENT LIBRARY

A procurement library has been established. Offerors are encouraged to review the material contained in the Procurement Library by selecting the link provided in the electronic version of this document through your own internet connection. The library contains information listed below:

Electronic version of RFP, Questions & Answers, RFP Amendments, etc.
https://cityofsantafenmvendors.munisselfservice.com/Vendors/VBids/Default.aspx

opengov.com

II. CONDITIONS GOVERNING THE PROCUREMENT

This section of the RFP contains the sequence of events, the descriptions of each event, and the conditions governing this procurement.

A. SEQUENCE OF EVENTS

The City's CPD and the Procurement Manager will make every effort to adhere to the following schedule:

Action	Responsible Party	Due Dates	Times (in Mountain)
Issue RFP	CPD	September 3, 2025	
Pre-Proposal Meeting	Procurement Manager /Potential Offerors	September 15, 2025	1:00 PM
Deadline for Written Questions	Potential Offerors	September 17, 2025	5:00 PM
Response to Written Questions	Procurement Manager	September 19, 2025	5:00 PM
Proposals Due Date	**Offerors**	**September 25, 2025**	**3:00 PM**
*Blind Evaluation	Evaluation Committee	September 29, 2025	
*Interviews	Evaluation Committee and Offerors	October 1, 2025	
*Identification of Potential Best-Valued Offeror	Evaluation Committee	October 3, 2025	
*First Clarification Meeting	Evaluation Committee and Finalist Offeror	October 8, 2025	
*Final Clarification Meeting	Evaluation Committee and Finalist Offeror	October 14, 2025	
*Best and Final Offer	Offeror	October 17, 2025	
*Governing Body Approval	Governing Body	October 29, 2025	
*Contract Award	CM or Mayor's Signature	November 5, 2025	

*Dates indicated after "Proposals Due Date" through "Contract award" are estimates only and may be subject to change without necessitating an amendment to the RFP.

B. EXPLANATION OF EVENTS

The following paragraphs describe the activities listed in the Sequence of Events.

The City reserves the right to:

1. Change or extend the Proposals Due Date.
2. Revise the RFP document prior to the due date.

The city will process addenda if it is determined that modifications, clarifications, or additions to the RFP are necessary. Addenda will be announced via email to registered Potential Offerors that have selected the corresponding commodity codes used for this event.

1. Issue RFP

This RFP is being issued on behalf of The City Office of Economic Development on the date indicated in the Sequence of Events.

2. Pre-Proposal Meeting

A Pre-Proposal Meeting will be held as indicated in the Sequence of Events, via Microsoft Teams. https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzY1ZWEwN2UtMTUyYy00ZTAwLWEyN2UtZDE3ZWY4ZTNlOWJm%40thread.v2/0?context=%7b%22Tid%22%3a%2277b69f5a-55ed-4363-8616-4867b0bc707f%22%2c%22Oid%22%3a%2262472c6e-caea-48fd-9a61-c3c3624f6037%22%7d

Meeting ID: 273 257 253 805 1
Passcode: N6x84Av2

Potential Offerors are encouraged to submit written questions in advance of the conference to the CPD and the Procurement Manager. The identity of the organization submitting the question(s) will not be revealed. Additional written questions may be submitted at the Meeting. All questions answered during the Pre-Proposal Meeting will be considered **unofficial** until they are posed in writing. All written questions will be addressed in writing on the date listed in the Sequence of Events. A public log will be kept of the names of potential Offerors that attended the Pre-Proposal Meeting.

Attendance at this meeting is highly recommended, but not a prerequisite for submission of a proposal.

3. Deadline for Written Questions

Potential Offerors may submit written questions to the CPD and the Procurement Manager as to the intent or clarity of this RFP as indicated in the Sequence of Events. All written questions must be addressed to the CPD and the Procurement Manager. Questions shall be clearly labeled and shall cite the Section(s) in the RFP or other document which form the basis of the question.

4. Responses to Written Questions

Responses to the written questions will be provided on Bid Central and OpenGov, on or before the date indicated in the Sequence of Events, and is available for all potential Offerors.

Proposals Due Date

Proposals must be uploaded and submitted in BID Central or OpenGov before the deadline indicated in the Sequence of Events to be considered for review and evaluation.

All proposals must be submitted electronically through the designated upload link provided in the Response Format and Organization section. Proposals submitted by any other method will not be accepted.

Bid Central and OpenGov will maintain a log of all submitting organizations. In accordance with NMSA 1978, Section 13-1-116, the contents of proposals remain confidential and will not be disclosed to competing Offerors during the negotiation process.

The negotiation process remains in effect until the contract is awarded.

For the purposes of this RFP, awarded means the contract has been approved by the City's Governing Body and subsequently signed by the City Mayor.

5. Blind Evaluation

The City will establish an Evaluation Committee (EC) to evaluate proposals in accordance with the timeline outlined in the Sequence of Events or as soon as feasible. The EC will evaluate proposals based on the criteria specified in the Evaluation section of this RFP, using the metrics presented in each proposal and aligning them with the City's needs, as detailed in the City Sample columns of the G Attachments.

To ensure impartiality, the CPD will anonymize proposals by assigning each proposal a letter before forwarding them to the Procurement Manager and EC. Each Evaluation Factor will be scored on a scale of 1, 5, or 10. The scores will then be averaged and converted according to the assigned values for each Evaluation Factor.

6. Interviews

Offerors may be required to participate in an interview to evaluate expertise. A notification will be sent to Offerors with meeting details once the Evaluation Committee has conducted their initial review. This is not a presentation. The Evaluation Committee will interview the Key Personnel Lead. A second individual may be present (standby) to clarify Pricing Proposal if requested.

7. Identification of Potential Best-Valued Offeror At this point, proposals have been evaluated for compliance and scored based on the criteria outlined in this RFP. Following this evaluation, the highest-ranked Offerors were invited to participate in interviews.

After the interview process, the Evaluation Committee, Procurement Manager, and Assigned CPD Buyer will continue to verify the validity of the proposal based on information provided during interviews and by conducting reference checks. The City will contact references to assess Offerors past performance, reliability, and ability to meet contract requirements. Finalist Offerors may also be contacted for further clarification as needed.

In accordance with NMSA 1978, Section 13-1-117, the responsible Offeror whose proposal is determined to be most advantageous to the City—considering the Evaluation Factors in this RFP—will be recommended for award. Depending on the proposals received and the City's needs, the City may choose to award a contract to one or contracts to multiple Offerors. However, a serious deficiency in any evaluation factor may result in disqualification, regardless of the overall score.

8. First Clarification Meeting

The City may require that the Offeror attend a First Clarification Meeting to present its proposal and to identify additional issues or concerns that the City may have. It is also an opportunity to meet all participants who may be a stakeholder in the project.

9. Final Clarification Meeting

The Final Clarification Meeting is held at the end of the Clarification Phase and is used to present a summary of what was developed and agreed upon during the Clarification Phase. The final Clarification meeting is not a question-and-answer session. The Offeror and City stakeholders can start to ask questions before the meeting. All coordination and planning with the City should be completed prior to the Clarification Phase Summary Presentation meeting on the Sequence of Events.

10. Best and Final Offers

This RFP process will allow for Best and Final Offers (BAFO) from finalist Offerors. Specifically, Offerors should provide their strongest possible pricing in initial proposals, as we expect competitive submissions upfront. However, we reserve the right to re-open negotiation by requesting BAFO under the schedule outlined in the Sequence of Events, or on an accelerated timeline from finalists. The purpose would be to elicit revised pricing or other updated proposal elements that facilitate selection of the optimal offer. Finalist Offerors may also amend or clarify their proposal during the Clarification Meeting.

11. Governing Body Approval

Depending on the total compensation, including any term extensions of the contract, either the City manager will approve and sign the contract, or it will be presented as an agenda item for the appropriate Committee Meetings and then the Governing Body for approval. The mayor signs all contracts presented to and approved by the Governing Body.

12. Contract Award

The award is subject to the CPD, Department, and City Manager/Governing Body approval. The Contractor must not commence work until the Department issues a Purchase Order.

13. Protest Deadline

Any protest by an Offeror pertaining to the solicitation or award must be submitted within 15 days from the notice of solicitation or award and in conformance with NMSA 1978, Sections 13-1-172 and applicable procurement regulations. As a Protest Manager has been named in this RFP, pursuant to NMSA 1978, Section 13-1-172 and Procurement Manual Section Y, ONLY protests delivered directly to the Protest Manager in writing and in a timely fashion will be considered to have been submitted properly and in accordance with statute, rule, and this RFP. The 15-calendar day protest period shall begin on the day following the notice of award of contract(s) and will end at 5:00 pm MST/MDT on the 15th day. Protests must be written and must include the name and address of the protestor and the RFP number. It must also contain a statement of the grounds for protest including appropriate supporting exhibits and it must specify the ruling requested from the party listed below. The protest must be delivered to:

Travis Dutton-Leyda, Chief Procurement Officer, City of Santa Fe
tkduttonleyda@santafenm.gov

PROTESTS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED.

14. Finalize Contract

After approval of the Evaluation Committee Report, the City will make every effort to award the contract by the deadline set forth in the Sequence of Events. Any contract resulting from this RFP will be finalized with the most advantageous Offeror, considering the evaluation factors outlined in this RFP and the best interests of the City, as defined in the Scope of Procurement section. The most advantageous proposal may or may not have received the highest point total. If mutually agreeable terms cannot be reached with the apparent most advantageous Offeror within the specified timeframe, the City reserves the right to finalize a contract with the next most advantageous Offeror without initiating a new procurement process. The City may award one or multiple contracts, as determined to be in the City's best interest.

C. GENERAL REQUIREMENTS

GENERAL REQUIREMENTS.doc

III. RESPONSE FORMAT AND ORGANIZATION

A. NUMBER OF RESPONSES

Offerors shall submit only one proposal in response to this RFP. NUMBER OF COPIES
ELECTRONIC SUBMISSION ONLY

Offerors must submit proposals in response to this RFP through the Bid Central link. Only one electronic copy of each part of the proposal (Main and Cost) should be submitted, as outlined below.

Offerors' proposals should be submitted as separate uploads, as outlined in this section. Each upload should be clearly labeled on the front page as **"Public Proposal," "Confidential Proposal,"** or **"Cost Proposal."** If an Offeror proposes additions or modifications to the City's draft contract, a third document titled **"Contract Edits"** may be submitted. These proposed changes should align with the guidelines in the **General Requirements** section and be summarized in the draft contract attachment reference.

ELECTRONIC proposal submissions must be fully uploaded via **Bid Central** before the submission deadline. Files **cannot** be password-protected and should be submitted in **PDF format,** unless an **Excel spreadsheet** or another format is specifically requested. Offerors should allow ample time to upload large files to ensure a **complete** and **on-time** submission.

As soon as you see this notice, **verify that you can log in** to your **VSS account** and access the RFP in **Bid Central** as well as your account in **OpenGov.** Do not wait until the last minute to check your login credentials or ensure you can interact with the system. If you encounter login issues, **email CPD and venreg@santafenm.gov immediately** to avoid delays.

Allow plenty of time to upload your proposal via **Bid Central or OpenGov.** If you experience issues, **email CPD and venreg@santafenm.gov at least two hours before the deadline.** Issues reported within the final two hours may not be resolved in time. While the City will assist, **timely resolution cannot be guaranteed** if problems arise close to the deadline.

Submissions will be deemed **late** if not **both**:

1. **Fully complete** before the deadline.
2. **Received via the submission link** before the deadline.

Additionally, if submissions are not received on time due to being **captured, blocked, filtered, quarantined,** or otherwise **prevented from reaching the City's system** by security or anti-virus software, it will still be considered **late** and **will not be accepted.**

If you are working on your submission close to the deadline and the clock strikes **3:00 PM,** the system **will not** accept your submission and may even log you out. This is **not** a system error—it is the result of **waiting too long** to submit. **Offerors are responsible** for planning accordingly and ensuring timely submission.

⚠ REMEMBER TO CLICK THE SUBMIT BUTTON! ⚠

⚠ LATE PROPOSALS MAY NOT BE ACCEPTED ⚠

Any proposal that does not adhere to the requirements of **the Response Format and Organization section** may be deemed non-responsive and rejected on that basis.

B. PROPOSAL FORMAT

Offerors should accurately complete all required forms, adhering to the provided format and any specific instructions within each form. Failure to comply may result in disqualification.

The City requires the following documents to ensure a comprehensive and equitable evaluation process. **Mandatory documents** must be included in every proposal. **Desirable documents** should also be provided; if any are missing, Purchasing may request them prior to evaluation. Proposals lacking **rated documents** will receive a score of zero for the corresponding evaluation criteria. If the offeror has proposed edits to the draft contract, they must be submitted as a separate attachment.

Attachment	Form	Value
Attachment A	Proposal Cover Page, Declaration, & Checklist	Desirable
Attachment B	Campaign Contribution Disclosure Form	Mandatory
Attachment C	Conflict of Interest	Desirable
Attachment D	Non-Collusion Affidavit	Desirable
Attachment E	Project Cost Proposal Form	Rated
Attachment F	Project Capability Submittal (SC/LE, VA) Checklist and Format	Desirable
Attachment F1	Scope/Level of Expertise Plan (SC/LE)	Rated
Attachment F2	Value Added Plan (VA)	Rated
Attachment G	Reference List	Desirable

IV. EVALUATION

The Evaluation Committee will evaluate and score proposals based on the information provided in this document and the Offerors' demonstrated understanding of the RFP's objectives. Attendance at the Pre-

Proposal Meeting is strongly recommended, as it will help Offerors understand the key information required in their proposals and provide a detailed explanation of the evaluation process.

Proposals will be evaluated according to the criteria listed below, which have been identified as critical to the success of the projects.

No.	Rating Criteria	% Point Values
1	Scope/Level of Expertise Plan (SC/LE)	35
2	Value Added Plan (VA)	5
3	Cost Proposal	35
4	Interview	25
5	Local Preference	3% or 6%

*See local preference requirements below

A. DESCRIPTION OF EVALUATION

To ensure that proposals are complete and address all key RFP issues, proposals should adhere to the following format. Proposals shall be organized into the following sections, in the order listed, and inclusive of all requested information:

a) **Proposal Cover Page, Declaration, and Checklist:** Offerors will prepare and submit the Proposal Cover Page, Declaration, and Checklist (Attachment A).

b) **Key Offeror Project Lead.** Using Attachment A, complete the Key Personnel Lead Section. Offerors should provide the name of their Primary Project Lead (the personnel should be the person who will be interviewed if shortlisted) that offerors propose to execute the project pursuant to a resultant contract.

c) **Project Cost Proposal Form.** Offerors should prepare and submit cost proposals and breakout using Attachment E. This attachment should be submitted in a separate electronic document from the rest of the proposal. The rest of the proposal shall not include any financial information. Any financial information associated with a Value Add (Attachment F2) can be included in that section.

d) **Project Capability (PC) Submittal.** The Project Capability Submittal has two components: Scope/Level of Expertise Plan (SC/LE), and Value-Added Plan (VA). (See Attachments F, F1 and F2).

- Purpose of PC Submittal
  - Assist City in prioritizing Offerors' submittals based on their scope, expertise, and ability to understand intent of this RFP and the resultant contract.
  - Provide high performing offerors with the opportunity to differentiate themselves from their competitors due to their experience and expertise by using verifiable performance metrics and previous relative project performance results.
- PC Submittal Format Requirements
  - PC submittals should NOT contain any names that can be used to identify who the offerors are (such as firm names, personnel names, Project names, or product names).

- A PC proposal template is included in this RFP. This document should be used by all offerors. Offerors should NOT re-create, re-format, or modify the template in any manner. Offerors should type their responses on the Word template provided.
- Failure to comply with any of the PC format requirements may result in disqualification.
- The PC submittal should not contain any marketing information. The submittal should be used to prove to the City that the offeror has expertise for the specific project being proposed on.
- References used in the PC submittal should be listed in the Attachment H Reference List. The Reference List will be used by CPD, the Evaluation Committee, and Procurement Manager after PC submittals are evaluated.

- Overview of the Scope/Level of Expertise Plan - The Scope/Level of Expertise Plan is to allow Offerors to differentiate themselves based on their technical capabilities and understanding of the City's specific needs. It should summarize the metrics that show the Offeror can accomplish the subject project with the Scope defined by past experiences on similar projects. *In addition to completing the Performance Metrics table on Attachment F (1), offerors should provide a narrative explaining their proposed performance metrics with greater explanation of the second table. This narrative should describe how their capabilities and proven track record—which the City will verify through references—align with or exceed the City's sample benchmarks. Offerors should justify any significant differences, highlight unique strengths or advantages, and provide a high-level summary of their proposal to ensure the selection committee can quickly grasp the key aspects of their approach and qualifications.* Offerors should identify scope claims based on their expertise and experience supported by verifiable performance metrics that show the capability to this specific project environment and requirement. All cost associated with technical capabilities listed in the SC/LE plan should be included in the proposed base project cost (see Attachments E and F1).

- Overview of the Value-Added Section – This section allows Offerors to present industry standards, innovative solutions, or unique services that the City may not have included in the RFP but could enhance the project. The Value-Added Plan provides an opportunity to propose additional options or ideas that may benefit the City, with or without changes to cost or revenue.

  Offerors should clearly identify:

  - Any elements the City may have omitted from the scope of work.

  - How these value-added options have been successfully implemented in previous projects, supported by verifiable performance data.

  Offerors should also specify any cost or time impacts associated with these options. Any financial or revenue-related impacts outlined in the Value-Added Section should NOT be included in the proposed base cost (see Attachment E).

- Reference List - There will be a designated area on both the Scope/Level of Expertise Plan and Value-Added Plan where performance claims are supported by an indicated reference. Please add client references that have moved to your facility or used your services within the last two years. As the PC submittals are anonymous, the reference will be indicated only by a reference number which corresponds to the matching number on the Reference List (Attachment G).

e) Interviews - The Offeror may be asked to participate in interviews to confirm/evaluate expertise. This is not a presentation. The Evaluation Committee will interview the Key Personnel Lead on the Interview date specified in the Project Procurement Schedule (or as soon as possible). The individual is required to attend in person or virtual for the interview. A second individual may be present (standby) to clarify their Cost Proposal if needed and/or requested. If interviews are not conducted, then offerors will all receive the full points for the selection criteria.

f) Local Preferences

Purpose:

The City recognizes the economic value of supporting local businesses. Local preferences are intended to enhance the competitiveness of local businesses in the procurement process, in alignment with the City's Procurement Manual and applicable ordinances. These preferences are applied to promote local economic growth while adhering to the governing laws and regulations.

Usage:

Local preferences are applied in the evaluation of proposals received in response to the City's RFPs. These preferences are granted to businesses that meet specific qualifications, as outlined below, and can only be applied to procurements funded by the City. They are not applicable to purchases using state, federal, or grant funds.

Application:

1. **Local Preference Qualification**
    - To qualify, an Offeror must attach a Resident Business certification issued by the New Mexico Taxation and Revenue Department to their proposal. This certificate must verify that the business is located within Santa Fe municipal limits.
    - Proposals without a valid certification will not be eligible for local preference consideration.
2. **Evaluation in the Formal RFP Process**
    - **Point-Based System:**
        - Local resident businesses are awarded additional points equivalent to 3% of the total possible points.
        - Businesses with all local resident business subcontractors receive an additional 3% of the total possible points.
        - Maximum local preference: 6%.
3. **Solicitations Above $1,000,000**
    - Proposals from resident businesses are deemed 6% lower than their submitted bid, provided at least 50% of subcontracted services are performed by resident businesses.

- Proposals from non-local resident businesses are deemed 3% lower, provided at least 50% of subcontracted services are performed by resident businesses.

4. **Restrictions**

   - Local preferences are not applicable when federal funds are part of the expenditure or anticipated to be used for the contract.

   - If multiple preference certificates are submitted by a vendor, only one preference will be applied per solicitation, as determined by the City.

Additional Information: Applications for Resident Business certification can be downloaded at: http://www.tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx.

B. PROJECT REVENUE CONTROLS OF THE BEST VALUE APPROACH (BVA)

There are two revenue controls in the BVA including:

a) Best Value Check: After the prioritization of offerors, if the best value Offeror is within 15% of the next best value cost proposal, the best value Offeror will be prioritized first. If not within the range, the best value Offeror will attempt to justify why they should be awarded the contract. If the justification is clear to the Evaluation Committee, they will move into the clarification period.

b) Selection Check: Before the contract is awarded, an evaluation committee report should be completed and suggest award to the best value Offeror. If the justification is not sufficient, the award may go to the next best valued offeror who has met all the requirements of the BV approach. The Selection Check will provide the justification for hiring the highest prioritized Offeror. Selected proposal should be a proposal that is responsive, responsible, and is the most advantageous to City, as determined by the City in its sole discretion.

C. CLARIFICATION

Following the initial evaluation, the potential best value Offeror may be asked to enter into a Clarification Phase. This crucial phase, guided by Attachment H (Clarification Phase Guide), serves as a 'setting expectations' process to ensure mutual understanding between the City and the Offeror. It provides an opportunity for both parties to clarify any aspects of the proposal and RFP, address identified issues, mitigate risks, and develop a comprehensive Weekly Risk Report (Attachment I). Depending on the outcome of the initial evaluation or the Clarification Phase, the City may request a Best and Final Offer (BAFO). The Offeror will conclude the Clarification Phase with a presentation at the Clarification Meeting, demonstrating a clear and aligned understanding of the project's requirements and expectations.

D. AWARD

The City will notify each offeror in writing of the City’s decision.

a) The City reserves the right to reject any or all proposals and to award more than one offeror and to a offeror other than the lowest-priced offeror. The decision of the RFP award(s) by the City is final.

b) The City at its sole discretion may decide to take no procurement action as a result of the RFP and/or may re-issue all or portions of the RFP.

c) The City reserves the right to accept or reject without consideration proposals that do not address the full requirements of the RFP or that do not reach the designated address and contact before the proposal due date and time identified.

The final award is dependent upon the Offeror's Scope of Work (SOW) being acceptable to the City. Proposals and contents provided by the Offeror will be considered contractual obligations. Any new or unique requirements included in the proposal can be added or amended, at the City's sole option, to the final contract. Obligations of confidentiality will be an important condition of resulting contracts. The selected Offeror and all employees performing duties on this project will be required to keep all aspects of this project in confidence unless otherwise allowed by the City.

All Offeror's performance may be tracked by the Department POC through the Weekly Risk Report System (See Attachment I).

ATTACHMENT LIST – List of all attachments included in the RFP

Attachment A	Proposal Cover Page, Declaration, & Checklist
Attachment B	Campaign Contribution Disclosure Form
Attachment C	Conflict of Interest
Attachment D	Non-Collusion Affidavit
Attachment E	Project Cost Proposal Form
Attachment F	Project Capability Submittal (SC/LE, VA) Checklist and Format
Attachment F (1)	Scope / Level of Expertise Plan (SC/LE)
Attachment F (2)	Value-Added Plan (VA)
Attachment G	Reference List
Attachment H	Clarification Phase Guide
Attachment I	Weekly Risk Reporting System Guide
Attachment J	Draft Contract

ATTACHMENT A – PROPOSAL COVER PAGE, DECLARATION, AND CHECKLIST

The Offeror should complete and submit this Attachment. The following documents are required for this RFP (please mark off each document to acknowledge that you have completed and included/submitted each document in the proper format):

Attachment A	Proposal Cover Page, Declaration & Checklist
Attachment B	Campaign Contribution Disclosure Form
Attachment C	Conflict of Interest
Attachment D	Non-collusion Affidavit
Attachment E	Project Cost Proposal Form
Attachment F	Project Capability Submittal (LE, RA, VA) Checklist and Format
Attachment F (1)	Level of Expertise (LE) Plan
Attachment F (2)	Value Added (VA) Plan
Attachment G	Reference List
Attachment J	Draft Contract (if you have redlines)

RFP # 26023

Phone Number

Company Name

Mailing Address

FEIN

City and Country

NMBTIN (fka CRS)

2. **Identify the individual(s) authorized by the organization to (A) contractually obligate, (B) negotiate, and/or (C) clarify/respond to queries on behalf of this Offeror, and the (D) offeror's project lead**:

	A Contractually Obligate	**B Negotiate***	**C Clarify/Respond to Queries***	**D** Key Project Lead
Name				
Title				
Email				
Telephone				

* If the individual identified in Column A also performs the functions identified in Columns B & C, then no response is required for those Columns. If separate individuals perform the functions in Columns B and/or C, they should be identified.

3. **Use of subcontractors** (Select one):

____ No subcontractors will be used in the performance of any resultant contract, OR

____ The following subcontractors will be used in the performance of any resultant contract:

(Attach extra sheets, as needed)

4. **Describe any relationship with any entity (such as the City of Santa Fe, State Agency, reseller, etc. that is not a subcontractor(s) listed in #3 above), if any, which will be used in the performance of any resultant contract**. (N/A, None, Does not apply, etc. are acceptable responses to this item.)

_____

(Attach extra sheets, as needed)

By signing the form below, the Authorized Signatory attests to the accuracy and veracity of the information provided on this form, and explicitly acknowledges the following:

- On behalf of the submitting-organization identified in item #1, above, I accept the Conditions Governing this RFP;
- I concur that submission of our proposal constitutes acceptance of the Evaluation Factors and Draft Contract contained in this RFP; and
- I acknowledge receipt of all amendments to this RFP, if any.

_____ _____, 20_____

Authorized Signature and Date (*Should be signed by the individual identified in item #2.A, above*.)

ATTACHMENT B - CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to NMSA 1978, Sections 13-1-28, and 13-1-191.1, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars ($250) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 1978, Section 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 1978, Section 13-1-182 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE RFP AND MUST BE SUBMITTED BY ANY OFFEROR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"**Applicable public official**" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"**Campaign Contribution**" means a gift, subscription, loan, advance or deposit of money.
or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official, or any person authorized to raise, collect, or expend contributions on that official's behalf for the purpose of electing the official to statewide or local office. "Campaign Contribution" includes the

payment of a debt incurred in an election campaign but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"**Family member**" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

"**Pendency of the procurement process**" means the time between the public notice of the RFP and ending with the award of the contract or the cancellation of the RFP.

"**Prospective contractor**" means a person or business that is subject to the competitive sealed proposal process set forth in NMSA 1978, Sections 13-1-28 through 13-1-199.

"**Representative of a prospective contractor**" means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: _____

Alan Webber, Mayor
Councilor Signe I. Lindell, District 1, Pro Tem
Councilor Alma Castro, District 1
Councilor Carol Romero-Wirth, District 2
Councilor Michael Garcia, District 2
Councilor Lee Garcia, District 3
Councilor Pilar F.H. Faulkner, District 3
Councilor Amanda Chavez, District 4
Councilor Jamie Cassutt, District 4

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____
_____

Amount(s) of Contribution(s) _____
_____

Nature of Contribution(s) _____
_____

Purpose of Contribution(s) _____
_____

(Attach extra pages if necessary)

_____ _____
Signature Date

_____
Title (position)

--OR—

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS ($250) WERE MADE to an applicable public official by me, a family member or representative.

_____ _____
Signature Date

_____
Title (Position)

ATTACHMENT C - CONFLICT OF INTEREST STATEMENT

Complete, sign, and return with your proposal.

The City of Santa Fe policy is to prevent personal or organizational conflict of interest, or the appearance of such conflict of interest, in the award and administration of City contracts and Purchase Orders.

The Offeror shall comply with all applicable provisions of the Governmental Conduct Act, NMSA 1978, Section 10-16 et al. and include a full disclosure of all potential organization conflicts of interest in the Proposal.

In addition to the authorized representative, all key personnel shall also complete the Conflict-of-Interest Form below certifying that the entity has read and understands the City's policy regarding conflict of interest. Each key personnel must also certify that there is no conflict of interest in connection to this RFP and/or resultant contract. If there is a conflict with the Project, then the authorized representative and known key personnel needs to describe the conflict.

The Offeror agrees that, if after award, an organizational conflict of interest is discovered, the authorized representative makes an immediate and full written disclosure to the City that includes a description of the action taken to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist, the City may, at its discretion, cancel the contract. If Offeror's personnel was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to the City, the City may terminate the contract for default.

The City may disqualify an Offeror if any of its key personnel belong to more than one Submitter organization/firm.

I, _____ certify that I/We have no personal or financial interests and no present employment or activity which would be incompatible with this firm's participation in any activity related to the RFP or execution of the awarded as a result of this RFP. For the duration of this firm's involvement in the resultant contract, this firm agrees not to accept any gift, benefit, gratuity or consideration, or begin a personal or financial interest in a party who is proposing or associated with an or Offeror on the contract.

I certify that this firm will keep all procurement and contract information confidential and secure. This organization will not copy, give, or otherwise disclose such information to any other person unless the City of Santa Fe has on file a confidentiality agreement signed by the other person, and the disclosure is authorized and necessary to the contract. I understand that if this firm leaves this agreement before it ends, this firm must keep all contract information confidential. I agree to follow any instructions provided by the City relating to the confidentiality of the contract information. I fully understand that any unauthorized disclosure made by this firm may be a basis for civil or criminal penalties. I agree to advise the CPO, via email, purchasing@santafenm.gov immediately in the event that I or another person within this organization either learn or have reason to believe that any person who has access to

confidential information has or intends to disclose that information in violation of this agreement.

This statement must be fully completed and signed by an authorized representative.

Company Name: _____

Authorized Representative/Title: _____

Phone Number: _____

Fax Number: _____

Email Address: _____

Signature: _____

Date: _____

The above information is subject to verification by the City of Santa Fe. If the City finds a misrepresentation, the proposal may be automatically disqualified from the procurement process or the contract may be canceled.

ATTACHMENT D - NON-COLLUSION AFFIDAVIT

Complete, sign, and return with your proposal.

I hereby affirm that: I am the _____ (insert title) and the duly authorized representative of _____ (insert organization's name) whose address is _____. And, that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

I affirm:

1. I am fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal.

2. Such proposal is genuine and is not a collusive or sham proposal.

3. Neither the said Offeror nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any Offeror, firm or person to submit a collusive or sham proposal in connection with the Contract for which the attached proposal has been submitted or to refrain from offering a proposal in connection with the Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Offeror, firm or person to fix the price or prices in the attached proposal or of any other Offeror, or to fix any overhead, profit or cost element of the proposal or the offer price of any other Offeror, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Mayor and Council of City of Santa Fe, New Mexico or any person interested in the proposed Contract; and

4. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant. I do solemnly declare and affirm under the penalties of perjury that the contents of this affidavit are true and correct.

Signature _____

Printed Name _____

Title _____

Date _____

ATTACHMENT E - PROJECT COST PROPOSAL FORM

Total Cost Proposal: _____

All amounts provided must be **fully inclusive** of all costs, including overhead, labor, materials, equipment, transportation, configuration, installation, training, and profit, necessary to provide the goods and/or services described in the Evaluation Section of this RFP (as may be modified by any current RFP amendments for the specified period).

Bidders must provide a **Total Cost** to deliver the requested project, covering all requirements described in the Scope of Work Overview. Costs are expected to be invoiced and paid on a **quarterly basis**. Vendors must provide the **expected costs for each of the items listed below based on an expected monthly cost for work satisfactorily rendered per month**.

Provide a Total Cost to deliver the requested project, including all the requirements described in the RFP Scope of Work Overview. The Total Cost should be broken out as listed below. We vision being billed quarterly, provide an average monthly cost for each of the items listed below.

#	Core Operating Functions	UOM	Cost
1	Business Incubation Services	Month	$
2	Business Incubator Facility Management	Month	$
3	BioLab Facility Management	Month	$
4	Client Development Outreach and Cultivation	Month	$
5	Facilitating Business Support Network Activities	Month	$
	Total Cost		**$**

ATTACHMENT F – PROJECT CAPABILITY SUBMITTAL CHECKLIST AND FORMAT

The Offeror should complete and submit this checklist along with the Project Capability (PC) Submittal. This PC Submittal Checklist is not counted in the 2-pages PC Submittal limit. Failing to answer or answering "No" to any of the questions below may result in disqualification.

1. Is your PC Submittal (attachments F1, & F2) a total of 2 pages or less (1 page maximum per document)?	Yes	No
2. Do you understand that your PC Submittal will NOT contain any names, past projects, or information that may be used to identify who your firm is?	Yes	No
3. Do you understand that you should use the PC Submittal templates provided in this RFP and that you are NOT allowed to re-create the PC Submittal Templates (cannot alter font size, add colors, add pictures, etc.) or handwrite your responses?	Yes	No
4. Do you understand that the contents of PC Submittal will become part of the Contract?	Yes	No
5. Do you understand that your Proposal may be disqualified if you fail to meet any of the above requirements?	Yes	No

ATTACHMENT F (1) – SCOPE/LEVEL OF EXPERTISE PLAN (SC/LE)

Instructions:

- Offerors **should use this template** to provide their project performance metrics for each requirement.
- Each reported metric **should be supported by a reference** listed in **Attachment G: Reference List**, with the corresponding reference number indicated in the "Ref #" column.
- Offerors may add additional performance metrics that differentiate their qualifications.
- **Offerors should NOT modify the prefilled sample data** or exceed the **1-page limit** for this section.
- **Offerors should NOT include any identifying information** in this submission.

The **City of Santa Fe Sample** column provides reference figures based on anticipated project needs. Offerors should enter their actual experience metrics in the **Offeror's Project Performance** column.

Scope Description:
In addition to completing the table below, offerors should provide a narrative explaining their proposed performance metrics especially the second table with components. This narrative should describe how their capabilities and proven track record—which the City will verify through references—align with or exceed the City's sample benchmarks. Offerors should justify any significant differences, highlight unique strengths or advantages, and provide a high-level summary of their proposal to ensure the selection committee can quickly grasp the key aspects of their approach and qualifications.

***Note: the instructions above may be deleted from this form to allow for more room to respond.**

Requirement	City of Santa Fe Sample	Offeror's Project Performance Respond with Yes or No	Ref #
# of Incubator Clients successfully graduated from the facility and program FY 2024-2025	6	[Enter value	Attach Certificate
_Investment capital and research and development investments and grants attracted FY 2024-2025	$21,909,883	[Enter value]	[#]
_Number of bio tech and science client businesses supported by and having access to the shared bioscience lab, FY 2024-2025	6	Enter value]	[#]
Have at least 25,000 sq feet of business incubation space	Pass/Fail		[#]

Component	Ref #
Management of Incubation Services	[#]
Manage Client Development & Recruitment Pipeline	[#]
Manage BioLab Facility	[#]
Support Business Ecosystem Development	[#]
Manage Business Incubator Facility 10	[#]

Years of experience serving Santa Fe residents	[#]

Additional Project Performance Metrics (Optional)

Offerors may provide additional performance metrics that highlight their expertise. Each metric should be supported by a professional reference in **Attachment G**.

Additional Criteria	Offeror's Project Performance	Ref #
[Enter additional metric]	[Enter value]	[#]
[Enter additional metric]	[Enter value]	[#]
[Enter additional metric]	[Enter value]	[#]

ATTACHMENT F (2) – VALUE ADDED PLAN (VA)

Instructions:

- Offerors **should use this template**.
- The Value-Added Plan should identify any **value-added options or ideas that may benefit the City**. The value-added claims should be prioritized (identify the most important claims first).
- The Offeror may add Value Added Claim rows to the table template, but **do not exceed the 1-page limit for this section**.
- Offerors should NOT include any identifying information in the Plan.
- Information supported by an indicated reference should have a corresponding reference listed in Attachment G: Reference List.
- Each value-added claim will provide a brief description, extra cost/delay, and impact which describes how it would affect the project in terms of cost, time and/or quality.

***Note: the instructions above and the example in table below may be deleted from this form.**

#	Value Added	Cost	Delay	Impact	Ref #
0	Example: Add something that is a good example of cutting edge in regard to business incubation: blockchain, AI, security, will get the project done more quickly, etc.	5%	0	Increased cost by 5%	1
1	Facilitation of Innovative Business Formation – related events (e.g. hackathons, "startup weekends")	[Enter Cost/%]	[Enter]	[Enter Impact]	[#]
2	Business Convenings for emerging business sector innovation	[Enter Cost/%]	[Enter]	[Enter Impact]	[#]
3	[Enter Description]	[Enter Cost/%]	[Enter]	[Enter Impact]	[#]
4	[Enter Description]	[Enter Cost/%]	[Enter]	[Enter Impact]	[#]
5	[Enter Description]	[Enter Cost/%]	[Enter]	[Enter Impact]	[#]
6	[Enter Description]	[Enter Cost/%]	[Enter]	[Enter Impact]	[#]

ATTACHMENT G – REFERENCE LIST

Instructions:

- Offerors **should use this template**.
- The Reference List's "Ref #" should correlate with the references indicated on the Scope / Level of Expertise and Value-Added Plans.
- All references cited should have their Point of Contact (POC) readily available if follow-up questions or verification of project information and performance is required by City.
- Any References listed which are not readily available may be considered invalid in the scoring of the Scope / Level of Expertise and Value-Added Plans.

Ref #	Client Name	POC Name	Email	Phone	Project Cost	Duration
0	Example :Client A	POC Name A	A@gmail.com	(###) ### - ####	$ 1,800,000	1/1/2020 - 5/1/2020
1	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
2	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
3	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
4	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
5	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
6	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
7	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
8	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
9	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]
10	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]	[Enter]

ATTACHMENT H – CLARIFICATION PHASE GUIDE

1. OVERVIEW

a. Purpose: The Clarification Phase is designed to refine the selected Offeror's proposal and ensure a clear understanding of project requirements before contract execution. This phase is not a negotiation of cost/fee/financial rates, project durations, or project team composition, unless specifically requested by the City by following the BAFO process. The Clarification phase commences upon notification of the highest-ranked Best Value Offeror(s) and concludes with the final presentation to the City, after all identified issues have been addressed and updates provided through BAFO. If the City determines, at any point during the Clarification Phase, including after the First Clarification Meeting and Clarification Summary Meetings, that the proposal does not adequately meet the City's needs based on the requirements set forth in this RFP, the City may proceed with a Clarification Phase with the next highest-ranked Offeror. Upon successful completion of the Clarification Phase and receipt of all required documentation, the City may proceed to contract award.

b. Objective and Performance: The City's objective is to maximize the value and effectiveness of the products/services without increasing the Offeror's proposed price, while ensuring high customer satisfaction. The Offeror's performance will be evaluated based on these factors throughout the contract period. The Offeror is expected to proactively manage project risks, utilizing a selected tool such as the Weekly Risk Report (WRR) to mitigate potential issues.

c. Responsibilities: The Offeror is responsible for demonstrating a comprehensive understanding of the project scope and clearly defining their deliverables. The Offeror is also responsible for identifying and mitigating project risks. The City is responsible for communicating any concerns or issues to the Offeror before contract execution.

d. Deliverables: The Clarification Phase requires the Offeror to provide the following deliverables, which will form the basis of the final contract:

- A detailed project plan outlining all phases of work.
- An integrated cost/time schedule for tracking project deviations.
- A simplified milestone schedule for non-technical stakeholder tracking.
- A Cost Proposal presented in both milestone schedule and major area formats.
- Meeting minutes documenting the Offeror's risk mitigation plans for identified risks.
- A finalized Weekly Risk Reporting System (WRRS, Attachment F) for tracking project implementation and delivery. Project work shall not commence without an approved Purchase Order (PO) and a completed WRR (if requested). If requested, the Offeror will be responsible for updating and distributing the WRR to all stakeholders on a weekly basis, including: 1) cost and schedule status, 2) milestone schedule status, 3) project cost and time deviations, and 4) risk mitigation and other performance metrics.

2. PRE-PLANNING AND COORDINATION

. Supporting Documentation: The City may request supporting documentation to verify information provided in the Offeror's proposal prior to the Clarification Phase.

First Clarification Meeting: The Offeror may be required to attend a First Clarification Meeting to present their proposal, address City concerns, and introduce project stakeholders. The Offeror shall:

- . Ensure all relevant City stakeholders and participants are invited.
- . Present the detailed scope of services, including schedule, cost, and deliverables.
- . Clearly define the City's responsibilities.
- . Propose a finalized Weekly Risk Report (WRR) format.
- . Address questions and concerns from City stakeholders.
- . Document and address concerns, issues, and comments from City stakeholders.
- . Propose a schedule for finalizing the Clarification Phase and contract documents.

. Post-Meeting Activities: Upon successful completion of the First Clarification Meeting, the Offeror may be required to:

- . Conduct additional site visits or investigations.
- . Coordinate with all parties involved in project delivery.
- . Develop and document mitigation strategies for identified concerns and issues.
- . Finalize the Clarification Document, including the contract, WRR, payment schedule, and scope of work.

3. CLARIFICATION DOCUMENT

The final Clarification Document should include:

a. Executive Summary: A concise summary of the project scope, clearly delineating in-scope and out-of-scope items.
b. Finalized Scope Documents: Detailed descriptions of project tasks and methodologies.
c. Simplified Metrics: Clear and measurable descriptions of project deliverables.
d. Detailed Scope Descriptions: A comprehensive breakdown of all actions required by the Offeror, City, and stakeholders, including detailed and milestone schedules.
e. Finalized Weekly Risk Report (WRR) Format.
f. Project Financial Summary:
    - . The Offeror's Original Price Proposal.
    - . A list of agreed-upon Value-Added Options and their price impacts.
    - . A list of agreed-upon Scope Changes or Additional Work and their price impacts.
    - . A detailed Price Breakout and Payment Schedule.
g. Project and Emergency Contact List.
h. PowerPoint Presentation: A presentation summarizing the project scope, including cost, time, deliverables, and acceptance criteria.

4. FINAL CLARIFICATION MEETING

- Purpose and Format: The Final Clarification Meeting is a summary presentation of the agreements reached during the Clarification Phase. This is not a question-and-answer session; all questions and coordination should be completed prior to this meeting.

- Presentation and Documentation: The Offeror shall present a comprehensive overview of the contract period, including coordination and planning activities. The Offeror shall provide all required documentation, including a clear description of the City's responsibilities. The Offeror must demonstrate that all risks have been adequately mitigated. The presentation and meeting minutes (if applicable) will be incorporated into the final contract.

ATTACHMENT I – WEEKLY RISK REPORTING SYSTEM GUIDE

Overview

The City may choose to use the Weekly Risk Reporting System (WRRS) or something similar. This is a companion to the Quality Control Plan that is created by the best value Offeror during the Clarification Phase. The report serves as a tool for the City in analyzing the performance of the Project based on risk. The WRRS does not substitute or eliminate weekly progress reports or any other traditional reporting systems (that the Offeror may do).

The purpose of the WRRS is to allow the Offeror to document and manage all risks that occur throughout a project. Risk is defined as anything that might impact the project scope, cost, and schedule. This includes risks that are caused by the Offeror (or entities subcontracted by the Offeror), and risks that are caused by City (scope changes, unforeseen conditions, etc.). The City's Project Manager may also require the Offeror to document risks that may impact the City satisfaction.

Submission

The weekly report is an Excel file that should be submitted every week. The report is due every week once the Contract Award is issued, until the Project is 100% complete (and final payment is made). The Excel spreadsheet will be available from the City upon request.

The completed report should be saved using the date and name of the Project given by the City (Format: YYMMDD_Project Name; For example, 'HCM Project' for the week ending Friday, Oct 7, 2021, should be labeled '211007_HCM Project'). Weekly Reports are to be emailed by Monday.

The weekly risk report consists of reporting the project performance metrics, cost, scope changes or unforeseen events that are risks to the project in terms of scope and cost deviations, or City satisfaction including any risks that could potentially develop into an issue. When a new risk is identified, it is added to the weekly risk mitigation log.

When a risk has become an issue and causes deviation to project cost, time or quality, it is added to a project deviations log, along with the following: Identification date (date the issue was identified), plan to resolve issue, resolution due date, impact to critical path or schedule (in days), and impact to final cost (in dollars).

As deviations arise that warrant attention, the Offeror should not wait to submit the weekly risk report. The Offeror should contact the City if there are any risks or potential risks identified that are or could be rated at a high level. When a risk is eliminated or the issue is resolved, the actual date of elimination or resolution must be listed.

The City will analyze the reports for accuracy and timeliness. The reports will be used in part by the City to determine the overall final performance rating of the Offeror (and its team).

ATTACHMENT J - DRAFT CONTRACT

The draft included in this Attachment represents the contract the City intends to use to make an award. The City of Santa Fe reserves the right to modify (as necessary) the draft prior to or during the award process.

The City's contract with the selected contractor will follow the City's standard format and include the terms in the Draft Contract. The City reserves the right to negotiate additional provisions. The RFP and the awarded proposal will be incorporated into the final contract.

Exceptions to contract terms are discouraged and may lead to rejection if they are deemed conditional, deficient, or require significant revisions. If an Offeror proposes changes, they must provide a separate document called Contract Edits, cite the specific sections of the Draft Contract they wish to modify, provide alternative language, and justify the proposed changes. General references to the Offeror's terms or complete substitutions of the Draft Contract are not allowed and will result in disqualification.

Offerors must submit any proposed modifications with their proposal, clearly identifying the affected sections of the Draft Contract. If no changes are proposed before selection, the Offeror agrees to the contract terms as stated. Contract negotiations will only address terms proposed during the RFP process and will not allow further amendments to the proposal.

From: DUTTON-LEYDA, TRAVIS K.
To: TAMAS-PARRIS, NOAH M.
Cc: NELSON, JOHANNA C.; RENZ-WHITMORE, ERIC D.; Purchasing
Subject: RE: Determination for RFP SOW
Date: Monday, May 12, 2025 4:15:11 PM
Attachments: image001.png

Greetings,

The scope of work as written would be Professional Services. This determination relates only to that question and is no comment on whether the scope of work or procurement method meet all legal standards. I reserve the right to change this determination if the scope of work differs from the scope of work submitted for the original determination. This procurement must be conducted using the processes and procedures set forth by the City of Santa Fe, Central Purchasing, the Procurement Manual, and state statutes.

Please note:

Save this email as a PDF and upload it into the corresponding procurement and contract records.

New Purchase Submission and Tracking Process

- Submit Purchase Requests:
- Purchase Requests Tracker:
- **Desktop Reference SharePoint_Pt.1_V1_3.7.25**
- **Desktop Reference SharePoint_Pt.2_V1_3.7.25**
- **Training Video_PT1_V1.1.10.25**
- **Training Video_PT2_V2.2.27.25**
- **Training Video_PT3_V1.2.27.25**

Associated Approvals:

- Check with WorkQuest dba Horizons of New Mexico (mloehman@horizonsofnewmexico.org) if this service appears on their approved list.
- If your request includes anything that needs to be reviewed and preapproved by another City Department/Division, please send the same SOW to the corresponding email address and include their response in your packet/Munis.
  -Treasury (Point of Sale Systems) – questions: drsena@santafenm.gov; clromero@santafenm.gov. Request signature from: clromero@santafenm.gov
  -IT components (everything IT) – questions: ereview@santafenm.gov. Request signature from: edcandelaria@santafenm.gov;
  Copy: zxdushdurova@santafenm.gov; lenobes@santafenm.gov; lfworstell@santafenm.gov
  -Vehicles – questions: fleet@santafenm.gov. Request signature from: dmjaramillo@santafenm.gov
  -Grants – questions: grants@santafenm.gov. Request signature from: evlujan@santafenm.gov

- Construction, Facilities, Furniture, Fixtures, Equipment, etc. – questions: fmdreview@santafenm.gov. Request signature from: jsburnett@santafenm.gov_
-Emergency Related Purchases – questions oem@santafenm.govand. Request signature from: bgwilliams@santafenm.gov
-Asset over $5k – questions: accountspayable@santafenm.gov. Request signature from: jxbolden@santafenm.gov

- Ensure that the appropriate templates and forms are used https://intranet.santafenm.gov/finance_1 and documented procedures/laws/rules are followed. _
- > $20k per year, when processing this procurement, please ensure the procurement number issued by Munis and the procurement name are used in the appropriate documents and the subject of emails.
- If you are processing a procurement where the forecasted amount is =/> $60k, per NMSA 1978, Section 13-1-102, if you aren't using a cooperative or existing contract, you must process an RFP.
- < $20k per year, one quote is acceptable.
- From $20k to $60k per year, if you aren't using a cooperative or existing contract, you'll need to provide 3 quotes in your req. Must use the Munis Bid Module after 12/21/2023.
- Figure out your funding source and **inform Purchasing**. To ensure that the proper documents and language are used, it is important to identify the funding source for the subsequent contract. For instance, if federal funds are involved, the procurement request and subsequent contract must include the necessary federal language. Therefore, it is crucial to determine the funding source beforehand.
- Review the pages linked below to determine whether any of the existing price agreements/contracts or cooperative agreements are applicable to this request. You might be able to use an existing price agreement/contract to save time and money.
    - https://www.generalservices.state.nm.us/state-purchasing/statewide-price-agreements/ (if you choose to use a Statewide, you do not need to ask Horizons if they can do the work. State Purchasing must offer the SOW to Horizons prior to placing the award on their website.)
    - https://naspovaluepoint.org/categories/
    - https://www.omniapartners.com/publicsector/contracts
    - https://www.buyboard.com/home.aspx
    - https://www.h-gac.com/Home
    - https://www.gsaelibrary.gsa.gov/
    - https://www.sourcewell-mn.gov/contract-search

- Submit or send your request to the appropriate MS Teams channel or email address:
    - RFPs requests to https://teams.microsoft.com/l/channel/19%3ad63b9c8b586d424fa5eed34177146a

c5%40thread.tacv2/RFP%2520Requests?groupId=a367d8c2-992f-4c74-8e7d-0ccb6950c9a1&tenantId=77b69f5a-55ed-4363-8616-4867b0bc707f

- ITBs requests to https://teams.microsoft.com/l/channel/19%3a48e1e4588c0440a09cfbd9b907ed42d4%40thread.tacv2/ITB%2520Requests?groupId=a367d8c2-992f-4c74-8e7d-0ccb6950c9a1&tenantId=77b69f5a-55ed-4363-8616-4867b0bc707f
- Determination requests to purchasing_det@santafenm.gov
- And all other requests to purchasing@santafenm.gov

Thank you for submitting this scope of work for my review.

Book time to meet with me

Regards,

Travis Dutton-Leyda
Chief Procurement Officer
City of Santa Fe
200 Lincoln Avenue
Santa Fe, NM 87501
505-629-8351
tkduttonleyda@santafenm.gov

https://santafenm.gov/finance-2/purchasing-1

Internal Link: https://intranet.santafenm.gov/central_purchasing_division_cpd

CITY OF SANTA FE
FINANCE

Book time to meet with me

"A journey of a thousand miles begins with a single step" ~ Lao Tzu

SOW:
UPDATED: 5/12
The first section includes a revised statement of work with additions highlighted
The second section items are excerpted from the existing contract (available in PDF)

(2) STATEMENT OF WORK (REVISED)
Contractor shall provide the following services for the City of Santa Fe:
(A) Business Incubation Services
Contractor shall provide business incubation services and entrepreneurial support to local

early-stage businesses. These services shall include:

1. **Facilities and Infrastructure:**

a. Provision of physical office space, meeting rooms, and access to internet and telecommunications services for client companies;

b. Maintenance of a professional and secure work environment, including reception and administrative support.

2. **Advisory Services:**

a. Ongoing business mentorship, coaching, and technical assistance;

b. Referrals to outside resources for specialized support including legal, financial, and marketing services.

3. **Training and Workshops:**

a. Regular training sessions, workshops, and seminars for client companies and the broader entrepreneurial community.

4. **Networking and Community Building:**

a. Facilitation of peer-to-peer learning and networking opportunities;

b. Organization of events to foster community among entrepreneurs and connect them with investors and service providers.

5. **Reporting and Collaboration with the City:**

a. The Contractor shall collaborate with the City's Office of Economic Development (OED) to develop a standardized reporting format. At a minimum, reports shall include both quantitative and qualitative metrics such as:

- Number of businesses served
- Jobs created or retained
- Capital raised by client companies
- Business graduations or exits from the incubator
- Demographic breakdowns of participants
- Current company occupancy and space utilization
- Contributions to the broader entrepreneurial ecosystem

b. Reports may also include success stories, challenges encountered, and steps taken to improve program performance.

c. The Contractor shall submit **quarterly reports** to the City detailing client activities, program outcomes, and progress toward stated objectives.

d. In addition, the Contractor shall participate in **regular coordination meetings** or calls with OED to ensure alignment with the City's economic development goals and to support collaborative planning and implementation.

6. **Graduation and Exit Criteria**

a. The Contractor shall define and implement clear, measurable criteria for client companies to successfully graduate from the incubator. Criteria may include, but are not limited to:

Revenue thresholds

i.
ii. Number of employees
iii. Length of time in the program
iv. Capital raised
v. Operational independence or market traction

b. The Contractor shall:

i. Monitor and report each company's progress toward graduation on a regular basis
ii. Notify the City in writing when a company meets graduation criteria or exits the program
iii. Provide transition planning support to help companies prepare for post-incubator success
iv. Maintain reasonable alumni tracking and engagement to measure long-term impact and promote ecosystem connectivity

7. **Sector-Specific Business Support**

a. The Contractor shall work with the City to identify targeted industry sectors —such as biosciences, clean energy, technology, and creative industries and provide support. This assistance may include:

i. Sector-specific mentorship and coaching
ii. Access to specialized facilities, equipment, or technical advisors
iii. Industry-relevant training, programming, or networking opportunities
iv. Matchmaking with potential partners, funders, or collaborators

b. The Contractor shall coordinate with the City to ensure these efforts are aligned with regional economic development priorities and sector-specific strategies, and shall adjust services as needed to respond to emerging industry needs or opportunities.

8. **Capital Access Support**

a. The Contractor shall assist client companies in identifying and securing funding opportunities, including grants, loans, and private investment. Support services may include:

i. Investor matchmaking and introductions
ii. Pitch coaching and preparation
iii. Strategic guidance on fundraising approaches
iv. Connections to financial institutions and capital networks

b. The Contractor shall actively maintain relationships with a diverse range of capital providers and report quarterly on capital raised by client companies, including the type and source of funding secured.

(B) Bioscience Lab Access

- Contractor shall maintain access to lab space and specialized facilities to support bioscience companies and entrepreneurs, including but not limited to shared-use lab equipment, proper safety and compliance protocols, and trained staff or consultants for

lab oversight.

(C) Community Engagement

- Contractor shall conduct outreach and engagement efforts to ensure services are accessible to diverse communities, including underrepresented entrepreneurs. Materials and programming shall be offered in English and Spanish as appropriate.

(D) Program Innovation and Continuous Improvement

- **Contractor shall regularly evaluate and refine service offerings to ensure alignment with emerging trends, entrepreneur needs, and local economic development goals. This includes staying informed of best practices in business incubation, adopting new tools or methodologies as appropriate, and incorporating feedback from participants and partners.**
- **Contractor shall describe innovation efforts in quarterly reports and identify any pilot programs or enhancements planned.**

(E) Communications and Storytelling

- **Contractor shall support communications efforts that promote the incubator's impact, highlight client success stories, and raise awareness of available services. This may include but is not limited to co-branded materials with the City, social media updates, event promotion, and participation in City-led storytelling initiatives.**
- **Contractor shall submit at least one success story or spotlight per quarter for use in public communications and reporting.**

(F) Collaboration

- **Contractor may partner or collaborate with other organizations to deliver specialized services, extend program reach, or enhance participant outcomes.**
- **Contractor shall notify the City of any formal collaboration arrangements and provide an overview of partner roles in quarterly reports. The City encourages collaboration with other entrepreneur support organizations and service providers to maximize collective impact.**

From: TAMAS-PARRIS, NOAH M. <nmtamasparris@santafenm.gov>
Sent: Monday, May 12, 2025 3:54 PM
To: DUTTON-LEYDA, TRAVIS K. <tkduttonleyda@santafenm.gov>
Cc: NELSON, JOHANNA C. <jcnelson@santafenm.gov>; RENZ-WHITMORE, ERIC D. <edrenzwhitmore@santafenm.gov>
Subject: Determination for RFP SOW

Hi Travis,

OED is looking to submit an RFP for a business incubator contract. I attached the SOW to this email. Can you look at it to determine whether this contract falls under professional services or general services?

Thank you,

Noah

SANTFEB-06 BMARTINEZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0757776
HUB International Insurance Services (SOW)
2905 Rodeo Park Drive East
Building 6, Suite 100
Santa Fe, NM 87505

CONTACT NAME:
PHONE (A/C, No, Ext): (505) 982-4296 FAX (A/C, No): (866) 621-0427
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Selective Insurance Company of America	12572
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Santa Fe Business Incubator Inc
3900 Paseo Del Sol
Santa Fe, NM 87507

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X	X	S 2304127	11/18/2025	11/18/2026	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
							MED EXP (Any one person)	$ 15,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY PRO-JECT X LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS			S 2304127	11/18/2025	11/18/2026	BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	$ 2,000,000
	X EXCESS LIAB CLAIMS-MADE			S 2304127	11/18/2025	11/18/2026	AGGREGATE	$ 2,000,000
	DED X RETENTION $ 0							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N: N (Mandatory in NH)	N / A		WC 9075420	10/26/2025	10/26/2026	E.L. EACH ACCIDENT	$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Santa Fe
20 Lincoln Avenue
Santa Fe, NM 87504-0909

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ElitePac®
General Liability Extension Endorsement

COMMERCIAL GENERAL LIABILITY
CG 73 00 04 25

SUMMARY OF COVERAGES (including index)

This is a summary of the various additional coverages and coverage modifications provided by this endorsement. No coverage is provided by this summary. Refer to the actual endorsement (Pages **3**-through-**9**) for changes affecting your insurance protection.

DESCRIPTION	PAGE FOUND
Additional Insureds — Primary and Non-Contributory Provision	Page 8
Blanket Additional Insureds — As Required By Contract	Page 5
• Owners, Lessees or Contractors (includes Architects, Engineers or Surveyors) • Lessors of Leased Equipment • Managers or Lessors of Premises • Mortgagees, Assignees and Receivers • Any Other person or organization other than a joint venture • Grantors of Permits	
Broad Form Vendors Coverage	Page 7
Damage To Premises Rented To You (Including Fire, Lightning or Explosion)	Page 3
Electronic Data Liability ($100,000)	Page 4
Employee Definition Amended	Page 9
Employees As Insureds Modified	Page 5
Employer's Liability Exclusion Amended (Not applicable in New York)	Page 3
Incidental Malpractice Exclusion modified	Page 7
Knowledge of Occurrence, Claim, Suit or Loss	Page 7
Liberalization Clause	Page 8
Mental Anguish Amendment (Not applicable to New York)	Page 9
Newly Formed or Acquired Organizations	Page 5
Non-Owned Aircraft	Page 3
Non-Owned Watercraft (under 60 feet)	Page 3
Not-for-profit Members — as additional insureds	Page 5
Personal And Advertising Injury — Discrimination Amendment (Not applicable in New York)	Page 8
Products Amendment (Medical Payments)	Page 4
Supplementary Payments Amended — Bail Bonds ($5,000) and Loss of Earnings ($1,000)	Page 4
Two or More Coverage Parts or Policies Issued By Us	Page 8
Unintentional Failure to Disclose Hazards	Page 8
Waiver of Transfer of Rights of Recovery (subrogation)	Page 8
When Two or More Coverage Parts of this Policy Apply to a Loss	Page 3

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ElitePac®
General Liability Extension Endorsement

COMMERCIAL GENERAL LIABILITY
CG 73 00 04 25

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The **SECTIONS** of the Commercial General Liability Coverage Form identified in this endorsement will be amended as shown below. However, **if (a) two or more Coverage Parts of this policy, or (b) two or more forms or endorsements within the same Coverage Part apply to a loss,** coverage provision(s) with the broadest language will apply, unless specifically stated otherwise within the particular amendment covering that loss.

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

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COVERAGES — Amendments

SECTION I — COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY

EXCLUSIONS

Employer's Liability Amendment

(This provision is not applicable in the State of New York).

The following is added to Exclusion **e. Employer's Liability** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions:**

This exclusion also does not apply to any "temporary worker".

Non-Owned Aircraft, Auto or Watercraft

A. Paragraph **(2)** of Exclusion **g. Aircraft, Auto Or Watercraft** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions** is deleted in its entirety and replaced with the following**:**

(2) A watercraft you do not own that is:

(a) Less than 26 feet long and not being used to carry persons or property for a charge; or

(b) At least 26 feet, but less than 60 feet long, and not being used to carry persons or property for a charge. Any person is an insured who uses or is responsible for the use of such watercraft with your expressed or implied consent. However, if the insured has any other valid and collectible insurance for "bodily injury" or "property damage" that would be covered under this provision, or on any other basis, this coverage is then excess, and subject to Condition **4. Other Insurance, b. Excess Insurance** under **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS.**

B. The following is added to Exclusion **g. Aircraft, Auto Or Watercraft** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions:**

This exclusion does not apply to:

(6) Any aircraft, not owned or operated by any insured, which is hired, chartered or loaned with a paid crew. However, if the insured has any other valid and collectible insurance for "bodily injury" or "property damage" that would be covered under this provision, or on any other basis, this coverage is then excess, and subject to Condition **4. Other Insurance, b. Excess Insurance** under **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS.**

Damage To Premises Rented to You

A. The last paragraph of Paragraph **2. Exclusions** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE** is deleted in its entirety and replaced with the following:

Exclusions **c. through n.** do not apply to damage by fire, lightning or explosion to premises rented to you or temporarily occupied by you with the permission of the owner. A separate limit of insurance applies to this coverage as described in **SECTION III — LIMITS OF INSURANCE.**

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B. Paragraph **6.** under **SECTION III — LIMITS OF INSURANCE** is deleted in its entirety and replaced with the following:

6. Subject to Paragraph **5.** above, the most we will pay under **COVERAGE A** for damages because of "property damage" to any one premises, while rented to you, or in the case of damage caused by fire, lightning or explosion, while rented to you or temporarily occupied by you with permission of the owner, for all such damage caused by fire, lightning or explosion proximately caused by the same event, whether such damage results from fire, lightning or explosion or any combination of the three, is the amount shown in the Declarations for the Damage To Premises Rented To You Limit.

C. Paragraph **a.** of Definition **9.** "Insured contract" under **SECTION V — DEFINITIONS** is deleted in its entirety and replaced with the following:

a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, lightning or explosion to premises while rented to you or temporarily occupied by you with the permission of the owner is not an "insured contract";

Electronic Data Liability

A. Exclusion **p. Electronic Data** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY,** Paragraph **2. Exclusions** is deleted in its entirety and replaced by the following:

p. Electronic Data

Damages arising out of the loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate "electronic data".

However, this exclusion does not apply to liability for damages because of:

(1) "Bodily injury"; or

(2) Loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate "electronic data" that results from physical injury to tangible property.

The exception in the paragraph above does not apply to claims for damages because of "bodily injury", "property damage", notification costs, credit or identity monitoring expenses, forensic expenses, public relations expenses, data restoration expenses, extortion expenses or any other similar cost or expense incurred by you or others arising out of a "cyber incident".

B. The following paragraph is added to **SECTION III — LIMITS OF INSURANCE:**

Subject to the Each Occurrence Limit in Paragraph **5.**, the most we will pay under **COVERAGE A** for "property damage" because of all loss of "electronic data" arising out of any one "occurrence" is a sub-limit of $100,000.

SECTION I — COVERAGE C MEDICAL PAYMENTS

EXCLUSIONS

Any Insured Amendment

Exclusion **a. Any Insured** under **COVERAGE C MEDICAL PAYMENTS, 2. Exclusions** is deleted in its entirety and replaced with the following:

a. Any Insured

To any insured.

This exclusion does not apply to:

(1) "Not-for-profit members";

(2) "Golfing facility" members who are not paid a fee, salary, or other compensation; or

(3) "Volunteer workers".

This exclusion exception does not apply if **COVERAGE C MEDICAL PAYMENTS** is excluded by another endorsement to this Coverage Part.

Product Amendment

Exclusion **f. Products-Completed Operations Hazard** under **COVERAGE C MEDICAL PAYMENTS, 2. Exclusions** is deleted in its entirety and replaced with the following:

f. Products-Completed Operations Hazard

Included within the "products-completed operations hazard".

This exclusion does not apply to "your products" sold for use or consumption on your premises, while such products are still on your premises.

This exclusion exception, does not apply if **COVERAGE C MEDICAL PAYMENTS** is excluded by another endorsement to this Coverage Part.

SECTION I — SUPPLEMENTARY PAYMENTS — COVERAGES A AND B

Expenses For Bail Bonds And Loss Of Earnings

A. Subparagraph **1.b.** under **SUPPLEMENTARY PAYMENTS — COVERAGES A AND B** is deleted in its entirety and replaced with the following:

b. Up to $5,000 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

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B. Subparagraph **1.d.** under **SUPPLEMENTARY PAYMENTS — COVERAGES A AND B** is deleted in its entirety and replaced with the following:

d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to $1,000 a day because of time off from work.

SECTION II — WHO IS AN INSURED — Amendments

Not-for-Profit Organization Members

The following paragraph is added to **SECTION II — WHO IS AN INSURED:**

If you are an organization other than a partnership, joint venture, or a limited liability company, and you are a not-for-profit organization, the following are included as additional insureds:

1. Your officials;

2. Your trustees;

3. Your members;

4. Your board members;

5. Your commission members;

6. Your agency members;

7. Your insurance managers;

8. Your elective or appointed officers; and

9. Your "not-for-profit members".

However only with respect to their liability for your activities or activities they perform on your behalf.

Employees As Insureds Modified

A. Subparagraph **2.a.(1)(a)** under **SECTION II — WHO IS AN INSURED** does not apply to "bodily injury" to a "temporary worker" caused by a co-"employee" who is not a "temporary worker".

B. Subparagraph **2.a.(2)** under **SECTION II — WHO IS AN INSURED** does not apply to "property damage" to the property of a "temporary worker" or "volunteer worker" caused by a co-"employee" who is not a "temporary worker" or "volunteer worker".

C. Subparagraph **2.a.(1)(d)** under **SECTION II — WHO IS AN INSURED** does not apply to "bodily injury" caused by cardio-pulmonary resuscitation or first aid services administered by a co-"employee".

With respect to this provision only, Subparagraph **(1)** of Exclusion **2. e. Employer's Liability** under **SECTION I — COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY** does not apply.

Newly Formed Or Acquired Organizations

A. Subparagraph **3.a.** under **SECTION II — WHO IS AN INSURED** is deleted in its entirety and replaced with the following:

a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier. However, **COVERAGE A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization.

B. The following paragraph is added to **SECTION II — WHO IS AN INSURED,** Paragraph **3:**

If you are engaged in the business of construction of dwellings three stories or less in height, or other buildings three stories or less in height and less than 25,000 square feet in area, you will also be an insured with respect to "your work" only, for the period of time described above, for your liability arising out of the conduct of any partnership or joint venture of which you are or were a member, even if that partnership or joint venture is not shown as a Named Insured. However, this provision only applies if you maintain or maintained an interest of at least fifty percent in that partnership or joint venture for the period of that partnership or joint venture.

This provision does not apply to any partnership or joint venture that has been dissolved or otherwise ceased to function for more than thirty-six months.

With respect to the insurance provided by this provision, **Newly Formed or Acquired Organizations**, the following is added to **SECTION IV — COMMERCIAL GENERAL LIABILITY**, Paragraph **4. Other Insurance,** Subparagraph **b. Excess Insurance:**

The insurance provided by this provision, **Newly Formed or Acquired Organizations,** is excess over any other insurance available to the insured, whether primary, excess, contingent or on any other basis.

(All other provisions of this section remain unchanged)

Blanket Additional Insureds — As Required By Contract

A. Subject to the **Primary and Non-Contributory** provision set forth in this endorsement, **SECTION II — WHO IS AN INSURED** is amended to include as an additional insured:

1. Owners, Lessees or Contractors/Architects, Engineers and Surveyors

a. Any person or organization for whom you are performing operations when you and such person or organization have agreed in a written contract, written agreement or written permit that such person or organization be added as an additional insured on your commercial general liability policy; and

b. Any other person or organization, including any architects, engineers or surveyors not engaged by you, whom you are required to add as an additional insured under your policy in the contract or agreement in Paragraph **a.** above:

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Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

(1) Your acts or omissions; or

(2) The acts of omissions of those acting on your behalf;

in the performance of your ongoing operations performed for the additional insured in Paragraph **a.,** above.

However, this insurance does not apply to:

"Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services by or for you, including:

(1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and

(2) Supervisory, inspection, architectural or engineering activities.

Professional services do not include services within construction means, methods, techniques, sequences and procedures employed by you in connection with your operations in your capacity as a construction contractor.

A person or organization's status as an additional insured under this endorsement ends when your operations for the person or organization described in Paragraph **a.** above are completed.

2. Other Additional Insureds

Any of the following persons or organizations with whom you have agreed in a written contract, written agreement or written permit that such persons or organizations be added as an additional insured on your commercial general liability policy:

a. Lessors of Leased Equipment

Any person or organization from whom you lease equipment, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization.

With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

b. Managers or Lessors of Premises

Any person or organization from whom you lease premises, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by you or those acting on your behalf in connection with the ownership, maintenance or use of that part of the premises leased to you.

This insurance does not apply to any "occurrence" which takes place after you cease to be a tenant of that premises.

c. Mortgagees, Assignees or Receivers

Any person or organization with respect to their liability as mortgagee, assignee or receiver and arising out of the ownership, maintenance or use of your premises.

This insurance does not apply to any "occurrence" which takes place after the mortgage is satisfied, or the assignment or receivership ends.

d. Any Person or Organization Other Than A Joint Venture

Any person or organization (other than a joint venture of which you are a member), but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts of omissions of those acting on your behalf in the performance of your ongoing operations or in connection with property owned by you.

e. State or Governmental Agency or Political Subdivision — Permits or Authorizations

Any state or governmental agency or subdivision or political subdivision, but only with respect to:

(1) Operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization; or

(2) The following hazards for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization in connection with premises you own, rent or control and to which this insurance applies:

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(a) The existence, maintenance, repair, construction, erection or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners or decorations and similar exposures;

(b) The construction, erection or removal of elevators; or

(c) The ownership, maintenance or use of any elevators covered by this insurance.

This insurance does not apply to:

i. "Bodily injury" or "property damage" arising out of operations performed for the federal government, state or municipality; or

ii. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

With respect to Paragraphs **2.b.** through **2.d.,** this insurance does not apply to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

B. The insurance coverage afforded to the additional insureds in this coverage extension:

1. Does not apply unless the written contract or written agreement has been signed by the Named Insured or written permit issued prior to the "bodily injury" or "property damage" or "personal and advertising injury";

2. Only applies to the extent permitted by law; and

3. Will not be broader than that which you are required by the written contract, written agreement, or written permit to provide to such additional insured.

Broad Form Vendors Coverage

Subject to the **Primary and Non-Contributory** provision set forth in this endorsement, **SECTION II — WHO IS AN INSURED** is amended to include as an additional insured any person or organization (referred to below as vendor) for whom you have agreed in a written contract or written agreement to provide coverage as an additional insured under your policy. Such person or organization is an additional insured only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business. However, the insurance afforded the vendor does not apply to:

a. "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement; however this exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;

b. Any express warranty unauthorized by you;

c. Any physical or chemical change in the product made intentionally by the vendor;

d. Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

e. Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business in connection with the sale of the product; or

f. Products which, after distribution or sale by you, have been labeled or re-labeled or used as a container, part of ingredient of any other thing or substance by or for the vendor; however this insurance does not apply to any insured person or organization, from who you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

The provisions of this coverage extension do not apply unless the written contract or written agreement has been signed by the Named Insured prior to the "bodily injury" or "property damage".

Incidental Malpractice

Subparagraph **2.a.(1)(d)** under **SECTION II — WHO IS AN INSURED** is deleted in its entirety and replaced with the following:

(d) Arising out of his or her providing or failing to provide professional health care services.

This does not apply to nurses, emergency medical technicians or paramedics if you are not in the business or occupation of providing any such professional services.

This also does not apply to "bodily injury" caused by cardio-pulmonary resuscitation or first aid services administered by a co-"employee".

This provision does not apply if you are a Social Service or Senior Living risk.

SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS — Amendments

Knowledge Of Occurrence, Claim, Suit Or Loss

The following is added to Paragraph **2. Duties in the Event of Occurrence, Offense, Claim or Suit** under **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

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The requirements under this paragraph do not apply until after the "occurrence" or offense is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. An "executive officer" or insurance manager, if you are a corporation;
4. Your members, managers or insurance manager, if you are a limited liability company; or
5. Your elected or appointed officials, officers, members, trustees, board members, commission members, agency members, or your administrator or your insurance manager if you are an organization other than a partnership, joint venture, or limited liability company.

Primary and Non-Contributory Provision

The following is added to Paragraph **4. Other Insurance, b. Excess Insurance** under **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

This insurance is primary to and we will not seek contribution from any other insurance available to an additional insured under this policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in a written contract, written agreement or written permit that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

Unintentional Failure To Disclose Hazards

The following is added to Paragraph **6. Representations** under **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

However, if you should unintentionally fail to disclose any existing hazards in your representations to us at the inception date of the policy, or during the policy period in connection with any additional hazards, we shall not deny coverage under this Coverage Part based upon such failure to disclose hazards.

Waiver Of Transfer Of Rights Of Recovery

The following is added to Paragraph **8. Transfer of Rights Of Recovery Against Others To Us** under **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

We will waive any right of recovery against a person or organization because of payments we make under this Commercial General Liability Coverage Part. This waiver applies only if the insured has agreed in a written contract or written agreement to:

1. Waive any right of recovery against that person or organization; or
2. Assume the liability of that person or organization pursuant to a written contract or written agreement that qualifies as an "insured contract"; and
3. Include such person or organization as an additional insured on your policy.

Such waiver by us applies only to that person or organization identified above, and only to the extent that the insured has waived its right of recovery against such person or organization prior to loss.

Liberalization

The following condition is added to **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

If we revise this Coverage Part to provide more coverage without additional premium charge, subject to our filed company rules, your policy will automatically provide the additional coverage as of the day the revision is effective in your state.

Two or More Coverage Parts or Policies Issued By Us

(This provision is not Applicable in the state of New York or Wisconsin).

The following condition is added to **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

It is our intention that the various coverage parts or policies issued to you by us, or any company affiliated with us, do not provide any duplication or overlap of coverage. We have exercised diligence to draft our coverage parts and policies to reflect this intention. However, if the facts and circumstances that will respond to any claim or "suit" give rise to actual or claimed duplication or overlap of coverage between the various coverage parts or policies issued to you by us or any company affiliated with us, the limit of insurance under all such coverage parts or policies combined shall not exceed the highest applicable limit under this coverage, or any one of the other coverage forms or policies.

This condition does not apply to any Excess or Umbrella policy issued by us specifically to apply as excess insurance over this coverage part or policy to which this coverage part is attached.

SECTION V — DEFINITIONS

Discrimination

(This provision does not apply in New York).

A. The following is added to Definition **14.** "Personal and advertising injury":

"Personal and advertising injury" also means "discrimination" that results in injury to the feelings or reputation of a natural person, however only if such "discrimination" or humiliation is:

1. Not done by or at the direction of:
   - **a.** The insured; or
   - **b.** Anyone considered an insured under **SECTION II — WHO IS AN INSURED;**
2. Not done intentionally to cause harm to another person.

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3. Not directly or indirectly related to the employment, prospective employment or termination of employment of any person or persons by any insured.

4. Not arising out of any "advertisement" by the insured.

B. The following definition is added to **SECTION V — DEFINITIONS:**

"Discrimination" means:

a. Any act or conduct that would be considered discrimination under any applicable federal, state, or local statute, ordinance or law;

b. Any act or conduct that results in disparate treatment of, or has disparate impact on, a person, because of that person's race, religion, gender, sexual orientation, age, disability or physical impairment; or

c. Any act or conduct characterized or interpreted as discrimination by a person based on that person's race, religion, gender, sexual orientation, age, disability or physical impairment.

It does not include acts or conduct characterized or interpreted as sexual intimidation or sexual harassment, or intimidation or harassment based on a person's gender.

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Electronic Data

The following definition is added to **SECTION V — DEFINITIONS:**

"Electronic data" means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMS, tapes, drives, cell, data processing devices or any other media which are used with electronically controlled equipment. For the purpose of the Electronic Data Liability coverage provided by this endorsement, Definition **17.** "Property damage" is deleted in its entirety and replaced by the following:

17. "Property damage" means:

a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or

b. Loss of, loss of use of, damage to, corruption of, inability to access, or inability to properly manipulate "electronic data", resulting from physical injury to tangible property. All such loss of "electronic data" shall be deemed to occur at the time of the "occurrence" that caused it.

For the purpose of the Electronic Data Liability coverage provided by this endorsement, "electronic data" is not tangible property.

Employee Amendment

Definition **5.** "Employee" under **SECTION V — DEFINITIONS** is deleted in its entirety and replaced by the following:

5. "Employee" includes a "leased worker", or a "temporary worker". If you are a School, "Employee" also includes a student teacher.

Golfing Facility

The following definition is added to **SECTION V — DEFINITIONS:**

"Golfing facility" means a golf course, golf club, driving range, or miniature golf course.

Mental Anguish Amendment

(This provision does not apply in New York).

Definition **3.** "Bodily injury" under **SECTION V — DEFINITIONS** is deleted in its entirety and replaced with the following:

3. "Bodily injury" means bodily injury, sickness or disease sustained by a person, including death resulting from any of these at any time. This includes mental anguish resulting from any bodily injury, sickness or disease sustained by a person. (In New York, mental anguish has been determined to be "bodily injury").

Not-for-profit Member

The following definition is added to **SECTION V — DEFINITIONS:**

"Not-for-profit member" means a person who is a member of a not-for-profit organization, including clubs and churches, who receives no financial or other compensation.

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From: Matt Loehman
To: RENZ-WHITMORE, ERIC D.
Cc: TAMAS-PARRIS, NOAH M.
Subject: Re: Requesting review for Eligibility for Incubation Services Contract
Date: Monday, May 12, 2025 5:14:11 PM
Attachments: image001.png
image001.png

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Eric,

We will respectfully decline this opportunity.

Thank you,

Matt

Matt Loehman
Executive Director

Horizons of New Mexico
6121 Indian School Rd. NE, Suite 220
Albuquerque, NM 87110

office phone: (505) 345-1540
email: mloehman@horizonsofnewmexico.org
web: www.horizonsofnewmexico.org

On Mon, May 12, 2025, 5:10 PM RENZ-WHITMORE, ERIC D. <edrenzwhitmore@santafenm.gov> wrote:

> Matt,
>
> I may have asked about this before, but if so, the Statement of Work has been revised (below).
>
> We will be seeking potential operators for a business incubator facility with biolab in Santa Fe.
>
> Eric
>
> **STATEMENT OF WORK (REVISED)**
>
> Contractor shall provide the following services for the City of Santa Fe:
>
> **(A) Business Incubation Services**
>
> Contractor shall provide business incubation services and entrepreneurial support to local early-stage businesses. These services shall include:
>
> 1. **Facilities and Infrastructure:**
> a. Provision of physical office space, meeting rooms, and access to internet and telecommunications services for client companies;
> b. Maintenance of a professional and secure work environment, including reception and administrative support.
> 2. **Advisory Services:**
> a. Ongoing business mentorship, coaching, and technical assistance;
> b. Referrals to outside resources for specialized support including legal, financial, and marketing services.
> 3. **Training and Workshops:**
> a. Regular training sessions, workshops, and seminars for client companies and the broader entrepreneurial community.
> 4. **Networking and Community Building:**
> a. Facilitation of peer-to-peer learning and networking opportunities;
> b. Organization of events to foster community among entrepreneurs and connect them with investors and service providers.
> 5. **Reporting and Collaboration with the City:**
> a. The Contractor shall collaborate with the City's Office of Economic Development (OED) to develop a standardized reporting format. At a minimum, reports shall include both quantitative and qualitative metrics such as:
> - Number of businesses served
> - Jobs created or retained
> - Capital raised by client companies
> - Business graduations or exits from the incubator
> - Demographic breakdowns of participants
> - Current company occupancy and space utilization
> - Contributions to the broader entrepreneurial ecosystem
>
> b. Reports may also include success stories, challenges encountered, and steps taken to improve program performance.
> c. The Contractor shall submit **quarterly reports** to the City detailing client activities, program outcomes, and progress toward stated objectives.
> d. In addition, the Contractor shall participate in **regular coordination meetings** or calls with OED to ensure alignment with the City's economic development goals and to support collaborative planning and implementation.
> 6. **Graduation and Exit Criteria**
> a. The Contractor shall define and implement clear, measurable criteria for client companies to successfully graduate from the incubator. Criteria may include, but are not limited to:
> i. Revenue thresholds
> ii. Number of employees
> iii. Length of time in the program
> iv. Capital raised
> v. Operational independence or market traction
> b. The Contractor shall:
> i. Monitor and report each company's progress toward graduation on a regular basis
> ii. Notify the City in writing when a company meets graduation criteria or exits the program
> iii. Provide transition planning support to help companies prepare for post-incubator success
> iv. Maintain reasonable alumni tracking and engagement to measure long-term impact and promote ecosystem connectivity

7. **Sector-Specific Business Support**

a. The Contractor shall work with the City to identify targeted industry sectors —such as biosciences, clean energy, technology, and creative industries and provide support. This assistance may include:

i. Sector-specific mentorship and coaching

ii. Access to specialized facilities, equipment, or technical advisors

iii. Industry-relevant training, programming, or networking opportunities

iv. Matchmaking with potential partners, funders, or collaborators

b. The Contractor shall coordinate with the City to ensure these efforts are aligned with regional economic development priorities and sector-specific strategies, and shall adjust services as needed to respond to emerging industry needs or opportunities.

8. **Capital Access Support**

a. The Contractor shall assist client companies in identifying and securing funding opportunities, including grants, loans, and private investment. Support services may include:

i. Investor matchmaking and introductions

ii. Pitch coaching and preparation

iii. Strategic guidance on fundraising approaches

iv. Connections to financial institutions and capital networks

b. The Contractor shall actively maintain relationships with a diverse range of capital providers and report quarterly on capital raised by client companies, including the type and source of funding secured.

(B) Bioscience Lab Access

- Contractor shall maintain access to lab space and specialized facilities to support bioscience companies and entrepreneurs, including but not limited to shared-use lab equipment, proper safety and compliance protocols, and trained staff or consultants for lab oversight.

(C) Community Engagement

- Contractor shall conduct outreach and engagement efforts to ensure services are accessible to diverse communities, including underrepresented entrepreneurs. Materials and programming shall be offered in English and Spanish as appropriate.

(D) Program Innovation and Continuous Improvement

- **Contractor shall regularly evaluate and refine service offerings to ensure alignment with emerging trends, entrepreneur needs, and local economic development goals. This includes staying informed of best practices in business incubation, adopting new tools or methodologies as appropriate, and incorporating feedback from participants and partners.**
- **Contractor shall describe innovation efforts in quarterly reports and identify any pilot programs or enhancements planned.**

(E) Communications and Storytelling

- **Contractor shall support communications efforts that promote the incubator's impact, highlight client success stories, and raise awareness of available services. This may include but is not limited to co-branded materials with the City, social media updates, event promotion, and participation in City-led storytelling initiatives.**
- **Contractor shall submit at least one success story or spotlight per quarter for use in public communications and reporting.**

(F) Collaboration

- **Contractor may partner or collaborate with other organizations to deliver specialized services, extend program reach, or enhance participant outcomes.**
- **Contractor shall notify the City of any formal collaboration arrangements and provide an overview of partner roles in quarterly reports. The City encourages collaboration with other entrepreneur support organizations and service providers to maximize collective impact.**

Eric D Renz-Whitmore
Economic Development Specialist
Office of Economic Development
City of Santa Fe, NM

LinkedIn: https://www.linkedin.com/in/ewhitmore
Office Phone: 505.955.6844
Mobile: 505.227.1086/505.819.1846
Want more info about opportunities for businesses and economic development activity in Santa Fe? Sign up for our newsletter here: https://bit.ly/SantaFeEconDevNewsletters

CITY OF SANTA FE
ECONOMIC DEVELOPMENT

GB-120-Santa Fe Business Incubator

Final Audit Report 2026-01-15

Created:	2026-01-14
By:	ALYSSA PEREZ (aeperez@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9uHK0tXH2EYS7GFZ_ZAvEtBRXP7tTXFc

"GB-120-Santa Fe Business Incubator" History

Document created by ALYSSA PEREZ (aeperez@santafenm.gov)
2026-01-14 - 10:22:30 PM GMT- IP address: 50.228.218.220

Document emailed to ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov) for signature
2026-01-14 - 10:26:17 PM GMT

Email sent to erenzwhitmore@santafenm.gov bounced and could not be delivered
2026-01-14 - 10:26:25 PM GMT

Email viewed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)
2026-01-14 - 11:31:42 PM GMT- IP address: 104.47.65.254

Document e-signed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)
Signature Date: 2026-01-14 - 11:32:36 PM GMT - Time Source: server- IP address: 63.232.20.2

Document sent to JoAnn Lovato (jdlovato@santafenm.gov) and Travis Dutton-Leyda (tkduttonleyda@santafenm.gov) for signature. One of them to sign
2026-01-14 - 11:32:42 PM GMT

Email sent to erenzwhitmore@santafenm.gov bounced and could not be delivered
2026-01-14 - 11:33:05 PM GMT

Email viewed by JoAnn Lovato (jdlovato@santafenm.gov)
2026-01-15 - 3:51:25 PM GMT- IP address: 63.232.20.2

Document e-signed by JoAnn Lovato (jdlovato@santafenm.gov)
Signature Date: 2026-01-15 - 3:56:38 PM GMT - Time Source: server- IP address: 63.232.20.2

Document emailed to BRIAN MOYA (bjmoya@santafenm.gov) for signature
2026-01-15 - 3:56:45 PM GMT

Email sent to erenzwhitmore@santafenm.gov bounced and could not be delivered

2026-01-15 - 3:56:55 PM GMT

Email viewed by BRIAN MOYA (bjmoya@santafenm.gov)

2026-01-15 - 8:47:19 PM GMT- IP address: 63.232.20.2

Document e-signed by BRIAN MOYA (bjmoya@santafenm.gov)

Signature Date: 2026-01-15 - 8:50:12 PM GMT - Time Source: server- IP address: 63.232.20.2

Agreement completed.

2026-01-15 - 8:50:12 PM GMT

CITY OF SANTA FE

Date: January 27, 2026

To: Governing Body
Finance Committee
Quality of Life Committee

Via: Brian Moya, Interim City Manager BRIAN MOYA
Thomas Grundler, Interim Chief of Police
Thomas J. Grundler (Jan 27, 2026 14:14:43 MST)

From: Ben Valdez, Deputy Chief of Police B. Valdez, DC
B. Valdez, DC (Jan 27, 2026 13:21:14 MST)

Subject: Allocation 23-ZH5048-81-3 (yr3)

Vendor Name: Department of Finance Authority

Vendor Number: **3125**

ITEM AND ISSUE:
Request for Approval of the Department of Finance & Administration Certification for Allocation 23-ZH5048-81 in the amount of $93,750 for the Hiring of Law Enforcement/Support Positions at the Santa Fe Police Department for FY26 (Year 3). Funds are allocated over a 3-year period. (Ben Valdez, Deputy Chief of Police, bpvaldez@santafenm.gov)

1. Request for Approval of a Budget Adjustment Resolution in the Total Amount of $93,750 from the NM Department of Finance and Administration Fund to the Police Salaries Fund.

BACKGROUND AND SUMMARY:
The City of Santa Fe submitted a request for a disbursement of funds from the Department of Finance and Administration (DFA). During the 2023 Legislative session, Governor Michelle Lujan Grisham signed legislation appropriating $57M for New Mexico law enforcement agencies to help build personnel capacity.

The FY24 Law Enforcement Recruitment Fund was established and allows the funds to be used:

- To fill law enforcement officer or support positions (if unfunded)
- To create new law enforcement officers or support positions.

The funds can be used for salaries and benefits up to the amount allocated by the award. The Department requested funding to create (4) Crime Scene Technician positions and (1) Crime Analyst position. On September 22, 2023, the City of Santa Fe received notice that we were awarded funding for the (5) positions, with each position being granted up to $75,000.

This appropriation is distributed over 3 years, for a total allocation of $656,250.00 to Santa Fe Police Department.

1. Year 1 allows for 100% of the allocation of $375,000, with each position being funded up to $75,000.00. **(COMPLETED)**

2. Year 2 allows for 50% of the allocation up to $187,500 for salary and benefits. The City of Santa Fe will absorb the remaining 50% in Year 2. **(COMPLETED)**
3. Year 3 the City will be able to utilize 25% up to $93,750 for salary and benefits and the City will be responsible for the remaining 75% of the funding.
4. Year 4 the City will be responsible for fully funding the positions.

The (5) support positions had been requested in previous years to allow expanded capacity to shift workload from personnel in police officer roles to civilian personnel.

With Year 1 approved and completed, we were able to fill all (5) support positions.

The Department has staffed the Crime Scene Unit with primarily civilian staff, which is currently fully staffed with (8) Crime Scene Technicians. This has allowed on duty coverage by the Crime Scene Unit to seven days a week during the hours of 6:00 a.m. to 10:00 p.m., with on call coverage from 10:00 p.m. to 6:00 a.m. This allows police officers to be assigned to higher priority calls that are not suitable for civilian staff to respond to.

We have been able to fully staff (2) Crime Analyst that are primarily responsible for completing monthly crime reports, compiling data for crime trends to support planning for deployment of resources for proactive operations and compiling data for annual crime reporting. We are working to expand their responsibilities to real time crime information that can be compiled and relayed to field and investigations units without disrupting the monthly reporting process. By increasing the staffing, we will be able to distribute the workload in the unit and have the ability to analyze and communicate real time crime information to our staff to curtail crime trends and efficiently deploy resources using real time intelligence-based information that is timely and relevant.

The certification has a requirement on reporting on the use of the funds to DFA on form "Exhibit A" which is attached to this packet. Any funds not disbursed during this fiscal year will need to be reverted back to DFA.

The positions have been a welcomed relief to our staff and their workload has been able to be distributed more equitably.

The Police Department will continue to work with the Human Resources and Finance Departments to plan for budgeting the positions for future years until the City completely absorbs the cost in the annual budget.

PROCUREMENT METHOD:
N/A
Chief Procurement Officer Approval: N/A **Date:**_____
Comment/Exceptions:_____
Supporting Information:

CONTRACT NUMBER: N/A
FUNDING SOURCE/REVENUE: ☐**Expense** | ☒**Revenue**
The funding source is:
Fund Name/Number Law Enforcement/ Fund 223
Munis Org Name/Number: Police Grants/ 2230315
Munis Object Name/Number: Salaries/ 500110

Budget Officer Approval: Andy Hopkins **Date:** Jan 27, 2026
Comment/Exceptions: _____

Grant ☒Yes | ☐ No
Grant #: S2415 (Year 3)
Grant Manager/Accounting Officer Approval: Matthew Bonifer Matthew Bonifer (Jan 27, 2026 14:33:09 MST) **Date:** Jan 27, 2026
Comment/Exceptions: _____

Project ☒Yes | ☐ No
Project Ledger #: POL2422305

CAPITAL ASSET (will this procurement result in a tangible item that costs more than $5,000
☐Yes | ☒ No
Asset # (if known): _____

Repair or Replacement of Existing Equipment:
☐Yes | ☒ No
Please explain: N/A

Capital Project:
(New and improvement projects that are going to cost $10,000 or more)
☐ Yes | ☒ No
Anticipated length of project: N/A
Asset Manager Approval: N/A **Date:** _____
Comment/Exceptions: _____

Was this service deemed construction: ☐ Yes | ☒ No

Department Approvals:
IT Components: ☐ **Yes** | ☒ **No**
Vehicles: ☐ **Yes** | ☒ **No**
Facilities, Furniture, Fixtures, Equipment: ☐ **Yes** | ☒ **No**
Approval: N/A **Title:** _____ **Date:** _____
Approval: _____ **Title:** _____ **Date:** _____
Comment & Exceptions: _____

Department Contract Administrator Contact Info: AnnaMarie Bowen, x5122, acbowen@santafenm.gov

ATTACHMENTS:
Allocation Disbursement
BAR
Project Ledger Form

REIMBURSING AGENCY: Department of Finance and Administration

Business Unit: 341

RECIPIENT:

City of Santa Fe

APPROPRIATION NUMBER:	TOTAL ALLOCATION AMOUNT:	REVERSION DATE:
23-ZH5048-81-3	**$656,250.00**	**June 30, 2026**

ALLOCATION PURPOSE

Six hundred fifty-six thousand two hundred fifty dollars and zero cents over three years to hire law enforcement/support positions. The third allocation will be disbursed within 15 business days of execution of this agreement.

ALLOCATION DISBURSEMENT

The remaining allocation amount, after receiving the first-year allocation in fiscal year 2024, and second-year is fiscal year 2025 will be disbursed as follows: the third-year allocated funds will be disbursed up to $93,750 in fiscal year 2026. The Allocation Recipient will submit to the Department of Finance & Administration this signed document. Disbursements of funds will be made within 15 business days of receipt of the signed agreement.

Funds for the third disbursement must be expended by June 30, 2026. Any amount not expended in the remaining year will be returned to the State of New Mexico, Department of Finance and Administration in the year that it is scheduled for reversion. All expenditure must occur prior to the reversion date.

The Allocation Recipient agrees to submit quarterly reports using Exhibit A, Law Enforcement Recruitment Report, providing updates on the hiring of law enforcement/support positions.

CERTIFICATION

I hereby certify that the **City of Santa Fe**

1. Will only use the allocated funds to carry out and/or perform activities described in allocation language.
2. Will follow the procedure described in "Allocation Reporting" of allocated funds.

Thomas J. Grundler (Jan 27, 2026 14:14:43 MST)

Local Law Enforcement Agency — Date: Jan 27, 2026

Authorized Local Governing Body Authority — Date

APPROVAL

In accordance with the authority conferred on the Department of Finance & Administration by the statute appropriating these funds, I hereby approve this certification for appropriation number **23-ZH5048-81-3** in the amount of **93,750.**

Local Government Division — Date

IN WITNESS WHEREOF, the City of Santa Fe has executed this Agreement as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

_____
MICHAEL GARCIA, MAYOR

DATE:_____

ATTEST:

_____
CITY CLERK

CITY ATTORNEY'S OFFICE:

Christopher W. Ryan
Christopher W. Ryan (Jan 23, 2026 12:13:27 MST)
CHRIS RYAN, SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

BRIAN MOYA
_____
FINANCE DIRECTOR

REIMBURSING AGENCY: Department of Finance and Administration

Business Unit: 341

STATE OF NEW MEXICO
Law Enforcement Recruitment Fund
Quarterly Report Form
Exhibit A

Allocation Recipient:	
Appropriation Number:	

Provide names of individuals hired and their hire date:	**Title of Position**	**Vacant Position Salary (YTD) :**	**New Position Salary (YTD):**
Total Amount of Appropriation Funds Expended this Quarter:		**Total: $**	**Total: $**

Add extra lines as applicable.

Narrative: (Provide description of next steps to fill any remaining vacant positions. Examples: hiring event or outreach using social media.)

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

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

DEPARTMENT / DIVISION NAME	DATE
Police/Administration	1/15/2026

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
Salaries	2230315	500110	POL2422305	93,750	
REVENUES				*{enter as negative #}*	*{enter as positive #}*
NM Department of Finance & Administration	2230315	490210	POL2422305	(93,750)	
				$ -	$ -

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

State Allocation 23-ZH5048-81-3 for law enforcement/support positions. To record Year 3 distribution for a total of $93,750 for FY26.

{Complete section below if BAR results in a net change to ANY Fund}	
Fund(s) Affected	Fund Balance Increase/(Decrease)
TOTAL:	0

AnnaMarie Bowen — 1/27/2026
Prepared By *{print name}* — Date

Division Director Signature *{optional}* — Date

Thomas J. Grundler (Jan 27, 2026 14:14:43 MST) — Jan 27, 2026
Department Director Signature — Date

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

CITY COUNCIL APPROVAL

City Council Approval Date

Agenda Item #:

Andy Hopkins — Jan 27, 2026
Budget Officer — Date

Finance Director *{≤ $5,000}* — Date

City Manager *{≤ $60,000}* — Date

City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form

Date of Request: 01/15/2026

Project Title: FY26 Law Enforcement Recruitment Fund Allocation 23-ZH5048-81-3

Project Type: ☐ CIP ☑ Grant ☑ Internal Tracking

Project ID: POL2422305
Grant ID: S2415
Approved By: BSG 01.27.26 Erika Lujan
(Finance Use Only)

Department: SFPD Project Manager: Deputy Chief Ben Valdez Ext: 5040

Project Date Range: 07/01/2025 to 06/30/2026 ☐ Create Fixed Asset

---

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

Funding Source: New Meixco Department of Finance & Administration % of Funding: 100

MUNIS ORG: 2230315 MUNIS OBJ: 490210 Awarded Amount: $93,750 (Year 3)

Funding Source: _____ % of Funding: _____

MUNIS ORG: _____ MUNIS OBJ: _____ Awarded Amount: _____

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: Salaries MUNIS ORG: 2230315 MUNIS OBJ: 500110

Grants Only (list all grants if applicable):

Grantor Name: CAP APPR. 23-ZH5048-81-3/HB68 Awarded Amount: $656,250.00

AR Charge Code: 2230315.490210 ☑ Grant funds multiple projects (Complete a form for each project)

Grantor Id: _____ Federal CFDA (if applicable): N/A

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

CITY OF SANTA FE

The Purchasing Memo

Date: January 22, 2026

To: Governing Body and Finance Committee

From: Heather Lamboy, AICP, Planning and Land Use Director

Via: **Brian Moya, Interim City Manager**

Andrea Phillips, Interim Finance Director

Andy Hopkins, Budget Officer

Subject: Contract Amendment for Land Development Code Update

Vendor Name: Clarion Associates

Munis Vendor Number: 9463

ITEM AND ISSUE:

Land Use Department respectfully requests your review and approval of a Amendment #1 to Contract 22-0521 with Clarion Associates for Land Development Code Update. Amendment #1 increases the amount of compensation by $50,982.06 for a total compensation of $246,697.06 inclusive of GRT.

CONTRACT NUMBER:

The FY22 Munis contract number is 3203599

BACKGROUND AND SUMMARY:

The Planning and Land Use Department ("Department") respectfully requests approval of an amendment to increase the total compensation for contract #22-0521 with Clarion Associates ("Clarion"), for completion of Phases 1a and 1b of the Land Development Code update ("LDC update").

On December 30, 2022, the Governing Body of the City of Santa Fe ("City") approved a Professional Services Agreement ("Contract") with Clarion Associates for $195,715.00 to complete Phases 1a and 1b of the LDC update. This Contract was issued in fulfillment of RFP #22/22/P and is attached hereto as "Exhibit A." As a reminder, the LDC update is being accomplished through the following phases:

- Phase 1a: Diagnostic Review
- Phase 1b: Code Housekeeping and Technical Corrections
- Phase 2: Promoting Key Standards
- Phase 3: General Plan implementation

The funds were appropriated in Fiscal Years 2023, 2024 and 2025, and expended accordingly. This budget can be found in Org 1004501 / Object Code 510300. All of the work completed by Clarion during this time was included in Section One of the agreed-upon Scope of Work ("SOW"), including delivery of Phases 1a and 1b of the LDC update. However, insufficient funding for the more complex elements in Phases 1a and 1b, as well as an extended City review period that was not anticipated when developing the SOW or budget, resulted in additional expenses that surpassed the amount allowed in the original contract, totaling $50,982.06. This request does not include a change in SOW for Phase One.

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:

Fund Name/Number: General Fund 100

Munis Org Name/Number: Land Use 1004501

Munis Object Name/Number: Professional Contracts 510300

Budget Officer / Designee: Andy Hopkins **Date:** 01/27/2026

Budget Officer Comment/Exceptions: _____

PROCUREMENT METHOD:

The procurement method used was NMSA 1978, Section 13-1-111, RFP

RFP 22/22/P

Chief Procurement Officer (CPO)/Designee: JoAnn Lovato Montaño **Date:** 01/28/2026

CPO Comment/Exceptions: ATF memo approved.

ASSOCIATED APPROVALS:

IT Components included? ☐ Yes | ☒ No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Treasury/Point of Sale Components included? ☐ Yes | ☐ No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Vehicles included? ☐ Yes | ☒ No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Construction to City Facilities, Furniture, and/or Fixtures included? ☐ Yes | ☒ No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this an externally funded purchase? ☐ **Yes |** ☒ **No**

If yes, what is the issuing agency: _____

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this a Capital Asset or Project? ☐ **Yes |** ☒ **No**

Project Ledger Number: _____

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

ATTACHMENTS:

Amendment:
Original contract packet (with previous contract amendments)

CITY OF SANTA FE
CENTRAL PURCHASING

CITY OF SANTA FE

AMENDMENT No. 1 TO

Contract # 3203599

Land Development Code Diagnostic Review

This AMENDMENT No. One the "Amendment") amends the CITY OF SANTA FE CONTRACT, dated October 30, 2022 (the "Contract"), between the City of Santa Fe (the "City") and Clarion Associates LLC. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS

A. Under the terms of the Contract, Contractor has agreed to provide the work outlined in the contract.

B. Pursuant to the Amendment Article of the original Contract, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

Updated sections below replace the corresponding sections listed in the contract.

1. COMPENSATION

Article 3 of the Contract is amended to increase the amount of compensation by a total of $50,982.06 so that Article 3 reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services satisfactorily performed. Upon completion of Phase I (Exhibit B), the total amount payable to the Contractor under this agreement, inclusive of gross receipts tax and expenses, shall not exceed two hundred forty-six thousand, six hundred ninety-seven dollars and six cents ($246,697.06). This amount is a

maximum and not a guarantee that the work assigned to be performed by the Contractor under this Agreement shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. The Contractor is responsible for notifying the City when the services provided under this agreement reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing prior to those services being provided.

B. The compensation represents a maximum amount. The Contractor must notify the City when the Services provided under this Contract approach 90% of compensation total. Services rendered beyond the maximum compensation amount will not be reimbursed unless the Contract is amended in writing prior to the provision of such services.

C. Invoicing and Payment Terms Payment will be made upon the City's acceptance of deliverables and receipt of a detailed, certified invoice from the Contractor. Payments will be sent to the Contractor's designated address. The City shall issue payment in accordance with the timelines required by law. Invoices must be submitted no later than fifteen (15) days after the Contract's termination. Late invoices will not be processed or paid.

2. CONTRACT IN FULL FORCE

Except as specifically provided in the Amendment, the Contract remains and shall remain in full force and effect, in accordance with its terms.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 to the Contract as of the dates set forth below.

CITY OF SANTA FE:

_____

MICHAEL GARCIA, MAYOR

DATE:_____

CONTRACTOR:

Elizabeth Garvin

ELIZABETH GARVIN, DIRECTOR

DATE: Jan 16, 2026

NMBTIN: _____

ATTEST:

_____

CITY CLERK

CITY ATTORNEY'S OFFICE:

_____

FRANK RUYBALID, ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

_____

FINANCE DIRECTOR

City of Santa Fe

Date: January 9, 2026

To: Brian Moya, Interim City Manager

From: Heather L. Lamboy AICP, Planning & Land Use Director

RE: Retroactive Contract Amendment for Land Development Code update

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ACTION

Request retroactive approval for a Purchase Order for the purchase of consulting services required for the completion and delivery of the Phase 1 of the Land Development Code update ("LDC update"). This purchase will be scheduled for review at the January 21st Quality of Life Committee meeting; the January 26th Finance Committee meeting; and approval at the January 28th Governing Body meeting.

BACKGROUND

In September 2024 the Planning and Land Use Department submitted the administrative draft of the LDC update Phase 1 document to the City Attorney's Office ("CAO") for review and edits, then awaited the revisions for the next 12 months. In late 2025 the review and edits were completed and incorporated, and the document went to the requisite committees for review and ultimately to the Governing Body for approval on November 19, 2025. Throughout the protracted review process, the City's consultant, Clarion Associates, continued to work on in-scope tasks, assisting as needed to maintain progress on the document's adoption. During this unanticipated 12-month slowdown in work on the document, there was also a change of vendor from Clarion Associates to Goebel Partners, LLC, as two of the key team members for this project, Ms. Jenny Baker and Mr. Matt Goebel (Project manager of the LDC update) ended their employment with left Clarion Associates. Clarion Associates completed their work on Phase 1 and handed the project over to Goebel Partners, who will fulfill all contract obligations leading to and including adoption of the Code, once contract #22-0521 is formally reassigned. The total increase to the total compensation, to be paid via new purchase order ("PO"), is $50,982.06. This will pay Clarion Associates for the additional work performed during City review, which brings the Phase 1 contract budget to a new total of $246,697.06 (including NMGRT). If the requested increase in total compensation is not approved and paid to Clarion Associates for work undertaken in fulfilling the obligations of the approved scope-of-work ("SOW"), they may elect not to sign the contract reassignment letter, which is required for the project to be completed by Goebel Partners, which poses a serious risk to the success of the project.

In order to avoid delays to the project, the Planning and Land Use Department is requesting permission to increase the total compensation and issue the PO for Clarion Associates. As such, staff is providing this memorandum as required by Section 20 ("XX") of the Procurement Manual for retroactive approval.

XX. Retroactive Approval for a Contact or Contract Amendment

The Procurement Code requires that all non-exempt procurement by the City shall be achieved by completive sealed bids or competitive sealed proposals except for small purchased, sole source procurements, emergency procurements, and existing contracts. Failure of retroactive approval for contract and contract amendments that fulfill all of the requirements of this manual and the Procurement Code, the City will approve the date requested in writing by the Requesting Department on the memo accompanying the request as long as the requested approval date is within thirty (30) days of the expiration of the contract.

For retroactive approval of the contract and contact amendment apart from the approval given pursuant to the provisions of this manual, the City may grant additional retroactive approval to a contract or contract amendment, based upon exceptional circumstances, where all the following conditions are met:

A. The services performed without the City's prior approval of the contract did not occur as the result of repeated mistakes or the willful misconduct of the Requesting Department.

B. The failure to obtain the City's retroactive approval will prevent the Requesting Department from fulfilling its obligations.

C. The Requesting Department provides to the City Manager a written, factual, explanation of the matters described in Paragraphs (1) and (2) signed by the Department Director.

D. The Requesting Department requested, through a public officer or employee with authority to make such a request, the contractor to perform services that were then actually performed by the contractor in good faith reliance that it would be paid for those services.

The Procurement Code, NMSA 1978 13-1-182, as amended, govern situations in which the City has denied a request for retroactive approval of a contract or contract amendment due to the department's failure to meet the requirements of this rule.

SUMMARY

- This purchase is being made via a CES Price Agreement. (Paragraph 1)
- This request is being made within 30 days of the Expiration Date of the existing Agreement

(December 31, 2026). (Paragraph 2)

- This purchase being made in this fashion is not occurring as the result of repeated mistakes by the Contractor or the Requesting Department but is due to an unexpected, extensive delay by a different department whose review and approval was mandatory for adoption of the proposed regulations. (Paragraph 3A).
- The failure to obtain this retroactive approval would seriously delay or terminate the project before its completion. (Paragraph 3B).
- Factual explanation of the situation and its relevance to our Procurement Manual's Section 20 is provided in this memo. (Paragraph 3C).
- The Planning and Land Use Director requests permission to increase the total compensation and execute a Purchase Order by which to issue payment for services already rendered in good faith, as the tasks were included in the agreed-upon scope. This will allow the consultant to sign the reassignment letter so that the new vendor may commence work and prevent a delay to this critical project. (Paragraph 3D).

Approval for use of retroactive contract amendment:

BRIAN MOYA Jan 16, 2026

Brian Moya Date

Interim City Manager

City of Santa Fe

Date: January 9, 2026

To: Governing Body

Via: Brian Moya, Interim City Manager
Andrea Phillips, Interim Finance Director
Andy Hopkins, Budget Officer

From: Heather L. Lamboy, AICP, Planning & Land Use Director

RE: Contract Amendment for Land Development Code update

ACTION

The Planning and Land Use Department ("Department") respectfully requests approval of an amendment to increase the total compensation for contract #22-0521 with Clarion Associates ("Clarion"), for completion of Phases 1a and 1b of the Land Development Code update ("LDC update").

BACKGROUND & SUMMARY

On December 30, 2022, the Governing Body of the City of Santa Fe ("City") approved a Professional Services Agreement ("Contract") with Clarion Associates for $195,715.00 to complete Phases 1a and 1b of the LDC update. This Contract was issued in fulfillment of RFP #22/22/P and is attached hereto as "Exhibit A." As a reminder, the LDC update is being accomplished through the following phases:

- Phase 1a: Diagnostic Review
- Phase 1b: Code Housekeeping and Technical Corrections
- Phase 2: Promoting Key Standards
- Phase 3: General Plan implementation

The funds were appropriated in Fiscal Years 2023, 2024 and 2025, and expended accordingly. This budget can be found in Org 1004501 / Object Code 510300. All of the work completed by Clarion during this time was included in Section One of the agreed-upon Scope of Work ("SOW"), including delivery of Phases 1a and 1b of the LDC update. However, insufficient funding for the more complex elements in Phases 1a and 1b, as well as an extended City review period that was not anticipated when developing the SOW or budget, resulted in additional expenses that surpassed the amount allowed in the original contract, totaling $50,982.06. This request does not include a change in SOW for Phase One.

FUNDING SOURCE

Land Use – General Fund

Fund Name/Number:	General Fund/100
Org. Name/Number:	Land Use Admin/1004501
Object Name/Number:	Professional Contracts/510300

EXHIBIT

A: Contract # 22-0521 (City of Santa Fe and Clarion Associates)

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Clarion Associates LLC

Procurement Title: Professional Service Agreement

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

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

Department Requesting Land Use Staff Name Amanda Encinias

Procurement Requirements:

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

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

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

Amanda Encinias — Administrative Manager — 10-17-22

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

JoAnn Lovato (Oct 21, 2022 11:43 MDT) — Contracts Supervisor — Oct 21, 2022

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

ITT Representative (attesting that all information is reviewed) — Title — Date

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

City of Santa Fe, New Mexico

memo

DATE: October 17, 2022

TO: John Blair, Santa Fe City Manager

VIA: Jason M. Kluck, Planning and Land Use Department Director jmk
Heather L. Lamboy, AICP, Assistant Land Use Director HLL

FROM: Daniel Alvarado, Planner Senior

SUBJECT: Professional Services Agreement for RFP #22/22/P, Land Development Code Diagnostic Review

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The City of Santa Fe Planning and Land Use Department respectfully submit for your approval a Professional Services Agreement (Contract) between the City of Santa Fe, New Mexico, (City) and CLARION ASSOCIATES, (Contractor) for RFP #22/22/P, Land Development Code Diagnostic Review. The Contractor will provide the services described in Section 1 of the Contract: Scope of Work, and further described in the Contractor's Technical and Cost Proposals, which are attached to the contract as "Exhibit A."

The Contract identifies three phases that will be undertaken by the Contractor as part of the Land Development Code Diagnostic Review. The phases are broken down accordingly:

- Phase 1A: Diagnostic Review
- Phase 1B: Code Housekeeping and Technical Corrections
- Phase 2: Promoting Key Standards
- Phase 3: General Plan Implementation

Currently, only Phase 1A and 1B are funded, while phases 2 and 3 will be undertaken "as funds become available" as stated in the Contract Scope of Work.

The Contractor's proposed budget for Phase 1A and 1B total $195,715.00. Budget for this is available in Org 1004501 and Object Code 510300

The Contractor's anticipated budget for Phase 2 is $300,000 - $350,000, while their anticipated budget for Phase 3 is $120,000 - $150,000. Upon the completion of Phase 1 and the funding of Phases 2 and 3, these budgets will be finalized and the Contract will be amended to reflect the new total budget of the project.

City of Santa Fe

Real Estate Summary of Contracts, Agreements, Amendments & Leases

Section to be completed by department

1. Munis Contract # 3203599

Contractor: Clarion Associates

Description: Land Development Code Diagnostic Review

Contract [X] Agreement [ ] Lease / Rent [ ] Amendment [ ]

Term Start Date: TBD Term End Date: 12-31-26

[ ] Approved by Council Date: _____

Contract / Lease:

Amendment # _____ to the Original Contract / Lease # _____

Increase/(Decrease) Amount $ _____

Extend Termination Date to: _____

[ ] Approved by Council Date: _____

Amendment is for:

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

3. **Procurement History:** _____

JoAnn Lovato
JoAnn Lovato (Oct 21, 2022 11:43 MDT)
Purchasing Officer Review: Date: Oct 21, 2022

Comment & Exceptions: Procured via RFP

4. **Funding Source:** Land Use-General Fund **Org / Object:** 1004501.510300

Andy Hopkins
Andy Hopkins (Oct 21, 2022 10:40 MDT)
Budget Officer Approval: Date: Oct 21, 2022

Comment & Exceptions: _____

Staff Contact who completed this form: Amanda Encinias Phone # 955-6122

Email: ajencinias@santafenm.gov

To be recorded by City Clerk:
Clerk # _____
Date of Execution: _____

ITT Representative (attesting that all information is reviewed) Title Date

Item# 22-0521
Munis Contract# 3203599

CITY OF SANTA FE

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City," and CLARION ASSOCIATES, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Parties.

RECITALS

WHEREAS, the Chief Procurement Officer of the City has made the determination that this Agreement is in accordance with the provisions of the New Mexico Procurement Code (NMSA 1978, 13-1-28 et seq.) pursuant to NMSA 1978, § 13-1-95.2.E; and NMSA 1978, § 13-1-111.

WHEREAS, the Contractor is one of such requisite and qualifications and is willing to engage with the City for professional services, in accordance with the terms and conditions hereinafter set out, and the Contractor understanding and consenting to the foregoing is willing to render such professional services as outlined in the Agreement; and

WHEREAS, the Contractor does hereby accept its designation as Land Use Consultants, rendering services related to Land Development Code Diagnostic Review for the City, as set forth in this Agreement; and

WHEREAS, it is agreed by the parties that the performance of the professional services is for a period of [December 31, 2026], as directed by the City.

NOW, THEREFORE, the parties hereby agree as follows:

1. **Scope of Work**.

The Contractor shall provide the following services, further described as deliverables in Phase 1 (Tasks 1-5) as described in Exhibit "A" attached hereto, to the City as represented in their proposal to the City in response to RFP #22/22/P

A. Phase 1A of the project, the Diagnostic Review, will include a comprehensive analysis of the current Land Development Code. This phase will include general code analysis by the consultant team as well as a substantial public involvement component. This phase will identify opportunities for both "housekeeping" (i.e., non-substantive) and technical improvements to the code, as well as more substantial improvements.

B. Phase 1B, Code Housekeeping and Technical Corrections, will revise the existing LDC to address the housekeeping/technical issues identified in Phase 1A. These are expected to focus primarily on document organization, format, and writing style. As noted in the RFP, this work will include:

1) Identification of inconsistencies, circular or unclear references, conflicts, and areas needing simplification, clarification, coordination and/or explanation.

2) Identification and classification of missing and/or needed improvements and modifications to conditions, best practices and interpretations needed for streamlining and standardization.

C. Phase 2 Promoting Key Standards will include substantive updates to regulations and procedures in the Land Development Code that implement key community standards and land development policies. Phase 2 will be undertaken as funds become available.

D. Phase 3, General Plan Implementation, will be conducted in conjunction with the General Plan Update to implement goals and objectives identified in the General Plan. Phase 3 will be undertaken as funds become available.

Phases 1A and 1B are intended to result in no (or minimal) substantive changes to existing requirements, standards, or procedures; however, the Diagnostic Review report will identify potential substantive changes that can be addressed in future Phases 2 and 3 of the project.

2. Standard of Performance; Licenses.

A. The Contractor represents that Contractor possesses the personnel, experience and knowledge necessary to perform the services described under this Agreement.

B. The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.

2. Compensation.

A. The City shall pay to the Contractor in full payment for services satisfactorily performed. Upon completion of Phase 1 (Exhibit B), the total amount payable to the Contractor under this agreement, inclusive of gross receipts tax and expenses, shall not exceed one hundred ninety-five thousand, seven hundred fifteen dollars ($195,715.00). This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Agreement shall equal the amount stated herein. The parties to not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the City when the services provided under this agreement reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this agreement being amended in writing prior to those services in excess of the total compensation amount being provided.

B. Payment is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work, and to approval by the City. All invoices MUST BE received by

the City no later than thirty 30) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.

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

3. Term.

THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Agreement shall terminate on December 31, 2026, unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations). The City reserves the right to renew the contract on an annual basis by mutual Agreement not exceed a total of four (4) years in accordance with NMSA 1978, §§ 13-1-150 through 152.

4. Termination.

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

B. Termination Management. Immediately upon receipt by either the City or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the City; 2) comply with all directives issued by the City in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the City shall direct for the protection, preservation, retention or transfer of all property titled to the

City and records generated under this Agreement. Any non-expendable personal property or equipment provided to or purchased by the Contractor with contract funds shall become property of the City upon termination and shall be submitted to the City as soon as practicable.

5. Appropriations.

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

6. Status of Contractor.

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

7. Assignment.

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

8. Subcontracting.

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

9. Release.

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

10. Confidentiality.

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

11. Product of Service -- Copyright.

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

12. Conflict of Interest; Governmental Conduct Act.

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

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

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

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

13. Amendment.

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

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

14. Entire Agreement.

This Agreement, together with any other documents incorporated herein by reference and all related Exhibits and Schedules constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to

the subject matter. In the event of any inconsistency between the statements in the body of this Agreement, and the related Exhibits and Schedules, the statements in the body of this Agreement shall control.

15. Penalties for violation of law.

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

16. Equal Opportunity Compliance.

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

17. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, sec. 38-3-2 . By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

18. Workers Compensation.

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

19. Professional Liability Insurance.

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

20. Other Insurance

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

A. Commercial General Liability insurance shall be written on an occurrence basis and be a broad as ISO Form CG 00 01 with limits not less than $2,000,000 per occurrence and $2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

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

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

21. Records and Financial Audit.

The Contractor 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 for a period of three (3) years from the date of final payment under this Agreement. The records shall be subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments

22. Indemnification.

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

23. New Mexico Tort Claims Act

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq.

NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

24. 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.

25. Enforcement of Agreement.

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

26. Notices.

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

To the City: Jason Kluck, 200 Lincoln Ave. SF, NM 87501 jmkluck@santafenm.gov

To the Contractor: Matt Goebel, 1600 Stout St. Suite 1700, Denver, CO 80202 mgoebel@clarionassociates.com

27. Authority.

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

28. Merger.

This Agreement incorporates all the Agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, Agreements and understandings have been merged into this written Agreement. No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

29. Non-Collusion.

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

30. Default/Breach.

In case of Default and/or Breach by the Contractor, for any reason whatsoever, the City may procure the goods or services from another source and hold the Contractor responsible for any resulting excess costs and/or damages, including but not limited to, direct damages, indirect damages, consequential damages, special damages and the City may also seek all other remedies under the terms of this Agreement and under law or equity.

31. Equitable Remedies.

The Contractor acknowledges that its failure to comply with any provision of this Agreement will cause the City irrevocable harm and that a remedy at law for such a failure would be an inadequate remedy for the City, and the Contractor consents to the City 's obtaining from a court of competent jurisdiction, specific performance, or injunction, or any other equitable relief in order to enforce such compliance. The City's rights to obtain equitable relief pursuant to this Agreement shall be in addition to, and not in lieu of, any other remedy that the City may have under applicable law, including, but not limited to, monetary damages.

32. Default and Force Majeure.

The City reserves the right to cancel all or any part of any orders placed under this Agreement without cost to the City, if the Contractor fails to meet the provisions of this Agreement and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the City due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless the City shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights and remedies of the City provided in this Clause shall not be exclusive and are in addition to any other rights now being provided by law or under this Agreement.

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

CITY OF SANTA FE:

John Blair
John Blair (Oct 30, 2022 21:55 MDT)

JOHN BLAIR, CITY MANAGER

DATE: Oct 30, 2022

CONTRACTOR:
CLARION ASSOCIATES

NAME

Director
TITLE

DATE: 10-18-22
CRS# 02-37626I-00-6

Registration # 23280I

ATTEST:

Geralyn Cardenas (Oct 31, 2022 11:58 MDT)

KRISTINE BUSTOS MIHELCIC, CITY CLERK

XIV

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Oct 17, 2022 09:04 MDT)

SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

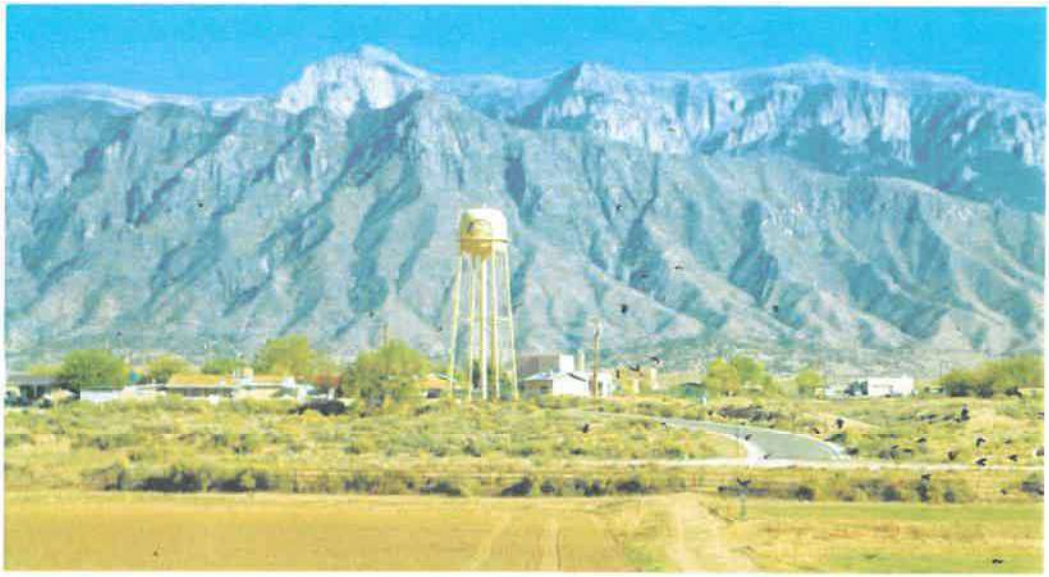
Emily K. Oster
Emily K. Oster (Oct 29, 2022 09:44 MDT)

EMILY OSTER, FINANCE DIRECTOR
Land Use 1004501.510300 AH
Org. Name/Org#.

Response prepared by:

CLARION









RFP #22/22/P - Technical Specifications

Land Development Code Diagnostic Review

Santa Fe, New Mexico

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CONFLICT OF INTEREST STATEMENT FOR CONSULTING FIRMS

Complete, sign and return with your proposal.

The City of Santa Fe policy is to prevent personal or organizational conflict of interest, or the appearance of such conflict of interest, in the award and administration of City contracts and Purchase Orders.

The Offeror shall comply with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978 and include a full disclosure of all potential organization conflicts of interest in the Proposal.

In addition to the Zoning and Land Use Planning Consultant, each key personnel shall also complete the Conflict of Interest Form below certifying that the entity has read and understands the City's policy regarding conflict of interest and the CFR. Each key personnel must also certify that there is no conflict of interest with the Project. If there is a conflict with the Project, then the Zoning and Land Use Planning Consultant and known key personnel needs to describe the conflict.

The Zoning and Land Use Planning Consultant agrees that, if after award, an organizational conflict of interest is discovered, the Zoning and Land Use Planning Consultant makes an immediate and full written disclosure to the City that includes a description of the action that the Zoning and Land Use Planning Consultant has taken or proposes to take to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist, the City may, at its discretion, cancel the contract for the Project. If the Zoning and Land Use Planning Consultant was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to the City, the City may terminate the contract for default.

The City may disqualify an Offeror if any of its key personnel belong to more than one Submitter organization/firm.

I, Matt Goebel, AICP certify that I/We have no personal or financial interests and no present employment or activity which would be incompatible with this firm's participation in any activity related to the RFP or execution of the awarded Land Development Code Diagnostic Review Contract. For the duration of this firm's involvement in the Land Development Code Diagnostic Review contract, this firm agrees not to accept any gift, benefit, gratuity or consideration, or begin a personal or financial interest in a party who is bidding and/or proposing, or associated with a bidder and/or Offeror on the Land Development Code Diagnostic Review contract.

I certify that this firm will keep all Land Development Code Diagnostic Review g contract information confidential and secure. This organization will not copy, give or otherwise disclose such information to any other person unless the City of Santa Fe has on file a

confidentiality agreement signed by the other person, and the disclosure is authorized and necessary to the Land Development Code Diagnostic Review contract. I understand that if this firm leaves this Land Development Code Diagnostic Review contract before it ends, this firm must still keep all contract information confidential. I agree to follow any instructions provided by the City relating to the confidentiality of the Land Development Code Diagnostic Review contract information. I fully understand that any unauthorized disclosure made by this firm may be a basis for civil or criminal penalties. I agree to advise the City's Procurement Officer, at 505-955-6432 immediately in the event that I or another person within this organization either learn or have reason to believe that any person who has access to the Land Development Code Diagnostic Review contract confidential information has or intends to disclose that information in violation of this agreement.

This statement must be fully completed and signed by an authorized representative.

Company Name:
Clarion Associates

Authorized Representative/Title:
Matt Goebel, AICP, Director

Phone Number:
303-830-2890 ext. 29

Fax Number:
303-860-1809

E-mail Address:
mgoebel@clarionassociates.com

Signature: 

Date:
March 8, 2022

The above information is subject to verification by the City of Santa Fe. If the City finds a misrepresentation, the bid may be automatically disqualified from the procurement process or the contract may be canceled.

NON-COLLUSION AFFIDAVIT

Complete, Sign and Return with your proposal.

I hereby affirm that: I am the Director (insert title) and the duly authorized representative of Clarion Associates, LLC (insert organization's name) whose address is 1600 Stout Street, Suite 1700, Denver, CO 80202. And, that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

I affirm:

1. I am fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal.

2. Such proposal is genuine and is not a collusive or sham proposal.

3. Neither the said Offeror nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any Offeror, firm or person to submit a collusive or sham proposal in connection with the Contract for which the attached proposal has been submitted or to refrain from offering a proposal in connection with the Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Offeror, firm or person to fix the price or prices in the attached proposal or of any other Offeror, or to fix any overhead, profit or cost element of the proposal or the offer price of any other Offeror, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Mayor and Council of City of Santa Fe, New Mexico or any person interested in the proposed Contract; and

4. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant. I do solemnly declare and affirm under the penalties of perjury that the contents of this affidavit are true and correct.

Signature _____

Printed Name Matt Goebel, AICP

Title Director

Date March 8, 2022

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CLARION

1600 Stout Street, Ste 1700
Denver, CO. 80202
303.830.2890
www.clarionassociates.com

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Photo Credit:

Santa Fe area photos provided by Pixabay and Unsplash Creative Commons contributors. Photographers: Maddy Baker, Nate Bell, Jackalope West, Sidney Pierce, Edouardo Frezet, Miguel Urieta.

CLARION

1600 Stout Street, Suite 1700
Denver, CO. 80202
303.830.2890
www.clarionassociates.com

March 8, 2022

The City of Santa Fe
Planning and Land Use Department
Jason Kluck, Procurement Manager
E-submission to purchasing@santafenm.gov

Re: Land Development Code Diagnostic Review

Dear Mr. Kluck and members of the Evaluation Committee:

On behalf of Clarion Associates, I am pleased to submit this proposal to assist the City of Santa Fe with preparation of the Land Development Code Diagnostic Review. We very much enjoyed working with the City on prior projects, including the current zoning ordinance, and would be pleased and excited to have the opportunity to work with the City once again on this important update.

Clarion Associates is a nationally recognized land-use consulting firm with extensive experience in preparing land development regulations for jurisdictions of all sizes and types across the country. In addition to working with the City of Santa Fe on both the current version of the land development code (2001) and the revisions to the historic regulations (2004), Clarion has worked on many similar code update projects, including decades-later revisions of our earlier work, throughout the country. We believe that our familiarity with and knowledge of Santa Fe, kept up to date through frequent visits by all of our team members, provides a unique advantage in undertaking the proposed LDC Diagnostic Review. And, while the experiences we have acquired through preparing other Southwestern, New Mexico, and Colorado code updates will bring an important baseline level of knowledge to the project, we are also well aware that Santa Fe's uniqueness as historic/cultural/tourist/melting pot/thriving-and-growing regional city requires us to take what we know and apply it with an artist's touch.

We have, indeed, learned much as a firm and as professionals since the first Land Development Code adoption in 2001. We would be honored to have the opportunity to work with Santa Fe staff, officials, and stakeholders to apply new lessons learned and best practices, and to make substantial improvements to an already-strong ordinance. In particular, we look forward to working collaboratively with City staff and community to make the LDC more responsive to today's issues and users, as well as to helping create clear and enforceable regulations that will promote key planning standards and allow the City to integrate the growth management initiative as the project moves forward.

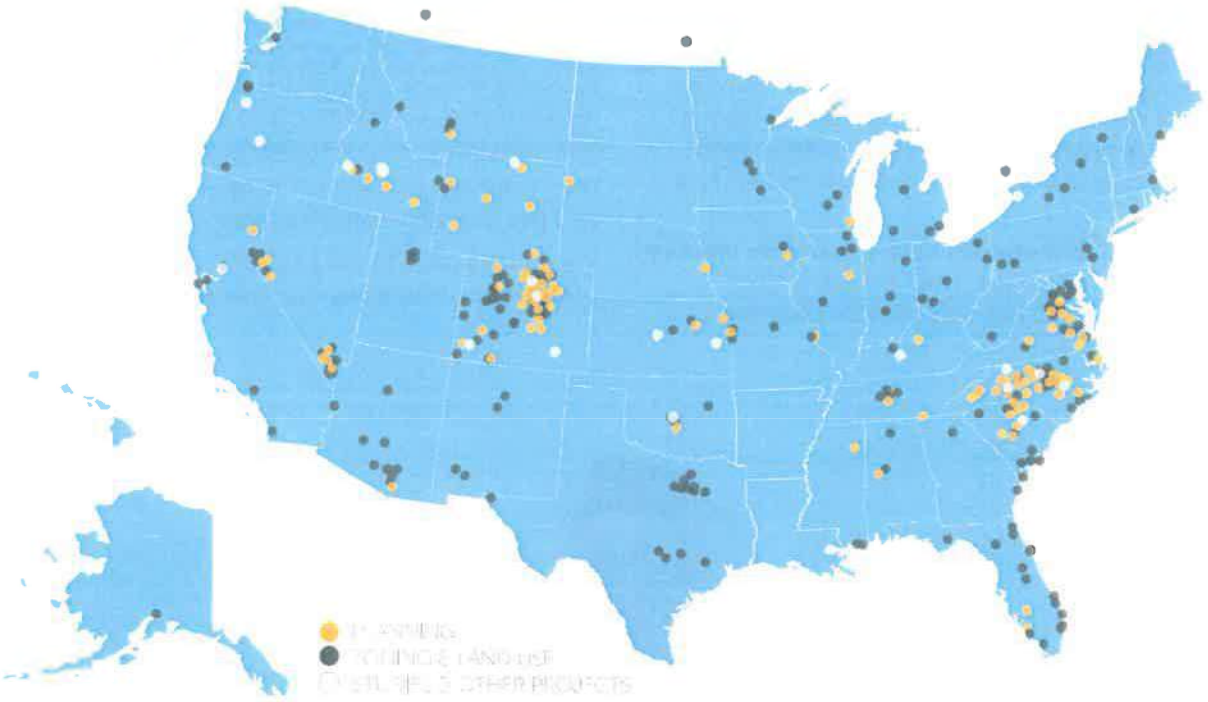
Our proposed approach for preparing the LDC Diagnostic Review is described in this proposal. We would be happy to discuss any refinements or alternative approaches with the City, as well as to prepare a more detailed scope and budget. Please do not hesitate to contact us if you have questions or comments, or if you need additional information.

We look forward to working with you.

Sincerely,

Matt Goebel, AICP
Director
mgoebel@clarionassociates.com
(303) 830-2890 ext. 29

1. ORGANIZATIONAL EXPERIENCE



FIRM PROFILE

Clarion Associates is a nationally recognized land-use and zoning consulting firm founded in 1992 with offices in Denver, Colorado, and Chapel Hill, North Carolina. The City of Santa Fe Land Development Code rewrite project will be managed by our Denver office. The firm includes professionals with a variety of multidisciplinary backgrounds including planners, architects, landscape architects, and attorneys. No firm in the country matches the combination of land use and zoning, urban design, community development, and planning experience of Clarion's firm principals and staff. Clarion is recognized for its expertise in:

- Streamlined, efficient code assessments and updates;
- Land use and planning law;
- Innovative development codes that draw on best practices from a variety of organizing approaches including hybrid, traditional, form-based, and unified development codes;
- Codes that foster and remove obstacles to environmental stewardship and housing diversity;
- Codes that encourage multi-modal transportation networks;
- Codes that preserve community character;
- Creative policies and development standards that promote mixed-use, infill, and redevelopment;
- Sustainable development codes;
- Comprehensive plan implementation strategies; and
- Community, regional, and neighborhood planning.

CLARION FACTS & FIGURES

30
YEARS OF EFFECTIVE LAND USE SOLUTIONS

21
STAFF TO MEET THE NEEDS OF OUR CLIENT COMMUNITIES

233
ADOPTED DEVELOPMENT CODES

600+
DIVERSE COMMUNITIES

KEY PERSONNEL

Clarion takes a "hands on" approach with all of its projects. Our ability to do this is supported by our emphasis on maintaining a relatively small, but highly skilled and efficient staff. We establish strong working relationships with our clients that extend from the first set of meetings through adoption. We have a proven track record of working with staff in other communities and organizations on projects of this nature.

Many of our staff members have experience working on both plans and codes. This "cross-training" enables allows us to not only provide effective plan and policy direction, but to also build in recommendations regarding future code updates that may be needed to implement the plan. We are often hired to implement those recommendations following the adoption of the plan—either through targeted code amendments as an extension of the plan process or as a standalone code rewrite.

Matt Goebel, AICP, will serve as principal in charge and the overall project manager for the Clarion team.

The full resumes for all key team members for this project are included on the following pages.



MATT GOEBEL, AICP
DIRECTOR, PROJECT MANAGER



ELIZABETH GARVIN, AICP
OF COUNSEL



DON ELLIOT, FAICP
CONSULTING DIRECTOR



JENNY BAKER, AICP
PROJECT PLANNER



GABBY HART, AICP
PROJECT PLANNER



HOLLY WHITE
GRAPHICS



CLARION

Matt Goebel, AICP

DIRECTOR

Matthew Goebel is a planner and attorney in the Denver office of Clarion Associates, and a Director of the firm. He works principally in the areas of planning, zoning, and historic preservation. His numerous projects have included award-winning codes, plans, and special studies for dozens of large and small jurisdictions around the country.

EDUCATION

Juris Doctor and
Master of Regional Planning
University of North Carolina, Chapel Hill

Bachelor of Arts (Plan II Honors)
University of Texas at Austin

PROFESSIONAL ASSOCIATIONS

American Institute of Certified Planners

Denver, Colorado, and American Bar Associations Member

EXPERIENCE

Partner and Vice President
Clarion Associates, LLC
2001 – present
Associate, 1997-2000

Research Assistant, 1993-1997
Professor David R. Godschalk

PUBLICATIONS

Rules that Shape Urban Form American Planning Association, PAS 489/490, 2012. (with Donald Elliott and Chad Meadows)

Aesthetics, Community Character, and the Law American Planning Association, Planning Advisory Service 489/490, 2000. (with Christopher J. Duerksen)

Natural Hazard Mitigation: Recasting Disaster Policy and Planning Washington, D.C.: Island Press, 1999. (with David R. Godschalk et al.)

KEY PROJECTS

Land Development Regulations

- **Alaska:** Anchorage
- **Arizona:** Buckeye, Oro Valley, Sedona, Tucson
- **California:** Pasadena, Sacramento County, Tahoe Regional Planning Agency
- **Colorado:** Buena Vista, Carbondale, Eagle County, Englewood, Erie, Fort Collins, Frisco, Garfield County, Glenwood Springs, Lake County, Longmont, Mesa County, Northglenn, Pagosa Springs, San Miguel County
- **Florida:** Tamarac
- **Idaho:** Boise
- **Michigan:** Detroit
- **Nevada:** Henderson, Reno, Sparks, Tahoe Regional Planning Agency
- **New Mexico:** Santa Fe, Silver City
- **New York:** Marcy, Syracuse
- **North Carolina:** Apex, Cary, Charlotte, Morrisville
- **Oklahoma:** Broken Arrow
- **Oregon:** Jackson County
- **South Carolina:** Greenville
- **Texas:** Addison, Arlington, Austin, Cedar Hill, Denton, Irving, Rowlett, San Antonio
- **Wisconsin:** Dodge County

Plans and Other Studies

- **Colorado:** Economic Benefits of Historic Preservation (four editions) (award); Economic Benefits of Archaeology (History Colorado); Planning for Hazards (for Department of Local Affairs) (award); Regulatory Barriers to Affordable Housing (award)
- **Michigan:** Economic Benefits of Historic Preservation
- **North Carolina:** Apex, Cary, and Wake County growth management plans
- **Texas:** McAllen preservation plan
- **Utah:** Salt Lake City preservation plan



CLARION

Elizabeth Garvin, AICP, ESQ

CONSULTING PLANNER

Elizabeth Garvin is a consulting planner with Clarion Associates and she works in the Denver office. Elizabeth is both an attorney and a planner and she has practiced in both disciplines. She has prepared both traditional and FBC/hybrid code update projects for cities, towns, and counties across Colorado and the country; drafted topic-specific code provisions covering issues such as ADUs, sustainability, and signs; served as an expert witness on land use issues; and organized and undertaken numerous code-related public participation processes. Prior to working with Clarion, Elizabeth founded Community ReCode, was the Planning Director for SAFEbuilt Studio, and practiced law with Spencer Fane.

Ms. Garvin is a frequent speaker and author on planning and regulatory topics, including serving as an advisory board member for the Rocky Mountain Land Use Institute as well as RMLUI's legal columnist to the Western Planner. Recently, Elizabeth co-authored the April 2018 APA Zoning Practice article entitled Living with Form-Based Codes and presented on the same topic at the 2018 APA National Conference in New Orleans. She was a co-presenter at the Bettman Symposium on Equity and Zoning at the 2019 APA National Conference.

KEY PROJECTS

- **Town of Eagle, Colorado** Land Use and Development Code Update
- **Bozeman, Montana** Code Audit for Affordable Housing
- **Billings and Yellowstone County, Montana** Zoning Code Updates
- **Cedar Falls, Iowa** Downtown Vision Plan and Zoning Code Update
- **Larimer County, Colorado** Land Use Code update
- **King County, Washington** Department of Permitting and Environmental Review, Best Practices in Code Enforcement
- **Branson, Missouri** Unified Development Code and Sign Code

  2019 Missouri APA Outstanding Implementation Project
- **Mancos, Colorado** Land Use Code Update
- **Cedar Rapids, Iowa** Unified Development Code and User's Guide

  2019 Iowa APA Outstanding Project

EDUCATION

Juris Doctor
University of Kansas

Master of Urban Planning
University of Kansas

Bachelor of Environmental Studies
University of Kansas

LL.M. in Dispute Resolution
University of Missouri

CERTIFICATIONS

Licensed Attorney in Missouri and Kansas

Charrette Certified
National Charette Institute

PUBLICATIONS

Practice Adaptive Reuse, Zoning Practice, American Planning Association
Feb 2022

Legal Challenges to Short-Term Rental Rules: There's a Test for That, The Western Planner, RMLUI Legal Corner
March 2020

Homeless in Public, American Planning Association, Planning Magazine
Feb 2020



CLARION

Don Elliott, Esq., FAICP

DIRECTOR

Don is an urban planner, lawyer, and land use consultant with 36 years of professional experience and a national reputation as project manager, author, innovator, and solver of complex governance challenges.

EDUCATION

Master's in City and Regional Planning
Harvard Kennedy School of Government
Juris Doctor
Harvard Law School
Bachelor's in Urban Planning and Policy
Yale University

WRITINGS AND PUBLICATIONS

A Better Way to Zone, Island Press
Rules that Shape Urban Form, APA
Citizen's Guide to Planning, APA
Arrested Development, Lincoln Institute
Land Use Regulatory System Historical and Cultural Preservation, USAID

AFFILIATIONS

American Planning Association
Past Colorado Chapter President
Past Planning and Law Division Chair
Past Amicus Committee member
Fellow, AICP
American Bar Association
Colorado Bar Association
Denver Bar Association
Past Member of Denver Planning Board

TEACHING

Land Development Regulation
University of Colorado at Denver
College of Architecture and Planning
Sustainable Local Development
Erasmus Mundus Fellow
University of Regensburg, Germany
Corvinus University, Hungary

AWARDS

APA project awards from Colorado, Arizona, New Mexico, and Pennsylvania
Meritorious Service Award
U.S. State Department

KEY PROJECTS

Don has been involved in over 70 projects to reform, update, and streamline local plans and development codes throughout the U.S.

Development Codes

- **Albuquerque, New Mexico,** Unified Development Code
- **Philadelphia, Pennsylvania,** New Zoning Ordinance
- **Indianapolis, Indiana,** Unified Development Ordinance
- **Aurora, Colorado,** Unified Development Ordinance
- **Bloomington, Indiana,** Unified Development Ordinance
- **Hamilton, Ohio,** Form-Based Zoning Regulations
- **Youngstown, Ohio,** Redevelopment Code
- **Albany, New York,** Unified Sustainable Development Ordinance
- **Columbia, Missouri,** Unified Development Ordinance
- **Fairfax County, Virginia,** New Zoning Ordinance
- **Hillsboro, Oregon,** Transit-Oriented Development Regulations
- **Dublin, Ohio,** Bridge Street Form-based Zoning Districts
- **Colorado Springs, Colorado,** Unified Development Code
- **Ulaanbaatar, Mongolia,** Initial Zoning Regulations

Affordable and Fair Housing Studies and Regulations

- **Fort Wayne/Allen County, Indiana,** Fair Housing Zoning Updates
- **State of Nevada,** Fair Housing Regulatory Review
- **State of Idaho,** Fair Housing Regulatory Review
- **State of Oregon,** Fair Housing Review/Analysis of Impediments
- **State of Texas,** Fair Housing Regulatory Assessment
- **Bozeman, Montana,** Affordable Housing Zoning Updates

Other Projects

- **Blaine County, Idaho,** Phase I TDR Feasibility Study
- **Deschutes County, Oregon,** Phase I TDR Feasibility Study
- **Los Angeles County, California,** Wildfire Prevention Zoning Updates
- **Long Beach, California,** Urban Renewal Effectiveness Assessment



CLARION

Jenny Baker, AICP

ASSOCIATE

Jenny is an associate in Clarion's Denver office who believes that zoning can make communities better in many ways, including preserving open space, making housing more affordable, and enabling interesting streetscapes equally shared by many users. These and other community goals are always better accomplished when supported by development regulations that are clear, concise, and comprehensible to everyone. Prior to working in the planning field, Jenny spent 10 years with the American Red Cross and FEMA's Region V, focusing on resiliency planning, and responding to over 50 disasters around the US.

EDUCATION

Master's in Urban Planning
University of Illinois at Chicago

Bachelor of Arts
University of Pennsylvania

AFFILIATIONS

Bicycle & Pedestrian Advisory Board
Vice Chair
Missoula, MT
1 year, 3 months

CERTIFICATIONS

American Institute of Certified Planners

EXPERIENCE

Associate
Clarion Associates
Denver, CO
1 year, 6 months

Planner III
Development Services
Missoula, MT
3 years, 6 months

Research Assistant
Participatory Budgeting Project
Chicago, IL
1 year, 5 months

KEY PROJECTS

Development Codes

- **McKinney, Texas** Development Code Rewrite
- **Clark County, Nevada** Unified Development Code Update
- **Rochester, Minnesota** Land Development Manual Rewrite

Comprehensive Plans

- **Clark County, Nevada** Transform Clark County Master Plan Rewrite
- **Pueblo County, Colorado** Pueblo Regional Comprehensive Plan Update

Other Projects

- **Hawaii County, Hawaii** Land Development Entitlement Review
- **Bozeman, Montana** Affordable Housing Code Revisions
- **Albany, New York** Sign Code Revisions

Reports and Studies

- American Planning Association, Equity in Zoning Policy Guide



CLARION

Gabby Hart, AICP

ASSOCIATE

Gabby is an Associate in Clarion's Denver office. Prior to joining Clarion, Gabby worked in the public sector on a wide variety of projects including long-range plan updates for the City of Centennial, and development application review, development review process improvements, and drafting development code updates for the City of Boulder. Gabby embraces her self-appointed role as the "voice of development review," ensuring high-quality work products that are both innovative and functional to administer. She is passionate about finding the unique solutions that best serve each community and strives to produce equitable outcomes. Gabby enjoys speaking at local and national conferences where she embraces the opportunity to combine her sense of humor with her planning knowledge.

KEY PROJECTS

Development Codes

- **Larimer County, CO** Land Use Code Update
- **Addison, TX** Unified Development Code Update
- **Parker, CO** Land Development Ordinance Modernization
- **Boise, ID** Zoning Code Rewrite
- **Grand Junction, CO** Land Use and Development Code Update

Development Code Amendments

- **Arapahoe County, CO** Land Development Code Updates
- **Berkeley, CA** Residential Objective Standards Code Updates
- **Boulder, CO** Accessory Dwelling Unit Code Update*
- **Boulder, CO** Wireless Communication/ Small Cell Facilities Update*

Comprehensive Plans

- **Shawnee, KS** Achieve Shawnee: Comprehensive Plan Update
- **Centennial, CO** CentennialNext Comprehensive Plan Update*
- **Centennial, CO** Parks and Recreation Master Plan Update*

Reports & Studies

- **Sugar Land, TX** Regional and Neighborhood Activity Center Mixed-Use Redevelopment Implementation

** Work with previous employers*

EDUCATION

Master of Urban and Regional Planning
University of Colorado-Denver

Graduate Certificate in Geographic Information Systems
University of Denver

Bachelor of Science in Sociology
Creighton University

EXPERIENCE

Associate
Clarion Associates, **2 years**

Planner I & Associate Planner
City of Boulder, **2.5 years**

Planning Intern
City of Centennial, **1 year**

CERTIFICATIONS

American Institute of Certified Planners

AFFILIATIONS

American Planning Association Colorado

CERTIFICATIONS

American Institute of Certified Planners

SPEECHES

Codifying Vibrant – APA CO 2019
It's Not the Years, It's the Miles – APA CO 2020
An Ode to Planners – APA National 2021
Other Duties as Assigned - APA CO 2021
Women in Planning: Fresh Takes from the First Five Years - APA CO 2022



CLARION

Holly White

GRAPHICS AND MARKETING COORDINATOR

Holly is an Associate in Clarion's Denver office. Bringing her expertise in 3D visualization and Graphic Design skillset to the Clarion team, she works to support a wide range of projects. Her passion for designing illustrative logos, clean infographics, and overall project branding help Clarion to deliver clear and beautifully designed graphics. Holly has a diverse background in Urban, Landscape, and Web Design. Above all, she is enthusiastic about helping cities and towns preserve their character while enhancing public spaces encouraging public engagement.

EDUCATION

B.A. Urban Design
University of Colorado, Boulder

Con't. Ed. Advanced Architectural Graphics **Art Institute of Colorado**

PUBLICATIONS

Change, Here, Now, North Atlantic Publishers 2018, Illustrator

CERTIFICATIONS

Permaculture Design Certificate

EXPERIENCE

Graphics and Marketing, Clarion Associates **2018-present**

Graphic Designer, United Airlines **2016-2018**

Creative Services, The Aquaponic Source **2012-2016**

PROJECT SKILLS

Project Management
Document Design
Web Development
3D Visualization
Graphic Design

KEY PROJECTS

Comprehensive Plans

- **Clark County, NV** Transform Clark County Comprehensive Plan
- **Lyons, CO** Lyons Thrive Comprehensive Plan
- **Pueblo County, CO** Pueblo Regional Comprehensive Plan

Development Codes

- **Albany, NY** Unified Sustainable Development Ordinance
- **Colorado Springs, CO** ReTool COS Development Code Graphics
- **Larimer County, CO** Land Development Code
- **Reno, NV** Zoning Code RENOvation
- **Parker, CO** Land Development Ordinance

Document Design

- **Clark County, NV** Transform Clark County Comprehensive Plan
- **History Colorado** Economic Benefits of Archaeology
- **Fort Collins, CO** Air Quality Report – City Plan
- **Syracuse, NY** ReZone Syracuse Administrative Manual

Branding & Websites

- **History Colorado** The Economic Benefits of Archaeology 2021
- **Clark County, NV** Transform Clark County
- **Lyons, CO** Lyons Thrive Comprehensive Plan
- **Pueblo County, CO** Pueblo Regional Comprehensive Plan
- **Black Mountain, NC** Elevate Black Mountain Comprehensive Plan
- **Bozeman, MT** Affordable Housing Code Audit



ORGANIZATIONAL REFERENCES

Joni Marsh, Assistant City Manager
City of Longmont
303-651-8601
joni.marsh@longmontcolorado.gov

Martin Matsen, Community Development Director (former)
City of Bozeman
mmatsen@gmail.com

Mike Raber, Senior Planner
City of Sedona
928-204-7106
mraber@sedonaaz.gov

Scott McDonald, Deputy Director/Building Official
City of Denton
940-349-8539
scott.mcdonald@cityofdenton.com

Mikaela Renz-Whitmore, Project Manager
City of Albuquerque
505-924-3932
mrenz-whitmore@cabq.gov

Gretchen Ricehill, Senior Planner
City of Glenwood Springs
970.384.6428
gretchen.ricehill@cogs.us

Nicole Cromwell, Zoning Coordinator
City of Billings
406.657.8281
cromwelln@billingsmt.gov

Eric Ensey, Senior Planner
City of Northglenn
303.450.8740
eensey@northglenn.org

RESPONSE TO CONTRACT TERMS AND CONDITIONS

We have no objections to the sample contract terms and conditions, and require no additional terms or conditions.

2. MANDATORY SPECIFICATION

SCOPE OF WORK

- PHASE 1: LDC FOUNDATIONS,
- PHASE 2, PROMOTING KEY STANDARDS; AND
- PHASE 3, GENERAL PLAN IMPLEMENTATION

PURPOSE

The Santa Fe Land Development Code (LDC) Update is a comprehensive rewriting of the existing code that will be undertaken in three phases. The first phase will create the foundation for a new code that is accessible and easy to understand, simple to administer, and that provides consistent and transparent regulations. The second phase will rebuild the code upon the new foundation through substantive changes to the code's procedures, regulations, and zoning districts. The third phase will implement the City of Santa Fe's updated General Plan by integrating the plan's land use and growth goals and policies into the Land Development Code.

PHASE 1: LDC FOUNDATIONS

This scope of work is for the first phase, which will include two main parts:

- First, a Diagnostic Review will be prepared that will include a comprehensive analysis of the current Land Development Code. This exercise will include general code analysis by the consultant team as well as a substantial public involvement component. This work will identify opportunities for both "housekeeping" (i.e., non-substantive) and technical improvements to the code, as well as more substantial improvements.
- Next, the team will prepare Code Housekeeping, Technical Corrections, and Article Organization edits (as part of a new "LDC Foundations Draft"). This will involve revising the existing LDC to address the housekeeping/technical issues identified in the Diagnostic Review. The Housekeeping and Technical Corrections are expected to focus primarily on document organization, format, and writing style. The Article Organization will integrate the Housekeeping and Technical Corrections into restructured articles based on current best-practices and City needs. As noted in the RFP, this work will include:
  1. Identification of inconsistencies, circular or unclear references, conflicts, and areas needing simplification, clarification, coordination and/or explanation.
  2. Identification and classification of missing and/or needed improvements and modifications to conditions, best practices and interpretations needed for streamlining and standardization.

Phase 1 is intended to result in no (or minimal) substantive changes to existing requirements, standards, or procedures; however, the Diagnostic Review report will identify potential substantive changes that may be addressed in future Phases 2 and 3 of the Code Update project.

TASK 1: PROJECT ORIENTATION AND LDC PUBLIC PARTICIPATION PLAN

ACTIVITY 1.1: PROJECT ORIENTATION STRATEGY

Clarion will meet with City project managers to identify, discuss, and map the big components needed to start a code rewrite project, including: overall project goals, project calendar, and internal team coordination plans.

Discussions will start to identify elements of an effective public communications strategy, including identifying potential stakeholders and focus groups, available community ambassadors, potentially interested community groups and professional organizations, and early content ideas for outreach materials. The Clarion team will explore the City's success with and thoughts about various meeting types, including one-on-one interviews, open houses, virtual/asynchronous website meetings, stakeholder and focus group meetings, and inclusion of elected and appointed officials. Based on input from the City, Clarion will also hold follow-up meetings with individuals and stakeholders who can provide organizational insight that will help ensure project outreach inclusivity and equity.

ACTIVITY 1.2: LDC PUBLIC PARTICIPATION PLAN

We will combine the outreach suggestions and information collected in the Project Orientation Strategy activity with guidance from the City's Office of Community Engagement into a recommended Public Participation Plan for the Phase 1 process. Given the residual uncertainty regarding the level of social distancing that will be required at any given time, our Public Participation Plan will be based on a combination of in-person and virtual engagement. The Public Participation Plan will be updated as needed at the outset of Phases 2 and 3.

Throughout—and prior to—the pandemic, we have found this hybrid approach to both efficient and effective.

Our proposed project timeline includes various opportunities for public outreach before the drafting and after the release of each work product. At the core of each public meeting, survey, or other form of outreach will be a clear explanation of why participants' input matters and how the input will shape recommendations or inform future work. Where possible and based on conversation with staff about the best uses of this information, project reports will also identify the ways in which community input influenced strategies and recommendations.

ACTIVITY 1.3: PROJECT MANAGEMENT

As part of the project initiation, Clarion will work with City staff to prepare a detailed drafting schedule that identifies product delivery dates as well as internal review and comment periods.

Throughout the duration of the project, Clarion will participate in regular conference calls to provide relevant project reviews and schedule updates. With a land development code update, there can be both periods of daily communication and also periods where Clarion is in the background drafting materials. During those times, we like to communicate regularly with our clients to make sure they understand exactly where the project stands in relation to the schedule.

TASK 1 ACTION ITEMS

ACTIVITIES	CLARION RESPONSIBILITIES	CITY STAFF RESPONSIBILITIES
DELIVERABLES	• Project Orientation Memo • Draft Public Participation Plan	• *Identify key stakeholders and local organizations* • Review and comment on deliverables
MEETINGS	• Project Orientation Meetings (virtual) • Initial Project Management Call	• Schedule staff participation in Orientation Meetings
TRIPS	• Virtual activities only	

TASK 2: LDC ISSUES IDENTIFICATION (CODE HOUSEKEEPING)

ACTIVITY 2.1: OUTREACH APPROACH AND SCHEDULING

We will work with staff to create an outreach schedule that includes a series of stakeholder, focus group, and elected/appointed official interviews over a period of approximately three or four days. Anticipated outreach will focus on interviews with key participants in the Santa Fe development process, including developers, builders, citizen groups, and other stakeholders.

Clarion will also develop two surveys (electronic and hard copy) to assist in producing a methodical analysis and record of the strengths and weaknesses of the existing regulations. One survey will be designed for circulation among key City staff for discussion – not just the Planning and Land Use department staff, but also staffers in other departments with land use responsibilities, such as public works, and parks and recreation, and economic development. The second survey will be less detailed and more public-facing. Both surveys will be developed in a format that is compatible with the project website (e.g., Survey Monkey or Google Forms), and, as determined by the Public Participation Plan, the public survey may also be distributed in printed format in public locations such as libraries, schools, recreation centers, and churches/religious institutions.

ACTIVITY 2.2: MATERIALS AND PRESENTATIONS

For this series of meetings (and all ensuing public meeting opportunities described in this scope of work), Clarion will create informative and graphically rich materials and presentations that are tailored to the specific issues and topics to be discussed and presented, and to the intended audiences. We will





submit materials with sufficient time for staff review and incorporation of any requested changes prior to meeting dates. Additionally, we will work with staff to determine whether meetings will occur virtually or in-person, what information should be presented in English and Spanish, and depending on that decision and the intended meeting audience, what is the best format for presenting meeting information (e.g., pre-distributed handouts, PowerPoint presentations, interactive virtual participation opportunities). The Clarion Team will work with the City to tailor virtual outreach tools to specific outreach events and audiences using tools that we subscribe to and have experience using. Should the City want to explore additional virtual tools, we will explore the purpose and cost of that tool with the City and determine whether it is available within the project budget. For budgeting purposes, the budget for this activity is included in the subsequent respective tasks.

ACTIVITY 2.3: MEETING FACILITATION AND SUMMARY REPORT

Based on the schedule created in Activity 2.1, Clarion will facilitate the community outreach meetings. We anticipate that the majority of meetings will be held in person in Santa Fe and will also make time available for follow-up virtual meetings as needed. In this initial round of meetings, we will explore participant's impressions of the strengths and weaknesses of the current LDC and other tools (plans, policies, procedures) used to regulate land development in Santa Fe, the ability of current tools to implement the adopted plans, places in the LDC that seem to cause repetitive or significant problems, and general expectations for this project.

These interviews will be conducted in small groups or one-on-one to solicit their views on the same topics. These discussions and review will give the Clarion team a more detailed understanding of how the existing regulatory organizations works (and don't work), along with the key issues and practical problems that need to be addressed in the project.

Gathering and analyzing the information collected in these meetings, we will prepare a Community Input Issue Identification Report for staff review and future incorporation into the LDC Diagnostic Review and Analysis. We will group the comments and issues into three categories:

- **Code Housekeeping/Article Organization/ Non-substantive Issues:** including comments about overall article organization, inconsistencies, unclear references, conflicts, areas/topics that need simplification, clarification, coordination, and/or explanation, missing and/or needed improvements and modifications to conditions, best practices, and interpretations needed for streamlining and standardization;
- **"Ambiguous Content" Issues:** including identification of situations where code housekeeping actions may result in the creation of substantive code content, such as establishing sign measurement instructions or filling in blanks in a parking table. These will require discussion with staff to determine the potential impact of resolving the issue as part of the Phase 1B edits or whether the topic should be postponed for further community discussion in Phases 2/3.
- **Substantive Issues for Future Discussion:** including those clearly substantive updates that were raised by outreach participants or identified by the consultant team and will be addressed in Phases 2/3.

We will cross-reference the code housekeeping and ambiguous content issues lists to the code sections in which there will be opportunities for revisions in the current LDC. We will discuss with staff how to carry forward the substantive issues list.

Clarion will prepare a staff review draft of the Community Input Issues Identification Report, review and discuss the report with Santa Fe staff, and revise the report based on the consensus of our joint discussion. This Issues Identification Report will serve as a key organizing structure for the LDC Diagnostic Review and Analysis.

TASK 2 ACTION ITEMS

ACTIVITIES	CLARION RESPONSIBILITIES	CITY STAFF RESPONSIBILITIES
DELIVERABLES	• Finalize Public Participation Plan with Detailed Schedule • Draft and revise preliminary surveys • Prepare initial outreach meeting schedule, revise as needed • Prepare outreach meeting notices and materials, revise as needed • Preliminary draft Community Input Issue Identification Report; Revised draft Community Issues Identification Report	• Lead outreach logistics, include venue scheduling and stakeholder invitations • Review and comment on initial surveys and outreach meeting schedule • Review and comment on outreach meeting materials • Review and edit Community Input Report; discuss with Clarion • Post final outreach information and materials on website
MEETINGS	• Facilitate issues identification meetings (3-4 days, on site) • Issues identification prep and wrap-up meetings with staff	• Participate in issues identification outreach meetings per schedule • Participate in outreach prep and wrap-up meetings
TRIPS	• One trip, 3-4 days	

TASK 3: LDC DIAGNOSTIC REVIEW AND ANALYSIS WITH ANNOTATED OUTLINE

ACTIVITY 3.1: CURRENT LDC TECHNICAL ANALYSIS AND EVALUATION

In preparation for the creation of the diagnostic review and analysis, Clarion will familiarize ourselves with the City's current code and related plans, reviewing in greater detail relevant background materials, including but not limited to:

- The existing LDC (Santa Fe City Code Chapter 14), any related ordinances that are waiting to be codified, and the zoning map,
- All adopted land use plans and any other relevant plans as identified by staff,
- Any administrative rules and interpretations of the current LDC, if determined relevant by staff,
- Examples of approved master plans, development plans, special use permit approvals, waivers, and variances,
- Any current LDC update efforts or pending ordinances; and
- Other relevant plans, ordinances, and policies as identified by the City.

Clarion staff members will analyze and compare the plan policies with the current regulations, map, and regulatory structure to identify preliminary key housekeeping and technical issues.

ACTIVITY 3.2: LDC DIAGNOSTIC REVIEW AND ANALYSIS – STAFF REVIEW DRAFT

Based on Activity 3.1 and the issues raised in the Task 2 outreach meetings, Clarion will prepare a detailed LDC Diagnostic Review and Analysis ("LDC Diagnostic") that identifies the key issues, themes, structural issues, and drafting concerns to be addressed through the Phase 1B LDC Code Housekeeping, Technical Corrections, and Article Organization. The LDC Diagnostic will include the following:

- The **Community Issues Identification Report** (summary of feedback from stakeholder outreach)
- The current **LDC Technical Analysis and Evaluation.**
- An **analysis of the current LDC**, identifying the specific code sections and standards that have or create any of the problems identified in the Activity 2.3 Code Housekeeping/ Article Organization/ Non-substantive Issues list,
- An **analysis of the ambiguous content issues** to establish context for further conversation about the correct resolution of those issues.
- A summary of national **best practices** for article and code organization and user-friendliness based on other jurisdictions. We will work with staff to identify those code topics for which a look at best practices will be helpful to charting a better regulatory organization path for Santa Fe.

- A **preliminary identification** of proposed organizational changes and edits.

As part of the LDC Diagnostic, we will also prepare an Annotated Outline of Technical Edits that identifies a recommended article-by-article organization of the updated LDC. The Annotated Outline will serve two purposes: (1) identify any recommended code reorganization to make the LDC more functional and more user-friendly; and (2) provide reference to places within the code where non-substantive text revisions, reference updates, and new/additional graphics as recommended in the LDC Diagnostic Review and Analysis will be included. As needed, the Annotated Outline will also provide commentary explaining the purpose and scope of each new or amended provision and how it relates to the existing code.

The first draft of the LDC Diagnostic will be for internal staff review only. This review will allow staff time to provide Clarion with substantive feedback, instructions about how to address ambiguous content issues, and identify any factual errors or major issues that should be adjusted in the document prior to public review.

ACTIVITY 3.3: LDC DIAGNOSTIC REVIEW AND ANALYSIS PUBLIC REVIEW DRAFT

Following receipt of one round of consolidated written comments from staff and a follow-up discussion to resolve open issues and clarify proposed edits as needed, Clarion will prepare a public review draft for distribution and discussion.

ACTIVITY 3.4: PREP FOR AND FACILITATE PLANNING COMMISSION REVIEW AND COMMUNITY OUTREACH

Following the approach identified in the Public Participation Plan, we will present the LDC Diagnostic Review and Analysis to the Planning Commission for discussion. We will also prepare for and convene additional outreach meetings, as determined appropriate by the Director and in keeping with the Public Participation Plan, to present the LDC Diagnostic and receive questions and comments.

At the end of this round of public outreach meetings, we will meet with staff to assess the effectiveness and outcomes from the input and meeting methods chosen and revise the Public Participation Plan as needed for the next round of outreach.

TASK 3 ACTION ITEMS

ACTIVITIES	CLARION RESPONSIBILITIES	CITY STAFF RESPONSIBILITIES
DELIVERABLES	• Prepare staff review draft LDC Diagnostic Review and Analysis • Discuss staff edits and comments and revise LDC Diagnostic Review and Analysis • Prepare materials for Planning Commission discussion and any additional outreach meetings • Facilitate PC and outreach meetings • Prepare post-meeting updates to Public Participation Plan and schedule	• Provide copies of any adopted code updates or relevant plans not available on the City website • Review staff review draft LDC Diagnostic Review and prepare a set of consolidated staff comments • Schedule meeting with Planning Commission, identify any additional outreach needed • Distribute and post public draft LDC Diagnostic Review • Review and comment on meeting materials
MEETINGS	• Facilitate LDC Diagnostic overview and discussion with Planning Commission • Facilitate additional stakeholder meetings per schedule • Issues identification prep and wrap-up meetings with staff	• Participate in LDC Diagnostic Planning Commission review • Participate in additional stakeholder meetings • Participate in outreach prep and wrap-up meetings
TRIPS	• One trip, 2-3 days	

ACTIVITY 4.1: LDC HOUSEKEEPING, ARTICLE ORGANIZATION, AND TECHNICAL CORRECTION UPDATES STAFF DRAFT

Based on the LDC Diagnostic Review and Annotated Outline, Clarion will develop a set of article organization, code housekeeping, and technical correction revisions to the LDC (Foundations Draft) that are user-friendly, include the agreed-upon organizational and editing changes, and incorporate new and revised graphics and tables. The draft will include *commentary* where necessary to explain changes from current practice and the rationale behind new provisions. The staff draft will be intended for discussion primarily among staff and the Clarion team.

ACTIVITY 4.2: PUBLIC REVIEW DRAFT LDC FOUNDATIONS DRAFT + ACTIVITY 4.3: PREP FOR AND FACILITATE OUTREACH

Following the completion of staff review and comment on the staff draft, Clarion will produce a Public Review Draft of the LDC Foundations Draft for public distribution. Pursuant to the updated Public Participation Plan, we will then help staff organize and facilitate community review meetings to discuss the LDC Foundations Draft and receive comments. We also recommend a general public meeting (with streaming or recording for those who cannot attend) to explain the proposed changes and the reasoning behind them. The general objective of these meetings will be to gather feedback about the proposed LDC changes for the purpose of identifying any additional reorganization, edits, or drafting that will improve the LDC for the City's long-term use.

ACTIVITY 4.3: REVISED PUBLIC DRAFT LDC FOUNDATIONS DRAFT

In this final Phase 1 task, we will work with staff to organize and address the comments collected during the community outreach process. We find that this input typically falls into one of three categories: (1) changes that should be made to the LDC Foundations Draft, (2) recommendations that should be documented but can be better addressed through later (substantive) edits to the LDC or elsewhere in the City code, and (3) recommendations that do not align with the strategies identified in the LDC Diagnostic Review and Annotated and that will not be addressed in the LDC update. We will prepare a revised version of the LDC Foundations Draft for another round of staff review. We will finalize staff's edits to the revised LDC Foundations Draft and facilitate a meeting with Planning Commission to share the final version of the LDC Foundations Draft. We will then move the LDC update project into the Phase 2 substantive editing process.

TASK 4 ACTION ITEMS

ACTIVITIES	CLARION RESPONSIBILITIES	CITY STAFF RESPONSIBILITIES
DELIVERABLES	• Prepare staff review LDC Foundations Draft • Discuss staff edits and comments and prepare public review LDC Foundations Draft • Prepare materials for Planning Commission/ Governing Body discussion and community outreach meetings • Prepare post-meeting updates to Public Participation Plan and schedule	• Review staff review LDC Foundations Draft and prepare a set of consolidated staff comments • Lead outreach logistics, include venue scheduling and invitations • Schedule meetings with Planning Commission and Governing Body • Distribute public version LDC Foundations Draft • Review and comment on meeting materials
MEETINGS	• Facilitate LDC Foundations Draft discussion with Planning Commission, Governing Body, and community • Organize issues identification prep and wrap-up meetings with staff	• Participate in LDC Diagnostic Planning Commission review • Participate in additional stakeholder meetings • Participate in outreach prep and wrap-up meetings
TRIPS	• One trip, 2-3 days	

TASK 5: PHASE 1 ADOPTION

ACTIVITY 5.1 ADOPTION DRAFT 1 - STAFF DRAFT

Based on one round of written comments on the LDC Foundations Draft, Clarion will prepare a full Adoption Draft for staff review.

ACTIVITY 5.2 ADOPTION DRAFT 1 - PUBLIC REVIEW DRAFT

Based on one round of written comments on the Adoption Draft, Clarion will prepare a full adoption draft for distribution and public review.

ACTIVITY 5.3 ADOPTION DRAFT PRESENTATION ASSISTANCE (2 ROUNDS)

Clarion will attend and assist with presenting the Adoption Draft at up to two meetings in Santa Fe.

ACTIVITY 5.4 ADOPTION DRAFT 2 (FINAL) - STAFF DRAFT

Based on one round of written comments on the Adoption Draft 2, Clarion will prepare a second and final Adoption Draft for staff review.

ACTIVITY 5.5 ADOPTION DRAFT 2 (FINAL) - FINAL

Based on one round of written staff comments on the Adoption Draft 2, Clarion will prepare a revised and final version of the Adoption Draft for codification.

TASK 5 ACTION ITEMS

ACTIVITIES	CLARION RESPONSIBILITIES	CITY STAFF RESPONSIBILITIES
DELIVERABLES	• Adoption Draft (staff draft) • Adoption Draft (public draft) • Adoption Draft 2 (staff draft) • Adoption Draft 2 (final for codification)	• Review, consolidate, and submit one round of written comments on Adoption Draft • Review, consolidate, and submit one round of written comments on Adoption Draft 2
MEETINGS	• Attend and assist with facilitation of Adoption Draft presentations	• Schedule and lead Adoption Draft presentations
TRIPS	• Two one-day trips	

Phase 1 Summary

Anticipated schedule: Approximately 18 months, depending on number and timing of community outreach opportunities and availability of staff to participate in LDC update activities.

Trip Summary: Fifteen trips.

Anticipated budget: $195,715.

PHASE 2: PROMOTING KEY STANDARDS

Phase 2 of the Santa Fe LDC Update will focus on substantive (content) updates to regulations and procedures in the Land Development Code that implement key community standards and land development policies. This phase may also involve additional organizational edits as needed to better incorporate content revisions for continued user-friendliness.

TASK 1: TARGETED LDC DIAGNOSTIC REVIEW AND ANALYSIS UPDATE

Organizing and building on the substantive information gathered during the Phase 1 tasks, Clarion will prepare an updated assessment of the current LDC (Phase 2 Targeted Diagnostic) that identifies recommended revisions to substantive regulations, resolution of ambiguous regulations that were determined to be substantive in nature, and updates to current administrative processes.

ACTIVITY 1.1: PHASE 2 TARGETED LDC DIAGNOSTIC STAFF DRAFT

The Phase 2 Targeted Diagnostic will focus on identifying substantive updates and will involve an analysis of the key issues, themes, and drafting concerns to be addressed through the Phase 2 revisions to implement key standards. The Phase 2 Targeted Diagnostic will include the following:

- Summary of substantive issues identified in the **Phase 1, Task 2 Community Issues Identification Report** (summary of feedback from the Phase 1 stakeholder outreach) along with any substantive issues identified during later drafting in the Phase 1 process.
- An updated **Phase 1, Task 3 LDC Analysis and Evaluation** focused on plan and policy implementation through substantive and procedural issues.
- An **analysis of the current LDC**, identifying the specific code sections and standards that: appear to create barriers to key standards implementation, typically produce poor or unpredictable results, or can be replaced by a more modern regulatory approach, as well as an identification of missing standards or procedures that are needed to fill code gaps.
- As applicable, a summary of national **best practices** for specific substantive update topics.

As part of the Phase 2 Targeted LDC Diagnostic, we will also prepare an Annotated Outline of Content Edits, based on the LDC Foundations Draft, that identifies additional recommended article-by-article substantive edits that were not identified in the earlier Phase 1 Annotated Outline of Technical Edits. These edits will be broadly described as concepts (such as "review the overlay districts for potential consolidation into the base zone districts") with the actual new regulatory language proposed during the drafting task.

The first version of the Phase 2 Targeted LDC Diagnostic will be for internal staff review only. This review will allow staff time to provide Clarion with feedback, instructions about additional issues that should be included (or deleted) and identify any factual errors or major issues that should be adjusted in the document prior to public review. During this activity, we will also work with staff to update the Public Participation Plan for use across the tasks and activities in Phase 2.

ACTIVITY 1.2: PHASE 2 TARGETED LDC DIAGNOSTIC PUBLIC REVIEW DRAFT

Following receipt of one round of consolidated written comments from City staff, and a follow-up meeting to discuss necessary edits, Clarion will prepare a public review draft of the Phase 2 Targeted LDC Diagnostic for distribution and discussion.

ACTIVITY 1.3: PREP FOR AND FACILITATE PLANNING COMMISSION REVIEW AND COMMUNITY OUTREACH

We will present the Phase 2 Targeted LDC Targeted Diagnostic to the Planning Commission for discussion. As directed by Public Participation Plan, we will also prepare for and convene additional outreach meetings to present the Phase 2 Targeted LDC Diagnostic to the community and receive questions and comments.

PHASE 2, TASK 1 ACTION ITEMS

ACTIVITIES	CLARION RESPONSIBILITIES	CITY STAFF RESPONSIBILITIES
DELIVERABLES	• Prepare staff review draft Phase 2 Targeted LDC Diagnostic • Discuss staff edits and comments and revise Phase 2 Targeted LDC Diagnostic • Prepare materials for Planning Commission discussion community outreach meetings • Facilitate PC and community outreach meetings • Prepare post-meeting updates to Public Participation Plan and schedule	• Review staff review draft Phase 2 LDC Diagnostic and prepare a set of consolidated staff comments • Schedule meeting with Planning Commission, • Lead logistics for community outreach • Distribute and post public draft Phase 2 LDC Diagnostic • Review and comment on meeting materials
MEETINGS	• Facilitate LDC Diagnostic overview and discussion with Planning Commission • Facilitate additional stakeholder meetings per schedule • Issues identification prep and wrap-up meetings with staff	• Participate in LDC Diagnostic Planning Commission review • Participate in additional stakeholder meetings • Participate in outreach prep and wrap-up meetings
TRIPS	• One trip, 2-3 days	

TASK 2: PREPARE DRAFT LDC UPDATES

DRAFTING ORGANIZATION OVERVIEW

Following completion of the Phase 2 Targeted LDC Diagnostic, Clarion will begin working on the new draft Land Development Code according to the agreed-to content updates and sequencing priorities. The LDC substantive updates will be built on the Phase 1 LDC Foundations Draft. In our experience, it can be difficult to read and digest all of the new substantive and procedural information that goes with an LDC update, so we recommend dividing the drafting into three installments based on related material. While the specific order and contents of each installment is up for discussion, below we suggest a typical breakdown that has worked well in other communities.

Installment 1 – Districts and Uses. This installment focuses on updating the current lineup of zoning districts to align with relevant City plans and policies. We will use the Phase 2 LDC Targeted Diagnostic to start charting the path toward alignment with anticipated future land use designations and placemaking opportunities. Possible outcomes include district consolidations, (for districts that have similar purposes, standards, and uses); incorporation of overlay districts into base districts, creation of new districts to better align with the City's placemaking and redevelopment priorities; and elimination/retirement of districts that are rarely (or never) applied or are contrary to City land use policies. Clarion will work closely with City staff and the Planning Commission to ensure that zoning district line-up implements the City's growth and development goals and policies. Updates to the use regulations will also be included in this installment. This work includes revisiting the categories, specific use types, review type (e.g., permitted use, special use permit) and use-specific standards for clarity, relevance (do the standards reflect how this use is developed now?), and potentially for approval streamlining. We will also explore options for regulating emerging uses, particularly those related to housing such as fractional housing and long-term RV stays. Zone district measurement instructions and use-related definitions will also be included in this installment.

Installment 2 – Development Standards. This installment focuses on the development quality standards, such as parking, landscaping, sustainability/resilience, access and circulation, sensitive area protection, building and site design, and exterior lighting. The development standards are often the most complex part of a code update because of the wide range of standards and their relationship to standards that often live outside the code (such as street standards and other engineering standards). We will update the development standards to reflect community priorities (such as sustainability, water conservation, nighttime lighting, and housing affordability), anticipate evolving development priorities (such as increased use of renewable energy and more focused protection from wildfire and other natural hazards) and specify how the updated development and design standards will be applied to anticipated redevelopment in Santa Fe.

Installment 3 – Administration and Procedures. This installment will focus on clarifying and, where appropriate, streamlining the current procedures for development review applications. This will include identification of any applications that could be considered for administrative approvals by the director, subject to Planning Commission appeal. Clarion's expert code drafters are experienced in establishing procedures that are easy to understand, are based on a consistent and predictable foundation, and apply objective approval criteria--while offering flexibility where appropriate. This installment will also include the general provisions of the Land Development Code, which contain important elements to ensure the new code functions effectively (e.g., legal authority to regulate land development, relationship to other codes, nonconformities, and enforcement of the code).

Installment 4 – Special Topics. We will explore the need for a fourth installment, focused on special topics, at the outset of the drafting process. This installment can be used to bring forward topics that would otherwise have been prepared in one of the three main drafting installments, but that may generate significant community input and work better as a "stand-alone" section for that review, such as historic preservation or signs, or topics that are newer to the community and are easier to understand in a smaller selection of regulations, such as land use and public health standards or equity considerations.

ACTIVITY 2.1: STAFF DRAFT LAND DEVELOPMENT CODE

We will prepare a staff review draft of each installment. The staff draft will include all of the content for the current installment, and as the drafting moves forward will also include the content from the earlier installments. The drafts will emphasize the use of graphics, tables, and charts to clearly explain zoning and land use concepts. The drafts will include commentary and footnotes to explain changes from current regulations and practice and the rationale behind each new provision. The commentary and footnotes will also demonstrate how the revised code addresses the issues noted in the Phase 2 Targeted LDC Diagnostic. We will ask staff to prepare one round of consolidated comments and we will meet with staff to discussed proposed revisions. We will then share the revised draft installment with the Planning Commission for review and input.

ACTIVITY 2.2 PUBLIC DRAFT LAND DEVELOPMENT CODE

Following Planning Commission review, Clarion will share a public draft of each installment for distribution and presentation according to the Public Participation Plan, including Clarion facilitation of in-person meetings on each installment. Once the public draft of the first installment has been delivered, Clarion will begin working on the staff draft of the second installment, and so forth. Comments from the Planning Commission, stakeholders, and public on each public draft installment will be collected and addressed in the adoption draft in Task 3. In addition to participating in one set of public meetings per installment, we find it is important to allow additional meeting time to either address specific issues that arise from the draft review process or allow for a follow-up trip to continue the in-person discussion of any installment that needs more attention in the community. We have identified two meetings for these purposes.

PHASE 2, TASK 2 ACTION ITEMS

ACTIVITIES	CLARION RESPONSIBILITIES	CITY STAFF RESPONSIBILITIES
DELIVERABLES	• Staff drafts of Installments 1, 2, 3 • Revisions per staff comments • Prepare materials for Planning Commission and public review meetings	• Provide one round of consolidated written staff comments for each Installment • Coordinate Planning Commission and public review meetings and assist with reviewing comments
MEETINGS	• Facilitate discussion with Planning Commission for each Installment • Facilitate one round of community outreach meetings per Installment • Issues identification prep and wrap-up meetings with staff	• Lead logistics for community outreach meetings • Participate Planning Commission review meetings • Participate in community outreach meetings • Participate in outreach prep and wrap-up meetings
TRIPS	• Per Installment (3 trips total): One trip, 2-3 days (4 trips if a fourth installment is drafted) • Topic-related or hands-on meetings: Two trips, 1-2 days	

TASK 3: ADOPTION DRAFT LAND DEVELOPMENT CODE

ACTIVITY 3.1 ADOPTION DRAFT LAND DEVELOPMENT CODE

We will organize the comments received for each public draft installment from the Planning Commission and public for a discussion with staff about revising the public draft versions to create a consolidated Public Review Draft Land Development Code. This draft will be the first draft to include all of the components of the new Land Development Code, an important milestone for understanding how each of the installments relate to each other. As with the installments, we will first prepare a staff draft of the Public Review Draft Land Development Code.

After one round of consolidated feedback on the staff draft, we will edit the draft to incorporate agreed-to changes as well as final versions of illustrations, charts, and tables, and distribute the Public Review Draft Land Development Code for a pre-adoption round of community input. Following distribution of the public discussion draft, Clarion will work with staff to present the draft to the public, Planning Commission, and Governing Body pursuant to the approach identified in the Public Participation Plan.

We will work with staff to collect feedback and comments to be complied into a report submitted with the Public Review Draft LDC for adoption.

ACTIVITY 3.2 LDC ADOPTION PROCESS

Clarion will coordinate with Santa Fe staff to create presentation materials for the code adoption process. As needed, we can participate in up to two adoption hearings to assist with adoption questions and issue resolution.

ACTIVITY 3.3 FINAL LAND DEVELOPMENT CODE

After adoption, Clarion will prepare a final version of the new Land Development Code that incorporates any agreed-to changes identified during the adoption hearings. This final version will be prepared as a Word document for submission to the City's codification service unless a different format is agreed to with the City.

PHASE 2, TASK 3 ACTION ITEMS

ACTIVITIES	CLARION RESPONSIBILITIES	CITY STAFF RESPONSIBILITIES
DELIVERABLES	• Summarize public draft installment comments • Consolidate all installments and update to incorporate final edits • Create outreach materials for PC and public review of consolidated draft LDC • Prepare updated materials for adoption hearings • Revise public review draft as instructed	• Review public draft installment comments summary and identify final edits • Lead logistics for community outreach meetings • Review community outreach and adoption presentation materials
MEETINGS	• Present and facilitate review of public draft LDC • Attend and participate in two adoption hearings	• Participate in public draft review meetings
TRIPS	• Two, 2-3 days each	

Phase 2 Summary

Anticipated schedule: 18 to 24 months depending on number and timing of community outreach opportunities and availability of staff to participate in LDC update activities.

Trip Summary: Six multi-day trips for up to 3 Clarion staff members.

Anticipated budget: $300,000 to $350,000 depending on number and timing of community outreach opportunities; total number of trips; existing conditions analysis, mapping, and confirmation needed for the creation and incorporation of Santa Fe-specific form-based standards and regulating plan (for targeted areas); and inclusion of extra rounds of drafting beyond those identified in the scope.

PHASE 3: GENERAL PLAN IMPLEMENTATION

The LDC Update Phase 3 edits will be designed to further fine-tune the LDC to implement the Land Use Chapter of the updated Santa Fe General Plan following completion of that plan. While there are a few different ways to approach growth plans and growth management, we can anticipate the general approach to these updates and follow the same steps as the Phase 2 edits, over a shorter timeframe, to draft and incorporate these changes. Key aspects of growth management regulation typically include the following, some of which can be incorporated as part of the Phase 2 updates:

- Development and infrastructure standards that are targeted to reflect full growth areas, limited growth or conservation areas, and locations that are appropriate for gradual, longer-term growth;
- Zone districts that can guide growth based on: (1) anticipated development timing, and (2) proposed future development densities and intensities;
- Adjustable standards targeted to variable resources or impacts, such as water, wildlife, and wildfire, that might need to be changed based on environmental circumstances;
- Standards to protect permanent open space areas; and
- Development processes that: (1) help guide applicants to regulatory options that support the growth management plan, (2) incorporate flexibility for gradual expansion of development over time, and (3) procedures that allow the City to review regulatory impacts on real or perceived property rights.

We will revise the Phase 3 scope concurrently with the creation of the updated Santa Fe General Plan.

Phase 3 Summary

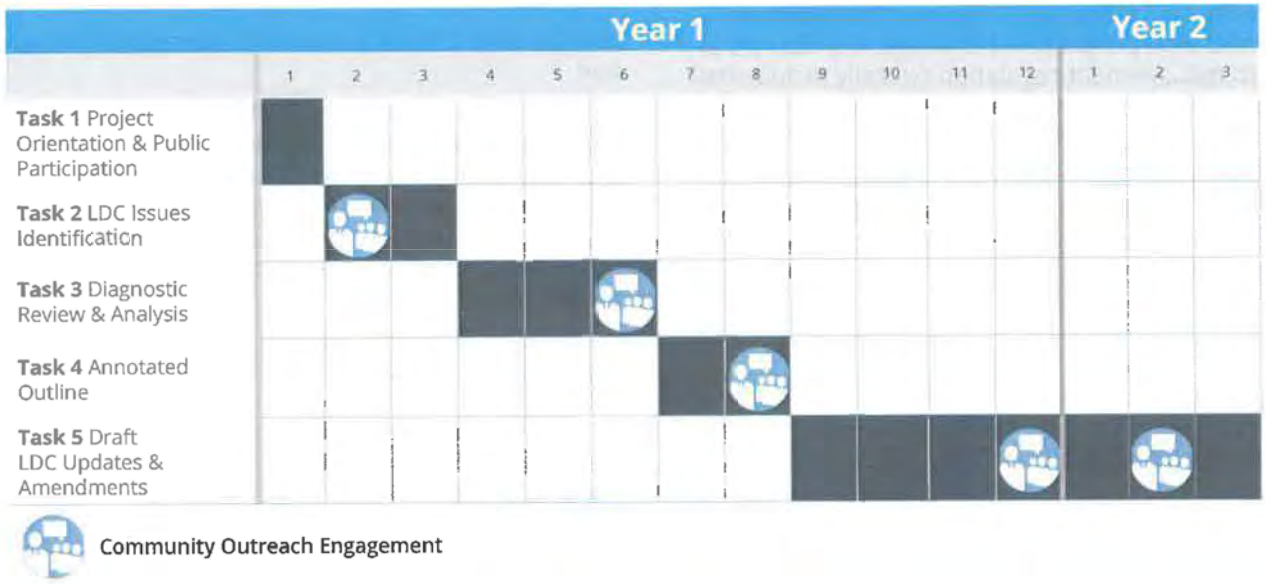
Anticipated schedule: 12 to 14 months depending on number and timing of community outreach opportunities and availability of staff to participate in LDC update activities.

Trip Summary: Four multi-day trips for up to 3 Clarion staff members.

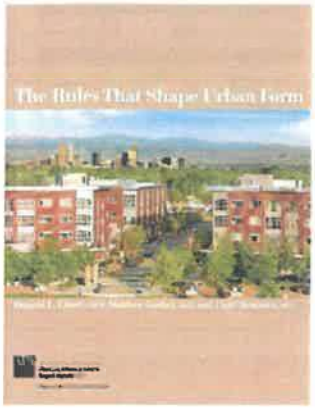
Anticipated budget: $120,000 to $150,000 depending on number and timing of community outreach opportunities, total number of trips, creation and incorporation of form-based standards, and inclusion of extra rounds of drafting beyond those identified in the scope

PROJECT TIMELINE

Based on work in similar projects, we believe that the LDC Diagnostic Review and Annotated Outline can be completed and presented to local officials and the public within fifteen months of the project start-up date – recognizing that if the revisions become controversial or additional public meetings are necessary, additional time may be necessary. We would be pleased to discuss an accelerated schedule at the City's request.



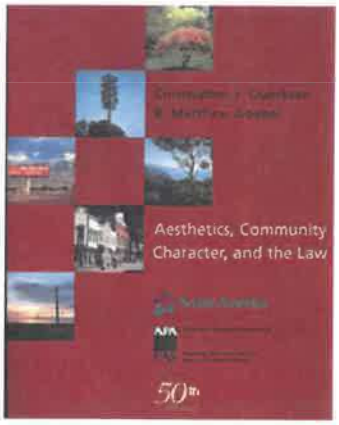
3. DESIRABLE SPECIFICATIONS




Saving the World Through Zoning

The sustainable community development code comes to the rescue.

A couple of winters ago, being the quintessential zoning attorney, I was curled up in front of the fire at my mountain cabin reading a good development code.



PROVEN TRACK RECORD

We understand that no two code projects are alike because all communities are unique. Our extensive experience provides Clarion with a solid foundation for developing effective code update processes; however, we recognize that the most successful work plans are carefully created with the input of staff, taking into account local circumstances and priorities. Here are some of the unique qualities of our firm that would contribute to a successful partnership with the Santa Fe Planning & Development staff:

Depth of Experience. Clarion Associates offers an unparalleled amount of national expertise, combined with a long track record of success in similar projects. We have been working throughout the country since the firm's founding 29 years ago, performing a full range of planning and zoning services for small, mid-sized, and large communities all over the United States. Clarion has prepared zoning regulations and plans for over 130 communities across the U.S. and Canada, and we're no strangers to Kansas, where Elizabeth, our project manager grew up and went to college and where we've worked in Wyandotte County/KCK, Riley County, Leavenworth, and Leawood, and across the state line for Lee's Summit, Riverside, Blue Springs. Elizabeth, while practicing at Spencer Fane, also served as counsel for the Kansas City, Missouri, TIF Commission.

Leaders in Sustainable Best Practices. Clarion is recognized as a national leader in creating the concept of sustainable development codes and conducting sustainability audits of codes. We have drafted comprehensive plans and regulations that incorporate ambitious sustainability goals, ranging from reduction of carbon emissions to density bonuses for infill housing. The firm takes particular pride in its innovative approach to code assessments involving identification of regulatory barriers and opportunities for the use of incentives and flexible menus to achieve community sustainability goals. Additionally, Clarion is one of the few firms in the nation that has actually gone beyond code audits and has drafted new and updated development codes with extensive sustainability sections related to renewable energy, energy efficiency, and low-impact development, among numerous other sustainability topics. An example is the point-based menu of sustainability options we helped develop for Henderson, Nevada, which has been used as a model by other cities.

We have a proven track record in teaching and educating local officials about sustainable code revisions in a clear and practical fashion. Clarion led a popular series of national sustainable development code workshops for the American Planning Association that has educated hundreds of planners on how to remove code barriers, create incentives, and fill regulatory gaps to move their communities towards a more sustainable future.

Land Use Law. Clarion team members include some of the country's most experienced land-use law practitioners. Team members have detailed knowledge of U.S. constitutional and federal land use law, including how to avoid takings claims, deal with First Amendment issues (signs, adult uses), and ensure that standards meet due process requirements.

Infill and Mixed-Use. Clarion has drafted numerous regulations and policies that differentiate between infill development and new development at the edge of communities, in terms of both design and development standards and review procedures. We also recognize that many cities need a hierarchy of mixed-use districts that range from high-intensity areas surrounding transit stops and key activity



San Antonio Historic District Design Guidelines



User-friendly Zoning District page layout from Bloomington, IN

nodes, to smaller-scale mixed-use areas that integrate well with established neighborhoods. Many Clarion projects have addressed these issues, such as Aurora, Northglenn, and Littleton, Colorado; Indianapolis, Indiana; Arlington and Austin, Texas; Portsmouth, Virginia; Duluth, Minnesota; and Winnipeg, Manitoba. For Sugar Land, Texas, we currently are preparing a series of case studies of communities that have adopted zoning tools to help encourage redevelopment of suburban patterns into thriving mixed-use centers.

Historic Preservation Planning and Policy. Clarion Associates has worked on numerous projects aimed at revitalizing and redeveloping historic areas, as well as projects to draft standards and guidelines for existing and future historic districts. One such effort is San Antonio's historic district standards and guidelines. Our expertise includes crafting historic district zoning and regulations, economic analysis of historic restoration, integrating new development projects, and developing heritage tourism initiatives. Our combination of talents in real estate economics, urban planning, and land-use law allows us to develop creative solutions to difficult historic preservation questions.

Procedural Streamlining and User-Friendly Codes. Clarion has been retained by dozens of communities across the United States to streamline procedures, reorganize and reformat codes, and make them more user-friendly. We use a wide variety of tools, ranging from relatively simple formatting techniques to highly sophisticated, interactive, web-friendly computerized codes. Santa Fe's development regulations have been amended in a piecemeal fashion over the years to remedy particular problems. As layers of regulations build up, so do layers of procedures, and over time, that can result in complicated and time-consuming processes. We find that revised regulations can result in a streamlined set of procedures that are easier to use and understand.

Equally important, we understand that modern codes rely heavily on graphics and illustrations to explain complex concepts and to illustrate how regulations are applied. The ability to find and understand the law is not just a key to good development — it's a key to good governance in general.

A Track Record of Innovation. Unique planning goals, development histories, and political constraints often require unique land use regulations, and the Clarion professionals pride themselves on mastering cutting-edge techniques and refining them further to meet local needs. Team members have authored leading books and publications such as The Rules of Urban Form; Aesthetics, Community Character, and the Law; A Better Way to Zone; Nature-Friendly Cities; True West; Wildlife Habitat Protection; and The Citizen's Guide to Planning (Fourth Edition), and Zoning Practice Memos on wind energy, web-based zoning codes, wildfire prevention in urban areas, and zone district consolidation. More importantly, we put the results of our research and publication to work for our clients.

Housing and Neighborhoods. The Clarion Team has worked across the country with planners, architects, developers, and neighborhoods to put together information and regulations that help move communities toward missing middle housing, acceptance of accessory dwelling units, and an understanding about the many reasons we should rethink our default zoning settings.

View our recent work in Bozeman, Montana on Recommended Edits to the Unified Development Code to promote affordable housing solutions: Bozeman Code Audit To Create and Preserve Housing | City Of Bozeman

PROJECT QUALIFICATIONS



SEDONA, ARIZONA

Land Development Code

Clarion worked with the City of Sedona to update their 20-year-old land development code (LDC). The project began in late 2016 with an analysis of the current LDC as well as an annotated outline that described how the new regulations could be restructured. The code was rewritten in three parts, with a strong emphasis on implementing the Sedona Community Plan. First, the districts and uses were redesigned to be more user-friendly and to create opportunities for mixed-use. Next, the development standards were overhauled to raise the bar for quality development and to clarify the current complex design standards, including integration of the city's design review manual – in many cases turning guidelines into regulations. The final part addressed the administration and procedures, including a more streamlined approach to development review of site plans and conditional uses. Clarion then prepared a consolidated draft that was carried forward through the adoption process. Clarion worked closely with the Planning Commission and City Council during a series of workshops and study sessions during the adoption process throughout the summer and fall of 2018. The new LDC was unanimously adopted by the City Council in November 2018. View the Sedona LDC

REFERENCE CONTACT INFO

Mike Raber
Senior Planner, City of Sedona
928-204-7106
mraber@sedonaaz.gov

2.12. M2: Mixed-Use Office

A. Purpose

The M2 district is intended to accommodate primarily office and supporting commercial and services and limited higher-density residential uses. The M2 district also provides community, educational, lodging, and commercial uses and incidental or accessory uses. Development in the M2 district may include limited auto-oriented uses and development patterns but is primarily intended to provide a walkable and active streetscape and be compatible with surrounding residential development.

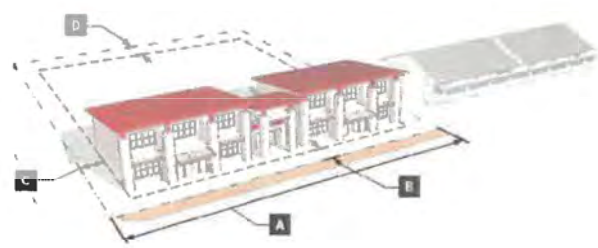
B. M2 Lot and Building Standards

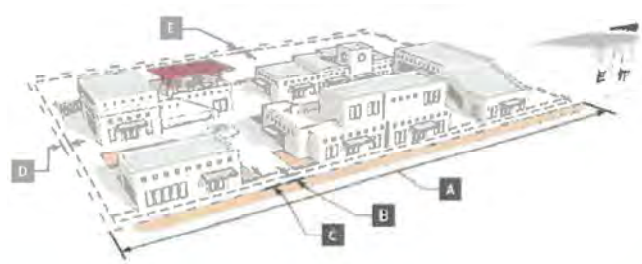
Lot Standards (minimum)[1]		
A	Width	60 feet
	Area	10,000 sq. ft.
Setbacks		
B	Front, minimum	10 feet
C	Side, minimum	10 feet
D	Rear, minimum	20 feet
Height		
	Building height	See 2.24.E
Impervious Coverage (maximum)		
	Building coverage	60 percent
	Total residential only lots	70 percent
	Total other lots	80 percent

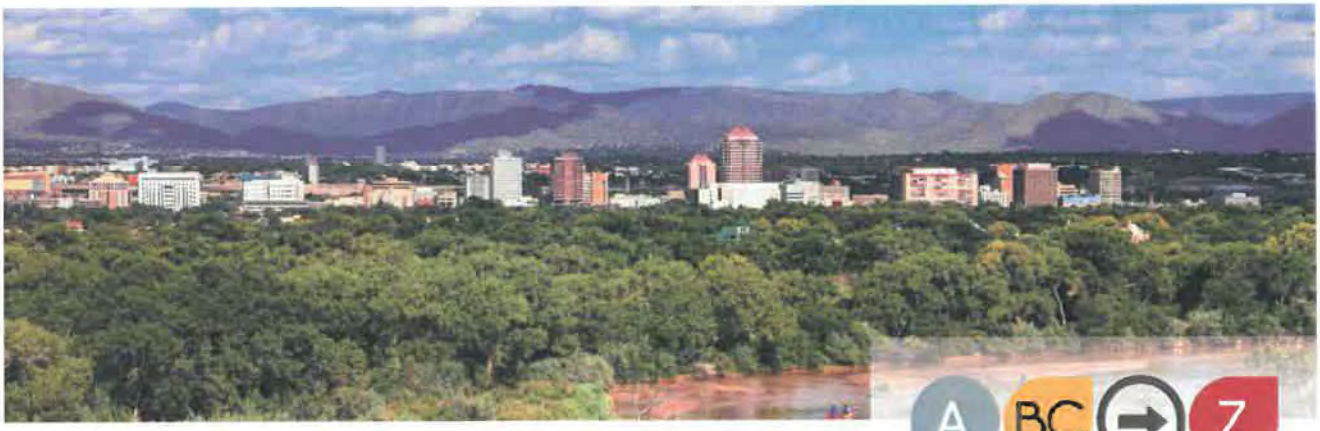
C. Other Standards

Other Standards	Location in LDC
Measurements and Exceptions	[illegible]
Use Specific Standards	Section 5.7
Off-Street Parking	Section 5.5
Landscaping, Buffering, and Screening	Section 5.6
Site and Building Design	Section 5.7

Notes:
[1] Residential identities are subject to the density and [illegible] Sedona Community Plan and attached CFA plans.





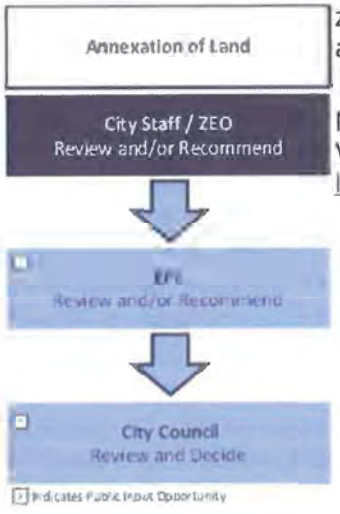


IMPROVING PLACE FROM PLANNING TO ZONING

ALBUQUERQUE, NEW MEXICO

Zoning Code Update

Albuquerque, New Mexico, is the largest city and the largest economic in the State of New Mexico. Blessed by spectacular views of the Sandia mountains, the main campus of the University of New Mexico, Rail Runner connections to the state capital in Santa Fe, and an emerging bus rapid transit system along historic Central Avenue/Route 66, the city is poised to strengthen its status as one of the SunBelt's success stories. In 2014, Clarion Associates was selected to head a team of seven consultants, including Fregonese Associates, Dekker/Perich/Sabatini, Karpoff Associates, Leland Consulting Group, Kimley-Horn Associates, and Urban Interactive Studios to update the city's Centers and Corridors Comprehensive Plan and to develop a new Integrated Development Ordinance for the city. The two-year effort began in early 2015, and resulted in a much more nuanced menu of Center and Corridor types aligned with a new approach to Complete Streets implementation. The updated Comprehensive Plan was adopted in 2016. In addition, this project consolidated, integrated, and streamlined the existing zoning ordinance and subdivision controls with land use regulations included in over 40 Sector Plans into an Integrated Development Ordinance (IDO) that makes those controls more internally consistent, predictable, administrable, and user-friendly. After an extensive public engagement process, the IDO and related citywide remap was the City Council in 2017. ABQ's zoning approved by November View Integrated Development Ordinance.









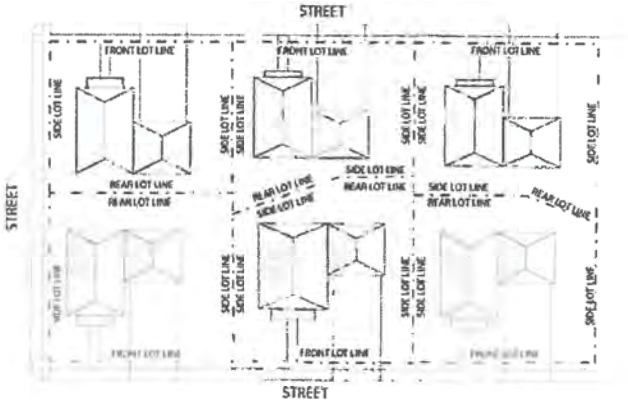
DENTON, TEXAS

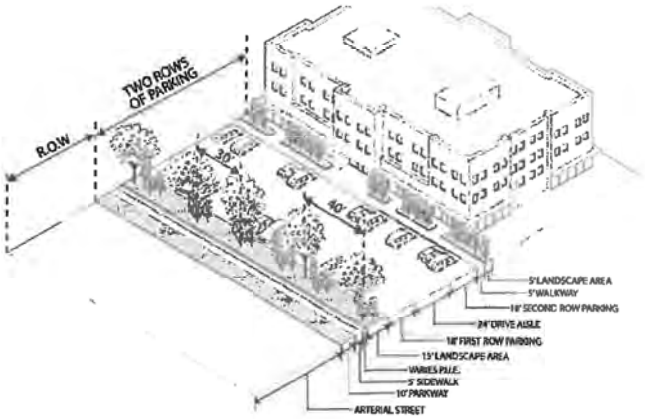
Unified Development Code

Clarion Associates was retained by the City of Denton to revise their current development regulations and consolidate provisions into a unified development code. During Phase I of this project, Clarion assessed the current development code and prepared a detailed annotated outline of how a new Denton Development Code would be organized. The annotated outline was based on a thorough review of current regulations, analysis of best practices, and feedback from extensive stakeholder outreach.

Clarion then updated the Denton Development Code through a series of installments that separated the new unified development code sections into manageable phases for internal and public review. The first module was related to land uses and zoning districts, while the second covered administration and general provisions and procedures for development review, followed by the final module on development standards. Each successive module allowed staff, appointed and elected officials, and the public a chance to review and comment prior to Clarion developing a final consolidated adoption draft.

Clarion worked closely with staff and the Planning and Zoning Commission on the execution of this project. In the fall of 2018, the updated Denton Development Code was adopted, and subsequently received an award from the Texas APA. View the Denton UDC



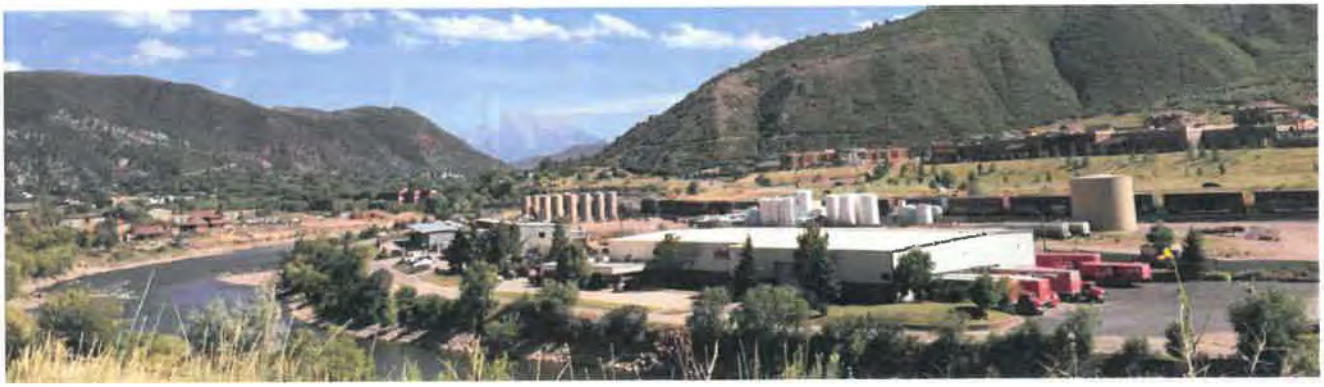


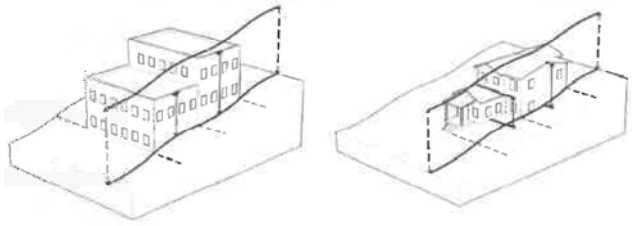
REFERENCE CONTACT INFO

Scott McDonald
Deputy Director/Building Official
940-349-8539
scott.mcdonald@cityofdenton.com

GLENWOOD SPRINGS, COLORADO

Development Regulations Update





Article 070.020: Zoning Districts
070.020.100 Mixed-Use Core (M2) District
(a) Purpose

070.020.100 Mixed-Use Core (M2) District

(a) Purpose

The M2 district is intended to accommodate walkable and active development within Glenwood's core commercial areas, including but not limited to central downtown. The M2 district includes the most recognizable and prominent areas of Glenwood Springs and therefore places an emphasis on high-quality building and site design, as well as the surrounding streetscape. The M2 district is intended to allow for a mix of residential and nonresidential uses while ensuring compatibility with surrounding established neighborhoods.

Figure 020-8: M2 District Dimensional Standards



(b) Standards

Table 020.12: M2 District Dimensional Standards	
Lot Standards, Minimum	
A Lot area (sq ft)	None
Landscaped area (%)	None
Setbacks, Minimum	
B Front, min (ft)	None
Front, max (from arterial) (ft)	15
Front, max (from other streets) (ft)	20
C Side, min (ft)	None
D Rear, min (ft)	None
Building Standards, Maximum	
E Building height (ft)	45[1]

Other Key Standards	
Measurements and Exceptions	070.020.120
Table of Allowed Uses	070.040.020
Use-Specific Standards	070.040.030
Development Standards	
Landscaping, Screening, and Fences	070.060.050
Off-Street Parking and Loading	070.060.060
Nonresidential and Mixed-Use Site and Building Design	070.060.070

Notes: [1] 60 feet max building height by special review

Clarion Associates worked with the City of Glenwood Springs to revise their development regulations. Phase 1 in 2015 included preparation of a development regulations analysis and assessment, including an annotated outline detailing how the new development regulations would be organized. That document included several recommendations for improving Glenwood's development regulations, based on best practices from other communities and feedback from stakeholder outreach.

Phase II, which kicked off in March 2016, involved an overhaul of Glenwood's development regulations, based on the recommendations from Phase I and supplemental guidance from a Project Advisory Group and staff. The update to the development regulations occurred in three modules to separate the document into manageable parts for internal and public review. The first module, Administration and Procedures, included improvements to the procedures for development review. The second module included a revised lineup of zoning districts and amended use regulations, addressing mixed-use and reducing barriers to infill and redevelopment. The final module focused on development standards, including the addition of a new suite of sensitive area protection tools. The final code integrated input received during public review of the three modules. The code was adopted unanimously in August 2018.

REFERENCE CONTACT INFO

Gretchen Ricehill
Senior Planner
970.384.6428

BOZEMAN, MONTANA

Unified Development Code Updates to Support Affordable Housing

With a population of 48,000, Bozeman, Montana, is the fourth largest city in the state – and one that is consistently rated as one of the highest qualities of life in the U.S. A thriving local economy grounded in outdoor recreation, camping, skiing, and mountain activities has made the city a magnet for immigrants from all over the country. Unfortunately, those trends have also resulted in rapidly rising housing prices, as new arrivals from California and west coast have competed with local residents for available housing. In 2021, Clarion Associates was retained to lead a team of consultants to update the city's Affordable Housing Ordinance, zoning ordinance, and Planned Unit Development regulations to identify and remove barriers to affordable housing, and to advise the city on how to improve that supply. Clarion is leading a team including the Denver-based national housing economics firm Root Policy Research and Bozeman-based local planning and engagement firm Groundprint to engage stakeholders and the public in discussions about the strengths and weaknesses of the current housing regulations and make recommendations for improvement to all three regulatory documents. The work is expected to be completed by December of 2021.



View the Bozeman Code Audit To Create and Preserve Housing | City Of Bozeman

REFERENCE CONTACT INFO

Martin Matsen

Community Development Director (former),

City of Bozeman

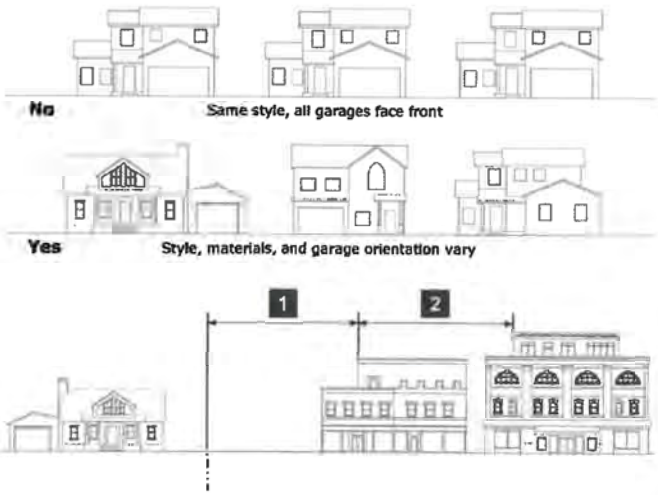
mmatsen@gmail.com

LONGMONT, COLORADO

Land Development Code

In 2016, Clarion Associates was retained to prepare comprehensive revisions to the Land Development Code for the City of Longmont, a fast-growing community north of Boulder. The code amendments fell largely into two groups, the first of which included edits to zoning districts, use regulations, and signs, among other topics, and was adopted in August 2018. The second batch of amendments focused on additional topics related to important Council priorities:

- **Integration of Affordable Housing Incentives:** Integrated inclusionary housing requirements into the LDC, and aligned them with existing height incentives.
- Sustainability Evaluation System: Clarion worked with staff and City Council to develop possible approaches to evaluating the environmental sustainability performance of site development.
- Protecting Rivers, Streams, Wetlands, and Riparian Areas: Clarion provided coordination between multiple planning efforts to establish a more uniform regulatory framework for protecting sensitive environmental areas. Edits related to the protection of rivers, streams, wetlands, and riparian areas for integration into the LDC were completed once the policy work from external groups on these issues was complete.



REFERENCE

Joni Marsh, Assistant City Manager, City of Longmont

303-651-8601

joni.marsh@longmontcolorado.gov

BILLINGS & YELLOWSTONE COUNTY, MONTANA

Zoning Code Updates



Clarion recently led a team working with Billings (pop. 110,000) and Yellowstone County, Montana, to update, coordinate, and fully separate the zoning code that both communities have shared for 50 years. This community-led zoning code rewrite has been guided by an ad hoc steering committee of both city and county representatives; four standing working groups that met monthly or twice monthly to address code drafts through the lenses of urban issues, county issues, landscaping, and signs; and numerous individual meetings with specific interest groups such as developers, real estate agents, short-term rental owners, restaurant/bar/casino owners, homebuilders, environmentalists, health care providers, and outdoor recreationalists. The City of Billings opted for the creation of a character-driven, hybrid form-based code while Yellowstone County opted for a more traditional larger lot, agricultural oriented zoning code that takes advantage of the form sections of the Billings zoning code through a process called "planned neighborhood development." Both communities will be able to use that process to address development at the urban-rural interface, providing infrastructure and density predictability to the City, property owners, and developers. Major updates in the codes include modernized use tables and use-specific standards supported by a streamlined administrative approval process, specific zone district character and pattern regulations designed to ensure quality infill development in the City's older neighborhoods, new standards for wind and solar installations that support Montana's clean energy goals, and the consolidation of eight full and partial sets of sign regulations into a single, updated set of sign standards that is linked to the different sizes and types of development anticipated in the new form-based zone districts. Yellowstone County adopted their new zoning code in November, 2020 and Billings should complete the adoption process in January 2021.



View the Billings, MT Zoning code at https://library.municode.com/mt/billings/codes/code_of_ordinances?nodeId=CICO_CH27ZO

REFERENCE CONTACT INFO

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Zoning Coordinator
406.657.8281
cromwelln@billingsmt.gov

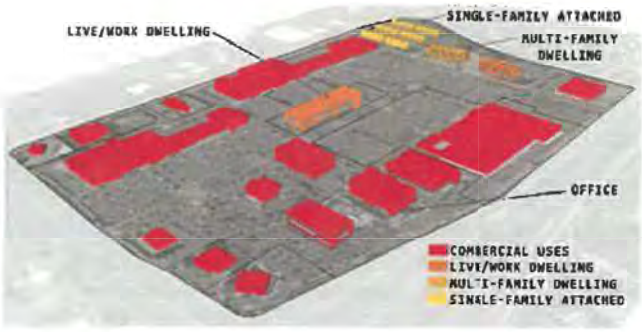


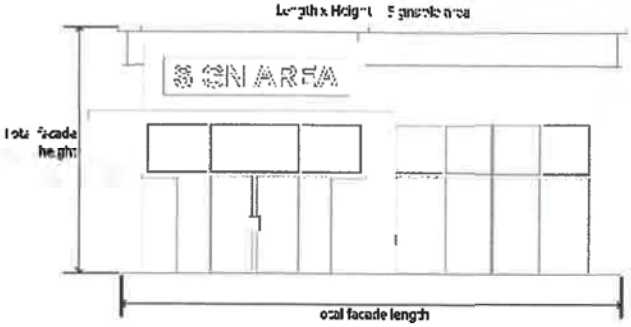
NORTHGLENN, COLORADO
Unified Development Ordinance

Clarion Associates is working with the City of Northglenn to revise their current development regulations. This project follows Clarion's previous work in 2014 to prepare a development regulation assessment, including an annotated outline detailing how the new development regulations would be organized into a Unified Development Ordinance (UDO). That document included several recommendations for improving Northglenn's development regulations based on best practices from other communities and feedback from stakeholder outreach.

This second phase of the project, drafting the UDO, kicked off in 2015 and involves an overhaul of Northglenn's development regulations, based on the recommendations from the assessment and supplemental guidance from a UDO Task Force and staff. The update to the development regulations will occur in three installments to separate the document into manageable parts for internal and public review. The first two installments, Administration and Procedures, and Districts and Uses, have already been distributed for public review. The final installment will include the development standards addressing the quality standards such as parking, landscaping, and building design. Following public review of all three installments, Clarion will prepare a consolidated draft for adoption that reflects comments received on all three installments. The new Unified Development Ordinance was adopted in 2018.

View the Northglenn UDO





REFERENCE CONTACT INFO
Eric Ensey
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303.450.8740
eensey@northglenn.org



CLARION

Planning | Zoning & Land Use | Sustainability & Resiliency

Project Name: Santa Fe, New Mexico LDC Update Phase 1 * Updated July 2022 with adoption						
Task	Clarion					Total
Team Member	PM/Dir. 1	Director 2	Of Counsel	Associate	Graphics	
Billable Rate $/Hour	$215	$225	$180	$90	$85	
Phase 1: Project Orientation and Public Participation						
1.1 Project Orientation Strategy	2	0	2	8	8	20
1.2 LDC Update Participation Plan	2	0	2	8	8	20
1.3 Project Management (included in subsequent tasks)	0	0	0	0	0	0
Phase 1: Total Hours	***4***	***0***	***4***	***16***	***16***	***40***
Phase 1: Total Labor	***$860***	***$0***	***$720***	***$1,440***	***$1,360***	***$4,380***
Person trips	0	0	0	0	0	***0***
Phase 1: Total Travel	$0	$0	$0	$0	$0	***$0***
Phase 1: TOTAL	$860	$0	$720	$1,440	$1,360	***$4,380***
Phase 2: LDC Issues Identification (Code Housekeeping)						
2.1 Outreach Approach and Scheduling	4	0	4	0	10	18
2.2 Materials and Presentations	18	16	2	16	16	68
2.3: Meeting Facilitation and Summary Report	8	0	8	16	0	32
Project Management/Coordination Meetings w/Staff	4	0	4	4	0	12
Phase 1: Total Hours	***34***	***16***	***18***	***36***	***26***	***130***
Phase 1: Total Labor	***$7,310***	***$3,600***	***$3,240***	***$3,240***	***$2,210***	***$19,600***
Person trips	1	1	1	1	0	***4***
Phase 2: Total Travel	$950	$950	$950	$950	$0	***$3,800***
Phase 2: TOTAL	***$8,260***	***$4,550***	***$4,190***	***$4,190***	***$2,210***	***$23,400***
Phase 3: LDC Diagnostic Review and Analysis with Annotated Outline						
3.1 Current LDC Analysis	16	6	8	20	0	50
3.2 Staff Review Draft LDC Diagnostic Review	12	2	6	72	14	106
3.3 Public Review Draft LDC Diagnostic Review	12	2	6	48	12	80
3.4 Prep for and Facilitate LDC Diagnostic Review Outreach	34	0	16	40	18	108
Project Management/Coordination Meetings w/Staff	8	0	8	8	0	24
Phase 3: Total Hours	***82***	***10***	***44***	***188***	***44***	***368***
Phase 3: Total Labor	***$17,630***	***$2,250***	***$7,920***	***$16,920***	***$3,740***	***$48,460***
Person trips	1	0	0	1	0	***2***
Phase 3: Total Travel	$950	$0	$0	$950	$0	***$1,900***
Phase 3:TOTAL	***$18,580***	***$2,250***	***$7,920***	***$17,870***	***$3,740***	***$50,360***
Phase 4: Prepare LDC Foundations Draft						
4.1 Staff Draft LDC Updates	40	6	30	100	24	200
4.2 Public Review Draft LDC Updates	20	4	14	40	10	88
4.3 Prep for and Facilitate LDC Updates Outreach (2 rounds)	32	8	14	40	11	105
4.4 Revised Public Draft LDC Updates	24	4	6	24	8	66
Project Management/Coordination Meetings w/Staff	4	0	4	4	0	12
Phase 4: Total Hours	***120***	***22***	***68***	***208***	***53***	***471***
Phase 4: Total Labor	***$25,800***	***$4,950***	***$12,240***	***$18,720***	***$4,505***	***$66,215***
Person trips	2	1	1	2	0	***6***
Phase 4: Total Travel	$1,900	$950	$950	$1,900	$0	***$5,700***
Phase 4: Total	***$27,700***	***$5,900***	***$13,190***	***$20,620***	***$4,505***	***$71,915***
Phase 5: Adoption						
5.1 Adoption draft 1 - staff draft	20	2	30	30	10	92
5.2 Adoption draft 1 - public review draft	10	0	14	20	2	46
5.3 Adoption draft presentation assistance (2 rounds)	40	0	20	10	0	70
5.4 Adoption draft 2 (final) - staff draft	8	0	10	20	2	40
5.5 Adoption draft 2 (final) - final	8	0	8	8	0	24
Phase 5: Total Hours	***86***	***2***	***82***	***88***	***14***	***272***
Phase 5: Total Labor	***$18,490***	***$450***	***$14,760***	***$7,920***	***$1,190***	***$42,810***
Person trips	2	0	1	0	0	***3***
Phase 5: Total Travel	$1,900	$0	$950	$0	$0	***$2,850***
Phase 5: Total	***$20,390***	***$450***	***$15,710***	***$7,920***	***$1,190***	***$45,660***
Project Total Hours	326	50	216	536	153	*1281*
Project Total Labor	$70,090	$11,250	$38,880	$48,240	$13,005	*$181,465*
Project Total Person Trips	6	2	3	4	0	*15*
Total Travel Expenses	$5,700	$1,900	$2,850	$3,800	$0	*$14,250*
Total Pre-Tax Fees: Labor and Expenses	$75,790	$13,150	$41,730	$52,040	$13,005	*$195,715*
Estimated New Mexico Gross Receipts Tax (NM GRT) for the City of Santa Fe (8.3125%)						$16,268.81
Total Fees: Labor and Expenses, after payment of NM GRT						$179,446.19

City of Santa Fe

Treasury Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909
505-955-6551

BUSINESS REGISTRATION

Business Name: CLARION ASSOCIATES, LLC
DBA: CLARION ASSOCIATES, LLC

Business Location: 1600 STOUT ST STE. 1700
DENVER, CO 80202

CRS Number: 02376261006

Owner: CLARION ASSOCIATES, LLC

License Number: 232801

License Type: Business License - Renewable

Issued Date: May 11, 2022

Classification: Out of Jurisdiction Business License

Expiration Date: May 11, 2023

Fees Paid: $10.00

CLARION ASSOCIATES, LLC
1600 STOUT ST STE. 1700
DENVER, NM 80202

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT. APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR THE INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERRABLE TO OTHER BUSINESSES OR PREMISES.

TO BE POSTED IN A CONSPICUOUS PLACE

Ver. 16 2/7/2020

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: PFS Insurance	
PFS Insurance Group 4848 Thompson Parkway Suite 200 Johnstown, CO 80534	PHONE (A/C, No, Ext): (970) 635-9400	FAX (A/C, No): (970) 635-9401
	E-MAIL ADDRESS: info@mypfsinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Old Guard Insurance Company	17558
INSURED	INSURER B : Pinnacol Assurance Co	41190
Clarion Associates LLC 1600 Stout Street, Ste #1700 Denver, CO 80202	INSURER C : Houston Casualty Company	42374
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 2,000,000
	[ ] CLAIMS-MADE [X] OCCUR	X		CWP042989M	8/11/2022	8/11/2023	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	[ ] POLICY [X] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	[ ] OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	[ ] ANY AUTO			CWP042989M	8/11/2022	8/11/2023	BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB [X] OCCUR						EACH OCCURRENCE	$ 2,000,000
	[ ] EXCESS LIAB [ ] CLAIMS-MADE			CWP042989M	8/11/2022	8/11/2023	AGGREGATE	$ 2,000,000
	[ ] DED [X] RETENTION $ 0							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						X PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH)	N / A		4060755	7/1/2022	7/1/2023	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
C	Professional Errors			H722-120205	9/22/2022	9/22/2023	Each Claim	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Cyber Liability: Policy Number: CYB-3018599-01; Eff/Exp Date: 06/16/2022 - 06/16/2023; Each Claim $1,000,000 Hudson Excess Insurance Company NAIC #14484

If required by written contract, City of Santa Fe is included as Additional Insured for ongoing operations under General Liability.

CERTIFICATE HOLDER

City of Santa Fe
200 Lincoln Ave.
Santa Fe, NM 87501

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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Purchasing_Memo_Clarion Assoc. Amendment 1_1-21-26 (002)

Final Audit Report 2026-01-22

Created:	2026-01-22
By:	ALYSSA PEREZ (aeperez@santafenm.gov)
Status:	Filled
Transaction ID:	CBJCHBCAABAAmAKo-G038GZmAMyZQiOtbojSP2uUwosE

"Purchasing_Memo_Clarion Assoc. Amendment 1_1-21-26 (002) " History

Document created by ALYSSA PEREZ (aeperez@santafenm.gov)
2026-01-22 - 7:15:17 PM GMT- IP address: 63.232.20.129

Document emailed to ALYSSA PEREZ (aeperez@santafenm.gov) for filling
2026-01-22 - 7:27:01 PM GMT

Form filled by ALYSSA PEREZ (aeperez@santafenm.gov)
Form filling Date: 2026-01-22 - 7:27:25 PM GMT - Time Source: server- IP address: 63.232.20.129

Agreement completed.
2026-01-22 - 7:27:25 PM GMT

Powered by Adobe Acrobat Sign

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/7/2025

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PRODUCER	CONTACT NAME:	
PFS Insurance Group 4848 Thompson Parkway Suite 200 Johnstown, CO 80534	PHONE (A/C, No, Ext): (970) 635-9400	FAX (A/C, No): (970) 635-9401
	E-MAIL ADDRESS: info@mypfsinsurance.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Clarion Associates LLC 1600 Stout Street, Ste #1700 Denver, CO 80202	INSURER A : Old Guard Insurance Company	17558
	INSURER B : Pinnacol Assurance Co	41190
	INSURER C : Scottsdale Insurance Company	41297
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	X		042989M	8/11/2025	8/11/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 1,000,000 $ 5,000 $ 2,000,000 $ 4,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO X OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			042989M	8/11/2025	8/11/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			042989M	8/11/2025	8/11/2026	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		4060755	7/1/2025	7/1/2026	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
C	Professional Errors			EKI3585521	8/11/2025	7/1/2026	Each Claim	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
If required by written contract, the Certificate Holder is included as Additional Insured for ongoing operations under General Liability.

CERTIFICATE HOLDER

City of Santa Fe
200 Lincoln Ave.
Santa Fe, NM 87501

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AUTHORIZED REPRESENTATIVE



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CLARION

1630 Welton Street, Ste 1000C
Denver, Colorado 80202
www.clarionassociates.com
303.830.2890

Invoice

To: City of Santa Fe Land Use Department
Sant Fe, NM
Attn: Daniel Alvarado, AICP

Date: June 19, 2025
Invoice No. 10179

Project: 22012 Santa Fe, New Mexico LDC Update Phase 1
Project Manager: Matt Goebel
For professional services rendered as of 5/31/2025

Professional Services	Phase Fee	% Complete	Fee Earned	Prior Billing	Current Fee
Task 1: Project Orientation and Public Participation	$4,380.00	100.00	$4,380.00	$4,380.00	$0.00
Task 2: LDC Issues Identification (Code Housekeeping)	$19,600.00	100.00	$19,600.00	$19,600.00	$0.00
Task 2: Travel	$3,800.00	100.00	$3,800.00	$3,800.00	$0.00
Task 3: LDC Diagnostic Review and Analysis with Annotated Outline	$48,460.00	100.00	$48,460.00	$48,460.00	$0.00
Task 3: Travel	$1,900.00	100.00	$1,900.00	$1,900.00	$0.00
Task 4: Prepare LDC Foundations Draft	$66,215.00	100.00	$66,215.00	$66,215.00	$0.00
Task 4: Travel	$5,700.00	100.00	$5,700.00	$5,700.00	$0.00
Task 5: Adoption	$93,791.46	100.00	$93,791.46	$42,809.40	$50,982.06
Task 5: Travel	$2,850.00	100.00	$2,850.00	$2,850.00	$0.00
			Professional Services Total:		**$50,982.06**

Total Invoice Amount **$50,982.06**

Billing Summary	Current	Prior	Total
Professional Services	$50,982.06	$195,714.40	$246,696.46

Aged Receivables:						
Invoice	0 - 30	31 - 60	61-90	91-120	>120Days	Balance
Total Prior Billing						

CITY OF SANTA FE

Memorandum

Date: January 22, 2026

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

From: Carol Swenson, Public Works Business Operations Manager

Via: Sam Burnett, Interim Public Works Director

RE: Authorizing Representatives and Agents for NMED Agreement 25-J2459-GF

EXECUTIVE SUMMARY:

This Resolution designates authorized representatives and agents for an agreement with New Mexico Environment Department (NMED) regarding Agreement SAP 25-J2459-GF ("Grant Agreement"). The Agreement makes available one hundred thousand dollars ($100,000), appropriated by the New Mexico State Legislature for a project to plan, design, and construct a wastewater treatment facility in Santa Fe.

BACKGROUND:

NMED, through Article XI.B.(e) of the Grant Agreement, requires that the City of Santa Fe ("City") as the grantee, agree that the "governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the Grantee to sign the Agreement and to sign and submit Requests for Payment on behalf of the Grantee". Adoption of this Resolution will satisfy this requirement and allow the City to enter into the Grant Agreement. The Grant Agreement will be presented to the Governing Body in an action separate from this Resolution; and this Resolution will not be implicated if the Governing Body does not later approve the grant agreement.

ATTACHMENTS:

Resolution
FIR

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2026-__

INTRODUCED BY:

Councilor Amanda Chavez

A RESOLUTION

AUTHORIZING CITY OF SANTA FE REPRESENTATIVES AND AGENTS TO SIGN AGREEMENTS AND REQUESTS FOR PAYMENT REGARDING NEW MEXICO ENVIRONMENT DEPARTMENT, FOR GRANT AGREEMENT NUMBER SAP 25-J2459-GF TO PLAN, DESIGN, AND CONSTRUCT A WASTEWATER TREATMENT FACILITY.

WHEREAS, in the Laws of 2025, Chapter 159, Section 28, Subsection 108, the Legislature made an appropriation to the New Mexico Environment Department ("NMED"), for funds from which NMED is making available to the City of Santa Fe ("Grantee" or "City") through Grant Agreement number SAP 25-J2459-GF ("Agreement"), incorporated as Attachment A, in the amount of one hundred thousand dollars ($100,000), to plan, design, and construct a wastewater treatment facility in the city of Santa Fe, in Santa Fe County (the "project"); and

WHEREAS, Article XI(B)(e) of the Agreement states that the "Grantee's governing body has duly adopted or passed as an official act a resolution, motion, or

similar action authorizing the person identified as the official representative of the Grantee to sign and submit Requests for Payment on behalf of Grantee" and adopting this resolution will satisfy this requirement.

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

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

Grantee:	City of Santa Fe
Name:	David Chapman
Title:	Grants Administrator
Address:	PO Box 909
	Santa Fe, NM 87504-0909
Email:	dachapman@santafenm.gov
Telephone:	(505) 955-6251

B. The person listed below, or their successor, is the Grantee's Fiscal Office or Fiscal Agent concerning reviewing and signing Requests for Payments for permissible expenditures:

Grantee:	City of Santa Fe
Name:	Erika Lujan
Title:	Grant Manager
Address:	200 Lincoln Avenue
	Santa Fe, NM 87051
Email:	evlujan@santafenm.gov
Telephone:	(505) 479-1334

PASSED, APPROVED, and ADOPTED this _____day of _____, 2026.

_____

MICHAEL GARCIA, MAYOR

ATTEST:

_____

GERALYN CARDENAS, INTERIM CITY CLERK

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Jan 23, 2026 08:26:27 MST)

MARCOS MARTÍNEZ, INTERIM CITY ATTORNEY

Legislation/2026/Resolutions/SAP 25-J2459-GF – Authorizing of Signatories and Agents

EXHIBIT A

NEW MEXICO CAPITAL OUTLAY GRANT AGREEMENT
CAPITAL APPROPRIATION PROJECT

THIS AGREEMENT is made and entered into by and between the State of New Mexico, New Mexico Environment Department, ("**Department**") and City of Santa Fe, ("**Grantee**") (individually "**Party**" and collectively "**Parties**"). This Agreement shall be effective as of the date the Department executes it ("**Effective Date**").

WITNESSETH

WHEREAS, in the Laws of 2025, Chapter 159, Section 28, Subsection 108, the Legislature made an appropriation to the Department, funds from which the Department is making available to the Grantee pursuant to this Agreement; and

WHEREAS, the Department is granting to Grantee, and the Grantee is accepting the grant of funds from this appropriation, in accordance with the terms and conditions of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, the parties hereby mutually agree as follows:

AGREEMENT

I. PROJECT DESCRIPTION, GRANT AMOUNT, AND REVERSION

A. SAP 25-J2459-GF ("**Project**") **June 30, 2029** ("**Reversion Date**"). Laws of 2025, Chapter 159, Section 28, Subsection 108, One Hundred Thousand Dollars, ($100,000.00), to plan, design and construct a wastewater treatment facility in Santa Fe in Santa Fe county;.

B. Grantee's total reimbursements shall not exceed One Hundred Thousand Dollars $100,000.00 ("**Appropriation Amount**") minus the allocation for Art in Public Places ("**AIPP amount**"), if applicable, No Dollars, $0.00, which equals One Hundred Thousand Dollars, $100,000.00 ("**Adjusted Appropriation Amount**").

C. In the event of a conflict among the Appropriation Amount, the Reversion Date, as defined herein and/or the purpose of the Project, as set forth in this Agreement, and the corresponding appropriation language in the laws cited above in this Article I, the language of the laws cited herein shall control.

The information contained in Article I is referred to collectively as the "**Project Description**."

II. DISBURSEMENT LIMITATION

A. Upon the Effective Date, the Grantee shall submit to the Department a comprehensive procurement plan and expenditure plan, detailing a Project timeline with milestones, required procurements, and identifying expected expenditures per milestone (collectively, "**Project Budget**"). The Department shall review and approve the Project Budget by approving a Notice of Department's Obligation ("**Notice of Obligation**"), in accordance with the Project Description, a sample of which is attached hereto as **Exhibit B** and incorporated herein by reference. After receipt of approved Notice of Obligation, the Grantee may be reimbursed for allowable costs up to the Adjusted Appropriation Amount. This Agreement and any reimbursements up to the Adjusted Appropriation Amount are expressly conditioned upon the following:

a. Irrespective of any Notice of Obligation, Grantee's expenditures shall be made in accordance with the Project Budget, on or before the Reversion Date and/or, if applicable, any Early Termination Date; and

b. The total amount received by Grantee shall not exceed the lesser of:
    i. the Adjusted Appropriation Amount identified in Article I (B) herein; or
    ii. the total of all amounts stated in the Notice(s) of Obligation evidencing the Department has received and accepted Grantee's Third Party Obligation(s); and
c. Grantee's expenditures are made and accounted for pursuant to the State Procurement Code, State's Model Accounting Practices, and execution of binding written obligations or purchase orders with third-party contractors or vendors for the provision of services, including professional services, or the purchase of tangible personal property and real property for the Project ("**Third Party Obligations**"); and
d. Grantee's submittal of timely Requests for Payment and supporting documentation in accordance with the procedures set forth in this Agreement; and
e. In the event capital assets acquired with Project funds are to be sold, leased, or licensed to or operated by a private entity, the sale, lease, license, or operating agreement:
    i. must be approved by the applicable oversight entity (if any) in accordance with §§ 13-6-2, 13-6-2.1, and 13-6-3; or
    ii. If no oversight entity is required to approve the transaction, the Department of Finance and Administration's Infrastructure Planning Development Division (IPDD) must approve it as complying with the law.

B. Prior to the sale, lease, license, or operating agreement being approved pursuant to Articles II(A)(e) (i) or (ii) herein, the Department may, in its sole and absolute discretion, unless inconsistent with State Board of Finance imposed conditions, reimburse Grantee for necessary expenditures incurred to develop the Project sufficiently to make the sale, lease, license, or operating agreement commercially feasible, limited to planning and design expenditures; and

C. Grantee's submission of documentation of all Third Party Obligations and amendments thereto (including terminations) to the Department and the Department's issuance of a Notice of Obligation for a particular amount in accordance with the terms of this Agreement shall be governed by the following:

a. Grantee is authorized to budget the particular amount set forth in the Notice of Obligation, execute the Third Party Obligation, and request the Third Party to begin work after issuance of a Notice of Obligation by the Department.
b. Grantee acknowledges and agrees that any Third Party Obligations agreed to prior to receiving a Notice of Obligation are its sole responsibility.
c. Grantee shall submit to the Department one copy of all Third Party Obligations and amendments thereto (including terminations) as soon as possible after execution by the Third Party but prior to execution by the Grantee.
d. Department may, in its sole and absolute discretion, issue a Notice of Obligation for the particular amount of a Third Party Obligation that only obligates the Department to reimburse Grantee's expenditures made on or before the Reversion Date or an Early Termination Date. The current Notice of Obligation form is incorporated herein and attached hereto as **Exhibit B**.

D. Grantee shall provide all necessary qualified personnel, materials, and facilities to implement the Project. The Grantee shall finance its share (if any) of the costs of the Project, including all Project overruns.

E. Prior to entering into this Agreement, the Department conducted a risk assessment on the Grantee and a project readiness review for the Project. In accordance with State Model Accounting Practices, FIN 9.2, if the Department determines that the expenditure of Project funds by the Grantee requires special conditions, those conditions are identified and listed in **Exhibit C**, which is attached and incorporated by reference. The Parties agree that, to the extent the Department, in its sole and absolute discretion, determines additional special conditions are necessary or that existing special conditions are no longer

required, it may update **Exhibit C** from time to time without the need for a formal amendment of this Agreement.

F. Project funds shall not be used for purposes other than those authorized by the Department in accordance with the Project Description.

G. Project funds cannot be used to reimburse the Grantee for indirect Project costs unless specifically allowed by law.

III. NOTICES

The following provisions shall apply whenever written notices, including written decisions, are to be given or received related to this Agreement.

A. The Grantee designates the person(s) listed below, or their successor, as their official representative(s) concerning all matters related to this Agreement:

Grantee: City of Santa Fe
Name: David Chapman
Title: Grants Administrator
Address: PO Box 909 Santa Fe, NM 87504
Email: dachapman@santafenm.gov
Telephone: 505-955-6251

B. The Grantee designates the person(s) listed below, or their successor, as their Fiscal Officer or Fiscal Agent concerning all matters related to this Agreement:

Grantee: City of Santa Fe
Name: Erika Lujan
Title: Grant Manager
Address: PO Box 909 Santa Fe, NM 87504
Email: evlujan@santafenm.gov
Telephone: 505-479-1334

C. The Department designates the persons listed below, or their successors, as the Points of Contact for matters related to this Agreement.

Environment Department
Name: Roy Hubbard
Program Administrator
NMENV-cpbsap@state.nm.us or roy.hubbard@env.nm.gov
Telephone: 505-670-3615

Environment Department
Name: Andrea Telmo
Project Manager
Email: andrea.telmo@env.nm.gov
Telephone: 505-618-0484

Environment Department

Sara Rhoton
Technical Section Manager
Sara.rhoton@env.nm.gov
Telephone: 505-469-2687

The Parties agree that all notices, including written decisions, related to this Agreement shall be sent to the persons named above by email or regular mail. For mailings, notices shall be deemed to have been given and received upon the date of the receiving party's actual receipt or five (5) calendar days after mailing, whichever shall first occur. In the case of email transmissions, the notice shall be deemed to have been given and received on the date reflected on the delivery receipt of the email.

IV. TERM & DEADLINE TO EXPEND FUNDS

A. The term of this Agreement shall begin on the Effective Date and terminate on the 30th day of June during the calendar year of the Reversion Date unless Terminated Before Reversion Date ("**Early Termination**") pursuant to Article V herein (collectively "**Term**").

B. The Project's funds must be expended on or before the Reversion Date and, if applicable, the Early Termination Date of this Agreement.

   a. For purposes of this Agreement, it is not sufficient for the Grantee to encumber the Project funds on its books on or before the Reversion Date or Early Termination Date.
   b. For purposes of this Agreement, an expenditure of funds has occurred on the date the particular quantity of goods is delivered to and received by the Grantee, title to the goods is transferred to the Grantee, and/or as of the date particular services are rendered to and accepted by the Grantee.
   c. For purposes of this Agreement, an encumbrance of funds pursuant to a contract or purchase order with a third party does not qualify as an expenditure.

V. EARLY TERMINATION

A. General Provision. The Department may terminate this Agreement before the Reversion Date based on the Completion of the Project, Complete Expenditure of the Adjusted Appropriation, and/or Violation of this Agreement. Early Termination hereunder includes:

   a. Termination due to completion of the Project before the Reversion Date;
   b. Termination due to complete expenditure of the Adjusted Appropriation Amount before the Reversion Date;
   c. Termination for violation of the terms of this Agreement; or
   d. Termination for suspected mishandling of public funds, including but not limited to fraud, waste, abuse, and conflicts of interest.

B. Non-appropriation. This Agreement is expressly contingent upon the New Mexico State Legislature making sufficient appropriations and authorizations for the Project Description.

   a. If the Legislature does not appropriate the Appropriation Amount, this Agreement shall terminate upon the Department giving the Grantee written notice of such termination. Such termination shall be effective as of the effective date of the law making the non-appropriation.
      i. The Department's decision as to whether sufficient appropriations or authorizations are available shall be final. Grantee hereby waives any rights to assert an impairment of

contract claim against the State of New Mexico in the event of Early Termination of this Agreement.

b. As used herein, “non-appropriate” or “non-appropriation” includes the following actions by the New Mexico Legislature:
    i. Deauthorization, reauthorization, or revocation of a prior authorization.

C. Grant Disbursements in the Event of Early Termination. In the event of Early Termination, the Department’s sole and absolute obligation to reimburse the Grantee is expressly conditioned upon the limitations set forth in Article II above.

D. Notice. Either Party may terminate this Agreement prior to the Reversion Date by providing the other Party with a minimum of fifteen (15) days advance written notice of the Early Termination. Grantee hereby waives any rights to assert an impairment of contract claim against the State of New Mexico in the event of Early Termination of this Agreement by the Department.

VI. SUSPENSION OF NEW OR FURTHER OBLIGATIONS

A. Department, in its sole and absolute discretion, may provide written notice to Grantee to suspend entering into further obligations. Upon the receipt of such written notice by the Grantee:

a. Grantee shall immediately suspend entering into new or further written obligations with third parties;
b. Department will suspend the issuance of any new or further Notice of Obligation under this Agreement; and
c. Department may direct the Grantee to implement a corrective action plan in accordance with Article VI (D) herein.

B. In the event of Suspension of this Agreement, the Department’s sole and absolute obligation to reimburse the Grantee is expressly conditioned upon the limitations set forth in Article II herein.

C. A suspension of new or further obligations under this Agreement shall remain in effect unless or until the date the Grantee receives written notice given by the Department informing the Grantee that the Suspension has been lifted or that the Agreement has been Early Terminated in accordance with Article V herein. If the Suspension is lifted, the Department will consider further requests for a Notice of Obligation.

D. Corrective Action Plan in the Event of Suspension. Where the Department, in its sole and absolute discretion, directs Grantee to suspend entering into new or further written obligations with third parties pursuant to Article VI(A), the Department may, but is not obligated to, require the Grantee to develop and implement a written corrective action plan to remedy the grounds for the Suspension.

a. Such a corrective action plan must be approved by the Department and be signed by the Grantee.
b. Failure to sign a corrective action plan or meet the terms and deadlines set forth in the signed corrective action plan is hereby deemed a violation of the terms of this Agreement for purposes of Early Termination, Article V(A)(c).
c. A corrective action plan shall be in addition to, and not in lieu of, any other equitable or legal remedy authorized hereunder or at law, including but not limited to Early Termination.

VII. AMENDMENTS

Unless expressly stated otherwise herein, this Agreement shall not be altered, changed, or amended except by an instrument in writing duly executed by both parties hereto with the same formalities as this agreement.

VIII. REPORTING

A. Database Reporting

a. Grantee shall provide the Department with quarterly reports of Project activity, entering the required Project information directly into a database required by the Department.
b. Additionally, Grantee shall certify on each Request for Payment form, attached hereto as **Exhibit A** and incorporated herein, that all information provided in the database is true and accurate, updates to the database have been maintained, and all Project activity complies with applicable law and the terms of this Agreement.
c. Grantee hereby acknowledges that failure to perform and/or certify updates to the database will jeopardize the reimbursement of funds. The Department shall give Grantee a minimum of fourteen (14) days' advance written notice of any changes to the information the Grantee is required to report.
d. At the Department's discretion, all reports required hereunder may be directed to and facilitated through an electronic database.
e. Quarterly reports shall be due on the last day of the month, that is, 30 days prior to the end of the quarter following the execution of this Agreement by the Department and ending during the quarter of the submission of the final request for reimbursement for the Project, or the following quarter.

B. Requests for Additional Information/Project Inspection

During the term of this Agreement and during the period of time during which the Grantee must maintain records pursuant to Article VIII, the Department may:

i. request such additional information regarding the Project as it deems necessary; and
ii. conduct, at reasonable times and upon reasonable notice, onsite inspections of the Project.

Grantee shall respond to such requests for additional information within a reasonable period of time, as established by the Department.

B. Requests for Additional Information/Project Inspection

a. During the term of this Agreement and the Record Retention Period, the Department may:
    i. Request additional information regarding the Project as it deems necessary and
    ii. Conduct on-site inspections of the Project at reasonable times and upon reasonable notice.
b. Grantee shall respond to such requests for additional information within the time established by the Department.

IX. REQUEST FOR PAYMENT PROCEDURES

A. Grantee shall request payment by submitting the form attached hereto as **Exhibit A**. Payment requests are subject to the following procedures:

a. Each Request for Payment must be in accordance with the Project Budget and contain proof of payment by the Grantee or liabilities incurred by the Grantee.
    i. Proof of payment must demonstrate the validity of an expenditure or liabilities incurred by Grantee.

ii. However, Grantee may be reimbursed for unpaid liabilities only if the Department, in its sole and absolute discretion, agrees to do so and in accordance with any special conditions imposed by the Department.
iii. The Grantee shall make payment to those contractors or vendors within five (5) business days from the date of receiving reimbursement from the Department or in a shorter period than the Department may prescribe in writing.
iv. The Department reserves the right to make such payments directly to the contractors or vendors as a special condition under this Agreement.
v. The Grantee is required to certify to the Department proof of payment to the third-party contractor or vendor within five (5) business days from the date the Department reimburses the Grantee.

B. Until the Project is fully planned, designed, and all necessary procurements identified in the Project Budget are completed, Grantee's reimbursements will be limited to the planning, design, and procurement costs outlined in the Project Budget. Once the planning, designing, and procuring stages are complete, the Grantee must obligate at least ten percent (10%) of the Adjusted Appropriation Amount within one (1) year and must have utilized at least eighty-five percent (85%) of the Adjusted Appropriation Amount six (6) months before the reversion date.

C. Deadlines. Grantee shall submit requests for Payments to the Department on the earlier of:

a. Immediately as Grantee receives them, but at a maximum of thirty (30) days from when Grantee incurred the expenditure or liability; or
b. Twenty (20) days from the date of Early Termination or Reversion Date for expenditures or liabilities incurred before the Early Termination date or Reversion Date.

D. Grantee's failure to abide by the requirements set forth in Article II and Article IX herein may result in the denial of its Request for Payment. Department reserves the right to reject a payment request for the Project unless and until it is satisfied that the expenditures or liabilities are for permissible purposes within the meaning of the Project Description, identified within the Project Budget, and that the Grantee is otherwise in compliance with this Agreement.

a. Department's authority to reject any Request for Payment is in addition to, and not in lieu of, any other legal or equitable remedy available to the Department under this Agreement, at law, or in equity.

X. PROJECT CONDITIONS AND RESTRICTIONS

A. The following general conditions and restrictions shall apply to the Project:

a. The Project's funds must be spent in accordance with all applicable state laws, regulations, policies, and guidelines, including, but not limited to, the State Procurement Code.
b. The Project's expenditures and liabilities must be accounted for in accordance with the State's Model Accounting Practices, as amended from time to time.
c. The Project must be implemented in accordance with the New Mexico Public Works Minimum Wage Act, Section 13-4-10 through 13-4-17 NMSA 1978, as applicable.
d. The Project must provide a public benefit above and beyond any incidental benefit to private entities in accordance with applicable law, including, but not limited to, Article IX, Section 14 of the Constitution of the State of New Mexico.

e. Without prior written approval from the Department and State Board of Finance, for the useful life of any asset purchased under this Agreement, Grantee shall not convert any property acquired, built, renovated, repaired, designed, or developed with Project funds to uses other than those specified in the Project Description.
    i. In addition to other remedies available at law or in equity, any disposal or conversion of property acquired, built, renovated, repaired, designed, or developed with Project funds without the Department's and the Board of Finance's express written approval will trigger the Department's right to reimbursement from Grantee of the Appropriated Amount, transfer proceeds from any disposition of property to the State, or otherwise provide consideration to the State for the Appropriated Amounts.
f. Grantee shall comply with all applicable federal and state laws, rules, and regulations pertaining to civil rights and equal employment opportunity.
    i. In accordance with all such laws, rules, and regulations, the Grantee agrees to assure that no person shall, on the grounds of race, color, national origin, sex, sexual preference, age, or handicap, be excluded from participation in the Project, use of the Project, employment with Grantee, or otherwise be denied benefits/subject to discrimination for any activity performed under this Agreement.
g. Where the Department, in its sole and absolute discretion, determines Grantee has failed to comply with the above conditions and restriction, Grantee agrees to take appropriate steps to correct any deficiencies immediately. The Grantee's failure to implement such appropriate steps within a reasonable time, but no longer than thirty (30) days after notice from the Department, constitutes a breach of this Agreement and grounds for Early Termination.

XI. REPRESENTATIONS AND WARRANTIES

A. Reliance by Department.
    a. Grantee expressly acknowledges that the Department relies on the representations and warranties made by Grantee in this Agreement. Grantee acknowledges that such representations and warranties are a material inducement for the Department to enter into this Agreement and provide the Appropriated Amount.
    b. Grantee shall ensure all representations and warranties provided herein are true, accurate, and complete as of the date of the Effective Date and shall remain so throughout the Term of this Agreement. Grantee is responsible for promptly notifying the Department in writing of any changes or inaccuracies in the representations and warranties contained herein.

B. Grantee hereby represents and warrants the following:

    a. Grantee has taken all necessary steps to attain the legal authority to receive and expend the Project's funds.
    b. Grantee has duly authorized this Agreement, and the person executing it has authority to do so. Once executed by Grantee, this Agreement shall constitute a binding obligation of Grantee, enforceable according to its terms.
    c. Grantee's obligations hereunder do not conflict with any law, ordinance, or resolution applicable to Grantee, Grantee's charter (if applicable), or any judgment or decree to which Grantee is subject.
    d. Grantee has independently confirmed that the Project Description, including, but not limited to, the Appropriated Amount and Reversion Date, is consistent with the underlying appropriation in law.
    e. Grantee's governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the Grantee to sign and submit Requests for Payment on behalf of Grantee.

f. Grantee will abide by New Mexico laws regarding conflicts of interest, governmental conduct, and whistleblower protection.
    i. Grantee agrees explicitly none of its officers or employees or its designees or agents, no member of the governing body, and no other public official of Grantee who exercises any function or responsibility with respect to this Agreement, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for the Project.
    ii. Further, Grantee will require all of its contractors to incorporate the language set forth in this paragraph prohibiting conflicts of interest in all subcontracts.
g. No funds have been paid or will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of the State, any agency, or body in connection with the awarding of any Third Party Obligation.
    i. Grantee will require certifying language prohibiting lobbying to be included in the award documents for all subawards, including subcontracts, loans, and cooperative agreements.

C. Consequences of False or Misleading Representations. If any representation or warranty made by Grantee is found to be false or misleading, the Department shall have the right to exercise any or all of the following remedies:

a. **Termination of Agreement:** Department may terminate this Agreement immediately upon written notice to the Grantee.
b. **Repayment of Grant Funds:** Grantee shall repay all Appropriated Amounts disbursed under this Agreement, upon demand by the Department.
c. **Other Remedies:** Department may pursue any other remedies available at law or in equity.

D. Survival of Representations and Warranties. The representations and warranties made by the Grantee shall survive the Early Termination or expiration of this Agreement.

XII. PROJECT RECORDS

A. Grantee shall be strictly accountable for receipts and disbursements relating to the Project's funds. The Grantee shall follow generally accepted accounting principles and the State's Model Accounting Practices and, if feasible, maintain a separate bank account or fund with a separate organizational code to ensure separate budgeting and accounting of the funds.

B. For six (6) years following the Project's completion ("**Record Retention Period**"), Grantee shall maintain all Project-related records, including, but not limited to, all financial records, requests for proposals, invitations to bid, selection and award criteria, contracts and subcontracts, advertisements, minutes of pertinent meetings, as well as records sufficient to fully account for the amount and disposition of the Appropriated Amount from all sources budgeted for the Project, the purpose for which such funds were used, and such other records as the Department may prescribe.

C. Grantee shall make all Project records available to the Department, the Department's Independent Public Accountant, and the New Mexico State Auditor upon request. With respect to the funds that are the subject of this Agreement, if the State Auditor or the Department finds any funds were improperly expended, Grantee shall be required to reimburse the State all amounts found to be improperly expended.

XIII. IMPROPERLY REIMBURSED FUNDS

If the Department determines part or all of the Appropriation Amount was improperly reimbursed to Grantee, including but not limited to funds reimbursed to Grantee based upon fraud, mismanagement, misrepresentation,

misuse, violation of law by the Grantee, after ten (10) days' notice to Grantee and the opportunity to return such funds to the Department, the Department may offset any funds due to Grantee from the State, until the Appropriation Amount is fully repaid.

XIV. 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 in connection with this Agreement is subject to immunities and limitations of the New Mexico Tort Claims Act.

XV. SCOPE OF AGREEMENT

This Agreement constitutes the entire and exclusive agreement between the Parties concerning the subject matter hereof. The Agreement supersedes all prior or contemporaneous agreements, understandings, discussions, communications, and representations, written or verbal.

XVI. REQUIRED NON-APPROPRIATIONS CLAUSE

A. Grantee acknowledges and agrees to include a "non-appropriations" clause in all contracts between it and other parties that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into after the effective date of this Agreement that states:

   a. "The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of the State of New Mexico ("**Legislature**") for the performance of this Agreement.
   b. If the Legislature does not make sufficient appropriations and authorization, [Grantee's name] may immediately terminate this Agreement by giving Contractor written notice of such termination.
   c. [Grantee's name]'s decision as to whether sufficient appropriations are available shall be final and accepted by the Contractor. Contractor hereby waives any rights to assert an impairment of contract claim against the [Grantee's name] or the State of New Mexico in the event of immediate or Early Termination of this Agreement by the [Grantee's name] or the State Department of Finance and Administration."

XVII. REQUIRED TERMINATION CLAUSE

A. Grantee acknowledges and agrees to include the following termination clause in all contracts that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into after the effective date of this Agreement:

   a. "This contract is funded in whole or in part by funds made available by the State of New Mexico ("**State**"). Should the State terminate its Agreement with [Grantee's name], [Grantee's name] may terminate this contract immediately by providing Contractor written notice of such termination.
   b. In the event of termination pursuant to this paragraph, [Grantee's name] only liability to Contractor shall be for goods and services delivered and accepted prior to the termination date."

XVIII. COMPLIANCE WITH UNIFORM FUNDING CRITERIA

A. Throughout the term of this Agreement, Grantee shall:

   a. Submit all reports of annual audits and agreed-upon procedures required by § 12-6-3(A)-(B), NMSA 1978 by the due dates established in § 2.2.2 NMAC, reports of which must be a public

record pursuant to § 12-6-5(A), NMSA 1978 within forty-five (45) days of delivery to the State Auditor;
b. Have a duly adopted budget for the current fiscal year approved by its budgetary oversight agency (if any);
c. Timely submit all required financial reports to its budgetary oversight agency (if any); and
d. Use accounting methods and procedures consistent with Generally Accepted Accounting Principles and the State's Model Accounting Principals to expend the Appropriated Amount in accordance with applicable law and account for and safeguard Project funds and assets acquired with Project funds.

B. In the event Grantee fails to comply with the requirements of subparagraph A of this Article XVIII, Department may take one or more of the following actions:

a. Suspend new or further obligations pursuant to Article VI(A) of this Agreement;
b. Require the Grantee to develop and implement a written corrective action plan pursuant to Article VI(D) of this Agreement to remedy the non-compliance;
c. Impose special conditions to address the non-compliance by giving Grantee notice of such special conditions in accordance with Article III of this Agreement;
    i. The Parties agree that any special conditions imposed to address non-compliance shall be incorporated into this Agreement, through **Exhibit C**, upon notice to Grantee, without need for formal amendment of this Agreement;
    ii. Special conditions shall be binding and effective on the date that notice is deemed to have been given pursuant to Article III or
d. Terminate this Agreement pursuant to Article V(A) of this Agreement.

XIX. SEVERANCE TAX AND GENERAL OBLIGATION BONDS

A. Grantee acknowledges and agrees that the underlying appropriation for the Project may originate from the issuance of tax-exempt severance tax bonds or general obligation bonds by the State. Proceeds from such bonds are administered by the New Mexico State Board of Finance ("**SBOF**"), an entity separate and distinct from the Department.

a. Grantee acknowledges and agrees:
    i. It is Grantee's responsibility to determine through SBOF what (if any) conditions are currently imposed on the Project;
    ii. Department's failure to inform Grantee of an SBOF-imposed condition does not affect the validity or enforceability of the condition;
    iii. The SBOF may in the future impose further or different conditions upon the Project;
    iv. All SBOF conditions are attached to the Project and Appropriation Amount without the need for formal amendment of this Agreement;
    v. All applicable SBOF conditions must be satisfied before the SBOF will release to the Department funds subject to the condition(s) and
    vi. The Department's obligation to reimburse Grantee from the Project is expressly contingent upon the satisfaction of the then-current SBOF conditions.

B. Grantee acknowledges and agrees SBOF may, at its sole and absolute discretion, require reimbursement or remove eligibility for bond proceeds for the Project if the Project doesn't proceed sufficiently.

a. Grantee must comply with the requirement to encumber five percent (5%) of Project funds within six months of bond issuance as certified by Grantee in the Bond Questionnaire and Certification documents submitted to the SBOF.

b. Failure to comply may result in the reassignment of the bond proceeds. Upon reassignment of bond proceeds, this Agreement will be suspended until the entity has demonstrated readiness as determined by the SBOF and the Department.

C. Grantee acknowledges and agrees that this Agreement is subject to the SBOF's Bond Project Disbursements rule, § 2.61.6, NMAC, as may be amended from time to time or re-codified.

XX. GENERAL PROVISIONS

A. Assignment: Grantee's rights and obligations under this Agreement are personal and may not be transferred or assigned without the prior written consent of the State. Any attempt at assignment or transfer without such consent shall be void. Any assignment or transfer of Grantee's rights and obligations approved by the State shall be subject to the provisions of this Agreement.

B. Subcontractors: Grantee shall not enter any subgrant or subcontract in connection with its obligations under this Agreement without the prior written approval of the State. Upon request, Grantee shall submit to the Department a copy of each such subgrant or subcontract.

C. Binding Effect: Except as otherwise provided, all provisions of this Agreement, including the benefits and burdens, shall extend to and be binding upon the Parties' respective successors and assigns.

D. Authority: Each Party represents and warrants to the other that the execution and delivery of this Agreement and the performance of such Party's obligations have been duly authorized.

E. Captions and References: The captions and headings in this Agreement are for the convenience of reference only and shall not be used to interpret, define, or limit its provisions. All references in this Agreement to sections (whether spelled out or using the § symbol), subsections, exhibits, or other attachments are references to sections, subsections, exhibits, or other attachments contained herein or incorporated as a part hereof, unless otherwise noted.

F. Counterparts: This Agreement may be executed in multiple, identical, original counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute the same agreement.

G. Digital Signatures: If any signatory signs this agreement using a digital signature in accordance with the State Policies regarding the use of digital signatures, then any agreement or consent to use digital signatures within the electronic system through which that signatory signed shall be incorporated into this Agreement by reference.

H. Modification: Except as otherwise provided in this Agreement, any modification to this Agreement shall only be effective if agreed to in a formal amendment, properly executed and approved in accordance with applicable New Mexico law and State fiscal policies and rules. Modifications permitted under this Agreement, other than Agreement amendments, shall conform to the policies issued by the State.

I. Statutes, Regulations, Fiscal Rules, and Other Authority: Any reference in this Agreement to a statute, regulation, policy, or other authority shall be interpreted to refer to such authority then current, as may have been changed or amended after the Effective Date of this Agreement.

J. External Terms and Conditions: Notwithstanding anything to the contrary herein, the State shall not be subject to any provision included in any terms, conditions, or agreements appearing on Grantee's or a subcontractor's website or any provision incorporated into any click-through or online agreements related to the Work unless that provision is specifically referenced in this Agreement.

K. Severability: The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and

effect, provided that the Parties can continue to perform their obligations under this Agreement in accordance with its intent.

L. Survival of Certain Agreement Terms: Any provision of this Agreement that imposes an obligation on a Party after the termination or expiration of this Agreement shall survive the termination or expiration of this Agreement and shall be enforceable by the other Party.

M. Third Party Beneficiaries: Except for the Parties' respective successors and assigns described in this Agreement, it does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Agreement and all rights and obligations hereunder are reserved solely to the Parties. Any services or benefits that third parties receive as a result of this Agreement are incidental to this Agreement and do not create any rights for such third parties.

N. Waiver: A Party's failure or delay in exercising any right, power, or privilege under this Agreement, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

O. Standard and Manner of Performance: Grantee shall perform its obligations under this Agreement in accordance with the highest standards of care, skill, and diligence in Grantee's industry, trade, or profession.

P. Licenses, Permits, and Other Authorizations: Grantee shall secure, prior to the Effective Date, and maintain at all times during the term of this Agreement, at its sole expense, all licenses, certifications, permits, and other authorizations required to perform its obligations under this Agreement and shall ensure that all employees, agents, and subcontractors secure and maintain at all times during the term of their employment, agency or subcontractor, all license, certifications, permits and other authorizations required to perform their obligations in relation to this Agreement.

Q. Publicity: Any Publicity regarding the subject matter of this Agreement may not be released without prior written approval from the Department. For purposes of this agreement, "**Publicity**" means notices, informational pamphlets, press releases, email responses, research, reports, signs, and similar public notices prepared by or for the Grantee or jointly with others.

   a. Grantee shall obtain written approval prior to issuing any press release or making any public announcement regarding this agreement. Grantee agrees to obtain approval of the Department in advance with respect to all Public Relations, all communications with media, or all communications with any other member of the public with respect to this agreement, except to acknowledge that an agreement does exist.
   b. For purposes of this agreement, "Public Relations" includes community relations and means those activities dedicated to maintaining the Department's image or maintaining or promoting understanding and favorable relations with the community or public at large or any segment of the public.
   c. Violations of either Article XX (Q)(a) or (b) shall constitute a material Breach of Agreement.

R. Data Sharing: The State intends to secure and collate specific data generated by Grantee under this Agreement to use in support of the State's organizational, policy-making, and management of public resource functions. State, in accordance with **Exhibit E**, attached hereto and incorporated herein by reference, reserves the right to require Grantee and/or its subcontractors to provide specific data relevant to the above-listed functions. Data provided by Grantee may be incorporated into existing or future

developed State integrated analysis tools or databases, including but not limited to geographic information system (GIS) networks and databases accessible by the public. Dissemination of data collected may include historical data and projections based on such historical data.

a. To the extent any data transferred as part of this Agreement is legally determined to be the property of Subrecipient or its subcontractors, Subrecipient and/or its subcontractors grants State a nonexclusive, fully paid-up right and license to reproduce, use, distribute, do derivative works based on, and archive data transferred as part of this Agreement.

S. Venue and Choice of Law: This Agreement shall be governed by and construed in accordance with the laws of the State of New Mexico, without regard to any conflict of law provisions. Any legal suit, action, or proceeding arising out of or related to this Agreement shall be instituted exclusively in the district courts located in Santa Fe, New Mexico. The Parties hereby irrevocably submit to the exclusive jurisdiction and venue of such courts in any such suit, action, or proceeding. The Parties waive any objection to the laying of the venue of any such suit, action, or proceeding in the district courts of Santa Fe, New Mexico, and irrevocably waive and agree not to plead or claim in any such court that any such suit, action, or proceeding brought in any such court has been brought in an inconvenient forum.

[SIGNATURE PAGE AND EXHIBITS FOLLOW]
[THIS SPACE LEFT BLANK INTENTIONALLY]

IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the Department's date of execution.

APPROVED BY GRANTEE:

_____
Entity Name

Official with Authority to Bind Grantee:

_____
Signature

_____ _____
(Print Name) (Title)

_____
Date

Fiscal Officer or Chief Financial Officer: (OPTIONAL)

_____
Signature

_____ _____
(Print Name) (Title)

_____
Date

Legal Counsel: (OPTIONAL)

_____
Signature

_____ _____
(Print Name) (Title)

_____
Date

APPROVED BY DEPARTMENT:

New Mexico Environment Department

_____

Dennis Romero, P.E., Bureau Chief, NMED Construction Programs Bureau
Signed pursuant to the June 23, 2025, Secretary of Environment Delegation Order

EXHIBIT A

Request for Payment Form and Certification

Rev. July 2025

NEW MEXICO ENVIRONMENT DEPARTMENT

CONSTRUCTION PROGRAMS BUREAU

NMED DISBURSEMENT REQUEST

SPECIAL APPROPRIATIONS PROGRAM (SAP)

A. NAME OF ENTITY

B. PROJECT NUMBER

C. DISBURSEMENT REQUEST NUMBER

D. GRANT AMOUNT

	PROJECT BUDGET		PREVIOUS EXPENDITURES		CURRENT EXPENDITURES		CUMULATIVE		FUNDS REMAINING	
	NMED PROGRAM	OTHER FUNDS	NMED PROGRAM	OTHER FUNDS	NMED PROGRAM	OTHER FUNDS	NMED PROGRAM	OTHER FUNDS	NMED PROGRAM	OTHER FUNDS
Engineer Fees										
Other Professional										
Service Fees										
Inspection Fees										
Property Acquisition										
Construction Cost										
Planning Cost										
Equipment										
Other Costs (specify)										
Contingencies										
TOTAL										

Article IX.A. (iii). By checking this box you are stating that payment has NOT been paid to the vendors associated with this request. Upon receipt of payment from NMED, certification of payment will be sent within 10 days from the date of receiving reimbursement.

Article IX. A. (ii). By checking this box you are certifying that the vendors associated with this request have been paid.

Certification: I hereby certify that all conditions and requirements for Payments outlined in the Agreement have been met, including but not limited to:
a.Submission and approval of a Project Budget as per Article IV, Section A of the Agreement.
b.Compliance with the Project Budget and expenditure of funds in accordance with the State Procurement Code and the State's Model Accounting Practices.
c.Submission of supporting documentation as required by the Agreement.
d.Maintenance of all necessary records and documentation as stipulated in the Agreement.

Certification: I attest that the information provided is correct; expenditures are properly documented and valid or actual receipts, and that the activity fully complies with Article IX, Sec. 14 of the New Mexico Constitution, known as the "anti-donation" clause.

Certification: I hereby certify that all representations and warranties made in the Agreement remain true, accurate, and complete as of the date of this request, and will continue to be so throughout the term of the Agreement. I acknowledge that these representations and warranties are a material inducement for the Department to approve this pay request.

Reporting Certification: I hereby certify to the best of my knowledge and belief, that the database reporting is up to date; to include the accuracy of the expenditures and grant balance, project status, project phase, achievements and milestones, and in compliance with Artile VIII of the Capital Outlay Grant Agreement.

	Signature of Official Representative:	Typed or Printed Name:	Phone:	Date:
	X			

NOTICE OF OBLIGATION TO REIMBURSE GRANTEE
EXHIBIT B

Notice of Obligation to Reimburse Grantee # _____

DATE: _____

TO: Department Representative: _____, Grant Manager

FROM: Grantee Entity: _____

Grantee Official Representative: _____

SUBJECT: Notice of Obligation to Reimburse Grantee

Grant Number: _____

Grant Termination Date: _____

As the designated representative of the Department for Grant Agreement number _____ entered into between Grantee and the Department, I certify that the Grantee has submitted to the Department the following third party obligation executed, in writing, by the third party's authorized representative:

Vendor or Contractor: _____

Third Party Obligation Amount: _____

Vendor or Contractor: _____

Third Party Obligation Amount: _____

I certify that the State is issuing this Notice of Obligation to Reimburse Grantee for permissible purposes within the scope of the project description, subject to all the terms and conditions of the above referenced Grant Agreement.

Grant Amount (Minus AIPP if applicable): _____

The Amount of this Notice of Obligation: _____

The Total Amount of all Previously Issued Notices of Obligation: _____

The Total Amount of all Notices of Obligation to Date: $ 0.00

Note: Contract amounts may exceed the total grant amount, but the invoices paid by the grant will not exceed the grant amount.

Department Rep. Approver: _____

Title: Grant Manager

Signature: _____

Date: _____

1 Administrative and/or Indirect Cost – generally, the legislation authorizing the issuance of bonds prohibits the use of its proceeds for indirect expenses (e.g. penalty fees or damages other than pay for work performed, attorney fees, and administrative fees). Such use of bond proceeds shall not be allowed unless specifically authorized by statute.

Revised 7/2025

EXHIBIT E

Data Sharing Provisions

Data Sharing Provisions for New Mexico Capital Outlay Agreements

I. Introduction:

This Data Sharing Provisions Exhibit ("Exhibit") is incorporated into the New Mexico Capital Outlay Agreements ("Agreements") between the State of New Mexico ("State") and [Insert Partner Name] ("Partner"). This Exhibit outlines the terms and conditions under which data will be shared between the Parties to ensure compliance with New Mexico state laws and regulations, focusing on data privacy, security, and compliance.

II. Definitions:

a. Authorized User: An employee, agent, assign, representative, independent contractor, or other person or entity authorized by Partner or State to access, use, or disclose information through this exhibit.

b. Confidential Information: All data or information shared in confidence, with the expectation that it will not be disclosed in an identifiable form. This includes data that is exempt from public disclosure under the New Mexico Inspection of Public Records Act (§ 14-2-1 et seq. NMSA 1978) or other relevant laws.

c. Data Storage: Electronic media that hold recorded information.

d. Data Transmission: The process of moving information over a network from its source to one or more destinations.

e. Direct Identifier: Records or data containing personal identifiers such as names, addresses, and social security numbers.

f. Disclosure: Permission to access, release, transfer, or otherwise communicate confidential information by any means to any third party, except as authorized by the Party that controls the record.

g. Encryption involves using algorithms to encode data, rendering it unreadable without a specific key. It may be necessary during data transmission and/or storage.

h. Information: Any data, figures, statistics, or other facts provided or learned about someone or something, including Confidential Information, that may be legally transmitted under this Exhibit.

i. Limited Dataset: A data file that omits Direct Identifiers.

j. Protected Personally Identifiable Information: Sensitive personal details such as social security numbers and financial account numbers, with specific exclusions as outlined in the Agreements.

III. Purpose:

The purpose of this exhibit is to promote transparency, facilitate information sharing between the parties, support better policy and decision-making, and enhance public services through collaborative data analysis from various sources.

IV. Use of Information:

a. Use of Information obtained or created under this exhibit shall be strictly limited to the purposes stated herein and in the agreements. The parties agree not to sell Information to third parties or use it for commercial, solicitation, or political purposes.

b. Each Party shall serve as the custodian of the Information and comply with all conditions for its use, including security measures to prevent unauthorized access.

c. The Parties shall follow all relevant federal and state laws and regulations governing the use of such Information.

V. Safeguarding Information:

a. Confidentiality: Access to Confidential Information shall be limited to the minimum necessary to accomplish the purposes of this Exhibit. Authorized Users must adhere to the confidentiality requirements.

b. Security: Security practices shall comply with the requirements of the New Mexico Department of Information Technology Act and related regulations. The Parties agree to notify each other within three business days of any suspected or actual security breach.

c. Information Storage and Transmission: Data Storage and Transmission shall take place on an encrypted server with appropriate security controls.

VI. Re-Disclosure of Information:

The Parties agree not to disclose Information except as required by law or with prior written approval of the other Party. If there is a public records request, the Party receiving it shall notify the other Party within three business days.

VII. Ownership of Information:

Legal title to Information shall remain with the provider. The Partner grants the State a royalty-free, non-exclusive, non-transferable license to use the Information in furtherance of the purposes outlined in this Exhibit.

Capital Appropriations Certification Document

Article IX. A. (ii) and (iii)

(City of Santa Fe SAP 25-J2459-GF)

Payment Request No_____

I certify that payment to all vendors on the above referenced payment request were paid no more than ten (10) days after receiving reimbursement from NMED.

Official Representative, Signed Name, Printed Name, Date

ATTACHMENT A

NEW MEXICO ENVIRONMENT DEPARTMENT
CONSTRUCTION PROGRAMS BUREAU

PROJECT BUDGET

GRANTEE: City of Santa Fe

PROJECT NO: SAP 25-J2459-GF

Please provide a comprehensive procurement plan and expenditure plan, detailing a Project timeline with milestones, required procurements, and identifying expected expenditures per milestone, referred to collectively as the "Project Budget." While it can be difficult to estimate costs and timelines, setting a plan for these can help keep realistic expectations and goals to keep a project moving forward to achieve the project scope and objectives. Contact your NMED-CPB Project Manager with questions.

1) **Expenditure Plan.** Indicate what expenses funding will be used.

Detailed Expenditure Plan		
USES OF FUNDS	**NMED PROGRAM**	**OTHER FUNDS**
Engineer Fees		
Other Professional		
Service Fees		
Inspection Fees		
Property Acquisition		
Construction Cost		
Planning Cost		
Equipment		
Other Costs (specify)		
Contingencies		
TOTAL	$ -	$ -

2) **Procurement Plan.** Describe how engineering or professional services, construction contractors, equipment, or other goods or services will be procured.

Chief Procurement Officer

All Public Bodies are required by 13-1-95.2 NMSA 1978 to have a Chief Procurement Officer to conduct all procurement activities.

Who is your Chief Procurement Officer (CPO)? _____

Describe how you will secure CPO services, if you currently do not have a CPO. _____

_____

Professional Services

Have engineering or professional services already been procured and contracted? _____

If not, describe how you will procure engineering or professional services_____

Reminders:

- COSTS ABOVE $60,000, require solicitation of services via a Request for Proposal (RFP).
- COSTS BELOW $60,000 must adhere to 13-1-125 NMSA 1978 and procurements cannot be artificially divided into smaller units to circumvent legal requirements, such as formal solicitation.
- MULTI-TERM CONTRACTS can be renewed for up to four years 13-1-150 NMSA 1978. Monitor the remaining time on your contracts and plan for renewal in advance.

Construction

Contractors must be hired using a public bidding process for any project over $60,000 (13-1-125 NMSA 1978) and procurements cannot be artificially divided into smaller units to circumvent legal requirements, such as formal solicitation.

Equipment Purchase

Equipment purchase must follow proper procurement code. Please see Chapter 13 Public Purchase and Property NMSA 1978.

3) Project Timeline. Setting a timeline can help keep a project on track to meet required expenditure deadlines. *(An example schedule is provided below.)*

Project Timeline:

OVERALL – MILESTONES		*EXPECTED EXPENDITURE PER MILESTONE*
ESTIMATED START DATE		
5% FUNDS OBLIGATED*		
ESTIMATED END DATE		
DETAILED – PHASES		
TOTAL		$

***Disclaimer:** You have accepted grant funds on the condition that 5% of these funds are to be obligated in a Notice of Obligation within 6 months of bond issuance in accordance with XIX.B.(STB's only) and at least 10% within one (1) year in accordance with IX.B (all projects).

You can obligate funds by entering into a contract with an engineer or contractor. State Procurement Code must be followed for the purchase of all goods and services.

Your NMED-CPB project manager will be happy to help you navigate these requirements, so that your grant money can be spent, and your project successfully completed.

Example Timeline:

OVERALL – MILESTONES		*EXPECTED EXPENDITURE PER MILESTONE*
ESTIMATED START DATE	Month 0	
5% FUNDS OBLIGATED*	+ 6 months from start date = Month 6	$100,000
ESTIMATED END DATE	Use detailed schedule below. 2.5- 3 years	
DETAILED – PHASES		
HIRE AN ENGINEER	4 months	
PLANNING DOCUMENT	6 months	$25,000
DESIGN, PERMIT	9 months	$60,000
ADVERTISE FOR BID, AWARD PROJECT	6 months (allow for rebid)	
CONSTRUCTION AND ENGINEERING CONSTRUCTION PHASE SERVICES (START TO FINISH)	Varies widely. 6 months to a year, or more.	$750,000 and $15,000
CLOSEOUT CONSTRUCTION/ FUNDS	1 month at end of construction schedule.	
TOTAL		$850,000

4) **Additional Information.** Please use this space below to provide any additional details about your project you would like to share to show your project plan and readiness.

Grantee Signatory Authority

Print Name

ATTACHMENT B
TECHNICAL REQUIREMENTS
NEW MEXICO ENVIRONMENT DEPARTMENT
CAPITAL OUTLAY

ARTICLE 1 REVIEW

Upon execution of the grant agreement, the Grantee will follow the procedures listed below unless waived in writing by the New Mexico Environment Department (NMED) (payment may be withheld if any of these procedures are not followed by the Grantee).

A. The Grantee must submit copies to NMED of all unexecuted contracts or quotes the Grantee intends to enter in that are related to the project for the creation of a notice of obligation. Only approved eligible expenditures incurred after the effective date of the Grant Agreement shall be reimbursed or paid from these funds.

B. If grant funds are used for construction, a site certificate must be submitted prior to project bid advertisement that certifies all necessary easements, rights-of-way, and/or property upon or through which the project is being constructed have been obtained. The Site Certificate must be signed by an attorney, engineer, surveyor, or title abstractor.

C. If grant funds are used for meter installation, the Grantee must follow the NMED Guidelines for Meter Upgrade Projects. Meters must be installed before payment can be made. Request a copy of the Guidelines from your NMED Project Manager.

D. If grant funds are used for construction, the Grantee will submit notice of the award and a copy of the executed construction contract documents.

E. The Grantee will provide a full-time construction inspector during construction of the project unless NMED determines that part time inspection is adequate for the project. This must be requested and approved by NMED prior to the start of construction.

F. All daily construction inspection reports shall be made available to the NMED upon request.

G. Notwithstanding the inspections performed by the Grantee and its engineer, NMED will have the right to examine all installations comprising the project, including materials delivered and stored on-site for use on the project. Such examinations will not be considered an inspection for compliance with contract plans but will be a general NMED review as described in Article 2 below.

ARTICLE 2 NMED OVERSIGHT

NMED oversight is only for purposes of compliance with applicable state grant requirements, procedures, statutes, and regulations. NMED approval will not be interpreted as a warranty or guarantee of any kind. Responsibility for the design of the project will lie solely with the engineer of record. All defects and their correction will be the responsibility of the Grantee and its contractors and engineers or consultants. Any questions raised by NMED during its inspections and reviews shall be resolved exclusively by the Grantee. The Grantee and its contractors and engineers or consultants will remain responsible for the completion and success of the project. No action by NMED shall relieve the owner, engineer, or contractor of legal responsibilities for the overall integrity of the project, adequacy of the design, safety, or compliance with all applicable regulations.

ARTICLE 3 CLOSEOUT

A. The project will not be considered complete until the work as defined in this agreement has been fully performed, and finally and unconditionally accepted by the Grantee and the engineer of record.

B. If the grant funds are used for purchase of equipment, final payment will be made after receipt of the equipment and equipment title, if applicable. Appraisal reports are required for the purchase of used equipment.

C. If the grant funds are used for construction, final payment will be made after the following items, unless waived by NMED, have been provided to NMED, and have been reviewed and approved by NMED:

i. A certificate of substantial completion including punch list items.

ii. A final certified construction pay request prepared by the Grantee's project engineer and approved by the Grantee.

iii. A written consent of the surety, if any, to final payment.

iv. Complete and legally effective releases or waivers (satisfactory to the Grantee) of all liens arising out of the contract documents and the labor services performed and the materials and equipment furnished there under. In lieu thereof and as approved by the Grantee, contractor(s) may furnish receipts or releases in full; an affidavit of contractor that the releases and receipts include labor, services, materials, and equipment for which a lien could be filed and that all payrolls, material and equipment bills, and other indebtedness connected with the work for which the Grantee or its property might in any way be responsible, have been paid or otherwise satisfied.

v. Certification letter by the Grantee and contractor that the Labor Standards Contract Provisions have been met.

vi. Certification letter of project acceptance by the Grantee and the Grantee's project engineer stating that work has been satisfactorily completed and the construction contractor has fulfilled all of the obligations required under the contract documents with the Grantee, or if payment and materials performance bonds are "called", an acceptance close-out settlement to the Grantee and contractors will be submitted to NMED.

vii. Certification letter from the Grantee confirming receipt and acceptance of the record drawings and operation and maintenance manuals.

A RESOLUTION AUTHORIZING PROJECT SAP 25-J2459-GF **AS DESCRIBED IN ATTACHMENT A, AND** THE ASSIGNMENT OF AUTHORIZED OFFICER(S) AND AGENT(S)

Resolution Number

Whereas, the **Board of Directors / Council / Commission** of **Community / Utility** of **County Name** County of the State of New Mexico shall enter into a Grant Agreement with the State of New Mexico Environment Department, and

Whereas, the Agreement is identified as **Project Number SAP** SAP 25-J2459-GF

NOW THEREFORE, BE IT RESOLVED by the named applicant that:

(Name), **Mayor/ Chairperson / Director / Officer**, or successor is authorized to sign the Grant Agreement for this project, and

(Authorized Office Name), **(Authorized Officer Title)**, (may have more than one) or successor is the OFFICAL REPRESENTATIVE(S) who is authorized to sign all other documents necessary to fulfill the Grant Agreement and the requirements (Project Description, Disbursements and to act as the project contact, and

(Designated Agent or Employee Name), **(Title)**, or successor is the DFA Database contact who is designated to update the database quarterly per Article VIII. A. of the Intergovernmental Grant Agreement.

(Designated Agen or Employee Name, (Title), (may have more than one) or successors is the CONTACT who is designated to receive Notice of Obligations (NOO'S).

PASSED, APPROVED, AND ADOPTED: _____.

Name, Mayor / Chairperson / Director / Officer, Title, Community / Utility

_____ _____

(Signature) **Date**

(SEAL)

ATTEST:

_____

(Municipal Clerk)

Name of Grantee: _City of Santa Fe_____ Project Number: SAP 25-J2459-GF

Current Authorized Signatures (submit with Signature Resolution, update when necessary)

Authorized to Sign Agreement			
Name		Name	
Title		Title	
Signature		Signature	
Address		Address	
Email		Email	
Phone		Phone	
Official Representatives authorized to sign Disbursement Requests and all other documents.			
Name		Name	
Title		Title	
Signature		Signature	
Address		Address	
Email		Email	
Phone		Phone	
Alternate Official Representative, to sign Disbursement Requests and all other documents and act as the Point of Contact.			
Name		Name	
Title		Title	
Signature		Signature	
Address		Address	
Email		Email	
Phone		Phone	
Designated Agent or Employee that will make DFA database updates			
Name		Name	
Title		Title	
Signature		Signature	
Address		Address	
Email		Email	
Phone		Phone	
Notice of Obligations			
Name		Name	
Title		Title	
Signature	No Signature Required	Signature	No Signature Required
Address		Address	
Email		Email	
Phone		Phone	

FIR No. 10730.1

FISCAL IMPACT REPORT

General Information:

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

Short Title(s): Authorizing Representatives and Agents for NMED Grant Agreement SAP 25-J2459-GF

Sponsor(s): Councilor Amanda Chavez

Reviewing Department(s): Public Works Department

Staff Completing FIR: Carol Swenson **Date:** 01/22/2026 **Phone:** (505) 469-2943

Reviewed by City Attorney: Marcos Martinez Marcos Martinez (Jan 23, 2026 08:26:27 MST) **Date:** _____

Reviewed by Finance Director: ANDREA PHILLIPS (Jan 23, 2026 14:28:32 MST) **Date:** _____

Summary:
This Resolution designates authorized representatives and agents for an agreement with New Mexico Environment Department (NMED) regarding Capital Appropriation Project SAP 25-J2459-GF ("Agreement"). The Agreement makes available one hundred thousand dollars ($100,000), appropriated by the New Mexico State Legislature for a project to plan, design, and construct a wastewater treatment facility in Santa Fe in Santa Fe County.

Departments Affected:
Public Works Department and Public Utilities Department.

Consequences of Not Enacting Legislation:
If this legislation is not adopted, The City of Santa Fe ("City") will not satisfy Article XI.B.(e) of the Agreement, which requires the Governing Body to adopt a resolution, motion, or similar action authorizing the person identified as the official representative of the City to sign the Agreement and to sign and submit Requests for Payment. Additionally, without the adoption of this Resolution the City would not receive NMED funding in the amount of one hundred thousand dollars ($100,000).

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
The Governing Body will approve the agreement through a separate action.

Performance and Administrative Implications:
Public Utilities Department may pursue acquiring land for and plan, design, construct, purchase, repair, permit and improve a regional wastewater treatment plant for the City of Santa Fe in association with this Agreement. Public Utilities Department and Finance Department staff will also administer the grant.

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
Personnel and Benefits*	$	$	$				
Capital Outlay	$	$	$				
Contractual/ Professional Services	$	$	$				
Operating	$	$	$				$
Total:	$	$	$				$

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:

Email: ycswenson@santafenm.gov

Signature:

Email: jsburnett@santafenm.gov

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

Case #2025-10276
3439 Cerrillos Road RKSS Rezoning from R-3 to C-2
Owner's/Applicant's Name – RKSS Santa Fe 1, LLC
Agent's Name – JenkinsGavin, Inc.

THIS MATTER came before the Governing Body for public hearing on December 10, 2025, ("Hearing") upon the application ("Application") of JenkinsGavin, Inc. ("Agent") for RKSS Santa Fe 1 ("Applicant").

The Applicant requests rezoning from R-3 (Residential – three (3) dwelling units per acre) to C-2 (General Commercial) ("Rezoning").

After conducting a public hearing and having heard from staff and all interested persons, the Planning Commission ("Commission") hereby FINDS, as follows:

FINDINGS OF FACT

1. SFCC 1987 Section 14-3.5(C) 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 Rezoning.
2. On June 5, 2025, the Planning Commission recommended the Governing Body approve Case #2025-10276.
3. In this case, the Applicant sought a rezoning from R-3 to C-2.
4. SFCC 1987 Section 14-3.5(B) sets out procedures for rezoning and requires the Planning Commission to hold a public hearing, review the Application, and make a recommendation to the Governing Body.
5. The property is approximately 1.49 acres, located at 3439 Cerrillos Road.
6. 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)].
7. The Applicant effected notice by: mailing out notice via first-class mail to property owners within 300 feet of the subject property on November 26, 2025 mailing out notice via certified mail to those within 100 feet; e-mailing neighborhood associations within 300 feet; and posting the required City sign on the property from November 26, 2025 to December 10, 2025.
8. The Applicant attended a pre-application conference on July 27, 2023.
9. The Applicant conducted an ENN meeting on March 11, 2025, virtually via Zoom. The Agent, Applicant, and City land use staff ("Staff") attended the ENN meeting. One member of the public attended the ENN meeting.
10. 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 Commission opened the hearing to public comment, and no members of the public provided testimony, both in-person and via Zoom.

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 gave notice of the ENN meeting by mailing out notice via first-class mail to property owners within 300 feet of the subject property on November 26, 2025 mailing out notice via certified mail to those within 100 feet; e-mailing neighborhood associations within 300 feet; and posting the required City sign on the property from November 26, 2025, to December 10, 2025. The Applicant properly conducted the ENN meeting pursuant to SFCC 1987 Section 14-3.1(F).
2. The Applicant has the right under the SFCC to propose the rezoning of the Property. Pursuant to SFCC 1987 Section 14-3.5(A)(1)(d), any person may submit a written request for rezoning, along with all submissions required by the SFCC 1987 Chapter 14 and any other information requested by the land use director as reasonably necessary to determine compliance with Chapter 14 ("Submittal Requirements").
4. Pursuant to SFCC 1987 Table 14-2.1-1: Review and Decision-Making Bodies and Responsibilities, and Sections 14-3.5(B)(1) and 14-3.5(C), the Commission has the authority to review and recommend the Governing Body approve or deny the rezoning request.
5. SFCC 1987 Section 14-3.5(B) sets out procedures for rezoning 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 14-3.5(C)(1)(a)(iii), the Governing Body finds that the Rezoning would increase density in the central area of the City and would therefore directly align with the intent of the General Plan, which has identified the Future Land Use of the parcel as "Transitional Mixed Use" and "Community Commercial."
7. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(b), the Governing Body finds that the application is complete as required by SFCC 1987, Section 14-3.5(C) "Approval Criteria", and the Rezoning request meets all rezoning approval criteria required by SFCC 1987, Section 14-3.5(C).
8. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(c), the Governing Body finds that the Rezoning is consistent with General Plan Themes and Policies such that the Rezoning from R-3 to C-2 is merited. The Rezoning request satisfies all rezoning approval criteria.
9. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(d), the Governing Body finds the Rezoning provides sufficient information to address Section 14-3.5(C)(1)(d), the current use of the property (Multi-Family Residential) matches the proposed zone district C-2 (General Commercial) and is consistent with other adjacent uses in the vicinity. While no new development is proposed with this application, any future residential uses would be consistent with the General Plan Future Land Use Map and the increased density would be compatible with surrounding development patterns.
10. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(e), the Governing Body finds that the existing and proposed public services, facilities and infrastructure, are able to accommodate the impacts of the proposed development (increased density).
11. Pursuant to SFCC 1987 Section 14-3.5(C)(2), the Governing Body finds:
    a. The prevailing use and character of the area is a mix of single-family, multi-family residential, and commercial with vacant land areas. The rezoning from R-3 Residential to C-2 General Commercial will remain consistent with the prevailing character in the area.

b. The property is less than two acres in size.
c. The increase in density enhances compliance with the City's adopted General Plan, which serves the interest of the general public. The neighborhood contains several multi-family developments at a frequency and density greater than single-family homes and any new multi-family residential use will continue this existing use at a slightly higher intensity. This was intended by the General Plan to take place at this location since 1999.

12. 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.
13. The Governing Body has the power and authority to review, approve or deny Case #2025-10276: 3439 Cerrillos Road RKSS Rezoning from R-3 to C-2.
14. The Applicant met the applicable Submittal Requirements.
15. The Governing Body approved the Rezoning because the Application met all applicable Code criteria.

WHEREFORE, IT IS ORDERED ON THE 14TH 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 Rezoning as requested from R-3 to C-2, as requested in the Application for Case #2025-10276.

_____ _____
Michael Garcia Date:
Mayor

FILED:

_____ _____
Geralyn F. Cardenas Date:
Interim City Clerk

APPROVED AS TO FORM:

Marcos Martinez Feb 6, 2026
_____ _____
Marcos Martinez Date:
Interim City Attorney

FOFCOL_20 3439 Cerrillos RKSS_Rezone_GB-FR2

Final Audit Report 2026-02-06

Created:	2026-02-06
By:	MATTHEW HARDING (mrharding@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsDP902SQCoQpUgCz2Hw5cOWdNBLqce-i

"FOFCOL_20 3439 Cerrillos RKSS_Rezone_GB-FR2" History

Document created by MATTHEW HARDING (mrharding@santafenm.gov)
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Document e-signed by Marcos Martinez (mdmartinez@santafenm.gov)
Signature Date: 2026-02-06 - 9:32:40 PM GMT - Time Source: server- IP address: 63.232.20.2

Agreement completed.
2026-02-06 - 9:32:40 PM GMT

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CITY OF SANTA FE

Governing Body Study Session
January 23, 2026, 1-5 pm Convention Center-Tesuque Room

Summary Minutes

Goals and Budget Priorities

Presented for Adoption on February 11, 2026

Attendees: Mayor Michael Garcia, Mayor Pro Tem Lee Garcia, Councilor Paul Bustamente, Councilor Jamie Cassutt, Councilor Alma Castro, Councilor Amanda Chavez, Councilor Pilar Faulkner, Councilor Pat Feghali, Councilor and city staff (Interim City Attorney Marcos Martinez, Interim City Manager Brian Moya, Andrea Phillips, Andy Hopkins, Interim City Clerk Geralyn Cardenas, Chris Parker, and Christina Martinez), and Dr. Reilly White

Background

Last August, the Governing Body adopted a set of budget reforms for the current and future fiscal years. These reforms included setting explicit mid-range goals and priorities for the coming fiscal year after holding a public meeting to allow residents to advise on how to approach the coming fiscal year. Per Resolution 2025-58, the Governing Body participated in a study session to help guide the city's development of the FY 26-27 municipal budget.

On January 23, 2026, Mayor Garcia and Councilors discussed the following and came to consensus strategic goals and budget priorities for Fiscal Year 27 (July 1, 2026-June 2027). The City held a facilitated budget input session with community members on January 8th and input was considered as part of their discussion. These goals can be amended as needed upon action by the Governing Body.

Preliminary Visioning Discussion

Many cities and counties develop and update statements of their missions, visions and values to help guide their governance. On January 7, as part of a governance training session, the Governing Body held an initial discussion aimed at developing a cogent vision for the City of Santa Fe in the next four years. Elected Officials discussed some aspirations for an overall vision for Santa Fe, including how the Governing Body will work with each other, city staff, partners and the community. Some of the highlights include:

- Become an efficient well-run, collaborative and efficient city
- Tap into local talent and leverage expertise
- Implement approved community plans

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- Become more data driven, with program evaluation and transparency
- Continued emphasis on community events and engagement
- Enhance neighborhood cohesion through parties and liaisons w Land Use'
- Balance use of in-house staff w contractors
- Adopt and act on SMART goals
- Rebuild trust and confidence
- Operate without fear of failure or policy changes
- Manage financial pressures successfully
- Address structural/systemic needs
- Remember that the Community is the North Star
- Ensure an empowered and effective Governing Body

These aspirations are a good start toward developing the unified vision for the city and help set the stage for the budget goal and priority setting that followed. If the Governing Body wishes to complete a vision for Santa Fe, an additional study session is recommended.

During the study session on January 23, the Governing Body developed lists of potential four-year goals and one-year priorities to guide the development of next year's budget. The Mayor and Council then winnowed the lists down to the most important goals and priorities in the view of Santa Fe's elected leaders.

Four Year Strategic Goals:

1. City of Santa Fe will serve the whole community by **supporting development of more housing across the continuum of needs, with a focus on affordable and attainable housing.**

2. City of Santa Fe will **invest in improving city systems and infrastructure to ensure efficient and effective use of city resources, which will enhance service delivery and customer service.** This may include streamlining internal processes and procedures, leveraging technology for better asset management, prioritizing data-driven decision making, and recruiting and retaining highly qualified city staff.

3. **City of Santa Fe will work to reduce crime and increase public safety.** This may include ensuring safer streets, crosswalks and corridors, noise and speed enforcement to reduce traffic and pedestrian accidents and to enhance quality of life, and strategic policing efforts to reduce crime and ensure public safety.

FY 27 Budget Priorities: Aligning Expenditures with City Strategic Goals

After discussing the Four-Year Strategic Goals and considering public input from the January 8 community budget workshop, Governing Body members expressed the following as key priorities for the FY27 (2026-27) city budget.

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1. **Support development of more housing across the continuum of needs, with a focus on affordable and attainable housing, including support for wrap-around services.** Strategies may include:
    a. Convening and aligning with partners to develop an overall strategy for addressing needs for unhoused individuals and families in our community, including wrap-around/supportive services.
    b. Partnering with the private sector and non-profit developers to encourage development of more affordable housing of various types.

2. **Invest in improving city systems and infrastructure to ensure efficient and effective use of city resources, to improve service delivery and customer service.** Strategies include:
    a. Identify city processes and procedures that are overly burdensome and unnecessary that can be streamlined and modernized.
    b. Utilize technology tools for asset management to ensure optimal decision-making for care and replacement of city assets (streets, water/wastewater infrastructure, fleet management, facilities and more).
    c. Invest in city staff to reduce turnover, recruit and retain highly qualified personnel, and improve opportunities for advancement and professional development.

3. **Focus on Measures to Reduce Crime and Increase Public Safety**: Programs and projects that focus on enhancing safety throughout the community are high priority. Initiatives may include:
    a. Design, construct and maintain public infrastructure to ensure safer streets and crosswalks and corridors. Prioritize pedestrian and bicycle safety and development of an "age friendly" community.
    b. Implement automatic camera enforcement technology to address noise and speed issues in key areas to reduce traffic and pedestrian/bicycle accidents and to enhance quality of life
    c. Enhance strategic and community policing efforts to reduce crime and support public safety.

Staff recommend that the Governing Body hear from the public regarding the proposed goals and priorities, continue its deliberation, making any changes as needed, and adopt the final goals and priorities for the FY 27 municipal budget.

DRAFT

CITY OF SANTA FE

Memorandum

Date: February 3, 2026

To: Finance Committee and Governing Body

From: Travis Dutton-Leyda, Chief Procurement Officer

Via: Andrea Phillips, Deputy City Manager and Interim Finance Director
ANDREA PHILLIPS

RE: Procurement Modernization

EXECUTIVE SUMMARY

The proposed bill would amend SFCC 1987, Section 11-13, to expand and clarify exemptions permitted by NMSA 1978, Sections 13-1-98 through 13-1-98.2, including utilities, legal services, items requiring prepayment under one hundred thousand dollars ($100,000), and lobbying services. The bill would also require that the procurement manual be adopted by resolution and would update procurement authority to allow the Chief Procurement Officer to approve purchase orders and the use of requests for applications. The bill would further establish an maximum eight-year term for professional service contracts, adopt Construction Manager at Risk Delivery Method procedures set forth in NMSA 1978, Sections 13-1-124.1 through 13-1-124.5, allow the City Manager to approve contract amendments that do not materially alter the scope of work, and adds processes for emergency procurements.

BACKGROUND

The City of Santa Fe ("City") has long exercised its home-rule authority to establish a procurement system that reflects local priorities. Historically, the City relied on its own ordinance and Procurement Manual, which operated independently of the State of New Mexico's Procurement Code.

In 2018, the Governing Body adopted Ordinance No. 2018-1, Section 2, amending SFCC 1987, Section 11-13 to formally adopt the State Procurement Code (NMSA 1978, Sections 13-1-28 through 13-1-199) as the foundation for City purchasing and procurement operations. This action improved legal consistency, operational efficiency, and transparency while preserving the City's right to depart from state rules when expressly authorized by local ordinance.

Most recently, in 2023, the Governing Body adopted Ordinance No. 2023-20, amending SFCC 1987, Section 2-4.6 to increase the City Manager's contract approval authority to $200,000 and to require monthly publication of approved contracts. That ordinance also made a minor conforming change to Section 11-13 by striking outdated contract authority language, but it did not otherwise revise the City's Procurement Code. Since that time, the City's procurement needs have continued to evolve—driven by inflationary pressures, urgent timelines, and the complexity of public partnerships. The current ordinance amendments reflect that evolution and are intended to

clarify roles, update thresholds, streamline procedures, and codify best practices under the City's procurement framework.

ATTACHMENTS

Bill
Fiscal Impact Report (FIR)

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2026-02

Mayor Michael Garcia

A BILL

AMENDING SFCC 1987, SECTION 11-13 TO EXPAND EXEMPTIONS PERMITTED BY NMSA 1978, SECTIONS 13-1-98 THROUGH 13-1-98.2, INCLUDING CERTAIN PURCHASE TYPES, LEGAL SERVICE TYPES; ADDING EXEMPTIONS FOR CERTAIN PREPAYMENT-REQUIRED ITEMS, NOT EXCEEDING $100,000 AND FOR LOBBYING SERVICES REPRESENTING THE CITY OF SANTA FE'S INTERESTS; REQUIRING THE PROCUREMENT MANUAL TO BE ADOPTED BY RESOLUTION; ESTABLISHING AN EIGHT-YEAR MAXIMUM TERM FOR PROFESSIONAL SERVICE CONTRACTS; AUTHORIZING THE CHIEF PROCUREMENT OFFICER TO APPROVE PURCHASE ORDERS AND TO APPROVE THE USE OF REQUESTS FOR APPLICATIONS; ADOPTING CONSTRUCTION MANAGER AT RISK DELIVERY METHOD PROCEDURES; MODIFYING CERTAIN AMOUNTS LISTED IN NMSA 1978, SECTION 13-1-125; AUTHORIZING THE CITY MANAGER TO APPROVE CONTRACT AMENDMENTS THAT DO NOT MATERIALLY ALTER THE SCOPE OF WORK.

Section 1. Section 11-13 of SFCC 1987 (being Ord. No. 2023-20 § 2, as amended) is amended to read:

11-13 - ADOPTION OF CITY'S PROCUREMENT CODE.

A. The city of Santa Fe hereby adopts the state of New Mexico Procurement Code (§§ 13-1-28 through 13-1-199, NMSA 1978) as the city of Santa Fe Procurement Code ("City Procurement Code"). Pursuant to its home-rule authority, and the city charter, the city may adopt rules specific to the city, which depart from state law. Any departures from the state law shall be adopted by ordinance.

B. Exemptions permitted by §§ 13-1-98 through 13-1-98.2, NMSA 1978 are hereby adopted, in addition to the following exemptions:

(1) Purchases of publicly provided or publicly regulated utilities and information services, including but not limited to: gas, electricity, water, sewer, telecommunications, refuse collection services, internet, and cable television;

(2) [~~Bond attorneys, if approved by the city council as part of the underwriting team involved in the issuance, sale and delivery of public securities for city bonds or city-issued bonds; and~~]

[~~(3)~~]Legal services [~~for advice, consultation, and representation of the city.~~] including but not limited to, advice, consultation, representation, research services, and litigation expenses in connection with proceedings before administrative agencies or state or federal courts, including experts, mediators, court reporters, process servers, and witness fees;

(3) Initial purchases not exceeding one hundred thousand dollars ($100,000) for prepayment-required items, such as magazine subscriptions, organizational membership fees, web-based or electronic subscriptions, and conference registration fees, are exempt from competitive procurement. This exemption does not apply if the subscription includes implementation costs or service fees.

(4) Lobbying services performed by a registered lobbyists for the purpose of representing the city's interests before federal or state legislative or executive bodies.

C. The purchasing officer shall be the "Chief Procurement Officer of the City" or "CPO" as defined by NMSA 1978, Section [~~§~~] 13-1-38.1[~~(2013)~~].

D. Local Preferences. Notwithstanding, NMSA 1978, Sections [~~§~~]13-1-21 and 13-1-22[~~(2016)~~], the city shall apply the following definitions and preferences:

(1) "Resident business" means a business that has a valid resident business certificate issued by the taxation and revenue department pursuant to NMSA 1978, Section 13-1-22, and which shows that the resident business resides within the Santa Fe municipal limits.

(2) When the city makes a purchase using a formal bid process, the public body shall deem a bid submitted by a resident business to be three percent (3%) lower than the bid actually submitted. In addition, if the bid includes subcontractors who are also resident businesses, the public body shall deem a bid submitted by a resident business with resident business subcontractors to be six percent (6%) lower than the bid actually submitted. If a non-resident business hires all resident business subcontractors, the public body shall deem the bid to be three (3%) percent lower than the bid actually submitted.

(3) When the city makes a purchase using a formal request for proposals process, not including contracts awarded on a point-based system, the city shall award an additional:

(a) Three percent (3%) of the total weight of all the factors used in evaluating the proposals to a resident business; and

(b) Three percent (3%) of the total weight of all the factors used in evaluating the proposals to a business with all resident business subcontractors.

(4) When the city makes a purchase using a formal request for proposals process, and the contract is awarded based on a point-based system, the city shall award additional points equivalent to:

(a) Three percent (3%) of the total possible points to a resident business; and

(b) Three percent (3%) of the total possible points to a business with all resident business subcontractors.

(5) The maximum available local preference shall be six percent (6%).

E. Competitive sealed proposals valued in excess of one million dollars ($1,000,000.00).

(1) If the bid or proposal includes to subcontractors who are also resident businesses, the public body shall deem a bid or proposal submitted by a resident business to be six percent (6%) lower than the bid actually submitted, if and only if at least fifty percent (50%) of the subcontracted services go to subcontractors who are resident businesses.

(2) If a non-resident business hires resident business subcontractors, the public body shall deem the bid or proposal to be three percent (3%) percent lower than the bid actually submitted, if and only if at least fifty percent (50%) of the subcontracted services go to subcontractors who are resident businesses.

F. City employees shall endeavor to procure local goods and services that qualify as "small purchases" as defined by NMSA 1978, Section [~~§~~] 13-1-125.

G. Procurement Manual. The [~~Purchasing Manual may be amended as follows~~] governing body shall adopt the Procurement Manual by resolution.

[~~(1) The procurement officer, finance and budget director or any member of the governing body may propose amendments to the finance committee;~~

~~(2) The finance committee shall make its recommendation to the governing body~~;

~~(3) The governing body shall approve, modify or disapprove the proposed amendments.~~

H. ~~At the beginning of each fiscal year, if amendments are made, the Purchasing Manual shall be re-published with the publication date clearly designated, and all amendments shall be incorporated therein.~~]

I. Professional Service Contracts. Professional service contracts may be established or amended for a term not to exceed eight (8) years.

J. *CPO Purchase Authority.* Pursuant to NMSA 1978, Section 13-1-95.2, the CPO is authorized to approve Purchase Orders (POs).

K. *Use of Request for Applications (RFA).*The CPO may approve the use of RFA. Procedures for making the approval may be found in the city's procurement manual.

L. *Construction Manager at Risk (CMAR) Delivery Method*. Pursuant to its home rule authority under the Santa Fe Municipal Charter, the city hereby adopts the procedures set forth in NMSA 1978, Sections 13-1-124.1 through 13-1-124.5 and the applicable provisions of the New Mexico Administrative Code (NMAC), unless the city adopts its own CMAR procedures through the Procurement Manual. Wherever the state statutes reference the "governing body," such term shall be interpreted in accordance with SFCC 1987, Section 2-1.1, to mean the city's duly elected governing body as defined in the city charter.

M. The city hereby modifies the amounts listed in NMSA 1978, Section 13-1-125.

(1) Purchases shall not be artificially divided to constitute a small purchase under this section.

(2) The city may procure any services, construction, and items of tangible personal property having a value not exceeding sixty thousand dollars ($60,000), excluding applicable state and local gross receipts taxes, by issuing a direct purchase order to a contractor based upon the best interest of the city.

(3) The city shall procure services, construction, or items of tangible personal property having a value not exceeding one hundred thousand dollars ($100,000), or more if the New Mexico Legislature increases the threshold in NMSA 1978, Section 13-1-125. These amounts exclude applicable state and local gross receipts taxes, in accordance with the applicable small purchase rules adopted in the city's Procurement Manual.

N. *Contract Amendments Within City Manager Authority.* The city manager is authorized to approve amendments to existing contracts that do not materially alter the scope of work, including but not limited to term extensions, assignments or transfers of ownership, and other non-monetary changes. The city manager may also approve amendments that decrease the total compensation amount or that increase compensation, provided such increase is within the city manager's established approval

authority.

M. *Emergency Procurement, Authorization to Commence Work.*

(1) Upon a written determination that an emergency condition exists, executed in accordance with this section and approved by the appropriate person, the city may authorize a vendor to commence work prior to the execution of a separate contract, but following issuance of a PO, to the extent necessary to address the emergency.

(2) Authorization to proceed under this section shall be limited to work necessary to mitigate or resolve the emergency condition and shall not exceed the scope, duration, or dollar amount specified in the approved emergency determination.

(3) Any emergency procurement authorized pursuant to this section shall be submitted for ratification as soon as practicable after the CPO has issued a written determination. Ratification shall be completed by:

(a) The city manager, when the total procurement amount is within the city manager's approval authority; or

(b) The governing body, when the total procurement amount exceeds the city manager's approval authority.

(4) Work authorized and performed in good faith pursuant to an approved emergency determination shall not be invalidated due to the timing of ratification, provided all requirements of this section and the Bateman Act are otherwise satisfied.

PASSED, APPROVED, and ADOPTED this ____ day of _____, 2026.

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Feb 3, 2026 15:42:41 MST)

MARCOS MARTÍNEZ, INTERIM CITY ATTORNEY

Legislation/2026/Bills/Procurement Modernization

FIR No. 10722.1

FISCAL IMPACT REPORT

General Information:

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

Short Title(s): Procurement Modernization

Sponsor(s): Mayor Michael Garcia

Reviewing Department(s): Finance Department

Staff Completing FIR: Travis Dutton-Leyda, Chief Procurement Officer **Date:** 1/29/2026
Phone: (505) 629-8351

Reviewed by Interim City Attorney: Marcos Martinez (Feb 3, 2026 15:42:41 MST) **Date:** 02/03/2026

Reviewed by Interim Finance Director: ANDREA PHILLIPS (Feb 3, 2026 17:05:12 MST) **Date:** 02/03/2026

Summary:
The proposed bill would amend SFCC 1987, Section 11-13, to modernize the City of Santa Fe's (City) Procurement Code by expanding and clarifying exemptions permitted by NMSA 1978, Sections 13-1-98 through 13-1-98, including utilities, legal services, items requring prepayment under one hundred thousand dollars ($100,000), and lobbying services. The bill would also require that the procurement manual be adopted by resolution and would update procurement authority to allow the Chief Procurement Office to approve purchase orders and the use of requests for applications. The bill would further establish a maximum eight-year term for professional service contracts, adopt the Construction Manager at Risk Delivery Method procedures set forth in NMSA 1978, Sections 13-1-124.1 through 13-1-124.5, allow the City Manager to approve contract amendments that do not materially alter the scope of work, and provide additional processes for emergency procurements.

Departments Affected:
All departments that are engaged in procurement or contract management activities.

Consequences of Not Enacting Legislation:
If this legislation is not adopted, the City will continue operating under outdated procurement thresholds and procedural requirements that reduce efficiency, create unnecessary administrative burden, and limit flexibility in choosing the most appropriate solicitation methods. Staff time will continue to be spent on duplicative reviews, outdated procurement manual update procedures, and confusion regarding contract extensions for professional services.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
This legislation complements Ordinance No. 2023-20, which increased the City Manager's contract approval authority, and is consistent with the City's adoption of the State Procurement Code under Ordinance No. 2018-1.

Performance and Administrative Implications:

The proposed bill would improve departmental efficiency, reduce procurement processing time, and clarify approval pathways. Delegating Procurement Manual amendment authority and updating small purchase thresholds is one way to reduce administrative workload across departments. Additionally, it would be prudent to increase Purchasing's staff in the future to help manage procurements and contracts citywide.

Fiscal Implications:

**There is no direct fiscal impact associated with this bill. The changes are procedural and administrative in nature. Over time, the City may have indirect cost savings through reduced staff hours spent on manual routing, outdated approvals, and redundant documentation requirements.

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
Personnel and Benefits*	$	$	$				
Capital Outlay	$	$	$				
Contractual/ Professional Services	$	$	$				
Operating	$	$	$				$
Total:	$	$	$				$

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: 

Email: tkduttonleyda@santafenm.gov

CITY OF SANTA FE

Memorandum

Date: February 3, 2026

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

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

Via: Sam Burnett, Interim Public Works Department Director SB

RE: Resolution Authorizing State Funding Applications for Henry Lynch Road Reconstruction Project

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EXECUTIVE SUMMARY:

The proposed resolution would authorize the City of Santa Fe ("City") to submit applications to the Local Governing Fund ("LGRF"), the Municipal Arterial Program ("MAP"), the Transportation Project Fund ("TPF"), and any other applicable State transportation funding programs for State transportation construction funding for the Henry Lynch Road Reconstruction Project ("Project") from Rufina Street to Agua Fria Street. The resolution would also authorize any commitment required by those applications for a local match of funds, in an amount up to twenty-five (25%) of the total eligible construction costs, subject to final project costs, funding award conditions, and budget approval by the City.

BACKGROUND:

Henry Lynch Road is a key City arterial that serves local neighborhoods, commercial areas, and regional traffic. The segment between Rufina Street and Agua Fria Street requires full reconstruction to address roadway condition, safety, multi-modal accessibility, and long-term operational needs.

The Henry Lynch Road Reconstruction Project has been identified as a high-priority transportation improvement and is included in multiple adopted City planning documents, including the Infrastructure Capital Improvement Plan (ICIP) 2027–2031, the Infrastructure Fiscal Capital Improvement Plan (IFCIP) 2021–2027, and the Santa Fe Metropolitan Transportation Plan (SFMTP) 2020–2045. Inclusion in these plans demonstrates the necessity, consistent commitment, and a prioritization of the project within the City's long-term transportation strategy.

In recent years, the State of New Mexico, through the LGRF, MAP, and TPF funding programs, has awarded the City $741,258 for engineering design of the project Specifically, the TPF awarded the City four hundred fifty thousand dollars ($450,000) in the fall of 2021, the LGRF one hundred thirty-

nine thousand six hundred three dollars ($139,603) in the summer of 2023, and the MAP one hundred fifty-one thousand six hundred fifty-five dollars ($151,655) in October of 2023.Design is anticipated to be completed in the Fall of 2026, at which point the project will be ready to advance to the construction phase, subject to funding availability. The total estimated construction cost, including construction management, is approximately fifteen million dollars ($15,000,000).

The City is eligible to apply for State construction funding through programs such as the LGRF, the MAP, and the TPF, which typically require a local match of up to 25 percent. Adoption of the attached resolution authorizes staff to submit funding applications and confirms the City's intent and ability to provide the required local match, subject to final funding awards and budget approvals.

Approval of the resolution is a New Mexico Department of Transportation requirement for applying for funding applications for programs such as the LGRF, the MAP and the TPF. As such, the resolution will allow the City to compete for State construction funding and to advance a critical transportation infrastructure project that supports safety, mobility, and economic activity.

ATTACHMENTS:
Resolution
FIR

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2026-__

INTRODUCED BY:

Councilor Jamie Cassutt

A RESOLUTION

AUTHORIZING THE CITY OF SANTA FE TO SUBMIT APPLICATIONS TO THE LOCAL GOVERNMENT FUND, THE MUNICIPAL ARTERIAL PROGRAM, THE TRANSPORATION PROJECT FUND, AND ANY OTHER APPLICABLE STATE TRANSPORATION FUNDING PROGRAMS FOR STATE TRANSPORTATION CONSTRUCTION FUNDING FOR THE HENRY LYNCH ROAD RECONSTRUCTION PROJECT FROM RUFINA STREET TO AGUA FRIA STREET AND COMMITTING TO THE APPLICATIONS' REQUIRMENT FOR A LOCAL MATCH OF FUNDING.

WHEREAS, the City of Santa Fe ("City") is responsible for the planning, construction, operation, and maintenance of its municipal transportation infrastructure; and

WHEREAS, Henry Lynch Road is a critical City arterial road serving residents, businesses, and regional traffic, and the segment from Rufina Street to Agua Fria Street needs full roadway reconstruction to improve safety, accessibility, multi-modality, and long-term infrastructure performance; and

WHEREAS, the Henry Lynch Road Reconstruction Project (the "Project") has been identified as a high-priority transportation improvement and, as such, is included in the City's

adopted roadway and capital planning documents, specifically the Infrastructure Capital Improvement Plan (ICIP) 2027-2031, the Infrastructure Fiscal Capital Improvement Plan (IFCIP) 2021–2027, and the Santa Fe Metropolitan Transportation Plan (SFMTP) 2020–2045, demonstrating the necessity and priority of the Project for the City; and

WHEREAS, during the years of 2021- 2023, the City has been the recipient of multiple awards from the State of New Mexico for the Project's engineering design phase, funded through the New Mexico Department of Transportation Project Fund, the Municipal Arterial Program "MAP", and the Local Government Road Fund ("LGRF"), totaling seven hundred forty-one thousand two hundred fifty-eight dollars ($741,258); and

WHEREAS, the engineering design for the Project is anticipated to be completed in the Fall of 2026, positioning the Project to advance to the construction phase, upon receipt of construction funding; and

WHEREAS, the total estimated construction cost for the Project, including construction management, is approximately Fifteen Million Dollars ($15,000,000); and

WHEREAS, the City of Santa Fe is eligible to apply for State transportation construction funding through programs administered by the New Mexico Department of Transportation and the New Mexico Legislature, including but not limited to the LGRF pursuant to NMSA 1978, Section 67-3-28.2, the MAP pursuant to NMSA 1978, Section 67-3-28.2, and the Transportation Project Fund ("TPF") pursuant to NMSA 1978, Section 67-3-78, as amended; and

WHEREAS, the City wishes to apply for funding from State programs including but not limited to the LGRF, MAP, and TPF, and these same programs require a local match, which in the case of the LGRF, may be up to twenty-five percent (25%) of the total eligible project cost; and

WHEREAS, the City has the financial capacity and the intent to provide the required local match for the Project, subject to final funding awards, executed agreements, and appropriation of funds by the Governing Body; and

WHEREAS, the Governing Body finds that applying for State construction funding for the Project is in the best interest of the City and that it is necessary to leverage State resources to advance a critical transportation improvement.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE determines, resolves, and orders as follows:

1. **Authorization to Apply for State Funding.** The Governing Body hereby authorizes the City of Santa Fe to submit applications for State construction funding for the Henry Lynch Road Reconstruction Project from Rufina Street to Agua Fria Street through the Local Government Road Fund, Municipal Arterial Program, Transportation Project Fund, and any other applicable State transportation funding programs.
2. **Commitment to Local Match.** The Governing Body authorizes the submission of applications for funding that require a commitment of City funds for the required local match, in an amount up to twenty-five percent (25%) of the total eligible construction cost, including construction management, subject to final project costs, funding award conditions, and budget approval.
3. **Consistency with Adopted Plans.** The Governing Body finds and declares that the Project is consistent with the City's adopted transportation, capital improvement, and infrastructure plans and supports the City's long-term mobility and safety goals.

PASSED, APPROVED, and ADOPTED this _____day of _____, 2026.

_____

MICHAEL GARCIA, MAYOR

ATTEST:

_____

GERALYN CARDENAS, INTERIM CITY CLERK

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Feb 4, 2026 16:43:40 MST)

MARCOS MARTINEZ, INTERIM CITY ATTORNEY

FIR No. 10738

FISCAL IMPACT REPORT

General Information:

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

Short Title(s): Resolution Authorizing State Funding Applications for the Henry Lynch Road Reconstruction Project

Sponsor(s): Councilor Cassutt

Reviewing Department(s): Public Works

Staff Completing FIR: Romella Glorioso-Moss **Date:** 01/28/2026 **Phone:** X6623

Reviewed by City Attorney: Marcos Martinez Marcos Martinez (Feb 4, 2026 16:43:40 MST) **Date:** 02/04/2026

Reviewed by Finance Director: ANDREA PHILLIPS (Feb 5, 2026 12:47:13 MST) **Date:** 02/05/2026

Summary:
The proposed resolution would authorize the City of Santa Fe ("City") to submit applications to the Local Governing Fund ("LGRF"), the Municipal Arterial Program ("MAP"), the Transportation Project Fund ("TPF"), and any other applicable State transportation funding programs for State transportation construction funding for the Henry Lynch Road Reconstruction Project ("Project") from Rufina Street to Agua Fria Street. The resolution would also authorize any commitment required by those applications for a local match of funds, in an amount up to twenty-five (25%) of the total eligible construction costs, subject to final project costs, funding award conditions, and budget approval by the City.

Departments Affected:
Public Works

Consequences of Not Enacting Legislation:
If this resolution is not approved, the City of Santa Fe will be unable to apply for State transportation construction funding for the Henry Lynch Road Reconstruction Project from Rufina Street to Agua Fria Street. Without authorization to pursue these funds and commit the required local match, the City would be ineligible for programs such as the LGRF, the MAP, and the TPF. This would likely delay or prevent construction following completion of the engineering design phase in Fall 2026, and would prolong existing roadway, safety, and mobility issues in the project area.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
Resolution No. 2021-53 and Resolution No. 2025-44

Performance and Administrative Implications:
Approval of this resolution authorizes staff to apply for State transportation construction funding and administer the Henry Lynch Road Reconstruction Project in accordance with State program requirements. This includes coordination with the New Mexico Department of Transportation, completion of required

applications, compliance with reporting and oversight standards, and project management following completion of engineering design phase in Fall 2026. No additional administrative impacts are anticipated beyond normal project delivery and grant administration responsibilities.

Fiscal Implications:

Approval of this resolution authorizes City staff to submit applications for funding and those applications often commit the City to providing a local match, which in the case of LGRF can be up to 25 percent of the total construction cost, contingent upon the award of State transportation funding. Construction funding would be sought through State programs including the LGRF, the MAP, and the TPF. No immediate fiscal impact is anticipated; any required local match would be programmed in future budgets and subject to funding awards and to Governing Body approval.

Fiscal Impact

_____X_ Check here if no fiscal impact

Expenditures

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

* This includes all staff time associated with executing the job functions of the proposed legislation.

Expenditure Narrative:

Revenue

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

Revenue Narrative:

Signature:

Email: jsburnett@santafenm.gov

Signature:

Email: rsglorioso-moss@santafenm.gov

CITY OF SANTA FE

Memorandum

Date: January 30th, 2026

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

Via: Marci Eannarino, Office of Legislation and Policy Innovation Manager ME
Christine Spiers, Legislative Coordinator CMS
Palmer Anderson, Policy Analyst PALMER ANDERSON

From: Marcos Martinez, Interim City Attorney

RE: Clarifying the Terms of Resolution No. 2024-14 for Veterans Banners

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EXECUTIVE SUMMARY:

The proposed Resolution clarifies the terms of Resolution No. 2024-21 to allow Council 10517 of the Knights of Columbus ("Knights of Columbus") to display banners celebrating Santa Fe veterans as "Santa Fe Heroes" every year, between Memorial Day and Veterans Day, with installation of the banners occurring as early as the week before Memorial Day and removal occurring up to the week after Veterans Day. Resolution No. 2024-21 approved the Knights of Columbus to display banners annually; however, the caption stated that the banner display would take place "in 2024 and 2025", creating an inconsistency between the resolution's caption and the resolution's specified dates. The proposed resolution updates the caption to clarify that the approval is ongoing.

ATTACHMENTS:

Resolution
Fiscal Impact Report

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2026-__

INTRODUCED BY:

Councilor Lee Garcia

Mayor Michael Garcia

A RESOLUTION

CLARIFYING THE TERMS OF RESOLUTION NO. 2024-14 TO ALLOW THE KNIGHTS OF COLUMBUS COUNCIL 10517 TO DISPLAY BANNERS COMMEMORATING SANTA FE VETERANS AS "SANTA FE HEROES" BETWEEN MEMORIAL DAY AND VETERANS DAY, ANNUALLY.

WHEREAS, Section 14-7.6(B), Santa Fe City Code (SFCC) 1987 allows for the installation of banners to identify the geographic location associated with local business groups, neighborhoods, or community groups; the dates associated with important civic milestones, activities, or holidays; or a sense of place and community that are erected by the City of Santa Fe ("City") or its permittee, if approved by the City's Governing Body via resolution; and

WHEREAS, in Resolution No. 2024-21 the City approved the Knights of Columbus Council 10517 to "display banners every year, between Memorial Day and Veterans Day, with installation of the banners occurring as early as the week before Memorial Day and removal occurring up to the week after Veterans Day"; and

WHEREAS, the caption of Resolution No. 2024-21 stated that the banner display would take place "in 2024 and 2025", creating inconsistency between the resolution's caption and the

resolution's specified dates; and

WHEREAS, the Land Use Director and City Attorney approved the design of the banners Resolution No. 2024-21 as conforming to all applicable requirements and restrictions; and

WHEREAS, the Governing Body desires to allow the Knights of Columbus to install the banners every year between Memorial Day and Veterans Day, just as the terms in the "Dates" section of Resolution 2024-21 specifies.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE that the design and installation plan for banners celebrating Santa Fe Veterans, "Santa Fe Heroes", is hereby approved as appeared in Resolution 2024-21 shown as follows:

Dates:	The Santa Fe Knights of Columbus may display the banners every year, between Memorial Day and Veterans Day, with installation of the banners occurring as early as the week before Memorial Day and removal occurring up to the week after Veterans Day.
Location:	The banners may be displayed on light poles located along St. Francis Drive; Guadalupe Road from Paseo de Peralta to St. Francis Drive; and Cerrillos Road from I-25 to St. Francis Drive.
Number:	A maximum of one banner per light pole.
Design Approval Process:	The Land Use Director and City Attorney have approved the design of the banners as conforming to all applicable requirements and restrictions. If the design ever changes, or if the City's design standards ever change, renewed review and approval by the Land Use Director and City

	Attorney's Office is required to ensure conformance with the City's code.
Installation:	The Knights of Columbus is responsible for the installation of the banners associated with this request, including obtaining the obstruction permits required for installation and removal of the banners pursuant to standard City and State procedures, as applicable.
Maintenance:	The Knights of Columbus shall immediately replace banners that become damaged, defaced, or are in any form of disrepair, at the expense of the Knights of Columbus. The City reserves the right to remove any banners the City deems in disrepair prior to their scheduled removal date.
Cost Allocation:	The Knights of Columbus shall purchase or otherwise obtain, install, and remove the banners.

PASSED, APPROVED, and ADOPTED this _____day of _____, 2026.

_____

MICHAEL GARCIA, MAYOR

ATTEST:

_____

GERALYN CARDENAS, INTERIM CITY CLERK

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Feb 5, 2026 14:10:56 MST)

MARCOS MARTÍNEZ, INTERIM CITY ATTORNEY

FIR No. 10737

FISCAL IMPACT REPORT

General Information:

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

Short Title(s): Clarifying the Terms of Resolution No. 2024-14 for Veterans Banners

Sponsor(s): Councilor Lee Garcia and Mayor Michael Garcia

Reviewing Department(s): City Attorney's Office and Public Works Department

Staff Completing FIR: Marci Eannarino, Legislation and Policy Innovation Manager, Christine Spiers, Legislative Coordinator, Palmer Anderson, Policy Analyst **Date:** 2/3/2026
Phone: (505) 955-6518; (505) 955-6692; (505) 955-6563

Reviewed by City Attorney: Marcos Martinez (Feb 5, 2026 14:10:56 MST) **Date:** 02/05/2026

Reviewed by Finance Director: ANDREA PHILLIPS (Feb 5, 2026 16:26:42 MST) **Date:** 02/05/2026

Summary:
The proposed Resolution clarifies the terms of Resolution No. 2024-21 to allow Council 10517 of the Knights of Columbus ("Knights of Columbus") to display banners celebrating Santa Fe veterans as "Santa Fe Heroes" every year, between Memorial Day and Veterans Day, with installation of the banners occurring as early as the week before Memorial Day and removal occurring up to the week after Veterans Day. Resolution No. 2024-21 approved the Knights of Columbus to display banners annually; however, the caption stated that the banner display would take place "in 2024 and 2025", creating an inconsistency between the resolution's caption and the resolution's specified dates. The proposed resolution updates the caption to clarify that the approval is ongoing.

Departments Affected:
None.

Consequences of Not Enacting Legislation:
If this legislation is not adopted, then Resolution No. 2024-21 would not be clarified to allow the Knights of Columbus to be able to display banners commemorating "Santa Fe Heroes" annually.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
This Resolution clarifies the terms of Resolution No. 2024-21 to allow the Knights of Columbus to display banners beginning the week before Memorial Day and through the week after Veterans Day, annually.

Performance and Administrative Implications:
The Land Use Director and City Attorney have previously approved of the banners to ensure the banners conform to all applicable requirements and restrictions.

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
Personnel and Benefits*	$	$	$				
Capital Outlay	$	$	$				
Contractual/ Professional Services	$	$	$				
Operating	$	$	$				$
Total:	$	$	$				$

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 Annarino

Email: maeannarino@santafenm.gov

Signature: Patricia Anderson

Email: pcanderson@santafenm.gov

Signature: CHRISTINE SPIERS

Email: cmspiers@santafenm.gov

CITY OF SANTA FE

Memorandum

Date: January 22, 2026

To: Governing Body, Water Conservation Committee**,** Public Works and Utilities Committee, Finance Committee

From: Justin M. Gonzales, Cross Connection Specialist JMG

Via: Jesse D. Roach, Interim Public Utilities Department Director JR Jesse Roach

RE: Water Division Backflow Prevention and Control Program

EXECUTIVE SUMMARY:

The proposed bill amends Exhibit A of Section 25-4.1, SFCC 1987, to update definitions, create a new rule number 7 and directs the City of Santa Fe's Water Division to adopt Backflow Prevention and Control rules for the city of Santa Fe ("City") from the *Uniform Plumbing Code* and University of Southern California's *Manual of Cross-section Control*. The bill also implements inspection and administrative fees, as well as fines for specific violations of the Backflow Prevention and Control rules.

BACKGROUND:

Backflow is an undesirable reversal of water flow from a customer's service connection into the municipal water system. This reversal of water flow could be water or mixtures of water and other liquids, gases, or other substances into the distribution pipes of the City's potable supply of water. This can be caused by sudden loss of pressure due to a main break or other disruption in the City's water system.

Backflow prevention and control rules are necessary for the City to prevent contamination of the potable water supply. Backflow preventers that are not regularly tested and properly monitored add to the risk of backflow contamination. While plumbing code requires installation of backflow prevention devices, there is currently no mechanism to ensure that those devices are in good working order. This ordinance will ensure regular testing with results submitted to a central database. There has been at least one instance within Santa Fe when backflow preventers were bypassed on fire systems and drinking water was contaminated resulting in sickness.

The Water Division Backflow Prevention and Control Program will be defined by the proposed ordinance, and a supporting set of policies and procedures. These components together outline the responsibilities of the City's water customers, backflow prevention assembly testers, and backflow prevention assembly repair technicians to control and minimize the possibility of backflow contamination to Santa Fe's water supply.

ATTACHMENTS:

Bill
Fiscal Impact Report

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2024-14

INTRODUCED BY:

Councilor Amanda Chavez

Councilor Alma Castro

A BILL

AMENDING SECTION 25-4.1, EXHIBIT A, RULE NUMBER 2 TO ADOPT NEW DEFINITIONS AND ADOPTING A NEW RULE NUMBER 7, IMPOSING REQUIREMENTS FOR BACKFLOW PREVENTION AND CONTROL FOR CERTAIN CUSTOMERS, IMPOSING FEES FOR ADMINISTERING THE PROGRAM, AND IMPOSING FINES FOR VIOLATIONS.

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

Section 1. Rule No. 2 of Exhibit A of Section 25-4.1 SFCC 1987 (being Ord. 2005-2, § 2) is amended to read:

2. DEFINITIONS AND EXPLANATIONS

The following definitions are applicable wherever these terms are used in these Rules and Regulations:

A. BACKFLOW – Reversal of water flow from a customer's service connection into the municipal water system with potentially undesirable consequences.

B. CERTIFIED BACKFLOW PREVENTION ASSEMBLY TESTER – A person the water

underscored material = new [bracketed material] = delete

utility approves to test backflow prevention assemblies within the municipal water system. Testers shall be equipped with and be competent to use all necessary tools and gauges required to properly conduct testing of backflow prevention assemblies.

C. CERTIFIED AND LICENSED BACKFLOW ASSEMBLY REPAIR TECHNICIAN – A person who is a certified backflow prevention assembly tester and licensed at a minimum as a journeyman plumber in accordance with the New Mexico Construction Industries Licensing Act, NMSA 1978, Sections 60-13-1 through 60-13-59.

[~~B. CITY The water utility owned and operated by or on behalf of the city of Santa Fe, New Mexico, called the Sangre de Cristo Water Division and whose business office is at 801 West San Mateo, Santa Fe, New Mexico. Also known as the Santa Fe Municipal Water System.~~]

[~~B~~] D. CHRONICALLY DELINQUENT - The status of a customer who during the prior twelve (12) months has been disconnected by the [~~City~~] water utility for non-payment, or who during the prior twelve (12) months has not paid a bill by the date that a subsequent bill is rendered on three (3) or more occasions.

[~~C~~] E. COMMERCIAL SERVICE OR USE - The provision of or use of water for all types of establishments not otherwise classified as residential.

[~~D~~] F. CROSS-CONNECTION - Any physical connection or arrangement between two (2) otherwise separate piping systems, one of which contains potable water and the other of unknown or questionable safety, whereby water may flow from one system to the other, the direction of the flow depending on the pressure differential between the two (2) systems.

[~~E~~] G. CUSTOMER - Any person, firm, association, partnership or corporation, or any agency of the federal, state, or local government, being supplied with, and/or responsible for payment for, water services by the [~~City~~] water utility.

[~~F~~] H. DELINQUENT - The status of a bill rendered to a customer for utility service which remains unpaid 15 calendar days following the "due" date on the customer's utility bill.

[~~G~~] I. DISCONTINUANCE OF SERVICE - An intentional cessation of service by the [~~City~~] water utility which was not requested by a customer.

[~~H~~] J. ESTIMATED BILL - A bill for utility service which is not based on an actual reading of the customer's meter, or other measuring device, for the period billed.

[~~I~~] K. GOVERNING BODY - The Mayor and City Council of the city of Santa Fe as defined in subsection 2-1.1 SFCC 1987.

[~~J~~] L. POINT OF DELIVERY - The point of delivery shall be the point where the facilities of the [~~City~~] water utility connect to the facilities furnished by the customer.

[~~K~~] M. PRESSURE - The range of fifty (50) to one hundred twenty-five (125) pounds per square inch which can ordinarily be made available in the area contiguous to existing lines

[~~L~~] N. PRESSURE REGULATING DEVICE - A device that maintains a constant water pressure at its immediate downstream side which is less than the inlet pressure to the device, unless the pressure on the inlet side is lower than the pressure setting for the downstream side.

[~~M~~] O. Reserved.

[~~N~~] P. RATE SCHEDULE - A description of the charges, conditions of services and other similar information associated with the provision of water service to a given class or type of customer.

[~~O~~] Q. RECONNECTION CHARGE - A charge made by the [~~City~~] water utility at the time application is made for reconnection of water service at a place where water service has been previously disconnected.

[~~P~~] R. Reserved.

[~~Q~~] S. RESIDENTIAL SERVICE OR USE - The provision of or use of water for household or domestic purposes, and as further described in Rule 3, Exhibit A of Chapter XXV SFCC 1987.

[~~R~~] T. SERVICE LINE - The pipe connection from a distribution water main to the water meter.

[~~S~~] U. SPECIAL SERVICE - A service provided to a customer by the [~~City~~] water utility which is not subject to a rate schedule.

[~~T~~] V. UTILITY CHARGES - The billing or charges for the provision of utility service and other charges authorized by the governing body pursuant to approved rates.

[~~U~~] W. WATER PRESSURE - The gauge pressure of water within a pipe measured in pounds per square inch above atmospheric pressure and abbreviated herein as "pounds."

[~~V~~] X. WATER SERVICE - The general term for furnishing the customer with water.

Y. WATER UTILITY - The water utility owned and operated by or on behalf of the city of Santa Fe, New Mexico, also known as the Santa Fe Municipal Water System.

Section 2. [NEW MATERIAL] A new Rule No. 7 of Exhibit A of Section 25-4.1, SFCC 1987 (being Ord. 2011-13) is ordained to read:

7. BACKFLOW PREVENTION AND CONTROL.

A. APPLICABILITY.

Compliance with this Ordinance, Backflow Prevention and Control, Rule No. 7, located in Exhibit A of Section 25-4.1 SFCC 1987, is required for water service from the municipal water system.

B. BACKFLOW PREVENTION AND CONTROL.

1. The water utility follows the Uniform Plumbing Code (UPC) for standards of backflow prevention and control.

2. To the extent the UPC is silent, the standards from University of Southern California Manual of Cross Connection Control (USC Manual), 10th Edition apply .

C. RESPONSIBILITY.

Customers, backflow prevention assembly testers, and backflow assembly repair technicians shall comply with the requirements below:

1. *Customer*. Customers shall prevent entry of contaminants, pollutants, or water from sources other than the municipal water system into the municipal water system. Methods for prevention include, but are not

limited to, installing and maintaining backflow prevention assemblies. Any customer using a fire hydrant for water use must have an air-gap or approved backflow prevention assembly.

2. *Owners.* All owners of a water service connection serving a commercial use, a fire service, an irrigation system, a service larger than two inches, or the connection is a service where a secondary source of water (e.g., a well) is present are required to install a backflow prevention assembly to protect the municipal water supply. In addition, any domestic service two inches or smaller which in the judgement of the Public Utilities Department Director represents a health, a safety, or a functional hazard to the water system will also be required to install a backflow prevention assembly. Owners of a backflow prevention assembly shall obtain a field test on the assembly upon installation, repair, and at least once per year thereafter and report the test results to the water utility. The owner is responsible for the cost and scheduling of field testing of the backflow prevention assembly. The owner shall install, repair or replace the backflow prevention assembly at the owner's expense and as necessary to comply with requirements of this Ordinance. The UPC and USC manual govern the location, type, and testing requirements for the backflow prevention assembly.

3. *Certified Backflow Prevention Assembly Tester*. Certified backflow prevention assembly testers shall inspect and test backflow prevention assemblies for compliance with this ordinance. Testers shall complete and submit accurate and timely reports to the water utility and customer, including any cross-connections and deficiencies associated with an

existing backflow prevention assembly within the customer's water system.

4. *Certified and Licensed Backflow Prevention Assembly Repair Technician*. Certified backflow prevention assembly repair technicians shall, in addition to all duties listed in subparagraph (C)(3) above, repair backflow prevention assemblies consistent with this ordinance and without changing the design, material, or operational characteristics of a backflow prevention assembly without prior approval of the water utility.

D. FFES, CHARGES, AND FINES.

1. *Site Survey or Inspection Fee*. Customers requiring a site survey or inspection of backflow-related infrastructure shall pay a fee of one hundred dollars ($100.00).

2. *Backflow Control Administrative Fee*. Customers whose service connection(s) require(s) backflow control, as described in subparagraph (C)(1) above, shall pay an annual administrative fee of fifty dollars ($50.00), which the water utility shall assess on its water bill for each service connection requiring backflow control. The backflow administrative charge will increase by ten dollars ($10.00) each decade starting in 2030.

3. *Ordinance Violation Fine.* Failure to comply with provisions and requirements of this ordinance or willful removal or bypass of any infrastructure required under this ordinance without prior approval of the water utility is subject to the general penalty under Section 1-3, SFCC 1987 per violation. Each violation shall constitute a separate offense. A customer contesting a violation may follow the procedures under Exhibit

A, Rule 22. Violations to this ordinance include but are not limited to:

a. Failure to test and submit results for each required backflow prevention assembly.

b. Falsifying records required to be submitted by this ordinance.

c. Removal, bypass, or shutoff of any required backflow prevention assembly.

d. Failure to use an airgap or approved backflow prevention assembly at a fire hydrant.

4. *Payment*. All fees and charges shall be added to the water bill for the account associated with the point of delivery where the violation occurs.

5. *Responsibility of Payment, Liens and Deposit*. The customer shall pay the fees and charges included in this ordinance in accordance with Section 15-1.5, SFCC 1987.

E. GROUNDS FOR TERMINATION OF WATER SERVICE.

1. Notwithstanding any other provision of this Rule, in the event the Public Utilities Department Director determines that a system hazard exists due to a cross-connection, the water utility has the right to immediately terminate water service to the customer's premises. The water utility shall notify the customer of any water service termination to the premises and of the system hazard on the premises. The water utility shall not restore water service to the premises until the customer has controlled or eliminated the system hazard to the satisfaction of the Public Utilities Department Director.

2. In addition to the fees listed in subsection (D)(3) above, failure to install required infrastructure or abide by requirements as directed in the UPC or

the Backflow Prevention and Control Program's policies and procedures, may, with Public Utilities Department Director approval, constitute grounds for termination of water service to the premises. Service shall not be restored until such conditions or defects are corrected. If water service is terminated for any of these reasons, a turn-off and turn-on water service fee will be assessed to the customer as per Rule No. 9 of Exhibit A, Chapter 25 SFCC 1987, as it may be amended.

3. The water utility may terminate water service for non-payment of the fees included in this ordinance in accordance with Rule No. 9 of Exhibit A, Chapter 25 SFCC 1987, as it may be amended.

F. SEVERABILITY CLAUSE.

If any section, paragraph, sentence, clause, word or phrase of this ordinance is for any reason held to be invalid or unenforceable by any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this ordinance. The governing body declares that it would have passed this ordinance and each section, paragraph, sentence, clause, word or phrase thereof irrespective of any provision being declared unconstitutional or otherwise invalid.

G. EFFECTIVE DATE.

This ordinance shall be effective 30 days after t the ordinance's adoption date.

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Jan 22, 2026 10:21:03 MST)

MARCOS D. MARTINEZ, INTERIM CITY ATTORNEY

Legislation/2026/ Bill No. 2024-14/Bills/Backflow Prevention and Control Program

FIR No. 10602

FISCAL IMPACT REPORT

General Information:

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

Short Title(s): Backflow Prevention and Control Program

Sponsor(s): Councilor Chavez, and Councilor Castro

Reviewing Department(s): Public Utilities Department- Water Division; Public Works

Staff Completing FIR: Justin Gonzales, Cross Connection Specialist **Date:** 01/22/2026`

Phone: (505) 531-7112

Reviewed by City Attorney: Marcos Martinez Marcos Martinez (Jan 22, 2026 10:21:03 MST) **Date:** _____

Reviewed by Finance Director: ANDREA PHILLIPS (Jan 22, 2026 12:55:01 MST) **Date:** 01/22/2026

Summary:
The proposed bill amends Exhibit A of Section 25-4.1 SFCC 1987, to update definitions, create a new rule Number 7, and directs the City of Santa Fe's Water Division to adopt backflow prevention and control rules from the *Uniform Plumbing Code* and University of California's *Manual of Cross-Section Control*. The bill also establishes inspection and administrative fees, as well as fines for inspection and administrative as well as for violations of the rules established in the bill. These measures are best practices for water utilities and are necessary to prevent potential contamination to the city's potable water supply.

Departments Affected:
Public Works Department, Facilities Division, and Parks and Open Space Division.
Public Utilities Department, Water Division

Consequences of Not Enacting Legislation:
If this legislation is not adopted, there remains an unacceptably high risk of backflow contamination into the city's potable supply of water.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
This legislation compliments SFCC 1987, Sections 14-8.4(a) and Exhibit A, Rule 8 of Chapter 25 of SFCC 1987, all of which require backflow prevention but do not have a mechanism for enforcement or to ensure devices are in good working order.

Performance and Administrative Implications:
This bill would require additional administrative costs to City's Utility's Department.

Fiscal Implications:
For the Public Works Department, there will be costs associated with using a third party to do backflow testing, estimated at $15,720 per year. For the Public Utitlites Department, there will be costs to implement the backflow prevention and control program, including staff and software which are estimated at $125,000

per year in 2026, and revenue from fees and fines estimated at $85,000 per year in 2026. Net cost to the City of approximately $55,720 per year in 2026

Fiscal Impact

_____ Check here if no fiscal impact

Expenditures: Public Works Department

Expenditure Type	FYE '26	FYE '27	FYE '28	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
Personnel and Benefits*	$	$	$				
Capital Outlay	$	$	$				
Contractual/ Professional Services	$ 15,720	$15,720	$15,720				
Operating	$ 6,550	$6,550	$6,550				$19,650
Total:	$22,270	$22,270	$22,270				$66,810

* This includes all staff time associated with executing the job functions of the proposed legislation.

Expenditure Narrative:
These numbers represent one hundred thirty-one (131) City-owned backflow devices (104 irrigation, 27 buildings) at an assumed cost of $120 per backflow device per year, plus a $50 administrative fee is $6,550 total. Training costs an average $1000 plus an estimated 130 hours per year of staff time if public works decides not to go with third party tester. Additional new budget will need to be required to absorb these costs.

Revenue: Public Works Department

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

Revenue Narrative:

Expenditures: Public Utilities Department

Expenditure Type	FYE '26	FYE '27	FYE '28	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
Personnel and	$ 110,000	$ 111,000	$ 112,000				
Benefits*							
Capital Outlay	$	$	$				
Contractual/	$	$	$				
Professional Services							
Operating	$ 15,000	$ 15,000	$ 15,000				$
Total:	$125,000	$126,000	$127,000				$ 378,000

* This includes all staff time associated with executing the job functions of the proposed legislation.

Expenditure Narrative:

These numbers represent one (1) employee and software expense per year, and they assume one thousand seven hundred and two (1702) software devices in 2026 and 1% employee pay increase per year.

Revenue: Public Utilities Department

Revenue Type	FYE '26	FYE '27	FYE '28	Recurring (R) or Non-recurring (NR)	Fund
General Fund	$	$	$		
Special Revenue	$85,100	$85,950	$86,800		
CIP	$	$	$		
Enterprise	$	$	$		
Internal Service	$	$	$		
Trust and Agency	$	$	$		
Federal	$	$	$		
Other	$	$	$		
Total	$	$	$		

Revenue Narrative: The special revenue is a $50 fee that is applied to each backflow device in our system. This is an estimate. Assuming 1702 devices in 2026 and 1% increase per year.

Signature:

Email: jdroach@santafenm.gov

Signature:

Email: jmgonzales1@santafenm.gov

CITY OF SANTA FE

Memorandum

Date: January 1, 2026

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

From: Alan Hook, Water Resources Coordinator

Via: Jesse Roach, Interim Public Utilities Director
Jonathan Montoya, Interim Water Division Director

RE: Acceptance of a Loan and Grant Funding from the New Mexico Water Trust Board in the amount of $7,750,000 for Canyon Road Water Treatment Plant Flocculation and Sedimentation Improvements, Water Trust Board Project No. WFP-6314.

EXECUTIVE SUMMARY:

The proposed bill would authorize the execution and delivery of both a Water Project Fund loan of $3,100,000 as well as a grant of $4,650,000 between the New Mexico Finance Authority (NMFA) and the City of Santa Fe ("City"), New Mexico. The total amount, $7,750,000, would finance the cost of construction of new flocculation and sedimentation improvements to the Canyon Road Water Treatment Plant. The bill specifies that both the loan and the grant be utilized solely for the eligible project costs, pursuant to NMSA 1978 § 72-4A-7. With respect to the loan debt, the bill pledges that the City would pay the loan amount and administrative fee directly from the net revenues of the water utility system of the City.

ATTACHMENTS:

Memo Attachment – WFP-6314, Water Project Fund Loan/Grant Agreement
Bill
FIR

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2026-01

INTRODUCED BY:

Councilor Amanda Chavez

A BILL

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE: AUTHORIZING THE EXECUTION AND DELIVERY OF A WATER PROJECT FUND LOAN/GRANT AGREEMENT BY AND BETWEEN THE NEW MEXICO FINANCE AUTHORITY ("NMFA") AND THE CITY OF SANTA FE, NEW MEXICO (THE "BORROWER/GRANTEE"), IN THE TOTAL AMOUNT OF $7,750,000, INCLUDING A LOAN IN THE AMOUNT OF $3,100,000 EVIDENCING AN OBLIGATION OF THE BORROWER/GRANTEE TO UTILIZE THE LOAN/GRANT AMOUNT SOLELY FOR THE PURPOSE OF FINANCING THE COSTS OF CONSTRUCTION OF NEW FLOCCULATION AND SEDIMENTATION IMPROVEMENTS TO THE CANYON ROAD WATER TREATMENT PLANT, INCLUDING DEMOLITION OF EXISTING CLARIFIER EQUIPMENT, STRUCTURAL ADDITIONS, NEW FLOCCULATION AND SEDIMENTATION EQUIPMENT, ALL ASSOCIATED POWER, CONTROLS, PROCESS AND CHEMICAL PIPING, AND VALVES, NEW FLOCCULATION

underscored material = new [~~bracketed material~~] = delete

MASTER CONTROL CENTER ELECTRICAL BUILDING AND ASSOCIATED GRADING AND PAVING, POTABLE WATER YARD PIPING RELOCATION AND ALL ASSOCIATED INSTRUMENTATION, ELECTRICAL, ARCHITECTURAL AND HVAC DESIGN COMPONENTS, INCLUDING RELATED WORK AND REVISIONS, AND SOLELY IN THE MANNER DESCRIBED IN THE LOAN/GRANT AGREEMENT; PROVIDING FOR THE PLEDGE AND PAYMENT OF THE LOAN AMOUNT AND AN ADMINISTRATIVE FEE SOLELY FROM THE NET REVENUES OF THE WATER UTILITY SYSTEM OF THE BORROWER/GRANTEE; CERTIFYING THAT THE LOAN/GRANT AMOUNT, TOGETHER WITH OTHER FUNDS AVAILABLE TO THE BORROWER/GRANTEE, IS SUFFICIENT TO COMPLETE THE PROJECT; APPROVING THE FORM OF AND OTHER DETAILS CONCERNING THE LOAN/GRANT AGREEMENT; RATIFYING ACTIONS HERETOFORE TAKEN; REPEALING ALL ACTION INCONSISTENT WITH THIS ORDINANCE; AND AUTHORIZING THE TAKING OF OTHER ACTIONS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE LOAN/GRANT AGREEMENT.

Capitalized terms used in the following preambles have the same meaning as defined in this Ordinance unless the context requires otherwise.

WHEREAS, the Borrower/Grantee is a legally and regularly created, established, organized and existing home-rule municipality under the constitution and general laws of the State of New Mexico, and more specifically, NMSA 1978 §§ 3-1-1 through 3-66-11, as amended, is a qualifying entity under the Water Project Finance Act and is qualified for

financial assistance as determined by the NMFA and approved by the Water Trust Board pursuant to the Board Rules, the Policies, and the Act; and

WHEREAS, pursuant to the Board Rules, the Water Trust Board has recommended the Project for funding as a Qualifying Project to the Legislature; and

WHEREAS, Chapter 6, Laws 2024, being House Bill 148 of the 2024 Regular New Mexico Legislative Session, authorized the funding of the Project from the Water Project Fund; and

WHEREAS, the Water Trust Board has recommended that the NMFA enter into and administer the Loan/Grant Agreement in order to finance the Project; and

WHEREAS, the NMFA approved on August 29, 2024, that the Borrower/Grantee receive financial assistance in the form of the Loan/Grant; and

WHEREAS, the Governing Body has determined and hereby determines that the Project may be financed with amounts granted and loaned pursuant to the Loan/Grant Agreement, that the Loan/Grant Amount, together with the Additional Funding Amount and other moneys available to the Borrower/Grantee, is sufficient to complete the Project, and that it is in the best interest of the Borrower/Grantee and the constituent public it serves that the Loan/Grant Agreement be executed and delivered and that the funding of the Project take place by executing and delivering the Loan/Grant Agreement; and

WHEREAS, the Governing Body has determined that it may lawfully enter into the Loan/Grant Agreement, accept the Loan/Grant Amount and be bound to the obligations and by the restrictions thereunder; and

WHEREAS, the Loan/Grant Agreement shall not constitute a general obligation of the Borrower/Grantee, the Water Trust Board or the NMFA or a debt or pledge of the

full faith and credit of the Borrower/Grantee, the Water Trust Board, the NMFA or the State; and

WHEREAS, there have been presented to the Governing Body and there presently are on file with the City Clerk this Ordinance and the form of the Loan/Grant Agreement which is incorporated by reference and considered to be a part hereof; and

WHEREAS, the Governing Body hereby determines that the Additional Funding Amount is now available to the Borrower/Grantee to complete the Project; and

WHEREAS, the Borrower/Grantee has met or will meet prior to the first disbursement of any portion of the Loan/Grant Amount, the Conditions and readiness to proceed requirements established for the portion of the Loan/Grant Amount disbursed or caused to be disbursed by the NMFA, including but not limited to the requirements of Executive Order 2013-006; and

WHEREAS, all required authorizations, consents and approvals in connection with (i) the use of the Loan/Grant Amount for the purposes described, and according to the restrictions set forth, in the Loan/Grant Agreement; (ii) the availability of other moneys necessary and sufficient, together with the Loan/Grant Amount, to complete the Project; and (iii) the authorization, execution and delivery of the Loan/Grant Agreement which are required to have been obtained by the date of this Ordinance, have been obtained or are reasonably expected to be obtained.

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

Section 1. Definitions. As used in this Ordinance, the following terms shall, for all purposes, have the meanings herein specified, unless the context clearly requires

otherwise (such meanings to be equally applicable to both the singular and the plural forms of the terms defined); and, any term not defined herein shall have the definition given it by the Loan/Grant Agreement:

"ACH Authorization" means the authorization for direct payment to the NMFA by ACH made by the Borrower/Grantee on the form required by the bank or other entity at which the account is held, from which the Pledged Revenues will be paid.

"Act" means the general laws of the State, particularly the Water Project Finance Act, NMSA 1978, §§ 72-4A-1 through 72-4A-11, and enactments of the Governing Body relating to the Loan/Grant Agreement, including this Ordinance, all as amended and supplemented.

"Additional Funding Amount" means the amount to be provided by the Borrower/Grantee which includes the total value of the Soft Match or Hard Match (each as defined in Section 4.2 of the Policies) which, in combination with the Loan/Grant Amount and other moneys available to the Borrower/Grantee, is sufficient to complete the Project and to provide matching funds required to complete the Project. The Additional Funding Amount is $6,432,952.

"Administrative Fee" or "Administrative Fee Component" means an amount equal to one-quarter of one percent (0.25%) per annum of the unpaid principal balance of the Loan Amount, taking into account both payments made by the Borrower/Grantee and hardship waivers of payments granted to the Borrower/Grantee pursuant to Section 5.1(a)(iii) of the Loan/Grant Agreement.

"Authorized Officers" means any one or more of the Mayor, Mayor Pro Tem, City Manager, and City Clerk of the Borrower/Grantee.

"Board Rules" means Review and Eligibility of Proposed Water Projects, New Mexico Water Trust Board, 19.25.10 NMAC.

"Borrower/Grantee" means the City of Santa Fe, New Mexico.

"Closing Date" means the date of execution and delivery of the Loan/Grant Agreement, by the Borrower/Grantee and the NMFA.

"Completion Date" means the date of final payment of the cost of the Project.

"Conditions" has the meaning given to that term in the Loan/Grant Agreement.

"Eligible Items" means eligible Project costs for which grants and loans may be made pursuant to NMSA 1978, § 72-4A-7(C), as amended, of the Act, the Board Rules and applicable Policies, and includes, without limitation, Eligible Legal Costs.

"Eligible Legal Costs" has the meaning given to that term in the Loan/Grant Agreement.

"NMFA" means the New Mexico Finance Authority.

"Generally Accepted Accounting Principles" means the officially established accounting principles applicable to the Borrower/Grantee consisting of the statements, determinations and other official pronouncements of the Government Accounting Standards Board, Financial Accounting Standards Board, Federal Accounting Standards Board or other principle-setting body acceptable to the Lender/Grantor establishing accounting principles applicable to the Borrower/Grantee.

"Governing Body" means duly organized City Council and Mayor of the Borrower/Grantee, or any successor governing body of the Borrower/Grantee.

"Grant" or "Grant Amount" means the amount provided to the Borrower/Grantee as a grant pursuant to the Loan/Grant Agreement for the purpose of funding the Project,

and shall not equal more than $4,650,000.

"Gross Revenues" has the meaning assigned to such term in Ordinance 2016-19 of the Borrower/Grantee (the "Master Utility Ordinance").

"Herein," "hereby," "hereunder," "hereof," "hereinabove" and "hereafter" refer to this entire Ordinance and not solely to the particular section or paragraph of this Ordinance in which such word is used.

"Loan" or "Loan Amount" means the amount provided to the Borrower/Grantee as a loan pursuant to the Loan/Grant Agreement for the purpose of funding the Project, in the maximum amount of $3,100,000.

"Loan/Grant" or "Loan/Grant Amount" means the combined amount partially provided to the Borrower/Grantee as the Grant Amount and partially borrowed by the Borrower/Grantee as the Loan Amount pursuant to the Loan/Grant Agreement for the purpose of funding the Project, and shall not equal more than $7,750,000.

"Loan/Grant Agreement" means the Water Project Fund Loan/Grant Agreement entered into by and between the Borrower/Grantee and the NMFA as authorized by this Ordinance.

"Net Revenues" means the Gross Revenues of the System minus Operation and Maintenance Expenses.

"NMAC" means the New Mexico Administrative Code.

"NMSA 1978" means the New Mexico Statutes Annotated, 1978 Compilation, as amended and supplemented from time to time.

"Operation and Maintenance Expenses" means all reasonable and necessary current expenses of the System, for any particular Fiscal Year or period to which such term is

applicable, paid or accrued, related to operating, maintaining and repairing the System, including, without limiting the generality of the foregoing:

(a) legal and overhead expenses of the various City departments directly related and reasonably allocable to the administration of the System;

(b) insurance premiums for the System, including, without limitation, premiums for property insurance, public liability insurance and workmen's compensation insurance, whether or not self-funded;

(c) premiums, expenses and other costs (other than required reimbursements of insurance proceeds and other amounts advanced to pay Debt Service Requirements on System Bonds) for Credit Facilities;

(d) expenses other than Expenses paid from the proceeds of System Bonds;

(e) the costs of audits of the books and accounts of the System;

(f) amounts required to be deposited in the Rebate Fund;

(g) salaries, administrative expenses, labor costs, surety bonds and the cost of water, materials and supplies used for or in connection with the current operation of the System; and

(h) any fees required to be paid under any operation, maintenance and/or management agreement with respect to the System.

Operation and Maintenance Expenses do not include any allowance for depreciation, payments in lieu of taxes, franchise fees payable or other transfers to the City's general fund, liabilities incurred by the City as a result of its negligence or other misconduct in the operation of the System, any charges for the accumulation of reserves for capital replacements or any Operation and Maintenance Expenses payable from moneys

other than Gross Revenues.

"Ordinance" means this Ordinance as it may be supplemented or amended from time to time.

"Pledged Revenues" means the Net Revenues of the System pledged to the payment of the Loan Amount and Administrative Fee pursuant to this Ordinance and the Loan/Grant Agreement and described in the Term Sheet.

"Project" means the project(s) described on the Term Sheet.

"Project Account" means the book account established by the NMFA in the name of the Borrower/Grantee for purposes of tracking expenditure of the Loan/Grant Amount by the Borrower/Grantee to pay for the costs of the Project, as shown in the Term Sheet, which account shall be kept separate and apart from all other accounts of the NMFA.

"Qualifying Water Project" means a water project for (i) storage, conveyance or delivery of water to end-users; (ii) implementation of the federal Endangered Species Act of 1973 collaborative programs; (iii) wastewater conveyance and treatment; (iv) restoration and management of watersheds; (v) flood prevention or (vi) water conservation or recycling, treatment or reuse of water as provided by law; and which has been approved by the state legislature pursuant to NMSA 1978, § 72-4A-9(B), as amended.

"State" means the State of New Mexico.

"System" means the municipally owned public utility designated as the Borrower/Grantee's water utility system consisting of all properties, real, personal, mixed or otherwise, now owned or hereafter acquired by the Borrower/Grantee through purchase, condemnation, construction or otherwise, including all expansions, extensions, enlargements and improvements of or to the water utility system, and used in connection

therewith or relating thereto, and any other related activity or enterprise of the Borrower/Grantee designated by the Governing Body as part of the water utility system, whether situated within or without the limits of the Borrower/Grantee.

"Term Sheet" means Exhibit "A" attached to the Loan/Grant Agreement.

"Useful Life" means the structural and material design life of the Project, including planning and design features, as required by the Act and the Board Rules.

"Water Project Fund" means the fund of the same name created pursuant to the Act and held and administered by the NMFA.

"Water Trust Board" or "WTB" means the water trust board created and established pursuant to the Act.

Section 2. Ratification. All action heretofore taken (not inconsistent with the provisions of this Ordinance) by the Borrower/Grantee and officers of the Borrower/Grantee directed toward the acquisition and completion of the Project, the pledge of the Pledged Revenues to payment of amounts due under the Loan/Grant Agreement, and the execution and delivery of the Loan/Grant Agreement shall be, and the same hereby is, ratified, approved, and confirmed.

Section 3. Authorization of the Project and the Loan/Grant Agreement. The acquisition and completion of the Project and the method of funding the Project through execution and delivery of the Loan/Grant Agreement and the other documents related to the transaction are hereby authorized and ordered. The Project is for the benefit and use of the Borrower/Grantee and the public whom it serves.

Section 4. Findings. The Governing Body hereby declares that it has considered all relevant information and data and hereby makes the following findings:

A. The Project is needed to meet the needs of the Borrower/Grantee and the public whom it serves.

B. Moneys available and on hand for the Project from all sources other than the Loan/Grant are not sufficient to defray the cost of acquiring and completing the Project but, together with the Loan/Grant Amount, are sufficient to complete the Project.

C. The Project and the execution and delivery of the Loan/Grant Agreement pursuant to the Act to provide funds for the financing of the Project are necessary, convenient and in furtherance of the governmental purposes of the Borrower/Grantee, and in the interest of the public health, safety, and welfare of the constituent public served by the Borrower/Grantee.

D. The Borrower/Grantee will acquire and complete the Project with the proceeds of the Loan/Grant, the Additional Funding Amount and other amounts available to the Borrower/Grantee, and except as otherwise expressly provided by the Loan/Grant Agreement, will utilize, operate and maintain the Project for the duration of its Useful Life, as required by NMSA 1978, § 72-4A-7(A)(1), as amended.

E. Together with the Loan/Grant Amount, and other amounts available to the Borrower/Grantee, the Additional Funding Amount is now available to the Borrower/Grantee, and in combination with the Loan/Grant Amount, will be sufficient to complete the Project.

F. The NMFA shall maintain on behalf of the Borrower/Grantee a separate Project Account as a book account only on behalf of the Borrower/Grantee and financial records in accordance with Generally Accepted Accounting Principles during the construction or implementation of the Project.

G. The Borrower/Grantee has acquired title to or easements or rights of way on the real property upon which the Project is being constructed or located as provided in the Loan/Grant Agreement.

Section 5. Loan/Grant Agreement—Authorization and Detail.

A. Authorization. This Ordinance has been adopted by the affirmative vote of at least a three-fourths majority of the Governing Body. For the purpose of protecting the public health, conserving the property, and protecting the general welfare and prosperity of the constituent public served by the Borrower/Grantee and acquiring and completing the Project, it is hereby declared necessary that the Borrower/Grantee execute and deliver the Loan/Grant Agreement evidencing the Borrower/Grantee's acceptance of the Grant Amount of $4,650,000 and borrowing the Loan Amount of $3,100,000 to be utilized solely for Eligible Items necessary to complete the Project, and solely in the manner and according to the restrictions set forth in the Loan/Grant Agreement, the execution and delivery of which is hereby authorized. The Borrower/Grantee shall use the Loan/Grant Amount to finance the acquisition and completion of the Project.

B. Detail. The Loan/Grant Agreement shall be in substantially the form of the Loan/Grant Agreement presented at the meeting of the Governing Body at which this Ordinance was adopted. The Grant shall be in the amount of $4,650,000 and the Loan shall be in the amount of $3,100,000. Interest on the Loan Amount shall be zero percent (0%) per annum of the unpaid principal balance of the Loan Amount, and the Administrative Fee shall be one-quarter of one percent (0.25%) per annum of the unpaid principal balance of the Loan Amount, taking into account both payments made by the Borrower/Grantee and hardship waivers of payments granted to the Borrower/Grantee.

Section 6. Approval of Loan/Grant Agreement. The form of the Loan/Grant Agreement as presented at the meeting of the Governing Body at which this Ordinance was adopted, is hereby approved. Authorized Officers are hereby individually authorized to execute, acknowledge and deliver the Loan/Grant Agreement with such changes, insertions and omissions as may be approved by such individual Authorized Officers, and the City Clerk is hereby authorized to attest the Loan/Grant Agreement. The execution of the Loan/Grant Agreement shall be conclusive evidence of such approval.

Section 7. Security. The Loan Amount and Administrative Fee shall be solely secured by the pledge of the Pledged Revenues herein made and as set forth in the Loan/Grant Agreement.

Section 8. Disposition of Proceeds: Completion of the Project.

A. Project Account. The Borrower/Grantee hereby consents to creation of the Project Account by the NMFA. Until the Completion Date, the amount of the Loan/Grant credited to the Project Account shall be used and paid out solely for Eligible Items necessary to acquire and complete the Project in compliance with applicable law and the provisions of the Loan/Grant Agreement.

B. Completion of the Project. The Borrower/Grantee shall proceed to complete the Project with all due diligence. Upon the Completion Date, the Borrower/Grantee shall execute a certificate stating that completion of and payment for the Project has been completed. Following the Completion Date or the earlier expiration of the time allowed for disbursement of Loan/Grant funds as provided in the Loan/Grant Agreement, any balance remaining in the Project Account shall be transferred and

deposited into the Water Project Fund or otherwise distributed as provided in the Loan/Grant Agreement.

C. NMFA Not Responsible. Borrower/Grantee shall apply the funds derived from the Loan/Grant Agreement as provided therein, and in particular Article VII of the Loan/Grant Agreement. The NMFA shall not in any manner be responsible for the application or disposal by the Borrower/Grantee or by its officers of the funds derived from the Loan/Grant Agreement or of any other funds held by or made available to the Borrower/Grantee in connection with the Project. NMFA shall not be liable for the refusal or failure of any other agency of the State to transfer any portion of the Loan/Grant Amount in its possession, custody and control to the NMFA for disbursement to the Borrower/Grantee, or to honor any request for such transfer or disbursement of the Loan/Grant Amount.

Section 9. Payment of Loan Amount and ACH Authorization. Pursuant to the Loan/Grant Agreement, the Borrower/Grantee shall pay the Loan Amount and Administrative Fee directly from the Pledged Revenues to the NMFA as provided in the Loan/Grant Agreement in an amount sufficient to pay principal and other amounts due under the Loan/Grant Agreement and to cure any deficiencies in the payment of the Loan Amount or other amounts due under the Loan/Grant Agreement. The Borrower/Grantee hereby consents to the creation of an ACH authorization agreement for the purpose of making regular electronic payments of the Loan Amount and Administrative Fee, if at any applicable point in time during the Agreement Term the Borrower/Grantee desires to use such payment method for the purposes of the Loan.

Section 10. Lien on Pledged Revenues. Pursuant to the Loan/Grant

Agreement, the Loan/Grant Agreement constitutes an irrevocable lien (but not an exclusive lien) on the Pledged Revenues subordinate to the lien thereon of all other liens thereon present and future, except that the lien on the Pledged Revenues of any future loans from the Lender/Grantor to the Borrower/Grantee pursuant to the Water Project Finance Act or the Colonias Infrastructure Act, shall be on parity with the lien of the Loan/Grant Agreement authorized by this Ordinance.

Section 11. Authorized Officers. Authorized Officers are hereby individually authorized and directed to execute and deliver any and all papers, instruments, opinions, affidavits and other documents and to do and cause to be done any and all acts and things necessary or proper for carrying out this Ordinance, the Loan/Grant Agreement and all other transactions contemplated hereby and thereby. Authorized Officers are hereby individually authorized to do all acts and things required of them by this Ordinance and the Loan/Grant Agreement for the full, punctual and complete performance of all the terms, covenants and agreements contained in this Ordinance and the Loan/Grant Agreement including but not limited to, the execution and delivery of closing documents in connection with the execution and delivery of the Loan/Grant Agreement.

Section 12. Amendment of Ordinance. This Ordinance after its adoption may be amended without receipt by the Borrower/Grantee of any additional consideration. On and after the Closing Date, this Ordinance may be amended without receipt by the Borrower/Grantee of any additional consideration, but only with the prior written consent of the NMFA.

Section 13. Ordinance Irrepealable. After the Loan/Grant Agreement has been executed and delivered, this Ordinance shall be and remain irrepealable until all obligations

due under the Loan/Grant Agreement shall be fully discharged, as herein provided.

Section 14. Severability Clause. If any section, paragraph, clause or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

Section 15. Repealer Clause. All bylaws, orders, ordinances, resolutions, or parts thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any bylaw, order, resolution or ordinance, or part thereof, heretofore repealed.

Section 16. Effective Date. Upon due adoption of this Ordinance, it shall be recorded in the book of the Borrower/Grantee kept for that purpose, authenticated by the signatures of the Mayor and City Clerk of the Borrower/Grantee, and this Ordinance shall be in full force and effect thereafter, in accordance with law; provided, however, that if recording is not required for the effectiveness of this Ordinance, this Ordinance shall be effective upon adoption of this Ordinance by the Governing Body.

Section 17. General Summary for Publication. Pursuant to the general laws of the State, the title and a general summary of the subject matter contained in this Ordinance shall be published in substantially the following form:

[*Remainder of page intentionally left blank.*]

[*Form of Notice of Adoption of Ordinance for Publication*]

CITY OF SANTA FE, NEW MEXICO NOTICE OF ADOPTION OF ORDINANCE

Notice is hereby given of the title and of a general summary of the subject matter contained in Ordinance No. _____, duly adopted and approved by the Governing Body of the City of Santa Fe, New Mexico on March ___, 2026. A complete copy of the Ordinance is available for public inspection during normal and regular business hours in the office of the City Clerk at 200 Lincoln Avenue, Santa Fe, New Mexico 87501.

The title of the Ordinance is:

AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY OF A WATER PROJECT FUND LOAN/GRANT AGREEMENT BY AND BETWEEN THE NEW MEXICO FINANCE AUTHORITY ("NMFA") AND THE CITY OF SANTA FE, NEW MEXICO (THE "BORROWER/GRANTEE"), IN THE TOTAL AMOUNT OF $7,750,000, INCLUDING A LOAN IN THE AMOUNT OF $3,100,000 EVIDENCING AN OBLIGATION OF THE BORROWER/GRANTEE TO UTILIZE THE LOAN/GRANT AMOUNT SOLELY FOR THE PURPOSE OF FINANCING THE CONSTRUCTION OF NEW FLOCCULATION AND SEDIMENTATION IMPROVEMENTS TO THE CANYON ROAD WATER TREATMENT PLANT, INCLUDING DEMOLITION OF EXISTING CLARIFIER EQUIPMENT, STRUCTURAL ADDITIONS, NEW FLOCCULATION AND SEDIMENTATION EQUIPMENT, ALL ASSOCIATED POWER, CONTROLS, PROCESS AND CHEMICAL PIPING, AND VALVES, NEW FLOCCULATION MCC ELECTRICAL BUILDING AND ASSOCIATED GRADING AND PAVING, POTABLE WATER YARD PIPING RELOCATION AND ALL ASSOCIATED INSTRUMENTATION,

ELECTRICAL, ARCHITECTURAL AND HVAC DESIGN COMPONENTS, INCLUDING RELATED WORK AND REVISIONS, AND SOLELY IN THE MANNER DESCRIBED IN THE LOAN/GRANT AGREEMENT; PROVIDING FOR THE PLEDGE AND PAYMENT OF THE LOAN AMOUNT AND AN ADMINISTRATIVE FEE SOLELY FROM THE NET REVENUES OF THE WATER UTILITY SYSTEM OF THE BORROWER/GRANTEE; CERTIFYING THAT THE LOAN/GRANT AMOUNT, TOGETHER WITH OTHER FUNDS AVAILABLE TO THE BORROWER/GRANTEE, IS SUFFICIENT TO COMPLETE THE PROJECT; APPROVING THE FORM OF AND OTHER DETAILS CONCERNING THE LOAN/GRANT AGREEMENT; RATIFYING ACTIONS HERETOFORE TAKEN; REPEALING ALL ACTION INCONSISTENT WITH THIS ORDINANCE; AND AUTHORIZING THE TAKING OF OTHER ACTIONS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE LOAN/GRANT AGREEMENT.

A general summary of the subject matter of the Ordinance is contained in its title. This notice constitutes compliance with NMSA 1978, § 6-14-6, as amended.

[*End of Form of Notice of Adoption for Publication*]

PASSED, APPROVED, and ADOPTED this _____day of _____, 2026.

_____

MICHAEL GARCIA, MAYOR

ATTEST:

_____

GERALYN CARDENAS, INTERIM CITY CLERK

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Jan 23, 2026 16:31:13 MST)

MARCOS MARTÍNEZ, INTERIM CITY ATTORNEY

ATTACHMENT A

$7,750,000

WATER PROJECT FUND
LOAN/GRANT AGREEMENT

dated

_____, 2026

by and between the

NEW MEXICO FINANCE AUTHORITY
as Lender/Grantor,

and

CITY OF SANTA FE, SANTA FE COUNTY, NEW MEXICO,
as Borrower/Grantee.

WATER PROJECT FUND
LOAN/GRANT AGREEMENT

THIS LOAN/GRANT AGREEMENT (the "Agreement" or "Loan/Grant Agreement") dated **_____, 2026**, is entered into by and between the **NEW MEXICO FINANCE AUTHORITY** (the "NMFA" or "Lender/Grantor"), and the **CITY OF SANTA FE** in SANTA FE COUNTY, NEW MEXICO (the "Borrower/Grantee").

W I T N E S S E T H:

WHEREAS, the NMFA is a public body politic and corporate, separate and apart from the State, constituting a governmental instrumentality, duly organized and created under and pursuant to the laws of the State, particularly NMSA 1978, §§ 6-21-1 through 6-21-31, as amended (the "NMFA Act"); and

WHEREAS, the NMFA Act provides that the NMFA may make loans and grants from the Water Project Fund to qualifying entities for Qualifying Water Projects; and

WHEREAS, pursuant to the Act, the Water Trust Board has established the Board Rules governing the terms and conditions of loans and grants made from the Water Project Fund, as set out in Review and Eligibility of Proposed Water Projects, New Mexico Water Trust Board, 19.25.10 NMAC, pursuant to the Board Rules for Qualifying Water Projects; and

WHEREAS, pursuant to the Board Rules, except as provided in the Policies, a qualifying entity is expected to receive some portion of its funding as a loan in order to maximize the potential for the return of funds to the Water Project Fund, thereby increasing the limited financial resources expected to be available in the Water Project Fund; and

WHEREAS, the Borrower/Grantee is a legally and regularly created, established, duly organized and existing incorporated municipality under and pursuant to the laws of the State and more specifically, NMSA 1978, §§3-1-1 through 3-66-11, as amended, is a qualifying entity under the Water Project Finance Act and is qualified for financial assistance as determined by the NMFA and approved by the Water Trust Board pursuant to the Board Rules, the Policies and the Act; and

WHEREAS, the Borrower/Grantee has determined that it is in the best interests of the Borrower/Grantee and the constituent public it serves that the Borrower/Grantee enter into this Agreement with the Lender/Grantor to borrow $3,100,000 from the Lender/Grantor and to accept a grant in the amount of $4,650,000 from the Lender/Grantor to finance the costs of the Project, this Project being more particularly described in the Term Sheet; and

WHEREAS, the Borrower/Grantee submitted an Application dated September 16, 2022 and January 25, 2023 for the Project; and

WHEREAS, pursuant to the Board Rules the Water Trust Board recommended the Project for funding as a Qualifying Water Project to the Legislature; and

WHEREAS, Chapter 6, Laws 2024, being House Bill 148 of the 2024 New Mexico Legislative Session, authorized the funding of the Project from the Water Project Fund; and

WHEREAS, the Water Trust Board has recommended that the NMFA enter into and administer this Agreement in order to finance the Project; and

WHEREAS, the NMFA approved on August 29, 2024 that the Borrower/Grantee receive financial assistance in the form of the Loan/Grant; and

WHEREAS, the Borrower/Grantee is willing to pledge the Pledged Revenues to the payment of the Loan Payments and Administrative Fee, with a lien on the Pledged Revenues subordinate to all other liens thereon present and future, except that the lien on the Pledged Revenues of any future loans from the Lender/Grantor to the Borrower/Grantee pursuant to the Water Project Finance Act or the Colonias Infrastructure Act, secured by the Pledged Revenues shall be on a parity with this Agreement; and

WHEREAS, the plans and specifications for the Project have been approved by the NMFA (or by the New Mexico Environment Department or other appropriate agency or entity on behalf of the NMFA, pursuant to an agreement between such agency or entity and the NMFA), prior to the commencement of construction, and the plans and specifications for the Project incorporates available technologies and operational design for water use efficiency; and

WHEREAS, the execution and performance of this Agreement have been authorized, approved and directed by all necessary and appropriate action of the Water Trust Board and the NMFA, and their respective officers.

NOW, THEREFORE, for and in consideration of the premises and the mutual promises and covenants herein contained, the parties hereto agree:

ARTICLE I
DEFINITIONS

Capitalized terms defined in the foregoing recitals shall have the same meaning when used in this Agreement unless the context clearly requires otherwise. Capitalized terms not defined in the recitals and defined in this Article I shall have the same meaning when used in this Agreement including the foregoing recitals, unless the context clearly requires otherwise (such meanings to be equally applicable to both the singular and the plural forms of the terms defined). In addition, capitalized terms not defined in the recitals or in this Article I shall have the meaning assigned to such terms in Ordinance No. 2016-19 of the Borrower/Grantee (the "Master Water Utility Ordinance") unless the context clearly requires otherwise. In the event of a conflict between the defined terms in this Agreement and those in the Master Water Utility Ordinance, the defined terms in the Master Water Utility Ordinance shall supersede those in this Agreement.

"ACH Authorization" means the authorization for direct payment to the NMFA by ACH made by the Borrower/Grantee on the form required by the bank or other entity at which the account is held, from which the Pledged Revenues will be paid.

"Act" means the general laws of the State, particularly the Water Project Finance Act, NMSA 1978, §§ 72-4A-1 through 72-4A-11, and enactments of the Governing Body relating to this Agreement, including the Ordinance, all as amended and supplemented.

"Additional Funding Amount" means the amount to be provided by the Borrower/Grantee which includes the total value of the Soft Match or Hard Match (each as defined in Section 4.2 of the Policies) which, in combination with the Loan/Grant Amount and other moneys available to the Borrower/Grantee, is sufficient to complete the Project and to provide matching funds required to complete the Project. The Additional Funding Amount is $6,432,952.

"Administrative Fee" or "Administrative Fee Component" means an amount equal to one-quarter of one percent (0.25%) per annum of the unpaid principal balance of the Loan Amount, taking into account both payments made by the Borrower/Grantee and hardship waivers of payments granted to the Borrower/Grantee pursuant to Section 5.1(a)(iii) of this Agreement.

"Agreement Term" means the term of this Agreement as provided under Article III of this Agreement.

"Application" means the New Mexico Water Trust Board Application dated September 16, 2022 and the New Mexico Water Trust Board Readiness Application dated January 25, 2023 of the Borrower/Grantee and pursuant to which the Borrower/Grantee requested funding for the Project.

"Authorized Officers" means, with respect to the Borrower/Grantee, any one or more of the Mayor, Mayor Pro Tem, Finance Director, Treasurer, City Manager, and City Clerk thereof; with respect to the NMFA, the Chairman, Vice-Chairman and Secretary of the Board of Directors and the Chief Executive Officer or any other officer or employee of the NMFA designated in writing by an Authorized Officer.

"Board Rules" means Review and Eligibility of Proposed Water Projects, New Mexico Water Trust Board, 19.25.10 NMAC.

"Closing Date" means the date of execution and delivery of this Agreement by the Borrower/Grantee and the NMFA.

"Colonias Infrastructure Act" means NMSA 1978, §§ 6-30-1 through 6-30-8, as amended.

"Conditions" means the conditions to be satisfied prior to the submission of a request for payment or the disbursement of the Loan/Grant Amount, or any portion thereof, from the Water Project Fund, or which otherwise apply to the performance of this Agreement, including those set forth in the Term Sheet.

"Department of Finance and Administration" or "DFA" means the department of finance, and administration of the State.

"Eligible Items" means eligible Project costs for which grants and loans may be made pursuant to NMSA 1978, § 72-4A-7(C), as amended, of the Act, the Board Rules and applicable Policies, and includes, without limitation, Eligible Legal Costs.

"Eligible Legal Costs" means legal fees and costs for services rendered by legal counsel on behalf of the Borrower/Grantee for transaction of the Project, in an amount not exceeding ten (10) percent of the Loan/Grant Amount, but does not include adjudication services.

"Event of Default" means one or more events of default as defined in Section 10.1 of this Agreement.

"Final Debt Service Schedule" means the schedule of Loan Payments due on this Agreement following the Final Requisition, as determined on the basis of the Loan Amount.

"Final Requisition" means the final requisition of moneys to be submitted by the Borrower/Grantee, which shall be submitted by the Borrower/Grantee on or before the expiration of the Interim Period as provided in Section 5.3 of this Agreement.

"Fiscal Year" means the period commencing on July 1 of each calendar year and ending on the last day of June of the next succeeding calendar year, or any other twelve-month period which any appropriate authority of the Borrower/Grantee may hereafter establish for the Borrower/Grantee as its fiscal year.

"Force Majeure" means acts of God and natural disasters; strikes or labor disputes; war, civil strife or other violence; an order of any kind of the Government of the United States or of the State or civil or military authority or any court of competent jurisdiction; or any other act or condition that was beyond the reasonable control of, without fault or negligence of, or not reasonably foreseeable by the party claiming the Force Majeure event; except for (i) general economic conditions; or (ii) an inability of a party claiming the Force Majeure event to pay any debts when due.

"Generally Accepted Accounting Principles" means the officially established accounting principles applicable to the Borrower/Grantee, consisting of the statements, determinations and other official pronouncements of the Government Accounting Standards Board, Financial Accounting Standards Board, Federal Accounting Standards Board, or other principle-setting body acceptable to the Lender/Grantor, establishing accounting principles applicable to the Borrower/Grantee.

"Governing Body" means duly organized City Council and Mayor of the Borrower/Grantee, or any successor governing body of the Borrower/Grantee.

"Grant" or "Grant Amount" means the amount provided to the Borrower/Grantee as a grant pursuant to this Agreement for the purpose of funding the Project and shall not equal more than $4,650,000.

"Gross Revenues" means all income and revenues directly or indirectly derived by the Borrower/Grantee from the operation and use of the System, or any part of the System, for any particular Fiscal Year period to which the term is applicable, and includes, without limitation, all revenues received by the Borrower/Grantee, or any municipal corporation or agency succeeding to the rights of the Borrower/Grantee, from the System and from the sale and use of water services or facilities, or any other service, commodity or facility or any combination thereof furnished by the System. In the event there is a conflicting description of Gross Revenues in any ordinance or resolution of the Borrower/Grantee, the language of such ordinance or resolution shall control.

Gross Revenues do not include:

(a) Any money received as (i) grants or gifts from the United States of America, the State or other sources or (ii) the proceeds of any charge or tax intended as a replacement therefor or other capital contributions from any source which are restricted as to use;

(b) Gross receipts taxes, other taxes and/or fees collected by the Borrower/Grantee and remitted to other governmental agencies; and

(c) Condemnation proceeds or the proceeds of any insurance policy, except any insurance proceeds derived in respect of loss of use or business interruption.

"Hardship Waiver" means a determination by the NMFA pursuant to Section 5.1(a)(iii) herein that the annual principal payment by the Borrower/Grantee should be forgiven because such payment would cause undue hardship for the Borrower/Grantee or the public it serves.

"Herein," "hereby," "hereunder," "hereof," "hereinabove" and "hereafter" refer to this entire Agreement and not solely to the particular section or paragraph of this Agreement in which such word is used.

"Interest Component" means the portion of each Loan Payment paid as interest on this Agreement, if any, as shown on Exhibit "B" hereto.

"Interim Debt Service Schedule" means the anticipated schedule of Loan Payments due on this Agreement following the Final Requisition, assuming disbursement of the entire Loan Amount within twenty-four (24) months of the Closing Date. The Interim Debt Service Schedule is attached hereto as Exhibit "B".

"Interim Period" means the period no greater than twenty-four (24) months, unless a longer period is approved by the NMFA as provided in Section 5.3 of this Agreement, beginning on the Closing Date, during which the NMFA will disburse moneys to the Borrower/Grantee to pay costs of the Project.

"Lender/Grantor" means the New Mexico Finance Authority.

"Loan" or "Loan Amount" means the amount provided to the Borrower/Grantee as a loan pursuant to this Agreement for the purpose of funding the Project and shall not equal more than $3,100,000.

"Loan/Grant" or "Loan/Grant Amount" means the combined amount partially provided to the Borrower/Grantee as the Grant Amount and partially borrowed by the Borrower/Grantee as the Loan Amount pursuant to this Agreement for the purpose of funding the Project and shall not equal more than $7,750,000.

"Loan Payments" means, collectively, the Principal Component and the Interest Component, if any, to be paid by the Borrower/Grantee as payment of this Agreement as shown on Exhibit "B" hereto.

"Net Revenues" means the Gross Revenues of the System minus Operation and Maintenance Expenses, indirect charges, amounts expended for capital replacements and repairs,

required set asides for debt and replacement requirements, and any other payments from the gross revenues reasonably required for operation of the System.

"NMAC" means the New Mexico Administrative Code.

"NMSA 1978" means the New Mexico Statutes Annotated, 1978 Compilation, as amended and supplemented from time to time.

"Operation and Maintenance Expenses" means all reasonable and necessary current expenses of the System, for any particular Fiscal Year or period to which such term is applicable, paid or accrued, related to operating, maintaining and repairing the System, including, without limiting the generality of the foregoing:

(a) Legal and overhead expenses of the Borrower/Grantee directly related and reasonably allocable to the administration of the System;

(b) Insurance premiums for the System, including, without limitation, premiums for property insurance, public liability insurance and workmen's compensation insurance, whether or not self-funded;

(c) Premiums, expenses and other costs (other than required reimbursements of insurance proceeds and other amounts advanced to pay debt service requirements on System Bonds) for credit facilities;

(d) Expenses other than Expenses paid from the proceeds of System Bonds;

(e) The costs of audits of the books and accounts of the System;

(f) Amounts required to be deposited in any rebate fund;

(g) Salaries, administrative expenses, labor costs, surety bonds and the cost of water, materials and supplies used for or in connection with the current operation of the System; and

(h) Any fees required to be paid under any operation, maintenance and/or management agreement with respect to the System.

Operation and Maintenance Expenses do not include any allowance for depreciation, payments in lieu of taxes, franchise fees payable or other transfers to the Borrower/Grantee's general fund, liabilities incurred by the Borrower/Grantee as a result of its negligence or other misconduct in the operation of the System, any charges for the accumulation of reserves for capital replacements or any Operation and Maintenance Expenses payable from moneys other than Gross Revenues. In the event there is a conflicting description of Operation and Maintenance Expenses in any ordinance or resolution of the Borrower/Grantee, the language of such ordinance or resolution shall control.

"Ordinance" means the Borrower/Grantee's Ordinance No. _____, adopted by the Governing Body on _____, 2025, authorizing the acceptance of the Loan/Grant,

approving this Agreement and pledging the Pledged Revenues to the payment of the Loan Payments and the Administrative Fee as shown on the Term Sheet.

"Parity Obligations" means this Agreement, and any other obligations, now outstanding or hereafter issued or incurred, payable from or secured by a lien or pledge of the Pledged Revenues and issued with a lien on the Pledged Revenues on a parity with this Agreement, as shown on the Term Sheet.

"Pledged Revenues" means the Net Revenues of the System of the Borrower/Grantee pledged to the payment of the Loan Payments and the Administrative Fee pursuant to the Ordinance and this Agreement and described in the Term Sheet.

"Policies" means the Water Trust Board Water Project Fund Project Management Policies approved by the Water Trust Board and the NMFA, as amended and supplemented from time to time.

"Principal Component" means the portion of each Loan Payment paid as principal on this Agreement as shown on Exhibit "B" hereto.

"Project" means the project(s) described on the Term Sheet.

"Project Account" means the book account established by the NMFA in the name of the Borrower/Grantee for purposes of tracking expenditure of the Loan/Grant Amount by the Borrower/Grantee to pay for the costs of the Project, as shown in the Term Sheet, which account shall be kept separate and apart from all other accounts of the NMFA.

"Qualifying Water Project" means a water project for (i) storage, conveyance or delivery of water to end-users; (ii) implementation of the federal Endangered Species Act of 1973 collaborative programs; (iii) wastewater conveyance and treatment; (iv) restoration and management of watersheds; (v) flood prevention; or, (vi) water conservation or recycling, treatment or reuse of water as provided by law; and which has been approved by the state legislature pursuant to NMSA 1978, § 72-4A-9(B), as amended.

"Senior Obligations" means any outstanding obligations with a superior lien on the Pledged Revenues as defined in the Term Sheet, or any such obligations hereafter issued and meeting the requirements of the Agreement applicable to the issuance of Senior Obligations.

"State" means the State of New Mexico.

"State Board of Finance" means the State board of finance created pursuant to NMSA 1978, §§ 6-1-1 through 6-1-13, as amended.

"System" means the municipally owned public utility designated as the Borrower/Grantee's water utility system consisting of all properties, real, personal, mixed or otherwise, now owned or hereafter acquired by the Borrower/Grantee through purchase, condemnation, construction or otherwise, including all expansions, extensions, enlargements and improvements of or to the water utility system, and used in connection therewith or relating thereto, and any other related activity or enterprise of the Borrower/Grantee designated by the Governing

Body as part of the water utility system, whether situated within or without the limits of the Borrower/Grantee.

"Term Sheet" means Exhibit "A" attached to this Agreement.

"Useful Life" means the structural and material design life of the Project including planning and design features as required by the Act and the Board Rules.

"Water Project Fund" means the fund of the same name created pursuant to the Act and held and administered by the NMFA.

"Water Trust Board" or "WTB" means the water trust board created and established pursuant to the Act.

ARTICLE II
REPRESENTATIONS, COVENANTS AND WARRANTIES

Section 2.1 Representations, Covenants and Warranties of the Borrower/Grantee: The Borrower/Grantee represents, covenants and warrants for the benefit of the NMFA as follows:

(a) Binding Nature of Covenants; Enforceability. All representations, covenants, stipulations, obligations and agreements of the Borrower/Grantee contained in this Agreement shall be deemed to be the representations, covenants, stipulations, obligations and agreements of the Borrower/Grantee to the full extent authorized or permitted by law, and such representations, covenants, stipulations, obligations and agreements shall be binding upon the Borrower/Grantee and its successors and enforceable in accordance with their terms, and upon any board or body to which any powers or duties affecting such representations, covenants, stipulations, obligations and agreements shall be transferred by or in accordance with law. Except as otherwise provided in this Agreement, all rights, powers and privileges conferred and duties and liabilities imposed upon the Borrower/Grantee by the provisions of this Agreement and the Ordinance shall be exercised or performed by the Borrower/Grantee or by such members, officers, or officials of the Borrower/Grantee as may be required by law to exercise such powers and to perform such duties.

(b) Authorization of Agreement. The Borrower/Grantee is a qualifying entity as defined in the Act and the Board Rules. Pursuant to the laws of the State and in particular, the laws governing its creation and existence, as amended and supplemented from time to time, the Borrower/Grantee is authorized to enter into the transactions contemplated by this Agreement and to carry out its obligations hereunder. The Borrower/Grantee has duly authorized and approved its acceptance of the Loan/Grant and the execution and delivery of this Agreement and the other documents related to the transaction described in this Agreement, and this Agreement and the other documents related to the transaction to which the Borrower/Grantee is a party constitute legal, valid and binding special obligations of the Borrower/Grantee enforceable against the Borrower/Grantee in accordance with their respective terms.

(c) Nature and Use of Agreement Proceeds. The Borrower/Grantee acknowledges that the distribution of the Loan/Grant Amount shall be deemed to be a distribution to the Borrower/Grantee of proceeds representing the Loan Amount and the Grant Amount on a

pro rata basis from the maximum Loan Amount and Grant Amount. The Borrower/Grantee shall apply the proceeds of the Loan/Grant solely to Eligible Items that will facilitate the completion of the Project, and shall not use the Loan/Grant proceeds for any other purpose. The Loan/Grant Amount, together with the Additional Funding Amount and other moneys reasonably expected to be available to the Borrower/Grantee, is sufficient to complete the Project in its entirety.

(d) Payment of Loan Amount. The Borrower/Grantee shall promptly pay the Loan Amount and Administrative Fee as provided in this Agreement, except when a Hardship Waiver is obtained pursuant to Section 5(a)(iii) of this Agreement. The Loan and Administrative Fee shall be payable solely from Pledged Revenues and nothing in this Agreement shall be construed as obligating the Borrower/Grantee to make the Loan Payments and to pay the Administrative Fee from any general or other fund of the Borrower/Grantee other than the Pledged Revenues; however, nothing in this Agreement shall be construed as prohibiting the Borrower/Grantee, in its sole and absolute discretion, from making such payments from any moneys which may be lawfully used, and which are legally available, for that purpose.

(e) Scope of Project; Completion of Project; Compliance with Laws. The Project is for water conservation or recycling, treatment or reuse of water as provided by law. The Loan/Grant Amount will be used only for Eligible Items necessary to complete the Project. The Project is more particularly described in the Term Sheet. The Project will be completed with all practical dispatch and will be completed, operated and maintained so as to comply with all applicable federal, state and local laws, ordinances, resolutions and regulations and all current and future orders of all courts having jurisdiction over the Borrower/Grantee relating to the acquisition, operation, maintenance and completion of the Project and to the use of the Loan/Grant proceeds.

(f) Necessity of Project. The completion and operation of the Project under the terms and Conditions provided in this Agreement are necessary, convenient, and in furtherance of the governmental purposes of the Borrower/Grantee and are in the best interest of the Borrower/Grantee and the public it serves.

(g) Lien. The Loan Payments constitute an irrevocable lien on the distribution on the Pledged Revenues, the priority of which is consistent with that shown on the Term Sheet.

(h) Agreement Term Not Less than Useful Life. The Agreement Term is not less than the Useful Life of the Project as required by NMSA 1978, § 72-4A-7, as amended, of the Act.

(i) Amount of Agreement. The sum of the Grant Amount, the Loan Amount, and the Additional Funding Amount (and as set forth on the Term Sheet) does not exceed the cost of the Project.

(j) No Breach or Default Caused by Agreement. Neither the execution and delivery of this Agreement and the other documents related to the transaction, nor the fulfillment of or compliance with the terms and conditions in this Agreement and the other documents related to the transaction, nor the consummation of the transactions contemplated herein and therein, conflicts with or results in a breach of terms, conditions or provisions of any restriction or any agreement or instrument to which the Borrower/Grantee is a party or by which the Borrower/Grantee is bound or any laws, ordinances, governmental rules or regulations or court or

other governmental orders to which the Borrower/Grantee or its properties are subject, or constitutes a default under any of the foregoing.

(k) Irrevocable Enactments. While this Agreement remains outstanding and unpaid, any ordinance, resolution or other enactment of the Governing Body applying the Pledged Revenues for the payment of this Agreement, including the Ordinance shall be irrevocable until the Project has been fully acquired and completed, and the Loan Amount, including all principal and interest has been repaid, or provision made for payment thereof, and shall not be subject to amendment or modification in any manner which would result in any use of the proceeds of this Agreement in a manner not permitted or contemplated by the terms hereof. The Borrower/Grantee shall not impair the rights of the NMFA or of any holders of bonds or other obligations payable from the Pledged Revenues while this Agreement is outstanding.

(l) No Litigation. To the knowledge of the Borrower/Grantee, no litigation or proceeding is pending or threatened against the Borrower/Grantee or any other person affecting the right of the Borrower/Grantee to execute or deliver this Agreement and the other documents related to the transaction or to comply with its obligations under this Agreement and the other documents related to the transaction. Neither the execution and delivery of this Agreement and the other documents related to the transaction by the Borrower/Grantee nor compliance by the Borrower/Grantee with the obligations under this Agreement and the other documents related to the transaction, requires the approval of any regulatory body, or any other entity, which approval has not been obtained or which is not reasonably expected to be obtained.

(m) No Event of Default. No event has occurred and no condition exists which, with the giving of notice or the passage of time or upon the execution and delivery of this Agreement and the other documents related to the transaction, would constitute an Event of Default on the part of the Borrower/Grantee under this Agreement and the other documents related to the transaction.

(n) Pledged Revenues Not Budgeted. The portion of the Pledged Revenues necessary to pay the Loan Payments, as and when due, is not needed or budgeted to pay current or anticipated Operation and Maintenance Expenses or other expenses of the Borrower/Grantee.

(o) Expected Coverage Ratio. The Pledged Revenues are reasonably expected to equal or exceed—from the Fiscal Year in which the Closing Date occurs and, on an ongoing basis during each Fiscal Year of the Agreement Term—one hundred percent (100%) of the maximum annual principal and interest due on all outstanding obligations of the Borrower/Grantee payable from the Pledged Revenues.

(p) Right to Inspect. The NMFA shall have the right to inspect at all reasonable times all records, accounts and data relating to the System and to inspect the System and all properties comprising the System, and the Borrower/Grantee shall supply such records, accounts, and data as are requested by the NMFA, within thirty (30) days of receipt of such request, written or oral.

(q) Financial Capability; Budgeting of Pledged Revenues. The Borrower/Grantee meets and will meet during the Agreement Term the requirements of financial

capability set by the Water Trust Board and the NMFA. The Pledged Revenues will be sufficient to make the Loan Payments, as and when due. The Borrower/Grantee will adequately budget for the Loan Payments and other amounts payable by the Borrower/Grantee under this Agreement.

(r) Rate Covenant. The Borrower/Grantee covenants that, in addition to complying with the Rate Covenant set forth and defined in the Master Water Utility Ordinance, it will at all times fix, charge and collect such rates and charges as shall be required in order that in each Fiscal Year in which the Loan is outstanding the Gross Revenues shall at least equal the Operation and Maintenance Expenses of the System for the Fiscal Year, plus one hundred percent (100%) of the maximum annual principal and interest payments due on all outstanding obligations payable from the Pledged Revenues.

(s) Borrower/Grantee's Existence. The Borrower/Grantee will maintain its legal identity and existence so long as this Agreement remains outstanding unless another political subdivision, State agency, or other entity by operation of law succeeds to the liabilities, rights and duties of the Borrower/Grantee under this Agreement without adversely affecting to any substantial degree the privileges and rights of the Lender/Grantor.

(t) Use of Project; Continuing Covenant. During the Agreement Term, the Borrower/Grantee will at all times use the Project for the benefit of the Borrower/Grantee and the public it serves. The Borrower/Grantee shall not sell, lease, mortgage, pledge, relocate or otherwise dispose of or transfer the Project or System, or any part of the Project or System so long as this Agreement is outstanding; provided, however, that if the Project is a joint project of the Borrower/Grantee and other qualifying entities (as defined by the Act), the Borrower/Grantee and the other qualifying entities may, with the express written approval of the NMFA and not otherwise, enter into an agreement allocating ownership and operational and maintenance responsibilities for the Project during the term of the Agreement. Any such agreement shall provide that the Lender/Grantor, or either of them, shall have the power to enforce the terms of this Agreement, without qualification, as to each and every qualifying entity (as defined by the Act) other than the Borrower/Grantee, owning or operating any portion of the Project during the term of the Agreement. The Borrower/Grantee will operate and maintain the Project, so that it will function properly over its Useful Life.

(u) Title and Rights of Way. As required by NMSA 1978, § 72-4A-7(A)(3) of the Act, as amended, and the Board Rules, the Borrower/Grantee shall provide written assurance signed by an attorney or provide a title insurance policy ensuring that the Borrower/Grantee has proper title to, easements, rights of way or use permits on the real property upon or through which the Project is being constructed, located, completed or extended, and if any portion of the Project will be designed, constructed, located, completed or extended on real property owned by a qualifying entity (as defined by the Act) other than the Borrower/Grantee, such other qualifying entity has title to such real property, and the Borrower/Grantee shall provide written assurance signed by an attorney or provide a title insurance policy ensuring that such other qualifying entity has proper title to such real property.

(v) Additional Funding Amount. Together with the Loan/Grant Amount and other amounts available to the Borrower/Grantee, the Additional Funding Amount is now available to the Borrower/Grantee, and in combination with the Loan/Grant Amount, will be sufficient to

complete the Project. If any other additional expenses are incurred, the Borrower/Grantee shall be responsible for payment of such expenses.

(w) Audit Requirement. During the Agreement Term the Borrower/Grantee shall comply with the requirements of the State Audit Act, NMSA 1978, §§ 12-6-1 through 12-6-14, as amended. Upon request by the NMFA, the Borrower/Grantee shall provide the NMFA a copy of any review or audit, report of agreed upon procedures, or any other document prepared pursuant to or required by the State Audit Act.

(x) Reserved.

(y) Efficient Operation. The Borrower/Grantee will operate the System so long as this Agreement is outstanding, will maintain the System in efficient operating condition and make such improvements, extensions, enlargements, repairs and betterments to the System as may be necessary or advisable for its economical and efficient operation at all times and sufficient to supply reasonable demands for System services.

(z) Records. So long as the Agreement remains outstanding, proper books of record and account will be kept by the Borrower/Grantee in accordance with Generally Accepted Accounting Principles, separate from all other records and accounts, showing complete and correct entries of all transactions relating to the System. Such books shall include, but not necessarily be limited to, monthly records showing: (i) the number of customers for the System; (ii) the revenues separately received from charges by classes of customers, including but not necessarily limited to classification by facilities; and (iii) a detailed statement of the expenses of the System.

(aa) Billing Procedure. Bills for water service or facilities, furnished by or through the System, shall be rendered to customers on a regular basis each month following the month in which the service was rendered and shall be due as required by the applicable ordinance, resolution or regulation of the Borrower/Grantee. If permitted by law, if a bill is not paid within the period of time required by such ordinance, resolution or regulation, water service shall be discontinued as required by such ordinance, resolution or regulation, and the rates and charges due shall be collected in a lawful manner, including, but not limited to, the cost of disconnection and reconnection.

(bb) Competent Management. The Borrower/Grantee shall employ or contract for experienced and competent personnel to manage the System.

(cc) Readiness Requirements. The Borrower/Grantee has met the requirements of Executive Order 2013-006 and it has met or will meet prior to the first disbursement of any portion of the Loan/Grant Amount, the Conditions and the readiness to proceed requirements established for the Loan/Grant by the NMFA and the Water Trust Board.

(dd) Other Liens. Other than as provided in the Term Sheet, there are no liens or encumbrances of any nature, whatsoever, on or against the System or the revenues derived from the operation of the same.

(ee) Additional Obligations. The Borrower/Grantee may incur additional Senior Obligations upon the satisfaction of the additional bonds test set forth in the Master Water

Utility Ordinance. The Borrower/Grantee shall obtain the written consent of the NMFA prior to the issuance of additional Parity Obligations unless such Parity Obligation has been issued by the NMFA. The Borrower/Grantee shall identify any additional Senior Obligations issued by the Borrower/Grantee after the Closing Date in any future application for financing submitted to the NMFA.

Section 2.2 Representations and Warranties of the NMFA. The NMFA represents as follows:

(a) Authorization of Agreement. The NMFA is a public body politic and corporate separate and apart from the State, constituting a governmental instrumentality, and has all necessary power and authority to enter into and perform and observe the covenants and agreements on its part contained in this Agreement and, by proper action, has duly authorized the execution and delivery of this Agreement.

(b) Legal, Valid and Binding Obligation. This Agreement constitutes a legal, valid and binding obligation of the NMFA enforceable in accordance with its terms.

ARTICLE III
AGREEMENT TERM

The Agreement Term shall commence on the Closing Date and shall terminate at the end of the Useful Life of the Project as required by NMSA 1978, § 72-4A-7, as amended, of the Act.

ARTICLE IV
LOAN/GRANT AGREEMENT CONDITIONS

Section 4.1 Conditions Precedent to Closing of Loan/Grant. Prior to the Closing Date, the following Conditions and readiness to proceed items shall be satisfied:

(a) The NMFA, on behalf of the Water Trust Board, shall have determined that the Borrower/Grantee has met the Conditions and readiness to proceed requirements established for the Loan/Grant by the NMFA and the Water Trust Board including any Conditions set out in the Term Sheet; and

(b) The Borrower/Grantee shall have provided written assurance addressed to the NMFA and signed by an attorney (or shall have provided a title insurance policy) that the Borrower/Grantee has proper title to or easements, rights of way, or permits on the real property upon or through which the Project is being constructed, located, completed or extended; and

(c) If any portion of the Project will be constructed, located, completed or extended on real property owned by a qualifying entity (as defined by the Act) other than the Borrower/Grantee, the Borrower/Grantee shall have provided written assurance addressed to the NMFA and signed by an attorney (or shall have provided a title insurance policy) that such other qualifying entity has proper title to such real property; and

(d) Prior to the disbursement of any portion of the Loan/Grant Amount for purposes of construction of the Project, the plans and specifications funded with the proceeds of

this Agreement will be approved by the NMFA as required by NMSA 1978, § 72-4A-7(B), as amended, or on behalf of the NMFA by the New Mexico Environment Department and the Office of the State of Engineer, and the Borrower/Grantee shall have provided written evidence of such approval to the NMFA; and

(e) Except as otherwise expressly provided in the Conditions, the Borrower/Grantee shall have certified to the Lender/Grantor that the Additional Funding Amount is available for the Project, and, in addition, shall have provided additional evidence reasonably acceptable to the Lender/Grantor of the availability of the Additional Funding Amount; and

(f) The Borrower/Grantee shall be in compliance with the provisions of this Agreement.

(g) Notwithstanding anything in this Agreement to the contrary, the NMFA shall not be obligated to execute the Agreement and may not make the Loan/Grant until the Borrower/Grantee has provided to the NMFA the documents listed on Exhibit "F" attached hereto, all of which must be in form and content acceptable to the NMFA.

Section 4.2 Determination of Eligibility Is Condition Precedent to Disbursement. No request for payment shall be made, nor shall any disbursement be made from the Water Project Fund, for any requisition of any portion of the Loan/Grant Amount, except upon a determination by the NMFA in its sole and absolute discretion that such disbursement is for payment of Eligible Items, and that the request for payment or disbursement does not exceed any limitation upon the amount payable for any Eligible Item pursuant to the Act, the Board Rules, and the Policies governing the Water Project Fund. The NMFA, as a condition precedent to submitting any request for payment to the State Board of Finance or making any requested disbursement from the Water Project Fund, may require submittal of such documentation as the NMFA deems necessary, in its sole and absolute discretion, for a determination whether any requested disbursement is for payment of Eligible Items and is fully consistent with the Act, the Board Rules, and the Policies, as applicable.

ARTICLE V
LOAN TO THE BORROWER/GRANTEE; GRANT TO THE BORROWER/GRANTEE; APPLICATION OF MONEYS

Section 5.1 Loan and Grant to the Borrower/Grantee.

(a) Loan to the Borrower/Grantee. The Lender/Grantor hereby lends to the Borrower/Grantee and the Borrower/Grantee hereby borrows from and agrees to pay to the order of the Lender/Grantor, without interest, an amount equal to the Loan Amount, with the principal amount of the Loan Amount being payable as provided by Article VI and Exhibit "B" of this Agreement.

(i) Subordinate Nature of Loan Amount and Administrative Fee Obligation. The obligation of the Borrower/Grantee to make the Loan Payments and to pay the Administrative Fee shall be subordinate to all other indebtedness secured by the Pledged Revenues existing on the Closing Date and, further, that may in the future be secured by the Pledged

Revenues; except, however, that the obligation of the Borrower/Grantee to make the Loan Payments and to pay the Administrative Fee shall be on parity with any other obligation, present or future, of the Borrower/Grantee to repay a loan provided by the Lender/Grantor pursuant to the Act or the Colonias Infrastructure Act.

(ii) Administrative Fee. The Borrower/Grantee shall, on an annual basis beginning on the first payment date following the completion of the Project or exhaustion of all Loan/Grant Amounts as set out in Section 5.3 hereof, pay to the Lender/Grantor the Administrative Fee, taking into account both payments made by the Borrower/Grantee and Hardship Waivers granted to the Borrower/Grantee as provided by this Agreement. Any such Administrative Fee payment shall be due irrespective of whether or not a Hardship Waiver is granted to the Borrower/Grantee for the principal payment otherwise due on June 1 of the applicable year or any other year.

(iii) Hardship Waivers of Payment. Each year while any portion of the Loan Amount remains outstanding, no later than April 1 of each such year, the Borrower/Grantee may apply in writing to the NMFA for a determination of whether the annual principal payment on the Loan Amount otherwise due on the upcoming June 1 of such year should be forgiven because such payment would cause undue hardship for the Borrower/Grantee or the public it serves. The Borrower/Grantee shall submit such application to the NMFA for determination with sufficient documentation of the existence of such undue hardship as is reasonably required by the NMFA to make a determination, and the Borrower/Grantee shall promptly respond to additional requests for information from the NMFA. Such application for Hardship Waiver shall be executed by the Authorized Officers of the Borrower/Grantee. An "undue hardship" exists if the NMFA determines that the Borrower/Grantee is facing unforeseen events or an emergency that has caused the Borrower/Grantee to be unable to pay on a timely basis the annual principal payment on the Loan Amount. The NMFA may consult the Department of Finance and Administration in determining whether to grant the Hardship Waiver. The NMFA shall make a determination no later than May 15 of the applicable year, and the NMFA shall promptly communicate to the Borrower/Grantee in writing the results of its determination. Upon receipt of written notice of the determination, either the principal payment otherwise due on June 1 of such year shall be forgiven (in the event of a determination of undue hardship) or the principal payment shall remain outstanding and due and payable on June 1 (in the event no undue hardship is determined to exist).

(b) Grant and Acceptance. The Lender/Grantor hereby grants to the Borrower/Grantee and the Borrower/Grantee hereby accepts from the Lender/Grantor an amount equal to the Grant Amount.

(c) Project Account. The NMFA shall establish and maintain the Project Account as a book account only, on behalf of the Borrower/Grantee, which account shall be kept separate and apart from all other accounts of the NMFA.

(d) Constitutional and Statutory Debt Limitations. No provision of this Agreement shall be construed or interpreted as creating a general obligation or other indebtedness of the Water Trust Board, the NMFA, the State or the Borrower/Grantee within the meaning of any constitutional or statutory debt limitation.

Section 5.2 Application of Loan/Grant Amount. Following the determination by the NMFA in its sole and absolute discretion that the Conditions to the disbursement of the Loan/Grant Amount have been satisfied, the NMFA shall make an entry in its accounts, and in particular in the Project Account, reflecting the proceeds of the Loan/Grant Amount made available for disbursement from the Water Project Fund to the Borrower/Grantee at its request, and as needed by it to acquire and complete the Project, as provided in Section 7.2 of this Agreement.

Section 5.3 Final Requisition. The Final Requisition shall be submitted by the Borrower/Grantee within the Interim Period. The Interim Period may be extended only as approved in writing by an Authorized Officer of the NMFA, based on the Borrower/Grantee's demonstration, to the reasonable satisfaction of the Authorized Officer of the NMFA, that unanticipated circumstances beyond the control of the Borrower/Grantee resulted in delaying the acquisition and completion of the Project, and submission of the Borrower/Grantee's Final Requisition.

Section 5.4 Investment of Monies. Money in the Water Project Fund, representing proceeds of this Agreement, held and administered by the NMFA, may be invested by the NMFA for the credit of the Water Project Fund.

ARTICLE VI
LOAN PAYMENTS BY THE BORROWER/GRANTEE

Section 6.1 Loan to the Borrower/Grantee; Payment Obligations Limited to Pledged Revenues; Pledge of Pledged Revenues. The NMFA hereby lends to the Borrower/Grantee and the Borrower/Grantee hereby borrows from the NMFA an amount not to exceed the Loan Amount. The Borrower/Grantee promises to pay, but solely from the sources pledged herein, the Loan Payments and the Administrative Fees and other amounts owed by the Borrower/Grantee as herein provided. Subject to any outstanding Parity Obligations and Senior Obligations, the Borrower/Grantee does hereby grant a lien on and a security interest in and does hereby convey, assign and pledge unto the NMFA and unto its successors in trust forever all right, title and interest of the Borrower/Grantee in and to (i) the Pledged Revenues to the extent required to pay the Loan Payments, and to pay the Administrative Fees and other amounts owed by the Borrower/Grantee as herein provided, subject to and subordinate to all other pledges of the Pledged Revenues existing on the Closing Date and, further, that may exist in the future (except only that the pledge of the Pledged Revenues herein shall be on a parity with any other pledge of the Pledged Revenues by the Borrower/Grantee to repay any obligations issued by the Lender/Grantor pursuant to the Act or the Colonias Infrastructure Act); (ii) the Loan/Grant Amount including the Project Account; and (iii) all other rights hereinafter granted, for the securing of the Borrower/Grantee's obligations under this Agreement, including payment of the Loan Payments, Administrative Fees and other amounts owed by the Borrower/Grantee as herein provided, however, that if the Borrower/Grantee, its successors or assigns, shall pay, or cause to be paid, all Loan Payments and Administrative Fees at the time and in the manner contemplated by this Agreement, or shall provide as permitted by Section 6.5 of this Agreement for the payment thereof, and shall pay all other amounts due or to become due under this Agreement in accordance with its terms and provisions then, upon such final payment, this Agreement and the rights created thereby shall terminate; otherwise, this Agreement shall remain in full force and effect.

The schedule of Loan Payments, assuming the disbursal of the entire Loan/Grant Amount within twenty-four (24) months after the Closing Date, identified as the Interim Debt Service Schedule, is attached to this Agreement as Exhibit "B". Within thirty (30) days after the Final Requisition is made, the NMFA shall provide a Final Debt Service Schedule, reflecting the amount of the Loan/Grant Amount actually disbursed to the Borrower/Grantee pursuant to this Agreement. Such Final Debt Service Schedule shall supersede the schedule attached hereto as Exhibit "B". The NMFA shall additionally calculate the amount of the Administrative Fee that has accumulated during that twenty-four (24) month period from the Closing Date, and shall include such amount in the first Loan Payment due from the Borrower/Grantee on the Final Debt Service Schedule.

The pledge of the Pledged Revenues and the lien thereon shall be effective upon the Closing Date. The Borrower/Grantee and the NMFA acknowledge and agree that the obligations of the Borrower/Grantee hereunder are limited to the Pledged Revenues; and that this Agreement with respect to the Loan Amount, the Administrative Fee and other amounts owed by the Borrower/Grantee as herein provided, and that the Agreement shall constitute a special, limited obligation of the Borrower/Grantee. No provision of this Agreement shall be construed or interpreted as creating a general obligation or other indebtedness of the Borrower/Grantee or the State within the meaning of any constitutional or statutory debt limitation. No provision of this Agreement shall be construed to pledge or to create a lien on any class or source of Borrower/Grantee moneys other than the Pledged Revenues, nor shall any provision of this Agreement restrict the future issuance of any bonds or obligations payable from any class or source of Borrower/Grantee moneys other than the Pledged Revenues. In addition, to the extent not required for the payment of obligations of the Borrower/Grantee hereunder, the Pledged Revenues may be utilized by the Borrower/Grantee for any other purposes permitted by law.

Section 6.2 Deposit of Payments of Loan Amount to Water Project Fund. All Loan Payments made by the Borrower/Grantee to the NMFA to repay the Loan Amount and interest thereon, if any, shall be deposited into the Water Project Fund.

Section 6.3 Manner of Payment. The Loan Amount and Administrative Fee shall be payable by the Borrower/Grantee to the Lender/Grantor in annual installments on June 1 beginning after expiration of the Interim Period and continuing through the expiration of the last Loan Payment due as outlined in the Final Debt Service Schedule. All payments of the Borrower/Grantee hereunder shall be paid in lawful money of the United States of America to the NMFA at the address designated in Section 11.1 of this Agreement or by electronic debit of the account identified in the ACH Authorization. The obligation of the Borrower/Grantee to make payments hereunder, from and to the extent of the available Pledged Revenues, shall be absolute and unconditional in all events, except as expressly provided hereunder. Notwithstanding any dispute between the Borrower/Grantee and the NMFA, any vendor or any other person, the Borrower/Grantee shall make all deposits hereunder, from and to the extent of the available Pledged Revenues, when due and shall not withhold any deposit hereunder pending final resolution of such dispute, nor shall the Borrower/Grantee assert any right of set-off or counterclaim against its obligation to make such deposits required hereunder.

Section 6.4 Borrower/Grantee May Budget for Payments. The Borrower/Grantee may, in its sole discretion, but without obligation and subject to the Constitution of the State, governing laws, and its budgetary requirements, make available properly budgeted and legally available

funds to make the Loan Payments and other amounts owed by the Borrower/Grantee hereunder; provided, however, the Borrower/Grantee has not covenanted and cannot covenant to make such funds available and has not pledged any of such funds for such purpose.

Section 6.5 No Penalty for Prepayment of the Loan Amount. The Loan Amount shall be pre-payable by the Borrower/Grantee at the conclusion of the Interim Period without penalty.

Section 6.6 Lender/Grantor's Release of Lien and Further Assurances. Upon payment in full of the Loan Amount, Administrative Fee and other amounts owed by the Borrower/Grantee as herein provided in this Agreement and upon written request from the Borrower/Grantee the Lender/Grantor agrees to execute a release of lien and to give such further assurances as are reasonably necessary to ensure that the Lender/Grantor no longer holds or maintains any lien or claim against the Pledged Revenues.

ARTICLE VII
THE PROJECT

Section 7.1 Agreement to Acquire, Complete and Maintain the Project.

(a) The Borrower/Grantee hereby agrees that in order to effectuate the purposes of this Agreement and to acquire and complete the Project it shall take such steps as are necessary and appropriate to acquire, complete, operate, and maintain the Project lawfully and efficiently. The Project shall be constructed and completed substantially in accordance with the approved plans and specifications, and shall fully incorporate the available technologies and operational design for water use efficiency described in the approved plans and specifications. No Loan/Grant funds shall be used for items not constituting Eligible Items.

(b) As provided by NMSA 1978, § 72-4A-7(A)(1), as amended, of the Act, the Borrower/Grantee shall operate and maintain the Project in good operating condition and repair at all times during the Useful Life of the Project, so that the Project will function properly over the Useful Life of the Project; provided, that if any portion of the Project will be constructed, located, completed, installed or extended on real property owned by a qualifying entity (as defined by the Act) other than the Borrower/Grantee, the Borrower/Grantee may, prior to any use of the Loan/Grant funds for the Project on such real property, obtain the written agreement of such other qualifying entity to perform these obligations with respect to such real property (and the portion of the Project to be constructed, located, completed or extended on such real property), which written agreement shall be subject to approval by the Lender/Grantor and shall include an express statement by such other qualifying entity that the Lender/Grantor is a third party beneficiary of such written agreement.

Section 7.2 Accounting for Amounts Credited to the Project Account. So long as no Event of Default shall occur and provided that all Conditions to the disbursement of the Loan/Grant Amount have been satisfied (including approval of the plans and specifications), upon receipt by the NMFA of a requisition substantially in the form of Exhibit "C" attached hereto signed by an Authorized Officer of the Borrower/Grantee, supported by certification by the Borrower/Grantee's project architect, engineer, or such other authorized representative of the Borrower/Grantee that the amount of the disbursement request represents the progress of design, construction, acquisition

or other Project-related activities accomplished as of the date of the disbursement request, the NMFA shall, in its sole and absolute discretion: (1) submit a request for payment to the State Board of Finance for payment; and/or (2) disburse from the Water Project Fund, amounts which together are sufficient to pay the requisition in full. The NMFA shall make the appropriate entry in the Project Account reflecting the amount of the payment. The certification provided pursuant to this Section 7.2 in support of the requisition must be acceptable in form and substance to the NMFA and, at its request, the Water Trust Board. The Borrower/Grantee shall provide such records or access to the Project as the NMFA, and, at its request, the Water Trust Board, in the discretion of each, may request in connection with the approval of the Borrower/Grantee's requisition requests made hereunder.

Section 7.3 No Disbursement for Prior Expenditures Except upon Approval. No disbursement shall be made from the Water Project Fund of the Loan/Grant Amount, or any portion thereof, without the written approval of the NMFA and, at its request, the Water Trust Board, to reimburse any expenditure made prior to the Closing Date.

Section 7.4 Borrower/Grantee Reporting to Lender/Grantor. During the implementation, installation and construction of the Project, the Borrower/Grantee shall provide the Lender/Grantor with a quarterly written report executed by an Authorized Officer of the Borrower/Grantee, in the form attached as Exhibit "D" hereto or in another form reasonably acceptable to the Lender/Grantor, describing the status of the Project as of the report date, uses of Loan/Grant funds during the quarterly period ending on the report date, and requests for distributions of Loan/Grant funds anticipated to occur during the quarterly period immediately following the report date. The first quarterly report shall be due on _____, 202__, and subsequent reports shall be due on each March 31, June 30, September 30 and December 31 thereafter until the report date next following final distribution of the Loan/Grant funds. No reports shall be required after the report date next following final distribution of the Loan/Grant Funds, unless specifically required by the NMFA or the Water Trust Board. The description of the status of the Project in each quarterly report shall include, among other information, (a) a comparison of actual and anticipated requests for distributions of Loan/Grant funds as of the report date with those anticipated as of the Closing Date, (b) a description of actual and anticipated changes in the cost estimates for the Project as of the report date compared with those anticipated as of the Closing Date, (c) a description of the percentage of completion of the Project; and (d) a timeline of projected milestones.

Section 7.5 Completion of Disbursement of Loan/Grant Funds. Upon completion of the Project an Authorized Officer of the Borrower/Grantee shall deliver a certificate to the NMFA substantially in the form of Exhibit "E" attached hereto, stating that, to his or her knowledge, either (1) the Project has been completed, or (2) that the portion of the Loan/Grant Amount needed to complete the Project has been disbursed in accordance with the terms of this Agreement. No portion of the Loan/Grant Amount shall be disbursed after expiration of the Interim Period.

Section 7.6 Application of Project Account Subsequent to Disbursement of Loan/Grant Funds; Termination of Pledge.

(a) Upon the completion of the Project as signified by delivery of the completion certificate required by Section 7.5 hereof, the NMFA shall determine, by reference to

the Project Account, whether any portion of the authorized Loan/Grant Amount remains unexpended and shall dispose of such unexpended proceeds in accordance with law.

(b) In the event that a portion of the Loan/Grant Amount remains unexpended after the expiration of the Interim Period, the NMFA shall dispose of such funds in accordance with law.

Upon the occurrence of either event described in (a) or (b) above, the NMFA shall make the appropriate entry in the Project Account and, upon such entry, the pledge of the Loan/Grant Amount established in this Agreement shall terminate.

ARTICLE VIII
COMPLIANCE WITH LAWS AND RULES; OTHER COVENANTS

Section 8.1 Further Assurances and Corrective Instruments. The Lender/Grantor and the Borrower/Grantee agree that they will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, such supplements hereto and such further instruments as may reasonably be required for correcting any inadequate or incorrect description of the Project or of the Pledged Revenues and for carrying out the intention hereof.

Section 8.2 Representatives of Lender/Grantor or of Borrower/Grantee. Whenever under the provisions hereof the approval of the Lender/Grantor or the Borrower/Grantee is required, or the Borrower/Grantee, or the Lender/Grantor is required to take some action at the request of either of them, such approval or such request shall be given for the Lender/Grantor or for the Borrower/Grantee, by an Authorized Officer of the Lender/Grantor or the Borrower/Grantee, as the case may be, and any party hereto shall be authorized to act on any such approval or request.

Section 8.3 Selection of Contractors. All contractors providing services or materials in connection with the Project shall be selected in accordance with applicable provisions of the New Mexico Procurement Code, NMSA 1978, §§ 13-1-28 through 13-1-199, as amended, or, if the Borrower/Grantee is not subject to the New Mexico Procurement Code, shall be selected in accordance with a documented procurement process duly authorized and established pursuant to laws and regulations applicable to the Borrower/Grantee.

Section 8.4 Non-Discrimination in Employment. Except as otherwise specifically provided in the laws, statutes, ordinances or regulations of the Borrower/Grantee, the Borrower/Grantee shall require in any contract or subcontract executed in connection with the Project to which the Borrower/Grantee is a party that there shall be no discrimination against any employee or applicant for employment because of race, color, creed, sex, religion, sexual preference, ancestry or national origin.

Section 8.5 Little Miller Act. To the extent NMSA 1978, § 13-4-1 et seq., (the "Little Miller Act") is applicable to the Project, the Borrower/Grantee shall comply with the requirements of the "Little Miller Act". If bonding requirements of the Little Miller Act are not applicable to the Project, the Borrower/Grantee will require that the contractor to whom is given any contract for construction appertaining to the Project supply a performance bond or bonds satisfactory to the

Borrower/Grantee. Any sum or sums derived from said performance bond or bonds shall be used within six (6) months after such receipt for the completion of said construction, and if not so used within such period, shall be treated as Gross Revenues.

Section 8.6 Required Contract Provisions. The Borrower/Grantee shall require the following provisions in any contract or subcontract executed in connection with the Project to which the Borrower/Grantee is a party:

(a) There shall be no discrimination against any employee or applicant for employment because of race, color, creed, sex, religion, sexual preference, ancestry or national origin; and

(b) Any contractor or subcontractor providing construction services in connection with the Project shall post a performance and payment bond in accordance with the requirements of NMSA 1978, § 13-4-18, as amended.

(c) Any contractor or subcontractor providing construction services in connection with the Project shall comply with the prevailing wage laws in accordance with the requirements of NMSA 1978, § 13-4-11, as amended.

Section 8.7 Application of Act and Board Rules. While this Agreement is outstanding, the Lender/Grantor and the Borrower/Grantee expressly acknowledge that this Agreement is governed by provisions and requirements of the Act and the Board Rules, as amended and supplemented, and all applicable provisions and requirements of the Act and Board Rules are incorporated into this Agreement by reference.

Section 8.8 Continuing Disclosure. The Borrower/Grantee shall provide continuing disclosure to the NMFA, as the NMFA may require, that shall include, but not be limited to: annual audits and notification of any event deemed material by the NMFA, including but not limited to, any event which may or does affect the Pledged Revenues, the ability of the Borrower/Grantee to repay the loan, and the default of the Borrower/Grantee in performance or observance of any covenant, term, or condition contained in any other loan agreement.

ARTICLE IX
INSURANCE; NON-LIABILITY OF LENDER/GRANTOR

Section 9.1 Insurance. The Borrower/Grantee shall carry general liability insurance or participate in the State's risk-management program and, to the extent required by the New Mexico Tort Claims Act, NMSA 1978, §§ 41-4-1 through 41-4-30, as amended, shall and hereby agrees to name the Lender/Grantor as an additional insured with respect to all claims, by or on behalf of any person, firm, corporation or other legal entity arising from the acquisition, completion or implementation of the Project or otherwise during the Agreement Term; provided, that if any portion of the Project will be constructed, located, completed or extended on real property owned by a qualifying entity (as defined by the Act) other than the Borrower/Grantee, the Borrower/Grantee may obtain the written agreement of such other qualifying entity to perform these insurance/risk-management program requirements for Borrower/Grantee with respect to such real property (and the portion of the Project to be constructed, located, completed or extended

on such real property), which written agreement shall include an express statement by such other qualifying entity that the Lender/Grantor is a third party beneficiary of such written agreement.

Section 9.2 Non-Liability of Lender/Grantor.

(a) Lender/Grantor shall not be liable in any manner for the Project, Borrower/Grantee's use of the Loan/Grant, the acquisition, implementation, construction, installation, ownership, operation or maintenance of the Project, or any failure to act properly by the Borrower/Grantee or any other owner or operator of the Project.

(b) Lender/Grantor shall not be liable for the refusal or failure of any other agency of the State to transfer any portion of the Loan/Grant Amount in its possession, custody and control to the NMFA for disbursement to the Borrower/Grantee, or to honor any request for such transfer or disbursement of the Loan/Grant Amount.

(c) From and to the extent of the Pledged Revenues, and to the extent permitted by law, the Borrower/Grantee shall and hereby agrees to indemnify and save the NMFA harmless against and from all claims, by or on behalf of any person, firm, corporation, or other legal entity, arising from the acquisition or operation of the Project during the Agreement Term, from: (i) any act of negligence or other misconduct of the Borrower/Grantee, or breach of any covenant or warranty by the Borrower/Grantee hereunder; and (ii) the incurrence of any cost or expense in connection with the acquisition or operation of the Project in excess of the Loan/Grant Agreement proceeds and interest on the investment thereof. The Borrower/Grantee shall indemnify and save the NMFA harmless, from and to the extent of the available Pledged Revenues, and to the extent permitted by applicable law, from any such claim arising as aforesaid from (i) or (ii) above, or in connection with any action or proceeding brought thereon and, upon notice from the NMFA, shall defend the NMFA in any such action or proceeding.

ARTICLE X
EVENTS OF DEFAULT AND REMEDIES

Section 10.1 Events of Default Defined. Any one of the following shall be an "Event of Default" under this Agreement:

(a) Failure by the Borrower/Grantee to pay any amount required to be paid under this Agreement on the date on which it is due and payable;

(b) Failure by the Borrower/Grantee to observe and perform any covenant, condition or agreement on its part to be observed or performed under this Agreement for a period of thirty (30) days after written notice, specifying such failure and requesting that it be remedied, is given to the Borrower/Grantee by the Lender/Grantor unless the Lender/Grantor shall agree in writing to an extension of such time prior to its expiration; provided, however, if the failure stated in the notice can be wholly cured within a period of time not materially detrimental to the rights of the Lender/Grantor but cannot be cured within the applicable thirty (30) day period, the Lender/Grantor will not unreasonably withhold their consent to an extension of such time if corrective action is instituted by the Borrower/Grantee within the applicable period and diligently pursued until the failure is corrected; and provided, further, that if by reason of force majeure the

Borrower/Grantee is unable to carry out the agreements on its part herein contained, the Borrower/Grantee shall not be deemed in default under this paragraph 10.1(b) during the continuance of such inability (but force majeure shall not excuse any other Event of Default); or

(c) Any warranty, representation or other statement by or on behalf of the Borrower/Grantee contained in this Agreement or in any instrument furnished in compliance with or in reference to this Agreement is false or misleading in any material respect;

(d) A petition is filed against the Borrower/Grantee under any bankruptcy, moratorium, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, and is not dismissed within thirty (30) days after such filing, but the NMFA shall have the right to intervene in the proceedings prior to the expiration of such thirty (30) days to protect their interests;

(e) The Borrower/Grantee files a petition in voluntary bankruptcy or seeking relief under any provision of any bankruptcy, moratorium, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, or consents to the filing of any petition against it under any such law; or

(f) The Borrower/Grantee admits insolvency or bankruptcy or its inability to pay its debts as they become due or is generally not paying its debts as such debts become due, or becomes insolvent or bankrupt or makes an assignment for the benefit of creditors, or a custodian (including, without limitation, a receiver, liquidator or trustee) of the Borrower/Grantee for any of its property is appointed by court order or takes possession thereof and such order remains in effect or such possession continues for more than thirty (30) days, but the NMFA shall have the right to intervene in the proceedings prior to the expiration of such thirty (30) days to protect their interests.

(g) Default by the Borrower/Grantee in performance or observance of any covenant contained in any other loan agreement, document or instrument of any type whatsoever evidencing or securing obligations of the Borrower/Grantee to the NMFA.

Section 10.2 Remedies on Default. Whenever any Event of Default has occurred and is continuing and subject to Section 10.3 hereof, the Lender/Grantor may take any or all of the following actions as may appear necessary or desirable to collect the payments then due and to become due or to enforce performance of any obligations of the Borrower/Grantee in this Agreement:

(a) File a mandamus proceeding or other action or proceeding or suit at law or in equity to compel the Borrower/Grantee to perform or carry out its duties under the law and the agreements and covenants required to be performed by it contained herein;

(b) Terminate this Agreement;

(c) Cease disbursing any further amounts from the Project Account;

(d) Demand that the Borrower/Grantee immediately repay the Loan/Grant Amount or any portion thereof if such funds were not utilized in accordance with this Agreement;

(e) File a suit in equity to enjoin any acts or things which are unlawful or violate the rights of the Lender/Grantor;

(f) Intervene in judicial proceedings that affect this Agreement or the Pledged Revenues; or

(g) Cause the Borrower/Grantee to account as if it were the trustee of an express trust for all of the Pledged Revenues;

(h) Take whatever other action at law or in equity may appear necessary or desirable to collect amounts then due and thereafter to become due under this Agreement or to enforce any other of its rights hereunder; or

(i) Apply any amounts in the Project Account toward satisfaction of any and all fees and costs incurred in enforcing the terms of this Agreement.

Section 10.3 Limitations on Remedies. A judgment requiring payment of money entered against the Borrower/Grantee shall be paid from only available Pledged Revenues unless the Borrower/Grantee in its sole discretion pays the judgment from other available funds.

Section 10.4 No Remedy Exclusive. No remedy herein conferred upon or reserved to the Lender/Grantor is intended to be exclusive, and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Borrower/Grantee or the Lender/Grantor to exercise any remedy reserved in this Article X, it shall not be necessary to give any notice, other than such notice as may be required in this Article X.

Section 10.5 Waivers of Events of Default. The Lender/Grantor may, in its sole discretion, waive any Event of Default hereunder and the consequences of any such Event of Default; provided, however, all expenses of the Lender/Grantor in connection with such Event of Default shall have been paid or provided for. Such waiver shall be effective only if made by a written statement of waiver issued by the NMFA. In case of any such waiver or rescission, or in case any proceeding taken by the Lender/Grantor, on account of any such Event of Default shall have been discontinued or abandoned or determined adversely, then and in every such case, the Lender/Grantor shall be restored to its former position and rights hereunder, respectively, but no such waiver or rescission shall extend to any subsequent or other Event of Default, or impair any right consequent thereon.

Section 10.6 No Additional Waiver Implied by One Waiver. In the event that any agreement contained herein should be breached by either party and thereafter waived by the other party, such waiver shall be in writing and limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 10.7 Agreement to Pay Attorneys' Fees and Expenses. In the event that the Borrower/Grantee shall default under any of the provisions hereof and the NMFA shall employ

attorneys or incur other expenses for the collection of payments hereunder, or the enforcement of performance or observance of any obligation or agreement on the part of the Borrower/Grantee herein contained, the Borrower/Grantee agrees that it shall, on demand therefor, pay to the NMFA the fees of such attorneys and such other expenses so incurred, to the extent such attorneys' fees and expenses may be determined to be reasonable by a court of competent jurisdiction; provided, however, that the obligation of the Borrower/Grantee under this Section shall be limited to expenditures from and to the extent of the available Pledged Revenues of the Borrower/Grantee.

ARTICLE XI
MISCELLANEOUS

Section 11.1 Notices. All notices, certificates or other communications hereunder shall be sufficiently given and shall be deemed given when delivered as follows:

If to the Borrower/Grantee, to:

City of Santa Fe
Attn.: Finance Director
200 Lincoln Ave
Albuquerque, New Mexico 87501

If to the NMFA, then to:

New Mexico Finance Authority
Attn.: Chief Executive Officer
810 W. San Mateo Road
Santa Fe, New Mexico 87505

The Borrower/Grantee or the Lender/Grantor may, by notice given hereunder, designate any further or different addresses to which subsequent notices, certificates or other communications shall be sent.

Section 11.2 Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the Lender/Grantor and the Borrower/Grantee and their respective successors and assigns, if any.

Section 11.3 Integration. This Agreement and any other agreements, certifications and commitments entered into between the Lender/Grantor and the Borrower/Grantee on the Closing Date constitute the entire agreement of the parties regarding the Loan/Grant and the funding of the Project through the Loan/Grant as of the Closing Date, and the terms of this Agreement supersede any prior applications, discussions, understandings or agreements between or among the parties in connection with the Loan/Grant, to the extent such prior applications, discussions, understandings or agreements are inconsistent with this Agreement.

Section 11.4 Amendments. This Agreement may be amended only with the written consent of both of the parties hereto. The consent of the NMFA for amendments not affecting the terms of payment of the loan component of this Agreement may be given by an Authorized Officer of the NMFA. The execution of any such consent by an Authorized Officer of the NMFA shall

constitute his or her determination that such amendment does not affect the terms of payment of the loan component of this Agreement.

Section 11.5 No Liability of Individual Officers, Directors or Trustees. No recourse under or upon any obligation, covenant or agreement contained in this Agreement shall be had against any member, employee, director or officer, as such, past, present or future, of the Lender/Grantor, either directly or through the NMFA, or against any officer, employee, director or member of the Borrower/Grantee, past, present or future, as an individual so long as such individual was acting in good faith. Any and all personal liability of every nature, whether at common law or in equity, or by statute or by constitution or otherwise, of any such officer, employee, director or member of the Borrower/Grantee or of the NMFA is hereby expressly waived and released by the Borrower/Grantee and by the NMFA as a condition of and in consideration for the execution of this Agreement.

Section 11.6 Severability. In the event that any provision of this Agreement, other than the obligation of the Borrower/Grantee to make the Loan Payments and the Administrative Fee hereunder, shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 11.7 Execution in Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

Section 11.8 Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State.

Section 11.9 Captions. The captions or headings herein are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

Section 11.10 Further Assurances and Corrective Instruments. The NMFA and the Borrower/Grantee will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, such supplements hereto and such further instruments as may reasonably be required for correcting any inadequate or incorrect description of the Project or of the Pledged Revenues, or for otherwise carrying out the intention hereof.

Section 11.11 NMFA and Borrower/Grantee Representatives. Whenever under the provisions hereof the approval of the NMFA or the Borrower/Grantee is required, or the Borrower/Grantee or the NMFA is required to take some action at the request of the other, such approval or such request shall be given for the NMFA or for the Borrower/Grantee by an Authorized Officer of the NMFA or the Borrower/Grantee, as the case may be, and any party hereto shall be authorized to act on any such approval or request.

Section 11.12 CONSENT TO JURISDICTION. THE BORROWER/GRANTEE IRREVOCABLY AGREES THAT ALL ACTIONS OR PROCEEDINGS IN ANY WAY ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE DOCUMENTS SIGNED IN CONNECTION WITH THIS TRANSACTION WILL BE LITIGATED IN THE FIRST

JUDICIAL DISTRICT COURT, SANTA FE COUNTY, NEW MEXICO, PURSUANT TO NMSA 1978, § 6-21-26.

[Signature pages follow]

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, the NMFA, on behalf of itself, has executed this Agreement, which was approved by the Water Trust Board on August 7, 2024 and by the NMFA's Board of Directors on August 29, 2024, in its corporate name by its duly authorized officer; and the Borrower/Grantee has caused this Agreement to be executed in its corporate name and the seal of the Borrower/Grantee affixed and attested by its duly authorized officers. All of the above are effective as of the date first above written.

LENDER/GRANTOR:

NEW MEXICO FINANCE AUTHORITY

By_____
Marquita D. Russel, Chief Executive Officer

PREPARED FOR EXECUTION BY OFFICERS OF THE
NEW MEXICO FINANCE AUTHORITY:

Sutin, Thayer & Browne A Professional Corporation
As Loan/Grant Counsel

By_____
Suzanne Wood Bruckner

APPROVED FOR EXECUTION BY OFFICERS OF THE
NEW MEXICO FINANCE AUTHORITY:

By_____
Mark Chaiken, General Counsel

BORROWER/GRANTEE:

CITY OF SANTA FE, SANTA FE COUNTY,
NEW MEXICO

By_____
Michael Garcia, Mayor

[SEAL]

ATTEST:

By_____
Geralyn Cardenas, Interim City Clerk

EXHIBIT "A"

TERM SHEET

$7,750.000 WATER PROJECT FUND LOAN/GRANT TO THE CITY OF SANTA FE, SANTA FE COUNTY, NEW MEXICO

Project Description:	The Project is for water conservation or recycling, treatment or reuse of water as provided by law. The Loan/Grant Amount will be used only for Eligible Items necessary to complete the Project. In particular, the Project will consist of construction of new flocculation and sedimentation improvements to the Canyon Road Water Treatment Plant, including demolition of existing clarifier equipment, structural additions, new flocculation and sedimentation equipment, all associated power, controls, process and chemical piping, and valves, new flocculation MCC electrical building and associated grading and paving, potable water yard piping relocation and all associated instrumentation, electrical, architectural and HVAC design components, and shall include such other related work and revisions necessary to complete the Project. The Project may be further described in the Application and in the final plans and specifications for the Project approved by the Water Trust Board and the NMFA as provided by this Agreement. However, in the event of any inconsistency, the description of the Project as stated in this Term Sheet shall control.
Grant Amount:	$4,650,000
Loan Amount:	$3,100,000
Pledged Revenues:	"Pledged Revenues" means the Net Revenues of the System of the Borrower/Grantee pledged to the payment of the Loan Payments and Administrative Fees pursuant to the Ordinance and the Agreement.
Outstanding Senior Obligations for Pledged Revenues:	City of Santa Fe, New Mexico Water Utility System Refunding Revenue Bonds, Series 2016, DW-1475, DW-2696, NMED Loan CWSRF 140
Outstanding Parity Obligations:	WPF-6315 and WPF-6316

Authorizing Legislation:	Borrower/Grantee Ordinance No. _____, adopted _____, 2025
Additional Funding Amount:	$6,432,952
Closing Date:	_____, 2025
Project Account Amount:	$7,750,000
Expense Account Deposit:	$0.00
Administrative Fee:	.25%

Conditions to be satisfied prior to first disbursement of Loan/Grant funds: Delivery to NMFA of (i) a copy of the agenda of the meeting of the Governing Body at which the Ordinance was adopted and at which this Agreement, the Ordinance and all other Loan/Grant documents were authorized by the Governing Body (the "Meeting"), certified as a true and correct copy by the City Clerk of the Borrower/Grantee, (ii) a copy of the minutes or record of proceedings of the Meeting, approved and signed by the Mayor and attested to by the City Clerk of the Borrower/Grantee, and (iii) a copy of the notice of meeting for the Meeting evidencing compliance with the Borrower/Grantee's Open Meetings standards in effect on the date of the Meeting.

Other Conditions applicable to the Loan/Grant: All Conditions defined in the Agreement.

EXHIBIT "B"

PAYMENT PROVISIONS OF THE LOAN

The Loan Amount and Administrative Fee shall be payable by the Borrower/Grantee to the Lender/Grantor in twenty (20) annual installments of principal pursuant to the attached debt service schedule, beginning June 1, 2027 and ending June 1, 2046. The Loan Amount shall be pre-payable upon expiration of the Interim Period without penalty. The Administrative Fee shall be due and payable annually on June 1 of each year while the Loan, or any portion thereof, remains outstanding.

[ATTACH DEBT SERVICE SCHEDULE OR INTERIM DEBT SERVICE SCHEDULE]

EXHIBIT "C"

FORM OF REQUISITION
(Water Project Fund)

RE: $7,750,000 Loan/Grant Agreement by and between the New Mexico Finance Authority, as Lender/Grantor, and the City of Santa Fe, New Mexico, as Borrower/Grantee (the "Agreement" or "Loan/Grant Agreement")

Loan/Grant No. WPF-6314 Closing Date: _____, 2025

TO: NEW MEXICO FINANCE AUTHORITY

You are hereby authorized to disburse from the Project Account with regard to the above-referenced Agreement, the following:

I. PAYMENT INFORMATION

REQUISITION NO. _____ PAYMENT AMOUNT: $_____

PAYEE'S NAME: _____
PAYEE'S ADDRESS: _____
_____

II. REQUISITION INFORMATION (complete for all payments)

- *Attach proof of expenditures (cancelled check, wire transfer receipt, bank ledger, etc.).*
- *List all Vendors, Payment Purposes, or Eligible Item Categories below or attach separate page or spreadsheet if needed.*

Vendor Name _____
Total Amount $_____ Invoice No.(s) _____
Purpose of Payment _____
Eligible Item Category _____

Vendor Name _____
Total Amount $_____ Invoice No.(s) _____
Purpose of Payment _____
Eligible Item Category _____

Vendor Name _____
Total Amount $_____ Invoice No.(s) _____
Purpose of Payment _____
Eligible Item Category _____

III. WIRING INFORMATION:

BANK NAME:	
ABA ROUTING NUMBER:	
ACCOUNT NUMBER:	

IV. MATCH INFORMATION

AMOUNT OF LOCAL MATCH EXPENDED SINCE LAST REQUISITION: $_____

Attach proof of expenditures for hard match (detailed invoices, cancelled checks, wire transfer receipt, bank statement, etc.) and written certification of type and value of any soft match.

AMOUNT OF LOCAL MATCH EXPENDED TO DATE: $_____

TOTAL REQUIRED MATCH: $_____

V. VERIFICATION AND AUTHORIZATION

Each obligation, item of cost or expense mentioned herein is for a loan/grant made by the Lender/Grantor pursuant to the Water Project Finance Act to the Borrower/Grantee within the State of New Mexico, is due and payable, has not been the subject of any previous requisition, and is a proper charge against the Project Account. All representations contained in the Agreement and the related closing documents remain true and correct, and the Borrower/Grantee is not in breach of any of the covenants contained therein.

The proceeds of the Loan/Grant are to be used to pay the costs of Eligible Items, as defined in the Agreement. Eligible Items include (1) planning, designing, construction, improving or expanding a qualified project; (2) developing engineering feasibility reports for Qualified Projects; (3) inspecting construction of Qualified Projects; (4) providing professional services; (5) completing environmental assessments or archeological clearances and other surveys for Qualified Projects; (6) acquiring land, easements or rights of way; (7) eligible legal costs associated with development of Qualified Projects, within limits set forth in the Loan/Grant Agreement.

All construction and all installation of equipment with proceeds of the Loan/Grant has or will be used in accordance with plans and/or specifications approved on behalf of the New Mexico Finance Authority by the New Mexico Environment Department and/or the Office of the State Engineer, has or will be acquired in compliance with applicable procurement laws and regulations, and has or will be inspected and approved in accordance with applicable laws and regulations.

Capitalized terms used herein, are used as defined or used in the Loan/Grant Agreement.

DATE: _____ _____

AUTHORIZED OFFICER
(As Provided in the Loan/Grant Agreement)
Print Name:_____
Print Title: _____

EXHIBIT "D"

WATER PROJECT FUND STATUS REPORT
PREPARED FOR THE
NEW MEXICO FINANCE AUTHORITY

Fund Recipient: **Contact Name:** **Title:** **Email Address:**	**Project Number**: **Project Name**: **Project Type**:

Reporting Period: From _____ **To**_____

☐ Quarterly Project Report: ☐1st ☐2nd ☐3rd ☐4th

☐ Final Project Report ☐ Other _____

WPF Funding Expiration: _____

Total WPF Award: $_____ **Current Balance**: $_____

Loan _____% Grant _____% Match $_____

Expected WPF Award Expenditure Next Quarter: $_____

Local Match Expenditure: To Date $_____ **Next Quarter** $_____

Project Phase: ☐Planning ☐ Design ☐ Construction

PROJECT COMPLETION: Original Date _____ **Current Date**_____

_____**% Complete Days Remaining to Complete** _____ **On Schedule?** ☐**Yes** ☐**No**

Briefly Describe Project Progress During This Reporting Period:

Issues Addressed During This Reporting Period, including any current or anticipated issues that remain unresolved:

Goals/Milestones, With Timeline or Dates, For The Next Reporting Period:

Authorized Officer **PRINT NAME:**_____

PRINT TITLE:_____

SIGNATURE: **Date:**

All fields must be completed.

EXHIBIT "E"

FORM OF CERTIFICATE OF COMPLETION

RE: $7,750,000 Loan/Grant Agreement by and between the NMFA, as Lender/Grantor, and the City of Santa Fe, New Mexico as Borrower/Grantee (the "Agreement" or "Loan/Grant Agreement")

Loan/Grant No. WPF-6314

Closing Date: _____, 2025

TO: NEW MEXICO FINANCE AUTHORITY

I, _____, the _____ of the
[Name] [Title or position]

Borrower/Grantee, hereby certify as follows:

1. The project described in the Loan/Grant Agreement (the "Project"), or the applicable phase of the project if funding was for a phased Project, was completed and placed in service on _____, 20___.

2. The total cost of the Project was $ _____.

3. Cost of the Project paid from the Loan/Grant Amount was $ _____.

4. Cost of the Project paid from the Additional Funding Amount was $ _____.

5. The portion of the Loan/Grant Amount unexpended for the Project is $ _____.

6. The Project was completed and is and shall be used consistent with and subject to the covenants set forth in the Loan/Grant Agreement.

This certificate shall not be deemed to prejudice or affect any rights of or against third parties which exist at the date of this certificate or which may subsequently come into being.

CITY OF SANTA FE, SANTA FE COUNTY, NEW MEXICO

By: _____

Its: _____

EXHIBIT "F"

DOCUMENTS

1. Open Meetings Act Resolution No. 2025-5 adopted by the Borrower/Grantee on January 15, 2025

2. Ordinance No. _____ adopted on _____, 2025, Notice of Meeting, Meeting Agenda, Minutes and Affidavit of Publication of Notice of Adoption of Ordinance in the *Santa Fe New Mexican*

3. Loan/Grant Agreement

4. General and No Litigation Certificate of the Borrower/Grantee

5. Delivery, Deposit and Cross-Receipt Certificate

6. Pledge Revenue Certificate

7. Right of Way Certificate (to be executed prior to construction funding)

8. Final Opinion of Counsel for the Borrower/Grantee

9. Final Opinion of Bond Counsel for the Borrower/Grantee

10. Approving Opinion of Sutin, Thayer & Browne A Professional Corporation, Loan/Grant Counsel to the NMFA

11. NMFA Application and Project Approval (informational only)

FIR No. 10731.1

FISCAL IMPACT REPORT

General Information:

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

Short Title(s): 6314 CRWTP Improvements Loan and Grant Agreement for $7,750,000

Sponsor(s): Councilor Amanda Chavez

Reviewing Department(s): Public Utilities Department

Staff Completing FIR: Alan Hook, Water Resources Coordinator
Date: 1/1/2026 **Phone:** (505) 955-4205

Reviewed by City Attorney: Marcos Martinez (Jan 23, 2026 16:31:13 MST) **Date:** 01/23/2026

Reviewed by Finance Director: ANDREA PHILLIPS (Jan 23, 2026 16:32:31 MST) **Date:** 01/23/2026

Summary:
The proposed bill would authorized the execution and delivery of both a Water Project Fund loan of $3,100,000 as well as a grant of $4,650,000 between the New Mexico Finance Authority (NMFA) and the City of Santa Fe ("City"), New Mexico. The total amount, $7,750,000, would finance the cost of construction of new flocculation and sedimentation improvements to the Canyon Road Water Treatment Plant. The bill specifies that both the loan and the grant be utilized solely for the eligible project costs, pursuant to NMSA 1978 § 72-4A-7. With respect to the loan debt, the bill pledges that the City would pay the loan amount and administrative fee directly from the net revenues of the water utility system of the City.

Departments Affected:
Public Utilities Department

Consequences of Not Enacting Legislation:
If this legislation is not adopted, the City will not authorize funds for a total of $7,750,000 in the form of a loan of $3,100,000 and a grant of $4,650,000.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:
None.

Performance and Administrative Implications:
This project is necessary because the equipment/processes being replaced and upgraded have reached the end of their useful life. This project replaces aging infrastructure with new state-of-the art infrastructure and is needed to keep this vital water treatment plant in service for years to come. This project combined with other planned upgrades will also increase the capacity of the water treatment plant.

Fiscal Implications:
If this bill is adopted, the City will accept funds from NMFA in the total amount of seven million seven hundred fifty thousand dollars ($7,750,000) for the purpose of financing the costs of construction of new flocculation and sedimentation improvements to the Canyon Road Water Treatment Plant. These funds take the form of two agreements – a loan for three million one hundred thousand dollars ($3,100,000) and a grant for four million six hundred fifty thousand dollars ($4,650,000). The loan portion of the agreement is to be paid back within 20 years at an interest rate of 0.025%.

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
Personnel and Benefits*	$	$	$				
Capital Outlay	$	$	$				
Contractual/ Professional Services	$ 7,750,000	$	$		NR	505	
Operating	$	$	$				$
Total:	$ 7,750,000	$	$				$ 7,750,000

Expenditure Narrative:
The loan repayment begins after closing of the loan/grant agreement in 2026 and repayment will come from the water utility enterprise fund over a 20 year term at an interest rate of 0.25% for the $3,100,000 debt.

Revenue

Revenue Type	FYE 2026	FYE 2027	FYE 2028	Recurring (R) or Non-recurring (NR)	Fund
General Fund	$	$	$		
Special Revenue	$	$	$		
CIP	$	$	$		
Enterprise	$ 7,750,000	$	$	NR	
Internal Service	$	$	$		
Trust and Agency	$	$	$		
Federal	$	$	$		
Other	$	$	$		
Total	$	$	$		

Revenue Narrative:
Should the Governing Body authorize the execution and delivery of both the loan and the grant agreement described in the ordinance, the City will receive seven million, seven-hundred and fifty thousand dollars in water project funds toward the new flocculation and sedimentation improvements to the Canyon Road Water Treatment Plant.

Signature:

Email: jdroach@santafenm.gov

Signature:

Email: jmmontoya@santafenm.gov

Signature:

Email: aghook@santafenm.gov

CITY OF SANTA FE

Memorandum

Date: 12/05/2025

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

From: Christine Chavez, Water Conservation Manager

Via: Jesse Roach, Interim Public Works Director

RE: Community Energy Efficiency Development (CEED) Grant Approval

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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

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

underscored material = new [~~bracketed material~~] = delete

programs and projects; and

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

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

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

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

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

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

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

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

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

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

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

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

APPROVED AS TO FORM:

Erin McSherry

Erin McSherry (Dec 5, 2025 17:19:53 MST)

_____

ERIN K. McSHERRY, CITY ATTORNEY

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	● 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	● 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 20th 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	20th 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	20th day of each month for costs incurred during the previous month

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.
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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, Sections41-4-1 *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.

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

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

By:_____ Date: _____
Cabinet Secretary or Designee

CITY OF SANTA FE

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

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

Scope of Work:	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.
Describe any additional benefits not described above that should be factored into the evaluation of this application.	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. 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.
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.	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. 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

	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.
Describe the project's alignment with the CEED Program's purpose and goals.	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.
How will the project meet these objectives, and how will this impact be measured?	• 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
Describe Applicant's plan to engage community partners, service providers, and participant households in the project.	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: -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 **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. 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. 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.
Describe Applicant's strategy to prevent fraud, waste, and abuse.	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. 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.
Participant eligibility requirements	Participant eligibility will follow 19.1.10.12 (D) NMAC.
Describe the proposed process for certifying the eligibility determination of participant households.	Certification process to be submitted to Division for approval prior to project commencement.
What specific outcomes will result from the completion of this project?	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.
Describe the reporting metrics/measures. —	Metrics used will include (but not be limited to): I. Retrofits ● 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: ○ Dollars ○ Kilowatt-hours (kWh) of electricity ○ Therms of natural gas

	○ Gallons of fuel oil ○ Therms of propane ○ Gallons of water ○ Gallons of kerosene ○ Tons of wood ● 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). II. Energy Audits ● 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. III. Training and Education/Technical Assistance ● 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. IV. Community and Stakeholder Engagement ● 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. V. Participant Data ● 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] Reduced electric/water usage, increased weatherization, increased education and understanding of energy services - (project objective: reduced energy consumption & reduced operating costs) Reduced emissions, number of appliances switched to electric, rooftop or community solar participation – (project objective: reduced carbon intensity of energy consumption) Improved housing affordability, reduced stress/housing insecurity, more comfortable and healthier living environments - (project objective: improved health of household)
Describe the tracking and data collection methods.	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.

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.

	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. 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. 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. 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). 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.
Is environmental/ground disturbance anticipated for the project?	No
How long will the project take to complete?	From grant award to post-construction review, 3 years
Describe any proposed Community Partner(s) with experience in the area(s) in which the project will take place.	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. 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

	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	*(Note 1)*
40	Baseloads	Lighting retrofit: LED	*(Note 2)*
41	Baseloads	Lighting retrofit: halogen	*(Note 3)*
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.

FIR No. 10728.1

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

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

Reviewed by Finance Director: Emily K. Oster **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
Personnel and Benefits*	$	$	$				
Capital Outlay	$	$	$				
Contractual/ Professional Services	$	$	$				
Operating	$	$	$				$
Total:	$	$	$				$

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	$	$	**(NR)**	
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:

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."

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

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") -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.

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~~]

underscored material = new [~~bracketed material~~] = delete

(1) have the necessary administrative and managerial skills and experience to manage the city of Santa Fe, and

(2) be credentialed by the International City/County Management Association ("ICMA") ("Credentialed") or have the equivalent education and experience to qualify to apply for the ICMA's credentialing program and agree to apply for credentialing within one year of appointment.

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

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

Section 2. Section 2-4.3 of SFCC 1987 (being Ord. No. 1996-18, § 2, as amended) is amended to read:

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

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

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

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

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

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

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

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

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

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

FIR No. 10717

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
Personnel and Benefits*	$	$	$				
Capital Outlay	$	$	$				
Contractual/ Professional Services	$	$	$				
Operating	$	$	$				$
Total:	$	$	$				$

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 Eannarino

Email: maeannarino@santafenm.gov

CITY OF SANTA FE, NEW MEXICO

PROPOSED AMENDMENT(S) TO BILL NO. 2025-23

Updating City Manager Qualifications

Mayor and Members of the City Council:

In relation to Bill No. 2025-23.

This amendment WILL change the caption. _____

This amendment WILL NOT change the caption. __X___

I intend to propose the following amendment(s),

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2025-23

INTRODUCED BY:

Councilor Jamie Cassutt

Councilor Pilar Faulkner

RED- Amendment A – Councilor Feghali

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

underscored material = new [bracketed material] = delete

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) have the necessary administrative and managerial skills and experience to manage the city of Santa Fe, and

(2) be credentialed by the International City/County Management Association ("ICMA") ("Credentialed") or have the equivalent education and experience to qualify to apply for the ICMA's credentialing program and agree to apply for credentialing within one year of appointment.

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

C. If a mayor has not identified a Credentialed or Credential-eligible candidate to appoint or the governing body has not consented to such appointed candidates after five months from the date a city manager resigns, the position becomes vacant, the city opens an application for city manager, or the city begins any other process used to identify a new city manager, whichever occurs first, the mayor may appoint an

individual who is not Credentialed or Credential-eligible who agrees to apply for credentialed manager candidate status within six months of the hire date.

Section 2. Section 2-4.3 of SFCC 1987 (being Ord. No. 1996-18, § 2, as amended) is amended to read:

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

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

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

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

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

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

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

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

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

Respectfully submitted,

PATRICIA FEGHALI (Jan 21, 2026 13:53:19 MST)

PATRICIA FEGHALI, COUNCILOR

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Jan 21, 2026 10:59:52 MST)

MARCOS MARTÍNEZ, INTERIM CITY ATTORNEY

ADOPTED: _____

NOT ADOPTED: _____

DATE: _____

ATTEST:

_____

GERALYN CARDENAS, INTERIM CITY CLERK

CITY OF SANTA FE, NEW MEXICO

BILL NO. 2025-24

A BILL

REZONING AN APPROXIMATELY 4.12-ACRE TRACT OF LAND LOCATED AT 2768 AGUA FRIA, FROM M-U (MIXED-USE) TO C-2 (GENERAL COMMERCIAL) (CASE NO. 2025-8902).

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

Section 1. The real property located at 2768 Agua Fria within the municipal boundaries of the city of Santa Fe (the "Property"), more particularly described in Attachment A, incorporated herein, which is restricted to and classified as M-U, is now restricted to and reclassified as C-2

Section 2. The official zoning map of the city of Santa Fe adopted by Ordinance No. 2001-27 is amended to conform to the change of zoning classification for the Property set forth in Section 1 of this Ordinance.

Section 3. Pursuant to SFCC 1987, Section 2-2.4, this Ordinance shall be published by title and general summary and shall become effective five (5) days after publication.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2026.

_____

MICHAEL GARCIA, MAYOR

ATTEST:

_____

GERALYN F. CARDENAS, INTERIM CITY CLERK

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Jan 30, 2026 15:08:07 MST)

MARCOS MARTINEZ, INTERIM CITY ATTORNEY

Legislation/ Land Use Legislation/Bills/ 2025-24(B)/2768 Agua Fria Rezoning

Attachment A

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

CERTIFICATE OF COMPLIANCE AS LEGAL LOT OF RECORD

RE: Legal Lot of Record status for a parcel identified as 2768 Agua Fria Street, depicted as Lot 38 on a boundary Survey Plat prepared for Department of the Interior Bureau of Land Management in 1995 **recorded in Book 318, Page 32 as instrument number 921.975, records of Santa Fe County, New Mexico** on October 18, 1995 (hereinafter, the "Property").

In compliance with Subsection 14-3.7(A)(7) of the Santa Fe City Code ("SFCC") this Certificate of Compliance documents status as a legal lot of record for the Property.

This Planning Commission ("Commission") considered the following documents:

1. Survey Plat prepared for Richard P. Cook showing the split of Lot 2 into 2-A, 2-B, and the consolidation of Lot 1 with the remainder of Lot 2 to form lot 1-2-C all within a portion of projected section 22, T/17N, R.9E, N.M.P.M. recorded by the Office of the Santa Fe County Clerk on September 16, 1994, recorded in Book 286, Page 2 as Instrument Number 877873.
2. Amended Cook's Industrial Subdivision recorded by the County of Santa Fe August 20, 1985, in Book 156, Page 12 as instrument number 574,639.
3. Lot Line Adjustment of Tract 3 Lot 2, tract 3 Lot 1A and PC 2838 TR. 5 recorded by the County of Santa Fe on May 1, 1998, in Book 385, Page 35, as instrument number 1022556.
4. Quitclaim Deed "Otila M. Quintana, daughter of Inex Montoya, and Juan B. Quintana, her husband for consideration paid, quitclaim to Maria Magdalena B. Montoya (now Arias)" recorded by the County of Santa Fe on August 24, 1962, as instrument number 258,868.
5. Lot Split Survey for Lawrence Boyd of Lot 36 recorded b the County of Santa Fe on September 16, 2008, on September 16, 2008, in Book 690, Page 4 as instrument number 1538,57.
6. Warranty Deed, "Santos I. Montoya, a married man dealing in his sole and separate property and Maclovio Montoya, a married man for consideration paid grant to Santos I. Montoya and Marie Montoya, husband and wife, and Maclovio Montoya and Juanita Montoya, husband and wife as joint tenants" recorded by the County of Santa Fe on April 30, 1998, in Book 1486, Page 202 as instrument 1022377.
7. Warranty Deed, "Maclovio B. Montoya and Juanita T. Montoya for consideration paid grant to Santos I. Montoya" recorded by the County of Santa Fe on August 5, 1974, in Book 314, Page 146.
8. Warranty Deed "Samarkand Properties Ltd. for consideration paid grants to Thanh Long Nguyen and Lan Kim Nguyen, husband and wife" recorded by the County of Santa Fe on May 10, 1994, in Book 1055, Page 112-113 as instrument number 862,179.

SFC CLERK RECORDED 09/11/2024

SFCC 1987, §14-3.7(A)(7)(b) allows the Planning Commission to issue a certificate of compliance "for a lot or contiguous lots that have been created in violation of the procedural requirements of this section if it determines that the lots comply with all other applicable standards of Chapter 14 or it imposes conditions of approval necessary to ensure such compliance."

Following a public hearing on April 4, 2024, in which the Commission considered the above-referenced documents, heard reports from city staff and the applicant, and opened the floor the public comment, the Commission found that the Property was "[a] lot that was created in such a manner that would today qualify for a lot split the City of Santa Fe's Family Transfer Subdivision Ordinance," and that it therefore met the applicable criteria under SFCC 1987, §14-3.7(A)(7)(b). The lot is granted compliance with the City of Santa Fe Zoning Ordinance.

Approval of the Certificate of Compliance makes no determination regarding the conformity or lack thereof pertaining to development or structures on the property.

Janet Clow 9/5/24

Janet Clow, Chair, City of Santa Fe Planning Commission Date

STATE OF NEW MEXICO)
) ss.
COUNTY OF SANTA FE)

SUBSCRIBED AND SWORN to before me this 5 day of September 2024.

By Janet Clow.

Notary Public

My Commission Expires:
5/30/28

DANIEL A ESQUIBEL
Notary Public
State of New Mexico
Comm. # 2003334
My Comm. Exp. May 30, 2028

SFC CLERK RECORDED 09/11/2024

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
CERTIFICATE OF COMPLIA
PAGES: 2

I Hereby Certify That This Instrument Was Filed for Record On The 11TH Day Of September, 2024 at 09:45:27 AM And Was Duly Recorded as Instrument # 2041564 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy County Clerk, Santa Fe, NM

Signature: 

Email: hllamboy@santafenm.gov

Signature: Maggie Moore
Maggie Moore (Jan 30, 2026 16:35:32 MST)

Email: mrmoore@santafenm.gov

Signature: 

Email: daesquibel@santafenm.gov

Signature: Joel Cruz-Haber
Joel Cruz-Haber (Feb 3, 2026 08:19:39 MST)

Email: jacruzhaber@santafenm.gov

City of Santa Fe, New Mexico

memo

DATE: February 11, 2026

TO: Governing Body

VIA: Heather L. Lamboy, AICP Planning and Land Use Director
Maggie Moore, Assistant Land Use Director MM
Dan Esquibel, Planning Manager

FROM: Joel Cruz-Haber, Planner Senior, Current Planning Division JCH

CONSIDERATION OF BILL 2025-24

Rezoning. Case #2024-8901. JenkinsGavin Inc, Agent for Cold Water Development Fund QOZF, LLC, Owner/Applicant, asks the Governing Body to adopt Bill 2025-24 to rezone 4.12-acres located at 2768 Agua Fria from MU (Mixed -Use) to C-2 (General Commercial).(Joel Cruz Haber, Case Manager, jacruzhaber@santafenm.gov)

CONSIDERATION OF A RESOLUTION

Master Plan. Case #2024-8902. JenkinsGavin Inc, Agent for Cold Water Development Fund QOZF, LLC, Owner/Applicant, asks the Governing Body to adopt a resolution to approve a Master Plan to develop a 130 dwelling-unit multi-family project, including 5,000 Square Feet of commercial space located at 2768 Agua Fria.

I. I. Planning Commission Recommendations:

On, July 17, 2025, the Planning Commission (the "Commission") recommended the Governing Body take the following actions:

1. **APPROVE** Case #2024-8901. Rezoning the property at 2768 Agua Fria from MU (Mixed-Use) to C-2 (General Commercial).

2. **APPROVE** Case #2024-8902. Approving a Master Plan for 2768 Agua Fria for a 130 dwelling unit multi-family project with 5,000 square feet of commercial space subject to conditions of approval and technical corrections.

II. II. Sample Motions:

Two (2) motions will be required, in the following order:

1. **1. Move to approve or deny** Case #2024-8901, adopting Bill 2025-24, changing the official Zoning Map designation from MU (Mixed-Use) to C-2 (General Commercial) for the property located at 2768 Agua Fria.

2. Move to approve or deny Case #2024-8902, adopting Resolution 2025-- for a Master Plan for a 130 dwelling unit multi-family project with 5,000 square feet of commercial space for the property located at 2768 Agua Fria, subject to conditions and technical corrections.

III. Executive Summary

Cold Water Development Fund QOZF, LLC (the "Applicant"), through its agent, JenkinsGavins Inc (the "Agent"), requests a rezoning (the "Rezoning") and master plan (the "Master Plan") for the property located at 2768 Agua Fria (the "Proposal"). The Rezoning is from MU (Mixed-Use) to C-2 (General Commercial) and the Master Plan consists of a 130 dwelling-unit multifamily project with 5,000 square feet of commercial space. The Proposal provides a framework for development at 2768 Agua Fria that is complimentary to other multi-family developments within the greater Agua Fria area. The Proposal satisfies the applicable approval criteria and supports the goals expressed in Santa Fe City Code (SFCC), Chapter 14 and the General Plan.

The Applicant and City Planning and Land Use Department staff ("Staff") had a pre-application conference on December 7, 2023, to discuss the Proposal. The Applicant hosted Early Neighborhood Notification (ENN) meetings on January 24, 2024, and April 23, 2024. On July 17, 2025, the Commission held a public hearing to review Cases #2024-8901 and 8902 during which the Commission heard reports from Staff (see Attachment A "Planning Commission Packet"), testimony and evidence from the Applicant, and public comments by interested members of the public. The Commission found that the Proposal was consistent with the General Plan and that all approval criteria had been met.

The Commission recommended that the Governing Body approve Case #2024-8901 and 8902. On September 4, 2025, the Planning Commission adopted Findings of Fact and Conclusions of Law for Cases #2024-8901 and 8902 (see Attachment B "Planning Commission Approved Findings of Fact and Conclusions of Law") and Commission Minutes, (see Attachment C "Planning Commission Minutes"), reflecting its findings from the public hearing.

IV. Rezoning Approval Criteria

City Code Section 14-3.5(A) SFCC 2001 sets forth the procedures for Rezonings. Section 14-3.5(C) requires fulfillment of the Rezoning approval criteria as follows:

(1) The Planning Commission and Governing Body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approval any rezoning.

Table 1 provides the Applicant's responses and Staff's analysis of the approval criteria subject to §14-3.5(C) and §14-3.5(D).

Table 1. Rezoning Criteria

Criterion 1 (14-3.5(C)(1)(a)): one or more of the following conditions exist: **(i) There was a mistake in the original zoning;** **(ii) There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or** **(iii) A different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;**	**Criterion Met: (Yes/No)** **YES**

Applicant's Response:

(i) There was a mistake in the original zoning; *N/A*

(ii) There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning;

This area has gradually aquired greater density over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) A different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.

The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development. The applicable Themes and Policies of the General Plan are further summarized below:

Affordable Housing Policy 4-4-G-7
This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan

The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1
"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area."
The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3
"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community."
The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2
Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)
"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers." The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

Staff Response:

(i) Staff finds that there is no mistake in the current MU zoning.

(ii) After reviewing aerial imagery, Staff finds that the surrounding area has changed, including the addition of more housing (particularly multi-family housing) and a reduction in

industrial uses. For example, from 2018 to 2024, several multifamily complexes have been constructed in the surrounding area such as, El Camino Crossing Community (which is located behind Escondido restaurant), Siler Yard apartments, Acequia lofts, and the planned Boylan apartments. Furthermore, a review of forthcoming project proposals indicates this trend will likely continue with the addition of more housing and commercial developments along the Agua Fria corridor. Therefore, it is Staff's conclusion that there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.

(iii) The C-2 zoning designation would allow for additional housing density than the current MU zoning. Additionally, the C-2 designation allows for additional flexibility in terms of building form and programing than the MU zoning. Both components better support the General Plan themes including compact urban form, infill, affordable housing and mixed-use development. Since the Rezoning is being submitted concurrently with a Master Plan that proposes a development, the different use category requested in the Rezoning additional housing options, including some affordable units, and is consistent with General Plan themes.

Staff finds the Applicant has addressed this criterion.

Criterion 2 (14-3.5(C)(b)): all the rezoning requirements of Chapter 14 have been met;	**Criterion Met: (Yes/No) YES**

Applicant's Response:
All the rezoning requirements of Chapter 14 have been met.

Staff Response: Staff finds that the rezoning requirements of Chapter 14 have been met: specifically, §14-3.1 "General Provisions" (the authority to file; form of the application; fees paid; pre-application conference and ENN requirements, sign posting and public notice) and the provisions, procedures, and additional requirements of §14-3.5 "Rezonings." Additionally, the rezoning application has been transmitted and reviewed by the Development Review Team (DRT), whom review and ensure the requirements in Chapter 14 have been met.

Criterion 3 (14-3.5(C)(1)(c)): the rezoning is consistent with the applicable policies of the general plan, including the future land use map;	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The requested C-2 zoning complies with the property's designation of Transitional Mixed-Use. Furthermore, the project conforms to the General Plan as outlined below:

Affordable Housing Policy 4-4-G-7
This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan
The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1
"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area." The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3
"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community." The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2
Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)
"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers."
The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

Staff Response:

The policy designation for the Property is described in the Future Land Use Map as TMXU (Transitional Mixed Use), which allows a "mixing of compatible land uses within the same tract." The TMXU definition does not identify an appropriate residential density range, only that development "may include such uses as residential, including single-family and multi-family

residential where the scale and intensity are deemed appropriate...and appropriately scaled retail/services that are intended to primarily serve the residential uses as an added local amenity."

The rezoning from MU to C-2 accommodates the proposed mix of multi-family and retail uses. The Guiding policies within the General Plan for future land uses not only encourage but recommend mixed use development per 3-G-2. While both MU and C-2 allow for mixed use development, the MU District limits density based on height of structures. The MU District density performance is determined by height of structures per §14-7.3(B)(d)(ii) and does not have density requirements per table §14-7.3-1. The change to C-2 is further supported through the General Plan themes including compact urban form, infill, affordable housing and mixed-use development.

Staff finds that the Applicant has addressed this criterion.

Criterion 4 (14-3.5(C)(d)): the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city;	**Criterion Met: (Yes/No) YES**

Applicant Response:

General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe to maximize the efficient use of public infrastructure, while meeting the demand for urban land or development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is aligned with these strategic directives and responds to community needs for housing in this area of the City. General Plan Section 4.1 states, "In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost efficient public transit and provide the type of housing that will be in demand...".

Staff Response:

SFCC 1987, Section 14-3.5(C)(2)(b) prohibits a rezoning if the rezoning will "affect an area of less than two acres." The Property is 4.12-acres and therefore exceeds the required two acres. The project meets city policies regarding the provision of urban land sufficient to meet the amount, rate, and geographic location of the growth of the city. The project is located within the "Infill Area" identified in the Growth Management Chapter of the General Plan, figure 4-4 Urban Sub-Areas, and proposes a development that meets the needs of the community while being served by sufficient infrastructure including roads, utilities and transit. Furthermore, the infill development area represents the highest priorities for public investment for infrastructure and city services. The "urban area" as designated in the General Plan promotes the development of

new housing units within the designated "infill area," which includes vacant infill sites per the growth management section, 4.4.1, of the General Plan. Therefore, the subject parcel is geographically located that sufficiently meets the projected growth rate goals for the city of 30,000 additional residents by 2020 (General Plan 4.3.1).

Staff finds the applicant as addressed this criterion.

Criterion 5 (14-3.5(C)(1)(e)): 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 proposed development.	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

Staff Response:

Staff from the relevant City departments, including water, wastewater and traffic engineering have reviewed the rezoning criteria and have determined that the property is sufficiently served by infrastructure so long as the Applicant meets the conditions and technical corrections identified in this report. Notably, the project is located near the Santa Fe River Trail, and Frenchy's Field Park. Additional improvements to the on- and off-site infrastructure may be required when a Development Plan is submitted.

Staff finds the applicant as addressed this criterion.

Criterion 6 (14-3.5(C)(2)): Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to: **(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;** **(b) affect an area of less than two acres, unless adjusting boundaries between districts; or** **(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.**	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

Staff Response:

A. The existing zoning of mixed-use/multifamily (MU) is consistent with the prevailing/ proposed general commercial (C-2) and character of the area and the Future Land Use identified in the General Plan. For example, land use classification within the greater Agua Fria area have evolved from a rural character to take on a more suburban character. The proposed rezone will help preserve the lifestyle and character or semirural residential areas while providing for sensitive urban development, mixed use of land uses, and residential densities allowed in C-2 districts.

B. The property is 4.12 acres therefore, larger than 2 acres.

C. The Applicant did not directly address this criterion; however, supporting information is provided throughout the report. While the rezoning enables the development of the subject property, it does not benefit the landowner at the expense of the surrounding landowners or the public. The Master Plan proposes a mix of residential and neighborhood-scale commercial uses that align with General Plan Policies for infill, multimodal access, and increased housing supply. The project includes 130 new residential units, with 10% set aside as affordable housing and a 5% fee contribution to the City's Affordable Housing Trust Fund, thereby supporting broader community housing goals. The Applicant also facilitates a potential future street connection between Isiah Lane and Cooks Road, advancing long-term transportation connectivity. All site improvements will be the developer's responsibility, and no public costs are transferred. The rezoning facilitates the implementation of a coordinated land use strategy with clear community benefits.

Staff finds the Applicant has addressed this criterion

§14-3.5(D)(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.

Staff Response:

The Traffic Impact Analysis (TIA) submitted by the Applicant has identified off-site infrastructure improvements that include installing a right turn deacceleration lane totaling 110 feet and a two-

way left turn lane at the intersection of Agua Fria and the access point of the property (Exhibit C-13). All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements. Staff finds the Applicant has addressed this criterion.	
§14-3.5(D)(2) If the proposed rezoning creates a need for additional streets, sidewalks or curbs necessitated by and attributable to the new development, the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.	**Criterion Met: (Yes/No) YES**
Applicant's Response: *Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.*	
Staff Response: Additional streets, sidewalks, and curb improvements shall be determined if and when the applicant submits a Development Plan application. Furthermore, a 42' access easement shall be placed near the Southeast corner going through the subject parcel from East to West in the event the City is able to develop a right- of-way connecting Paseo Corazon Street to Cooks Road. Staff finds the Applicant has addressed this criterion.	

V. Master Plan Approval Criteria

City Code §14-3.9 sets out the purpose and procedures for approval of a Master Plan, including submission requirements, applicability, approval criteria and conditions. Before approving a Master Plan the Governing Body must make findings that the proposal meets the approval criteria outlined in §14-3.9(D), or may specify conditions of approval that are necessary to ensure compliance with the provisions of Chapter 14 and further the implementation of the policies of the general plan. Table 2 provides the Applicant's responses and staff's analysis of the Master Plan Approval Criteria.

Table 2. Master Plan Approval Criteria

§14-3.9(D)(1): the master plan is consistent with the general plan;	**Criterion Met:** (Yes/No) **YES**
Applicant Response: *The proposed Master Plan supports General Plan Theme 1.7.1 – Affordable Housing, which calls on the Planning Commission and Governing Body to "actively participate in the creation of affordable housing" by approving development that creates opportunities for housing to serve*	

all income segments in all areas of the city. In addition, the following land use principles in General Plan Section 3.3 are embodied by the proposal:

• Compact Urban Form: As an infill site, the project exemplifies a compact urban form.
• Mix of Housing Types in All Neighborhoods: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood.
• Quality of Life. The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to all residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents.
• Sustainable Growth. The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "Promoting infill over development at the periphery of the city is a key component of growth management. Providing a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infilldevelopment can be designed to be fully compatible and to integrate with surrounding neighborhoods, at densities that support the construction of affordable housing."

The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.

Staff Response:

The Master Plan is consistent with the General Plan. It complies with land use themes and guiding policies including Sustainable Growth, Affordable Housing, Character, Mixed Use, Compact Urban form established in section 3-1 and 3-G-3. The Master Plan is also consistent with Growth Management strategies in Chapter 4, City Character in Chapter 5, Infrastructure and Public Services in chapter 7, and the overall General Plan Themes set forth in chapter 1. Finally, it also complies with the Future Land Use Map, which designates this parcel as "Transitional Mixed-Use".

Staff finds the Applicant has addressed this criterion.

§14-3.9(D)(2): 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 the applicable use regulations and development standards of those districts	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and

the residential development patterns to the east. Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

Staff Response:

The proposed Master Plan is consistent with the purpose and intent of the C-2 zoning district and have been conditioned to meet specific design criteria that shall apply when a Development Plan application is submitted. The review process provided technical corrections and conditions of approval to ensure all applicable standards for a C-2 district have been met such as uses, parking, lot size, lot coverage, minimum setbacks, and height of structures per section 14-7.3-1.

Staff finds the applicant as addressed this criterion.

§14-3.9(D)(3): development of the master plan area will contribute to the coordinated and efficient development of the community;	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

Staff Response:

The Master Plan proposes an efficient use of an increasingly rare large infill parcel. It provides a transition in intensity between high-intensity industrial uses to lower intensity residential uses, while providing additional retail opportunities to serve the immediate vicinity. The project will be in close proximity to several transportation options and the growing commercial and entertainment district around the Siler and Rufina intersection.

Staff finds the Applicant has addressed this criterion.

§14-3.9(D)(4): 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.	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right turn deacceleration lane at the site access.

Staff Response:

The proposed infrastructure has been reviewed based on the regulations established in chapter 14 by land use staff and the Departmental Review Team (DRT) encompassing, fire, water, wastewater, public works, terrain management, traffic, and landscaping.

Based on the analysis of staffs and DRT's review, it is determined the proposed infrastructure can be accommodate the impacts of the site. The lot is vacant therefore, existing infrastructure is not present at the site however, landscaping requirements will require significant trees that are removed be replaced at the time of construction. Individual DRT technical corrections and conditions of approval can be found in Attachment A of this report.

Staff finds the Applicant has addressed this criterion.

VI. CONCLUSION

The Applicant has complied with all application process requirements for a Rezoning and a Master Plan as described in the City Code:

a) The Applicant complied with the following steps required by the Santa Fe City Code:

1) Pursuant to 14-3.1(E) "Pre-application," the Applicant conducted a pre-application conference on December 7, 2023.

2) Pursuant to 14-3.1(F) "Early Neighborhood Notification" (ENN), the Applicant conducted two ENNs on January 24, 2024, and April 23, 2024.

3) The Applicant has addressed the Rezoning Approval Criteria per Section 14-3.5(C) and 14-3.5(D) "Approval Criteria."

4) The Applicant has addressed the Master Plan Approval Criteria per Section 14-3.9(D).

The Commission has analyzed the Proposal and found that it meets all applicable Code criteria and recommends APPROVAL of the Proposal.

VII. ATTACHMENTS

- *A. Planning Commission packet*
- *B. Planning Commission Findings of Fact and Conclusions of Law (Master Plan)*
  Planning Commission Findings of Fact and Conclusions of Law (Rezone)
- *C. Planning Commission minutes of July 17, 2025*
- *D. Written public comment from Planning Commission*

E. Applicant Submittals

Bill 2025-24 Changing the Official Zoning Map from Mixed Use (MU) to C-2 (General Commercial), with Legal Description.

Resolution 2025- Adopting a Master Plan for a 130 dwelling unit multi-family project with 5,000 square feet of commercial space for the property located at 2768 Agua Fria, subject to conditions and technical corrections.

Planning and Land Use Department
Planning Commission Staff Report

Case No's: 2024-8901 & 8902

Hearing Date: July 17th , 2025

Agent: JenkinsGavin Inc.

Owner: Cold Water Development Fund QOZF,

Request: Rezoning and Master Plan

Location: 2768 Agua Fria

Case Mgr.: Joel Cruz-Haber

Zoning: Mixed-Use (MU)

Future Land Use: Transitional Mixed-Use

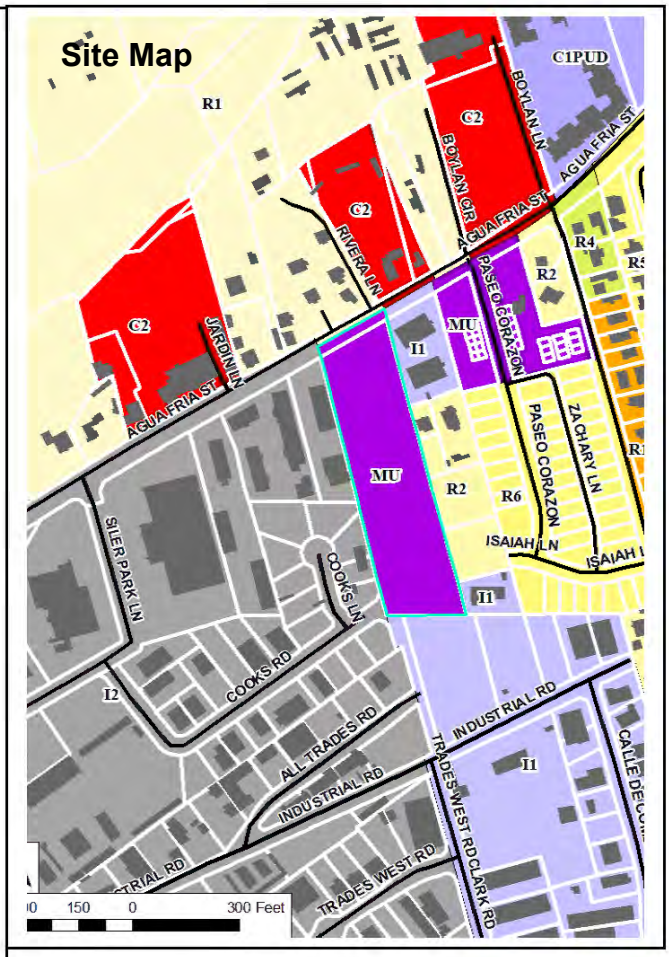
Overlay: Rivers and Trails Archeological District

Master Plan: None

Pre-app Mtg: December 7th, 2023

ENN Mtg: January 24th, 2024 & April 23rd, 2024

Proposal: The applicant requests approval for the Rezoning of a lot from MU (Mixed Use) to C-2 (General Commercial) and the approval of a Master Plan to develop a 130-unit mixed-use community.



Case #2024 – 8901 2768 Agua Fria Rezoning. JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Owner, requests approval for a rezoning of a 4.12-acre lot located at 2768 Agua Fria Rd. from MU (Mixed Use) to C-2 (General Commercial) (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov, (505) 955-6684).

Case #2024 – 8902 2768 Agua Fria Master Plan. JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Owner, requests approval of a master plan on a 4.12-acre lot located at 2768 Agua Fria Rd. to develop a 130-unit mixed-use community. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov, (505)955-6684).

I. RECOMMENDATION:

City Planning and Land Use Department staff ("Staff") recommends **the Planning Commission recommend the Governing Body *approve* Case #2024 – 8901 2768 Agua Fria Rezoning** and **Case #2024 – 8902 2768 Agua Fria Master Plan**.

Two motions will be required for this case:

1. *Recommend the Governing Body approve or deny Case #2024-8901 - "2768 Agua Fria Rezoning."*

2. *Recommend the Governing Body approve or deny Case #2024-8902 - "2768 Agua Fria Master Plan," subject to the conditions of approval and technical corrections.*

II. EXECUTIVE SUMMARY:

The 4.12-acre subject property is located at 2768 Agua Fria, just east of the Siler and Agua Fria intersection (the "Property"). The applicant ("Applicant") asks the Planning Commission to recommend that the Governing Body approve 1) rezoning the Property from Mixed-Use to C-2 (General Commercial) (the "Rezoning"), and 2) a master plan that proposes a development comprised of two (2) multifamily buildings and one (1) mixed-use building, totaling 61,790 SF (square feet), including 130 residential units and 1,450 SF of retail space (the "Master Plan"). The Master Plan includes a pool, clubhouse, courtyard, playground and 185 parking spaces. If the Master Plan is approved, the Applicant would be required to submit a development plan that provides further details for the proposed mixed-use development. The Applicant has not requested any variances for the Master Plan and based on Staff's review of all relevant and available material; it is Staff's conclusion that no variances are needed at this time.

III. PROJECT ANALYSIS

A. Property Information

The subject property is a vacant 4.12-acre parcel located at 2768 Agua Fria Street, just east of the Siler Road and Agua Fria Street intersection (the "Property"). According to the future land use map ("Future Land Use Map") (s*ee* Figure 2: *"Future Land Use Map"*) the Property is designated as Transitional Mixed Use ("TMXU"). The City's official zoning map ("Zoning Map") designates the Property as Mixed Use or "MU" and provides that the Property lies within the River and Trails Archaeological Review District Overlay.

The Code requires that all rezonings be consistent with the applicable policies of the 1999 General Plan ("General Plan"), including the Future Land Use map. The Future Land Use Map's TMXU policy designation allows a "mixing of compatible land uses within the same tract." The TMXU definition does not identify an appropriate residential density range, only that development "may include such uses as residential, including single-family and multi-family residential where the scale and intensity are deemed appropriate…and appropriately scaled retail/services that are intended to primarily serve the residential uses as an added local amenity." Therefore, the Future Land Use Map does not call for any specific density for the Property. However, the zone does regulate residential density, based on the height of buildings, with shorter buildings being more limited than taller ones:

> *Buildings of twenty-five (25) feet or less in height shall not exceed a maximum of twelve (12) dwelling units per acre and buildings of between twenty-five (25) feet and thirty-five (35) feet or less in height shall not exceed fourteen (14) dwelling units per acre.*
>
> Santa Fe City Code ("SFCC" or "Code") 1987, § 14-7.3(B)(1)(d)(ii)

The requested C-2 rezoning, if approved, would be consistent with the Future Land Use Map; therefore, no General Plan amendment is required in order to approve the Rezoning. In addition, the change from MU to C-2 eliminates the density restrictions established by the MU District and therefore is more consistent with General Plan policies encouraging infill development[1], mixed uses[2], and concentrating the population at greater densities to reduce car dependency[3]

[1] *See* General Plan Policy 3-G-3: "There shall be infill development at densities that support the construction of affordable housing, and a designated mix of land uses that provide an adequate balance of service retail and employment opportunities to address residential growth throughout the Urban Area, including the Railyard property."
[2] *See* General Plan Policy 3-G-2: "There shall be a mix of uses and housing types in all parts of the city."
[3] *See* General Plan Policy 4-1-G-2:"Concentrate population at greater densities in developing areas with centrally located neighborhood centers to encourage pedestrian scale development, reduce auto dependence, and provide central transit nodes."

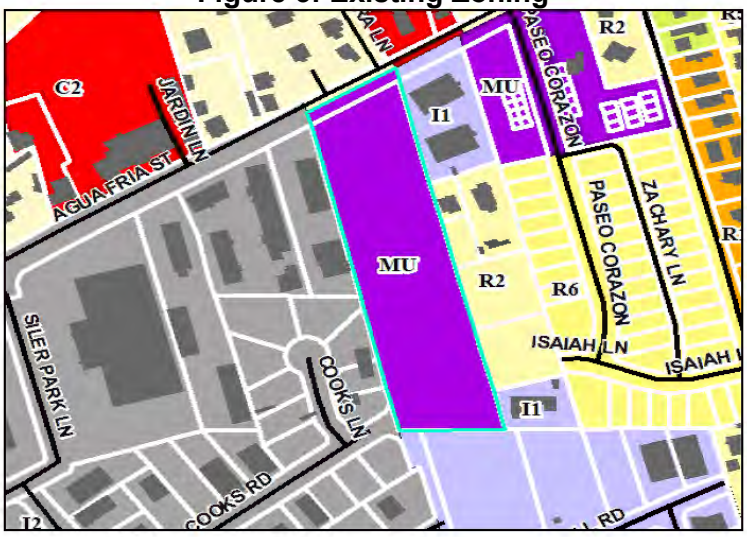
Figure 1: Proposed Master Plan Site (boundary for illustrative purposes only)



Figure 2: Future Land Use Map



Figure 3: Existing Zoning



B. Surrounding Zoning and Land Use

Zoning designations for the surrounding properties include I-2 (Heavy Industrial), I1 (Light Industrial), General Commercial (C-2) and R-2 and R-1 (low density residential). The City Zoning Map is shown in Figure 3: *"Existing Zoning*."

The surrounding land includes single-family residential units to the north and east, commercial uses to the west, and a scrapyard to the southwest. Nearby uses include live-work units, multifamily uses, restaurants and a brewery.

C. Project Zoning

The Property is currently zoned MU (Mixed-Use), but the Applicant has requested to rezone the property to C-2 (General Commercial). C-2 district allows for retail space, multifamily, and other commercial uses listed in the table of permitted uses per §14-6.1. The proposed rezoning and Master Plan I meet all dimensional standards for C-2 as shown in the table below.

Table 1. Zoning Requirements

Requirement	C-2	Proposed
Height	45 feet	45 feet
Setbacks	Street: 15 feet Rear: 10 feet Side: 0 feet	30 feet +
Open Space	250 SF/unit = 32,500 SF	52,300 SF
Lot Coverage	60% maximum	40%
Density	None	31 units/acre

D. Legal Lot of Record

The Applicant has provided a certificate of compliance for a legal lot of record that was approved by the Planning Commission on April 4, 2024, as a part of case # 2024-7951. (Attachment C-5)

E. Master Plan

As stated in the "Executive Summary," the Master Plan includes two (2) multifamily buildings and one (1) mixed-use building. The three buildings together are 71,500 SF and propose 130 residential units as well as 1,450 SF of retail space. The Master Plan includes a pool, clubhouse, courtyard, playground, dog park, twelve (12) bicycle parking spaces and 185 vehicular parking spaces. The Applicant is providing a public Right-of-Way (ROW) easement that connects Isaiah Lane to Cooks Road for a future connection. Should the city develop the road extension from Isaiah Lane through the property and connection to Cooks Road, the dog park and 6 vehicular parking spaces will be eliminated. The Master Plan would still meet open space requirements even if the dog park were to be eliminated to accommodate the road extension in the future., and the Applicant submitted a parking study that includes the elimination of the 35 vehicular parking spaces.

F. Access and Traffic

primary vehicular access to the Property will be from Agua Fria Street, with a secondary gated emergency access point located at the southwest corner of the property on Cooks Road. In response to Staff's request the Applicant has dedicated a 42-foot-wide access and utility easement to accommodate a potential future extension of Cooks Road to connect to the proposed secondary emergency access point at the southeast corner of the parcel. The Applicant will provide appropriate encumbrances and dedication for the road easement connecting Isaiah Lane to Cooks Road, prior to recording any future development plan.

Primary pedestrian, transit and cycling is also from Agua Fria Street, but additional pedestrian access to Cooks Road will be provided via a private gate. Cyclists can access the property via a bicycle lane on Agua Fria Rd or the pedestrian gate off Cooks Road. Transit riders are served by two (2) westbound bus stops, three (3) eastbound bus stops, located within a five-minute walking distance of the subject parcel along route one (1) also known as Agua Fria route.

According to the attached Traffic Impact Analysis (TIA), all studied intersections are projected to operate at acceptable levels of service. Additionally, an eastbound right-turn deceleration lane at the main site entrance is warranted during the afternoon peak hour.

Phillip Gallegos of Wilson & Company has reviewed the TIA on behalf of the City Traffic Division and agrees with the TIA. Comments from the City Traffic Division and Wilson & Company can be found in attachment A.

G. Fire Prevention and Emergency Access

Per the Master Plan, fire and other emergency vehicles will primarily be able to access the driveway off Agua Fria St. Secondary fire and emergency access will be provided off Cooks Rd. There are two fire hydrants close to the property, one approximately sixty (60) feet west of the property on the south side of Agua Fria Street, and the second on the north side of Cooks Road approximately eighty-six (86) feet west of the property. If a development plan is submitted for the master planned area in the future, the Applicant will be required to submit further information and analysis regarding fire prevention.

The City Fire Prevention Division has reviewed the Rezoning and Master Plan cases. The fire marshal's comments can be found in Attachment A.

H. Vehicular Parking

The Applicant submitted a preliminary parking plan based on the parking requirements outlined in the SFCC Chapter 14 Appendix, Exhibit A, "Parking and Loading Requirements", Table 14-8.6-1. Per the parking requirements the project is required to provide 185 spaces. However, the Applicant submitted a parking demand study ("Parking Demand Study") proposing a reduction in parking down 16.76% or thirty-one (31) parking spaces (Attachment C-12). The Applicant's proposal to reduce the parking requirement by 31 spaces results in a total of 154 vehicle parking spaces for the project. The study justifies the reduction based on proximity to transit and bicycle facilities, reduced parking demands associated with affordable housing units, implementation of parking demand management strategies with affordable housing units, and Institute of Transportation Engineers (ITE) Parking Generation Rates to conclude that the parking plan will exceed demand at the site. Staff concur with the Parking Demand Study and recommend that the parking requirement reduction be granted.

Below is a table showing the Staff's analysis of how the project meets the parking requirements set out in the Code:

Table 2. Parking

Unit SF Range	Bedroom Count	Number of Units	Required Spaces	Required Parking	Reduction	Provided Parking
Less than 800 sf	Studio & 1 BR	95	1.25/unit	119	-16	103
800 – 1,200 sf	2 BR	19	1.5/unit	29	-4	25
Over 1,200 sf	3 BR	16	2.0/unit	32	-4	28
SUBTOTAL		*130*		*180*	*-24*	*156*
Commercial	1,000 sf NLA	1	1/200 sf	5	-1	4
TOTAL				**185**	**-25**	**160**

I. Bicycle Parking

Twelve (12) bicycle parking spots are depicted on the Master Plan sheets, meeting the required number bicycle parking spaces per Table 14-8.6-3. Engineered drawings for proposed bicycle racks that meet dimensional standards will be required when a development plan is submitted.

J. Terrain Management and Landscaping

The Property gently slopes from east to west. Stormwater detention will be managed through a series of small ponds, while passive water harvesting[4] will occur within the landscaped areas. Under the terms of the Master Plan, the developer will be required to include landscaping improvements that such as street trees along Agua Fria Street, and plantings in parking areas and designated open spaces. For more

[4] "Passive water harvesting" is "[t]he collection or storage of precipitation or runoff in surface or in-ground structures with no means of mechanical distribution." SFCC 1987, § 14-12.1 "Definitions", "Passive water harvesting"

information, please refer to the Preliminary Grading and Landscaping Plans of the proposed Master Plan in Attachment D of this report.

The Land Use Technical Review Division ("Technical Review Division") reviewed the application for terrain management and landscaping. The Technical Review Division provided technical corrections and conditions of approval for the Master Plan. Should the Applicant submit a development plan in the future, Staff recommend that the Applicant include a drainage report, slope analysis, significant tree count, and lighting plan with the development plan submittal application.

K. City Utilities

Water

Two buildings (described in the Master Plan as Buildings 1 and 2) will receive City water through a new service line connected to an existing waterline on Agua Fria Street, with a dedicated master meter installed for each building. The third building (Building 3) will receive water via a separate connection to the waterline on Cooks Road, also equipped with its own master meter.

The City's water division has recommended conditional approval of the Master Plan. The Applicant must submit an approved water plan with their development plan application and an Agreement to Construct and Dedicate (ACD) prior to building permit approval. For additional details, please refer to the Master Utility Plan of the proposed Master Plan in Attachment C.

The Applicant submitted a water budget that the Applicant calculated using an estimation of the average water use per unit, common areas and landscaping.

water budget details can be found in Table 3. The water budget will be updated to account for landscaping if and when a development plan is submitted.

Table 3. Water Budget Details

Use per unit annually	29,947 gallons	.092-acre feet
Total domestic use for 130 new units	3,893,108.3 gallons	11.95-acre feet
Leasing office and common areas	500,000 gallons	1.53-acre feet
First 3 Years of Landscaping	TBD (landscaping will be designed in Development Plan stage)	TBD
9.8% CONTINGENCY per SFCC §14-8.13(E)(1)	430,524.6 gallons	1.32-acre feet
Total annual water consumption	4,823,632.9 gallons	14.8 A/F/Y

Sewer

Sewer service will be provided through a new manhole connection to the existing trunk line running along the northern edge of the property, as well as a connection to the existing sewer line on Cooks Road. The City's wastewater division has reviewed the application and has requested the following notes prior to recordation of the Master Plan, "All sewer service lines shall be SCH 40 PVC, 6" sewer lines shall have a minimum of 1% slope, and 4" lines shall have a minimum of 2% slope." For additional details, please refer to the Master Utility Plan of the proposed Master Plan in Exhibit C.

L. Impact on Schools

The Applicant submitted a "School Impact Form" as part of this application, which is included in Exhibit C-9. The schools impacted include El Camino Real Elementary, El Camino Real Middle School and Santa Fe High School.

M. Santa Fe Homes Program

In accordance with the Santa Fe Homes Program ("SFHP") (as described in SFCC 1987, Sections 26-1 and 14-8.11), the Applicant has submitted a proposal that identifies thirteen (13) units (10% of the total units) to be rented at 80% AMI. The remaining 5% will be paid as a fee-in-lieu towards the Housing Trust Fund. An executed rental proposal agreement with the SFHP will be required with any future development plan application submittal.

N. Archaeology

The Property is located in the River and Trails Archaeological District. The parcel has not received archeological clearance. The Applicant shall submit an archaeology survey whether or when a development plan application is submitted. Archaeological clearance is not required at this time but shall be required prior to approval of any final development plan or plat for this project per SFCC 1987, Section 14-3.13(B)(2).

IV. ZONING APPROVAL CRITERIA

Section 14-3.5(A) and (C) SFCC 2001 sets forth approval criteria for rezoning as follows:

(1) The Planning Commission and the Governing Body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approving any rezoning:

Table 4: Rezoning Approval Criteria

Criterion 1 (14-3.5(C)(1)(a)): one or more of the following conditions exist: **(i) There was a mistake in the original zoning;** **(ii) There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or** **(iii) A different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;**	**Criterion Met: (Yes/No)** **YES**
Applicant's Response: **(i)** There was a mistake in the original zoning; N/A **(ii)** There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning;	

This area has gradually densified over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) A different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.

The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development. The applicable Themes and Policies of the General Plan are further summarized below:

Affordable Housing Policy 4-4-G-7
This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan
The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1
“In both ‘infill’ and ‘future growth’ areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area.”
The rezoning supports the General Plan’s emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city’s vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3

"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community."
The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2
Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)
"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers." The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

Staff Response:

(i) Staff finds that there is no mistake in the current MU zoning.

(ii) After reviewing aerial imagery, Staff finds that there has been change to the surrounding area including the addition of more housing (particularly multi-family housing) and a reduction in industrial uses. For example, from 2018 to 2024, multiple multifamily complexes have been constructed in the surrounding area such as, Homewise condominiums, Siler Yard apartments, Acequia lofts, and the Boylan apartments. Furthermore, a review of forthcoming project proposals indicates this trend will likely continue with the addition of more housing and commercial developments along the Agua Fria corridor. Therefore, it is Staff's conclusion that there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.

(iii) The C-2 zoning designation would allow for additional housing density than the current MU zoning. Additionally, the C-2 designation allows for additional flexibility in terms of building form and programing than the MU zoning. Both components better support the General Plan themes including compact urban form, infill, affordable housing and mixed-use development. Since the Rezoning is being submitted concurrently with a Master Plan that proposes a development, the different use category requested in the Rezoning is more advantageous to the community and consistent with General Plan themes.

Staff finds the Applicant has addressed this criterion.

Criterion 2 (14-3.5(C)(b)): all the rezoning requirements of Chapter 14 have been met;	**Criterion Met: (Yes/No) YES**

Applicant's Response:
All the rezoning requirements of Chapter 14 have been met.

Staff Response:

Staff finds that the rezoning requirements of Chapter 14 have been met: specifically, §14-3.1 "Applicable General Provisions" (the authority to file; form of the application; fees paid; pre-application conference and ENN requirements, sign posting and public notice) and the provisions, procedures, and additional requirements of §14-3.5 "Rezonings." Additionally, the rezoning application has been transmitted and reviewed by the Development Review Team (DRT) of whom review and ensure the requirements in Chapter 14 have been met.

Criterion 3 (14-3.5(C)(1)(c)): the rezoning is consistent with the applicable policies of the general plan, including the future land use map;	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The requested C-2 zoning complies with the property's designation of Transitional Mixed-Use. Furthermore, the project conforms to the General Plan as outlined below:

Affordable Housing Policy 4-4-G-7
This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan
The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1
"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area." The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3
"Use a full range of growth management methods to achieve a superior quality of life and to ensure a

financially and environmentally sustainable community." The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2
Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)
"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers."
The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

Staff Response:

The policy designation for the Property is described in the Future Land Use Map as TMXU, which allows a "mixing of compatible land uses within the same tract." The TMXU definition does not identify an appropriate residential density range, only that development "may include such uses as residential, including single-family and multi-family residential where the scale and intensity are deemed appropriate…and appropriately scaled retail/services that are intended to primarily serve the residential uses as an added local amenity."

The proposed rezone from MU to C-2 zoning and prevailing uses will be for multi-family and retail uses. Guiding policies within the General Plan for future land uses not only encourage but recommends mixed use development per 3-G-2. While both allow mixed use development, the MU District is limited in density based on height of structures while the C-2 District is performance based per §14-7.3(B)(d)(ii). Whereas parcels in the C-2 district do not have any density requirements per table §14-7.3-1. The change to a C-2 Zoned District supports the General Plan themes including compact urban form, infill, affordable housing and mixed-use development.

The Applicant has addressed this criterion.

Criterion 4 (14-3.5(C)(d)): the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city;	**Criterion Met: (Yes/No) YES**

Applicant Response:

General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe to maximize the efficient use of public infrastructure, while meeting the demand for urban land or development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is aligned with these strategic directives and is responsive to community needs for housing in this area of the City. General Plan Section 4.1 states, *"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost efficient public transit and provide the type of housing that will be in demand…"*.

Staff Response:

SFCC 1987, Section 14-3.5(C)(2)(b) prohibits a rezoning if the rezoning will "affect an area of less than two acres." The Property is 4.12-acres and therefore exceeds the required two acres., the Rezoning and proposed use is sufficient and meets .

The project meets city policies regarding the provision of urban land sufficient to meet the amount, rate, and geographic location of the growth of the city. The project is located within he "Infill Area" identified in the Growth Management Chapter of the General Plan figure 4-4 Urban Sub-Areas and proposes a development that meets the needs of the community while being served by sufficient infrastructure including roads, utilities and transit. Furthermore, the infill development area represents the highest priorities for public investment for infrastructure and city services. The "Urban Area" has the potential to absorb 1,000 new housing units within the designated "Infill area," which includes vacant infill sites per the growth management section 4.4.1 of the General Plan. Therefore, the subject parcel is geographically located that sufficiently meets the projected growth rate goals for the city of 30,000 additional residents by 2020 (General Plan 4.3.1).

Staff finds the applicant as addressed this criterion.

Criterion 5 (14-3.5(C)(1)(e)): 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 proposed development.	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

Staff Response:

Staff from the relevant City departments, including water, wastewater and traffic engineering have reviewed the zoning criteria as it relates to the masterplan and have determined that the property is sufficiently served by infrastructure so long as the Applicant meets the conditions and technical corrections identified in this report. Notably, the project is located near two major urban trails and

Frenchy's Field Park. Additional improvements to the project's infrastructure may be required when a Development Plan is submitted.

Staff finds the applicant as addressed this criterion.

Criterion 6 (14-3.5(C)(2)): Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to: **(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;** **(b) affect an area of less than two acres, unless adjusting boundaries between districts; or** **(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.**	**Criterion Met: (Yes/No)** **YES**

Applicant's Response:

The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

Staff Response:

A. The existing zoning of mixed-use/multifamily (MU) is consistent with the prevailing/ proposed general commercial (C-2) and character of the area and the Future Land Use identified in the General Plan. For example, land use classification within the greater Agua Fria area have evolved from a rural character to take on a more suburban character. The proposed rezone will help preserve the lifestyle and character or semirural residential areas while providing for sensitive urban development, mixed use of land uses, and residential densities allowed in C-2 districts.

B. The property is 4.12 acres therefore, larger than 2 acres.

C. The Applicant did not directly address this criterion; however, supporting information is provided throughout the report. While the rezoning enables the development of the subject property, it does not benefit the landowner at the expense of the surrounding landowners or the public. The Master Plan proposes a mix of residential and neighborhood-scale commercial uses that align with General Plan Policies for infill, multimodal access, and increased housing supply. The project includes 130 new residential units, with 10% set aside as affordable housing and a 5% fee contribution to the City's Affordable Housing Trust Fund, thereby supporting broader community housing goals. The Applicant also facilitates a potential future street connection between Isiah Lane and Cooks Road, advancing long-term transportation connectivity. All site improvements will be the developer's responsibility, and no public costs are transferred. The

rezoning facilitates the implementation of a coordinated land use strategy with clear community benefits. Staff finds the Applicant has addressed this criterion

Table 5: SFCC §14-3.5 (D): Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;	**Criterion Met: (Yes/No) YES**
Applicant's Response: The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.	
Staff Response: The Traffic Impact Analysis (TIA) submitted by the Applicant has identified off-site infrastructure improvements that include installing a right turn deacceleration lane totaling 110 feet and a two-way left turn lane at the intersection of Agua Fria and the access point of the property (Exhibit C-13). All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements. Staff finds the Applicant has addressed this criterion.	
(2) If the proposed rezoning creates a need for additional streets, sidewalks or curbs necessitated by and attributable to the new development, the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.	**Criterion Met: (Yes/No) YES**
Applicant's Response: Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.	
Staff Response: Additional streets, sidewalks, and curb improvements shall be determined if and when the applicant submits a Development Plan application. Furthermore, a 42' access easement shall be placed near	

the Southeast corner going through the subject parcel from East to West in the event the City is able to develop a right- of-way connecting Paseo Corazon Street to Cooks Road. Staff finds the Applicant has addressed this criterion.

V. MASTER PLAN APPROVAL CRITERIA SECTION 14-3.9(D)(1)

SFCC Section 14-3.9 governs the authority, procedures, and restrictions for master plans. The Criteria for approval of master plans are detailed below:

Table 6: Master Plan Approval Criteria

Criterion 1: the master plan is consistent with the general plan;	**Criterion Met:** (Yes/No) **YES**
Applicant Response: The proposed Master Plan supports General Plan Theme1.7.1 – Affordable Housing, which calls on the Planning Commission and Governing Body to "actively participate in the creation of affordable housing" by approving development that creates opportunities for housing to serve all income segments in all areas of the city. In addition, the following land use principles in General Plan Section 3.3 are embodied by the proposal: • *Compact Urban Form*: As an infill site, the project exemplifies a compact urban form. • *Mix of Housing Types in All Neighborhoods*: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood. • *Quality of Life.* The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to all residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents. • *Sustainable Growth.* The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "Promoting infill over development at the periphery of the city is a key component of growth management. Providing a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infill development can be designed to be fully compatible and to integrate with surrounding neighborhoods, at densities that support the construction of affordable housing." The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.	
Staff Response:	

The Master Plan is consistent with the General Plan. It complies with land use themes and guiding policies including Sustainable Growth, Affordable Housing, Character, Mixed Use, Compact Urban form established in section 3-1 and 3-G-3. The Master Plan is also consistent with Growth Management strategies in Chapter 4, City Character in Chapter 5, Infrastructure and Public Services in chapter 7, and the overall General Plan Themes set forth in chapter 1. Finally, it also complies with the Future Land Use Map, which designates this parcel as "Transitional Mixed-Use".

Staff finds the Applicant has addressed this criterion.

Criterion 2: 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 the applicable use regulations and development standards of those districts	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and the residential development patterns to the east. Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

Staff Response:

The proposed Master Plan is consistent with the purpose and intent of the C-2 zoning district and have been conditioned to meet specific design criteria that shall apply when a Development Plan application is submitted. The review process provided technical corrections and conditions of approval to ensure all applicable standards for a C-2 district have been met such as uses, parking, lot size, lot coverage, minimum setbacks, and height of structures per section 14-7.3-1.

Staff finds the applicant as addressed this criterion.

Criterion 3: development of the master plan area will contribute to the coordinated and efficient development of the community;	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

Staff Response: The Master Plan proposes an efficient use of an increasingly rare large infill parcel. It provides a transition in intensity between high-intensity industrial uses to lower intensity residential uses, while providing additional retail opportunities to serve the immediate vicinity. The project will be in close proximity to several transportation options and the growing commercial and entertainment district around the Siler and Rufina intersection. Staff finds the Applicant has addressed this criterion.	
Criterion 4: 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.	**Criterion Met:** (Yes/No) **YES**
Applicant Response: The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right turn deacceleration lane at the site access.	
Staff Response: The proposed infrastructure has been reviewed based on the regulations established in chapter 14 by land use staff and the Departmental Review Team (DRT) encompassing, fire, water, wastewater, public works, terrain management, traffic, and landscaping. Based on the analysis of staffs and DRT's review, it is determined the proposed infrastructure can be accommodate the impacts of the site. The lot is vacant therefore, existing infrastructure is not present at the site however, landscaping requirements will require significant trees that are removed be replaced at the time of construction. Individual DRT technical corrections and conditions of approval can be found in Attachment A of this report. Staff finds the Applicant has addressed this criterion.	

VI. EARLY NEIGHBORHOOD NOTIFICATION

Two Early Neighborhood Notification (ENN) meetings were held for this project. The first was held on January 24th, 2024, and the second was held on April 23rd, 2024.

At the first ENN meeting, members of the Applicant team, city staff, and approximately 20 members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics including parking, affordable housing, traffic, building height, and neighboring uses.

At the second ENN meeting, members of the Applicant team, city staff, and approximately 17 members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics

including affordable housing, location adjacent to industrial uses, traffic, zoning definitions building height, and connections.

VII. ATTACHMENTS

ATTACHMENT A: Development Review Team

1. Compiled Conditions of Approval and Technical Corrections
2. MPO DRT Memo
3. City Engineer DRT Memo
4. Fire DRT Memo
5. Water Utility DRT Memo
6. Wastewater DRT Memo
7. Traffic DRT Memo
8. Archeological DRT Memo
9. Landscape DRT Memo

ATTACHMENT B: Maps and Photos

1. Future Land Use
2. Current Zoning
3. Aerial Photos
4. Street View
5. Birdseye View

ATTACHMENT C: Applicant Materials

1. Application Report and Approval Criteria Responses
2. Master Plan Application and Authorization
3. Rezoning Application and Authorization
4. Warranty Deed
5. Certificate of Compliance
6. Rezoning Ordinance 2007-29
7. Utility Service Application
8. SFHP Proposal
9. School Impact Form
10. Water Budget
11. ENN Notes
12. Parking Study
13. TIA
14. Notice of Public Hearing

ATTACHMENT D: Master Plan Sheets

VIII. APPROVED AS TO FORM BY THE PLANNING AND LAND USE DEPARTMENT:

Title	Name	Initials
Department Director	Heather Lamboy, AICP	HLL
Assistant Department Director	Maggie Moore	MRM
Planning Division Manager	Dan Esquibel	DAE
Planner Senior	Joel Cruz-Haber	JCH

City of Santa Fe, New Mexico

Cases #2024-8901 & 8902
2768 Agua Fria
Rezoning and Master Plan
Planning Commission
June 5th, 2025

Attachment: A

Development Review Team

1. **Compiled Conditions of Approval and Technical Corrections**
2. **MPO DRT Memo**
3. **City Engineer DRT Memo**
4. **Fire DRT Memo**
5. **Water Utility DRT Memo**
6. **Wastewater DRT Memo**
7. **Traffic DRT Memo**
8. **Archaeological DRT Memo**
9. **Landscaping DRT Memo**

Conditions of Approval and Technical Corrections

#	Condition of Approval	Dept. or Division	To be completed:
1	Demonstrate on plans locations of 12 bicycle parking spaces according to specification attached in the MPO DRT comments attachment.	MPO	Prior to Masterplan Recordation
2	All sidewalks, including along Agua Fria, should be 5' minimum per street design criteria.	MPO	Prior to Masterplan Recordation
3	Label each building/section of a building with its intended use. (E.G., Café, Residential, gym, etc.)	Land Use	Prior to Masterplan Recordation
4	Label the parking spots to be included in the Shared Parking Plan.	Land Use	Prior to Masterplan Recordation
5	Clarify in Site Data section which Open Space requirement you are proposing to meet. If using Active Water Harvesting, demonstrate on plans how that harvesting will be achieved.	Land Use	Prior to Masterplan Recordation
6	Add to utility master plan the following note: All sewer service lines shall be SCH 40 PVC".	Wastewater	Prior to Masterplan Recordation
7	Indicate the sizes of the individual sewer service lines.	Wastewater	Prior to Masterplan Recordation
8	Add to utility master plan the following note; All 6 inch sewer service lines shall have a minimum 1% slope and 4 inch sewer lines shall have a minimum 2% slope	Wastewater	Prior to Masterplan Recordation
9	The north arrow is pointing in the wrong direction for the master utility plan, please correct.	WasteWater	Prior to Masterplan Recordation

10	503.1.1 Fire Department shall have 150 feet distance to any portion of the building on any new construction.	Fire Safety	Prior to Masterplan Recordation
11	Shall comply with IFC 2021 Section D105.2 for width of fire apparatus access road minimums 26'-0" for buildings 30+ feet in height. (not clear on heights of buildings)	Fire Safety	Prior to Masterplan Recordation
12	Shall provide 28'-0" minimum radius turns within developments.	Fire Safety	Prior to Masterplan Recordation
13	507.5 Fire hydrant systems. Fire hydrant systems shall comply with Sections 507.5.1 through 507.5.6 (new hydrants verified if needed)	Fire Safety	Prior to Masterplan Recordation
14	Provide a professional landscape design which fulfills Section 14-8.4 of the City of Santa Fe Code.	Landscaping	Prior to Development Plan Approval
15	The landscape plan must include the following information: Open space calculations are required by 14-7.5. Tree and shrub calculations for open space and retention areas as required by 14-8.4(H) & 14-8.4(F) respectively. Provide open space and retention pond square footage and lineal footage for street trees.	Landscaping	Prior to Development Plan Approval
16	Provide the open space Planting Requirements information on the landscape plan per city code 14-8.4(H) (Ord. No. 2014-31 § 32). (1) Required open space shall be planted with a minimum of one tree and two shrubs every five hundred (500) square feet, exclusive of areas developed with patios, game courts, swimming pools or similar hardscape recreational features. (2) In addition to required trees and shrubs, open space areas shall be landscaped with groundcover plants or decorative mulch or naturally occurring groundcover plants shall be	Landscaping	Prior to Development Plan Approval

	maintained. 3) Street trees and landscaping required for parking lots may be counted toward meeting the minimum planting requirements for open space. (4) At least twenty-five percent of required trees and shrubs shall be evergreen. Existing trees and shrubs shall be accepted for required landscaping if they otherwise meet the requirements of this Section 14-8.4.		
17	Provide a Plant Schedule List of the plant material to be used in the landscape. Provide the botanical and common name of the plants, quantity, size, and water use as shown in the City of Santa Fe approved plant list.	Landscaping	Prior to Development Plan Approval
18	Provide a significant tree survey, list species, size, and quantities. Any trees to be removed shall be mark on the plan with a red X.	Landscaping	Prior to Development Plan Approval
19	Provide perimeter screening for parking lots per city code 14-8.4(I)(2)	Landscaping	Prior to Development Plan Approval
20	Provide a landscape irrigation plan by a qualified irrigation designer per COSF code Chapter 14-8.4(E) Water Harvesting and Irrigation Standards and COSF Landscape Irrigation Design Standards (LIDS).	Landscaping	Prior to Development Plan Approval
21	Provide a water budget: Irrigation system operation information including recommended monthly and seasonal irrigation schedules and water budgets based on gallons used for landscape plantings for year one and year three shall be included on the irrigation plan. Per 3.18. Design Regulations of Landscape Irrigation Design Standards City of Santa Fe, New Mexico	Landscaping	Prior to Development Plan Approval
22	Provide a complete set of installation details, notes, and specifications for the irrigation system. Show in the detailed drawings the installation of all assemblies without any questions about size or type of materials to use for said irrigation system.	Landscaping	Prior to Development Plan Approval
23	Separate meters shall be required for irrigation for commercial customers unless the total landscaped area on the lot is less than	Landscaping	Prior to Development Plan Approval

	1000 square feet. Provide a dedicated irrigation meter, 25-1.1(3) SFCC 1987.		
24	Provide an outdoor lighting plan with photometric data and footcandle plan per 14-8.9(C) COSF code. Average Maintained Horizontal Foot-candles at Grade for Commercial Areas: Sidewalks 1.0, Pedestrian Area 2.0, Parking Lots 1.0, Building Entrances 5.0, Building Grounds 1.0, Public Spaces 3.0. The maximum illumination at any point shall not exceed the allowed average by more than 1.5 Foot-candles.	Landscaping	Prior to Development Plan Approval

Development Review Team (DRT)
Comment Form

Date: 9/6/2024

DRT Member: Leah Yngve

Dept/Div: PW/MPO

Case No.: **Case #2024-8901. 2768 Agua Fria Rezoning.**

Case Planner: Daniel Alvarado

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response:**
1. Demonstrate an easement on plans a continuation of Cooks Road to the east property line where it can be continued to Isaiah Lane in the future.	Prior to Public Hearing	
2.		

Technical Corrections:	**Must be completed by:**	**Applicant Response:**
1. All sidewalks, including along Agua Fria, should be 5' minimum per street design criteria	Prior to Public Hearing	
2. Plans should demonstrate sidewalk connections to/from Agua Fria and Cooks Road	Prior to Public Hearing	
3. Demonstrate on plans locations of 12 bicycle parking spaces according to specification attached in this form	Prior to Public Hearing	
4. "provide for the continuation or appropriate projection of existing streets in surrounding areas" per Chap 14 backed up by Chapter 6 would be enough to quell any opposition to the connection.		

Explanation of Conditions or Corrections (if needed):

Continuation of Cooks Road to the east property line:

The General Plan and Code clearly indicate connections between developments should be made. Isaiah Lane is complete 150 feet to the east of this property and can be continued to Cooks Lane. This property should design around that opportunity as supported by the General Plan:

"A street network that promotes flexibility of routes and connections between and within neighborhoods is promoted."

Form Updated: September 2023

6-1-G-5 Ensure that new development is more "connected" to its surroundings with an increased number of access points and pedestrian and bicycle connections to a neighborhood network.

6-1-I-10 Provide for future connections to the undeveloped edge and where connection to existing urban development is poor.

And chapter 14 of the code:

14-9.2 - STREET IMPROVEMENT AND DESIGN STANDARDS

(A) **Street Network**

(1) The arrangement, character, extent, grade and location of all *streets* shall conform to the *general plan* and shall be considered in their relationship to existing and planned *streets*, to topographic conditions and to public convenience and safety.

(2) Major *streets* shall be constructed, extended and widened in accordance with the *general plan* and the metropolitan transportation plan.

(3) Local *streets* shall be constructed, extended and widened in accordance with the *general plan* and to accommodate the orderly *development* of the types and *intensities* of *development* shown on the future land use map.

(4) The arrangement of *streets* in a *development* shall:

(a) provide for the continuation or appropriate projection of existing *streets* in surrounding areas; or

Exhibit D Bicycle Rack Standards and Dimensions

(Subsection 14-8.6(E))

Racks:

- Inverted U type bicycle racks are the required bicycle parking rack.
- Each rack must be securely anchored and accommodate a bicycle frame where one wheel can be locked to the rack with a high security, U-shaped shackle lock if both wheels are left on the bicycle.
- A space of two (2) feet by six (6) feet (12 square feet) must be provided for each required bicycle parking space so that a bicycle six (6) feet long can be securely held with two points supported so that the bicycle cannot be pushed, or fall in a way that would damage the bicycle frame, wheel, or components.
- All racks must provide two points of contact with the frame at least 6" apart horizontally.
- If a bicycle corral is sought within a public street right-of-way, all design elements shall be developed in coordination with and approved by the city of Santa Fe public works department and parking division.

Distance to other racks:

- Racks placed parallel to each other (side by side) must be at least thirty-six (36) inches apart, this includes rack units sold as multiple units attached together.
- Racks aligned end to end must be at least ninety-six (96) inches apart.

Distance from wall:

- Racks placed perpendicular to a wall must be at least forty-eight (48) inches from the wall to the nearest vertical component of the rack.
- Racks parallel to a wall must be at least thirty-six (36) inches from the wall.

Form Updated: September 2023

Distance from curb:

- Racks placed perpendicular to a curb must be at least forty-eight (48) inches from the curb to the nearest vertical component of the rack.
- Racks placed parallel to a curb must be at least twenty-four (24) inches from the curb to the rack.

Distance from pedestrian aisle:

- Rack units perpendicular to a pedestrian aisle must be at least forty-eight (48) inches from the rack to the edge of the aisle, and the pedestrian aisle should be at least sixty (60) inches wide.

Parking and maneuvering areas:

- Each required bicycle parking space must be accessible without needing to move another bicycle.
- There must be an aisle of at least five (5) feet wide behind all required bicycle parking to allow for maneuvering of the bicycle. Where bicycle parking is next to a sidewalk, the maneuvering area may extend into the sidewalk.
- The area devoted to bicycle parking must be hard surfaced.

Development Review Team (DRT)
Comment Form

Date: 9/10/2024

DRT Member: Dee Beingessner

Dept/Div: Land Use/Engineering

Case No.: **Case #2024-8901. 2768 Agua Fria Rezoning.**

Case Planner: Daniel Alvarado

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response:**
1.		
2.		

Technical Corrections:	**Must be completed by:**	**Applicant Response:**
1. Drainage Report, Slope Analysis, Significant Tree count and Lighting plan will be required at time of development plan submittal.	At Development Plan Submittal	
2.		
3.		
4.		

Explanation of Conditions or Corrections (if needed):

Form Updated: September 2023

Development Review Team (DRT)
Comment Form for
Planning Commission

Date: January 17, 2024

DRT Member: Fire Marshal Geronimo Griego

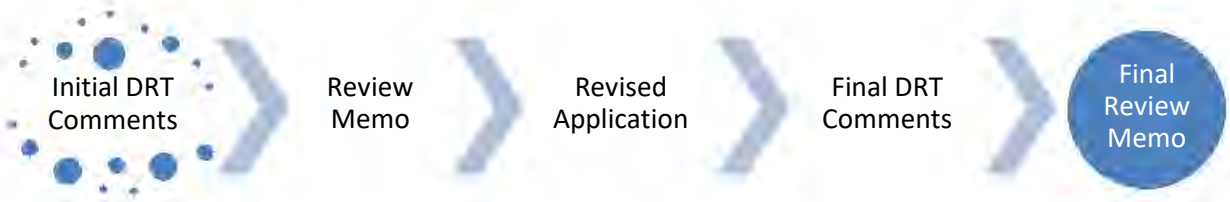
Dept/Div: Fire Prevention Division

Case No.: 2024-8901_8902_2768_agua_fria_RZ_MP

Case Planner: Daniel Alvarado

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

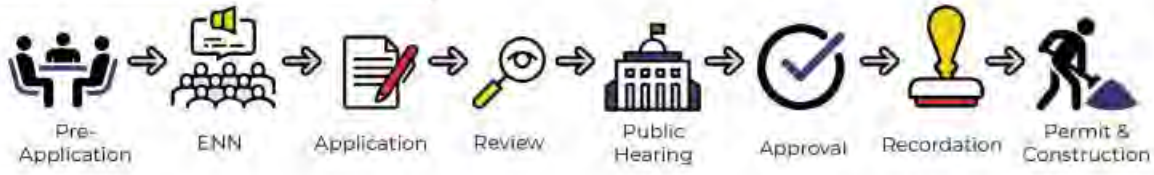


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the "Must be completed by" column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
d. *At the time of development* -

Development Review Process Flow Chart



Form Updated: September 2023

*See the *2024 Development Review Schedule* for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response**:**
	Prior to public hearing	
1. 503.1.1 Fire Department shall have 150 feet distance to any portion of the building on any new construction.		
2. Shall comply with IFC 2021 Section D105.2 for width of fire apparatus access road minimums 26'-0" for buildings 30+ feet in height. (not clear on heights of buildings)		
3. Shall provide 28'-0" minimum radius turns within developments.		
4. 507.5 Fire hydrant systems. Fire hydrant systems shall comply with Sections 507.5.1 through 507.5.6 (new hydrants verified if needed)		

Technical Corrections:	**Must be completed by:**	**Applicant Response**:**

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. Shall locate the Fire Department Connection on the property for proper access and clearance for the fire department.
2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT)
Comment Form

Date: September 5, 2024

DRT Member: Taylor Jurgens

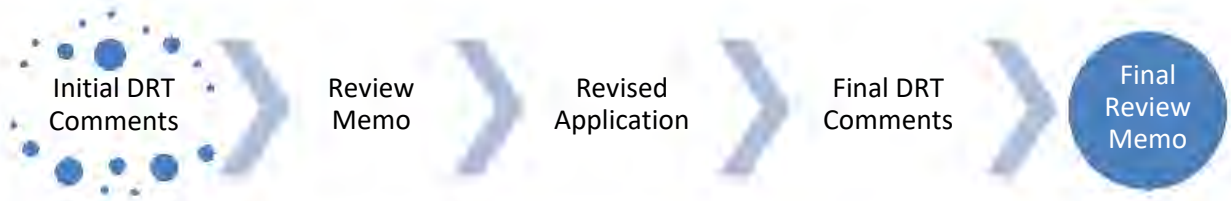
Dept/Div: Public Utilities/Water Division

Case No.: Case 2024-8901: 2768 Agua Fria Rezoning and Master Plan

Case Planner: Daniel Alvarado

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the "Must be completed by" column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

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b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
d. *At the time of development* -

Development Review Process Flow Chart



Form Updated: September 2023

*See the *2024 Development Review Schedule* for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response:**
1. An approved Water Plan will be required for all new public water infrastructure and fire services. Water Plan to be submitted to the City Water Division for review as part of the Development Plan application and review.	Prior to approval of Development Plan	
2. An approved Agreement to Construct and Dedicate (ACD) will be required for new public water infrastructure and fire services.	Prior to building permit approval	
3.		
4.		
5.		
6.		

Technical Corrections:	**Must be completed by:**	**Applicant Response:**
1.		
2.		
3.		
4.		

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT)
Comment Form

Date: September 11, 2024

DRT Member: Stan Holland, Engineer

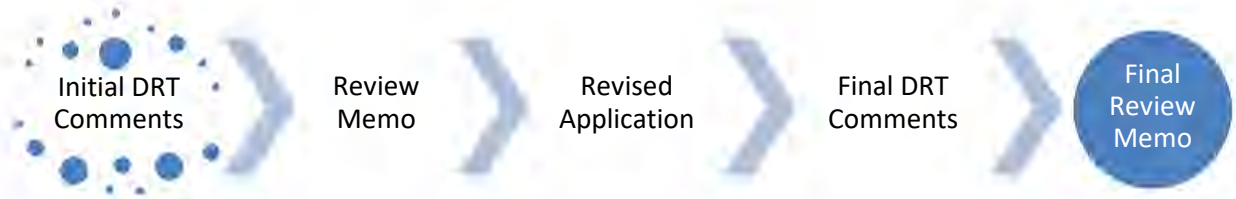
Dept/Div: Public Utilities\Wastewater

Case No.: 2024-8901-8902-2768 Agua Fria

Case Planner: Daniel Alvarado

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the "Must be completed by" column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

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c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
d. *At the time of development* -

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

Form Updated: September 2023

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response**:**
1. Add to utility master plan the following note; All sewer service lines shall be SCH 40 PVC	Prior to Planning Commission	
2. Indicate the sizes of the individual sewer service lines		
3. Add to utility master plan the following note; All 6 inch sewer service lines shall have a minimum 1% slope and 4 inch sewer lines shall have a minimum 2% slope		
4. The north arrow is pointing in the wrong direction for the master utility plan		

Technical Corrections:	**Must be completed by:**	**Applicant Response**:**
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Date: September 10, 2024

DRT Member: Leroy N. Pacheco, PE and Philip Gallegos, PE (Wilson & Company)

Dept/Div: Public Works/Traffic

Case No.: 2024-8901/8902: 2768 Agua Fria Street Rezone and Master Plan

Case Planner: Daniel Alvarado, AICP, Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	**Must be completed by:**	**Applicant response**:**
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	**Must be completed by:**	**Applicant response**:**
1. See attached email from Wilson & Company dated 9.9/2024	Prior to Planning Commission	
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. The TIA acknowledges that an eastbound deceleration lane is required for the site. The traffic engineer should consult the City's "Agua Fria Corridor Study" dated 11/15/2023, which describes over 308 accidents in a 10-year period on Agua Fria between Osage and Siler Roads, and with 71% of those accidents being rear-end collisions. **A right-turn deceleration lane into the site will be required to be analyzed per the City's new TIA guidelines.**
2. City of Santa Fe Building Code, Chapter 23-3.2 states that before commencement of any new construction, it is **mandatory** for the owner to obtain approval from the public works department for any driveway curb cut or sidewalk crossing. This approval must be issued **before** a building permit for such new construction is approved.

Explanation of Conditions or Corrections (if needed):
(see following pages for notes required)

Form Updated: April 2024

Agua Fria Lot 38 TIA Review

From Gallegos, Phil <Philip.Gallegos@wilsonco.com>

To engineer@leroypacheco.com<Engineer@leroypacheco.com>

CC Luna, Robert<Robert.Luna@wilsonco.com>

Date Monday, September 9th, 2024 at 2:23 PM

Leroy, I have reviewed the TIA submitted by BHI for Agua Fria Lot 38 and have the following comments:

The TIA recommends that an eastbound right turn lane is required per the SAMM for the proposed access point on Agua Fria. The report states that it appears that there is insufficient right of way to construct this. This should be researched further since as per our phone conversation Agua Fria has a high rate of rear end collisions. The developer should investigate as how this lane could be put in either by acquiring right of way or constructing it within the existing right of way and the developer's property. As discussed the developer should work with the city and also since the City's new TIA guidelines are in place the developer should analyze both the SAMM requirements and the City's new TIA Guidelines to be able to accommodate this right turn lane requirement. The City's requirements as per the City's TIA Guidelines might be more accommodating for this right turn lane to be constructed.

The TIA also states that "A dedicated right turn lane is required at several existing access points along Agua Fria" and those should be further evaluated as well as stated in the recommendations. The TIA also states that the "Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site" and I concur with this finding.

On page 30 there is a grammatical correction in paragraph 3 2nd sentence should be "does meet" instead of "due meet"

Please let me know if you have any questions or need more information. As discussed a meeting with BHI who prepared the TIA should be scheduled to discuss the above. Thanks, Phil

Phil Gallegos, PE

Civil Engineer

Wilson & Company, Inc., Engineers & Architects

4401 Masthead Street NE, Suite 150 I Albuquerque, NM 87109

505-348-4126 (direct)

wilsonco.com

We bring people together to practice their craft, to create value, and to accomplish great things.

Confidential/Proprietary Note: The information in this email is confidential and may be legally privileged. Access to this email by anyone other than the intended addressee is unauthorized. If you are not the intended recipient of this message, any review, disclosure, copying, distribution, retention, or any action taken or omitted to be taken in reliance on it is prohibited and may be unlawful. If you are not the intended recipient, please reply to or forward a copy of this message to the sender and delete the message, any attachments, and any copies thereof from your system. Thank you.

From: DURAN, PAUL A.
Sent: Tuesday, May 27, 2025 9:33 AM
To: CRUZ-HABER, JOEL A.
Subject: 2768 Agua Fria

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning, Joel,

Below are the code citations for the archaeological clearance prior to a final development plan:

14-3.13(2) River and Trails Archaeological Review District:

In this district, an archaeological clearance *permit* shall be required prior to approval of the final *development* plan or *plat* for the following projects:

(a) All annexations, rezonings, subdivisions, planned unit *developments* , or other *development* requiring approval by the Planning Commission, having over two acres, or having any part lying within the area identified as the Santa Fe Trail.

Please let me know if you may need any additional information.

Thank you and have a good day,

Paul

Paul A. Duran
Senior Planner, Historic Preservation Division
Planning & Land Use Department
Office: (505) 955-6629
Cell: (505) 920-1777

Please submit all Historic inquiries and questions directly to: Historicpreservation@santafenm.gov.

Please submit all Historic pre-application, administrative approval, and case documents directly to: HPDsubmittal@santafenm.gov.

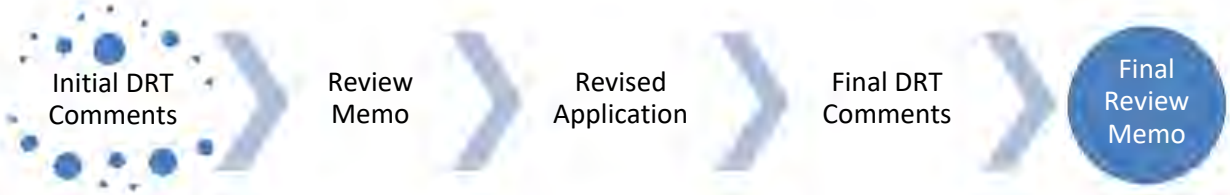
For Historic Preservation information and applications please see: https://santafenm.gov/land-use/historic-preservation

CITY OF SANTA FE
HISTORIC PRESERVATION

Development Review Team (DRT)
Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the "Must be completed by" column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
c. *Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
d. *During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Form Updated: April 2024

Date: May 28, 2025

DRT Member: Lawrence Rivera

Dept/Div: Landscape, Irrigation, and Outdoor Lighting

Case No.: 2024-8901/8902 2768 Agua Fria Master Plan

Case Planner: CRUZ-HABER, JOEL A., Senior Planner, jacruzhaber@santafenm.gov

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Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	**Must be completed by:**	**Applicant response**:**
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	**Must be completed by:**	**Applicant response**:**
1. Provide a professional landscape design which fulfills Section 14-8.4 of the City of Santa Fe Code.	Prior to Development Plan Approval	
2. Landscape plan must include the following information: Open space calculations are required by 14-7.5. Tree and shrub calculations for open space and retention areas as required by 14-8.4(H) & 14-8.4(F) respectively. Provide open space and retention pond square footage and lineal footage for street trees.	Prior to to Development Plan Approval	
3. Provide the open space Planting Requirements information on the landscape plan per city code 14-8.4(H) (Ord. No. 2014-31 § 32). (1) Required *open space* shall be planted with a minimum of one tree and two shrubs every five hundred (500) square feet, exclusive of areas developed with patios, game courts, swimming pools or similar hardscape recreational features. (2) In addition to required trees and shrubs, *open space* areas shall be *landscaped* with groundcover plants or decorative *mulch* or naturally occurring groundcover plants shall be maintained. 3) *Street trees* and landscaping required for parking lots may be counted toward meeting the minimum planting requirements for *open space.* (4) At least twenty-five percent of required trees and shrubs	Prior to to Development Plan Approval	

shall be evergreen. Existing trees and shrubs shall be accepted for required *landscaping* if they otherwise meet the requirements of this Section 14-8.4.		
4. Provide a Plant Schedule List of the plant material to be used in the landscape. Provide the botanical and common name of the plants, quantity, size, and water use as shown in the City of Santa Fe approved plant list.	Prior to to Development Plan Approval	
5. Provide a significant tree survey, list species, size,and quantities. Any trees to be removed shall be mark on the plan with a red X.	Prior to to Development Plan Approval	
6. Provide perimeter screening for parking lots per city code 14-8.4(I)(2)	Prior to to Development Plan Approval	
7. Provide a landscape irrigation plan by a qualified irrigation designer per COSF code Chapter 14-8.4(E) Water Harvesting and Irrigation Standards and COSF Landscape Irrigation Design Standards (LIDS).	Prior to to Development Plan Approval	
8. Provide a water budget: Irrigation system operation information including recommended monthly and seasonal irrigation schedules and water budgets based on gallons used for landscape plantings for year one and year three shall be included on the irrigation plan. Per 3.18. Design Regulations of Landscape Irrigation Design Standards City of Santa Fe, New Mexico.	Prior to to Development Plan Approval	
9. Provide a complete set of installation details, notes, and specifications for the irrigation system. Show in the detailed drawings the installation of all assemblies without any questions about size or type of materials to use for said irrigation system.	Prior to to Development Plan Approval	
10. Separate meters shall be required for irrigation for commercial customers unless the total landscaped area on the lot is less than 1000 square feet. Provide a dedicated irrigation meter, 25-1.1(3) SFCC 1987.	Prior to to Development Plan Approval	
11. Provide an outdoor lighting plan with photometric data and footcandle plan per 14-8.9(C) COSF code. Average Maintained Horizontal Foot-candles at Grade for Commercial Areas: Sidewalks 1.0, Pedestrian Area 2.0, Parking Lots 1.0, Building Entrances 5.0, Building Grounds 1.0, Public Spaces 3.0. The maximum illumination at any point shall not exceed the allowed average by more than 1.5 Foot-candles.	Prior to to Development Plan Approval	
STAFF RESERVES THE RIGHT TO REQUIRE ADDITIONAL SUBMITTALS UPON RECEIVING REVISIONS.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

City of Santa Fe, New Mexico

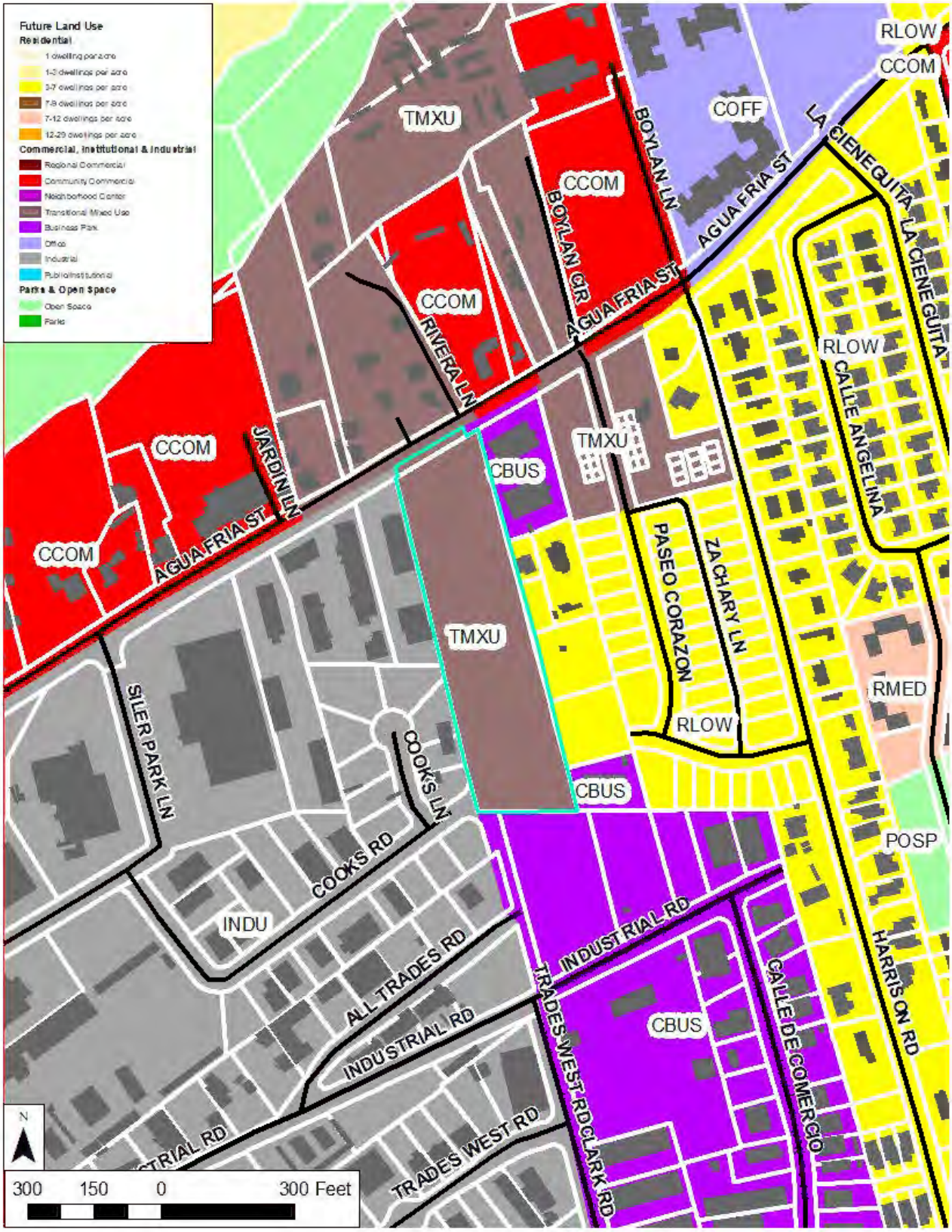
Case #2024-8901 & 8902
2768 Agua Fria
Rezoning and Master Plan
Planning Commission
June 5th, 2025

Attachment B

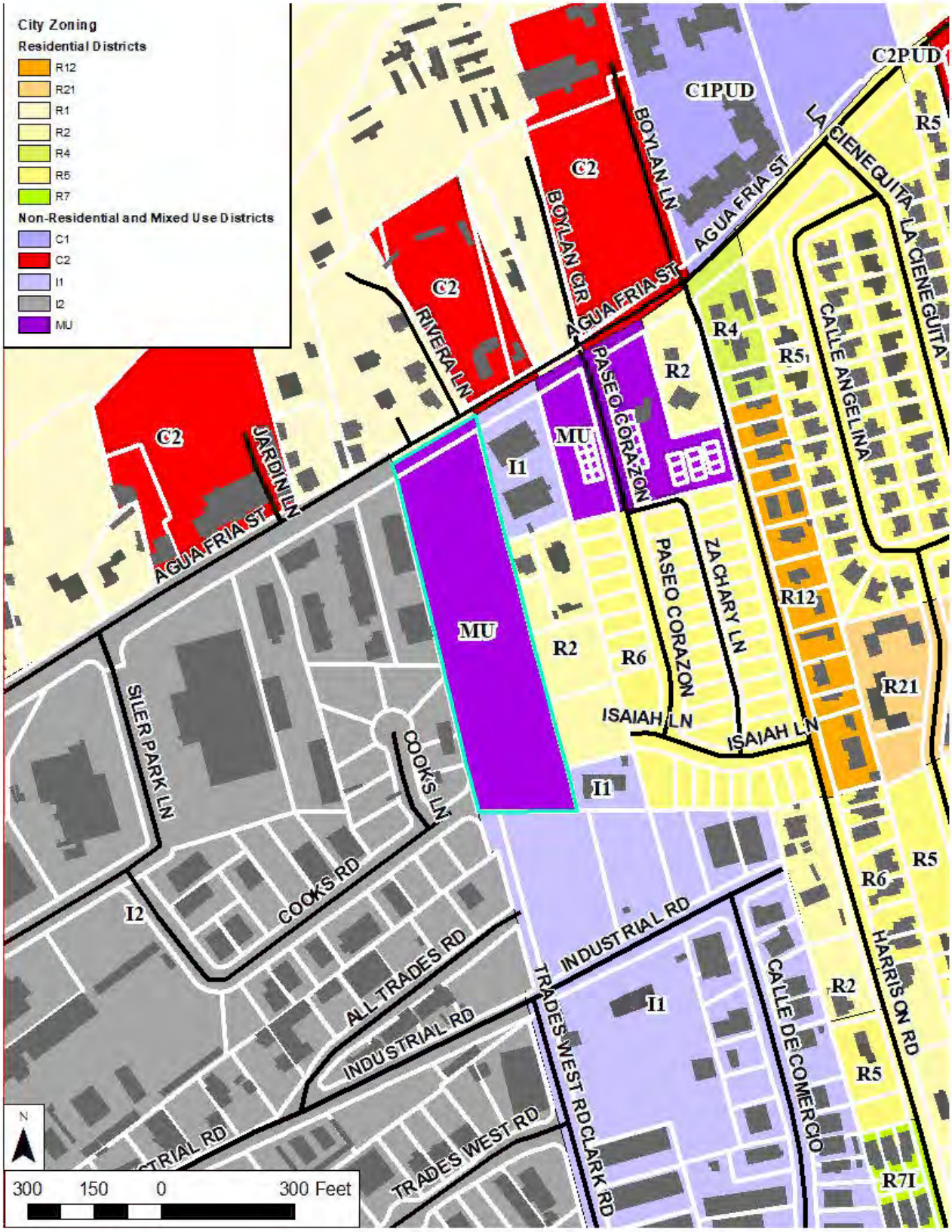
Maps and Photos

1. **Future Land Use**
2. **Current Zoning**
3. **Aerial Photo**
4. **Street View**
5. **Birdseye View**

FUTURE LAND USE



CURRENT ZONING



AERIAL PHOTO



STREET VIEW



BIRDSEYE (North)



City of Santa Fe, New Mexico

Case #2024-8901 & 8902
2768 Agua Fria
Rezoning and Master Plan
Planning Commission
June 5th, 2025

Attachment C

Application Materials

1. Application Report and Approval Criteria Responses
2. Master Plan Application and Authorization
3. Rezoning Application and Authorization
4. Warranty Deed
5. Certificate of Compliance
6. Rezoning Ordinance 2007-29
7. Utility Service Application
8. SFHP Proposal
9. School Impact Form
10. Water Budget
11. ENN Notes
12. Parking Study
13. TIA

August 12, 2024 ***(Revised May 15, 2025)***

Joel Cruz-Haber, Senior Planner
Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Ave.
Santa Fe, NM 87501

RE: Letter of Application
2768 Agua Fria St. Rezone & Master Plan

Dear Joel:

This letter is respectfully submitted on behalf of Cold Water Development Fund QOZF, LLC (the "Applicant") in application for a Rezone and Master Plan of the property at 2768 Agua Fria St. The ±4.12-acre subject property is zoned Mixed-Use (MU), with a General Plan Future Land Use designation of Transitional Mixed-Use, and is undeveloped. This submittal includes the following requests:

1. Rezone from MU to C-2, General Commercial
2. Master Plan for 130-unit mixed-use community

Background

The subject property was granted approved of a General Plan Amendment on January 25, 2006 from Residential Low Density to Transitional Mixed-Use. The property was subsequently rezoned on August 8, 2007 from R-2 (Residential, two units per acre) to MU. Please see attached Rezone Ordinance 2007-29.

Legal Lot of Record was established via a Certificate of Compliance approved by the Planning Commission on June 6, 2024. The Findings of Fact and Conclusion of Law are included with this application.

Project Description

The 4.12-acre property is located directly off Agua Fria Street approximately one-third mile east of Siler Road. This segment of the Agua Fria corridor is a diverse, mixed-use neighborhood that includes a range of residential densities, commercial development, and industrial uses. A Master Plan is submitted with this Rezone application addressing the potential future development of the property as a130-unit multi-family residential community with a local-serving commercial component. In compliance with the Santa Fe Homes Program, 10% of the units will be affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Rezone Request

The subject parcel is currently zoned MU and we are requesting a rezone to C-2, General Commercial. Responses to the rezoning approval criteria in SFCC §14-3.5(C) and (D) are detailed below.

(a) *One or more of the following conditions exist:*

(i) *there was a mistake in the original zoning.* N/A

(ii) *there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.*

Applicant Response: This area has gradually densified over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) *a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.*

Applicant Response: The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development. The applicable Themes and Policies of the General Plan are further summarized below:

Affordable Housing Policy 4-4-G-7

This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan

The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1

"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area."

The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3

"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community."

The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2

Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)

"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers."

The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

(b) *all the rezoning requirements of Chapter 14 have been met.*

Applicant Response: All the rezoning requirements of Chapter 14 have been met.

(c) *the rezoning is consistent with the applicable policies of the general plan, including the future land use map.*

Applicant Response: The requested C-2 zoning complies with the property's designation of Transitional Mixed-Use. Furthermore, the project conforms to the General Plan as outlined below:

Affordable Housing Policy 4-4-G-7

This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan

The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

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The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

(d) *the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city.*

Applicant Response: General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe in order to maximize the efficient use of public infrastructure, while meeting the demand for urban land for development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is in alignment with these strategic directives and responsive to community needs for housing in this area of the City. General Plan Section 4.1 states, *"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost-efficient public transit, and provide the type of housing that will be in demand…"*.

(e) *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 proposed development.*

Applicant Response: The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

Applicant Response: The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

SFCC §14-3.5 (D): Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

Applicant Response: The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.

(2) If the proposed rezoning creates a need for additional streets , sidewalks or curbs necessitated by and attributable to the new development , the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Applicant Response: Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.

Master Plan

A Master Plan is submitted with this Rezone application addressing the conceptual development program for a 130-unit multi-family community with a local-serving commercial component. Three buildings are proposed with a combination of two and three stories. In keeping with the development patterns along Agua Fria Street, Building 1 adjacent to the road will be two stories and includes the commercial space at the northeast corner. Building 2 is three stories and sited along the west boundary to buffer the residential properties to the east. Similarly, Building 3 also comprises three stories. Courtyards at Buildings 1 and 3 off outdoor lounge space and recreational areas. In addition, a dog park, clubhouse/fitness center, and pool are located at the south end of the site.

Permissible Uses. Given the neighborhood context, it is appropriate to define and limit the C-2 uses that will be permitted. The proposed permissible uses are as follows:

- Single-Family Residential
- Multi-Family Residential
- Food and Beverage
- Retail
- Studios
- Arts Activities
- Service Establishments

Access and Traffic. The project is accessed directly from Agua Fria St. and a secondary, gated emergency access is provided at Cooks Road at the southwest property corner. Pedestrian access to Cooks Rd. will also be provided. At the City's request, a 42-foot access and utility easement will be granted to support the potential future eastern extension of Cooks Road. Per the attached Traffic Impact Analysis, all intersections analyzed operate at acceptable levels of service. An eastbound right-turn decel lane is warranted at the site access in the PM peak hour.

Parking. 185 parking spaces are required and 160 are provided. In accordance with SFCC §14-8.6(B)(4)(d) and (e), a Parking Demand Study is submitted with this application in request for a parking reduction and shared parking between the residential and commercial uses.

Utilities. Water service to Buildings 1 and 2 will be provided via a new service line connection to the existing waterline in Agua Fria St., with a master meter installed for each building. Building 3 will connect to the waterline in Cooks Rd. with a separate master meter. Sewer service is provided via a new manhole connection to the existing trunk line that traverses the north side of the property and a connection to the existing sewer line in Cooks Rd. Please refer to the Master Utility Plan for more information.

Terrain Management and Landscaping. The site slopes gently from east to west. Stormwater detention is provided in a series of small ponds and passive water harvesting will be provided in the landscaped areas. Landscaping improvements will include street trees along Agua Fria, and

requisite plantings in the parking and open space areas. Please refer to the Preliminary Grading and Landscaping Plans for additional details.

The Master Plan approval criteria in §14-3.9(D) are addressed below:

(a) The master plan is consistent with the general plan;

Applicant Response: The proposed Master Plan supports *General Plan Theme1.7.1 – Affordable Housing*, which calls on the Planning Commission and Governing Body to "*actively participate in the creation of affordable housing*" by approving development that creates opportunities for housing to serve all income segments in all areas of the city. In addition, the following land use principles in *General Plan Section 3.3* are embodied by the proposal:

- *Compact Urban Form:* As an infill site, the project exemplifies a compact urban form.
- *Mix of Housing Types in All Neighborhoods*: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood.
- *Quality of Life*. The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to *all* residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents.
- *Sustainable Growth*. The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "*Promoting infill over development at the periphery of the city is a key component of growth management. Providing for a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infill development can be designed to be fully compatible and to integrate with surrounding neighborhoods,* ***at densities that support the construction of affordable housing***." The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.

(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 the applicable use regulations and development standards of those districts;

Applicant Response: The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and the residential development patterns to the east.

Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

(c) Development of the master plan area will contribute to the coordinated and efficient development of the community; and

Applicant Response: The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

(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.

Applicant Response: The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right-turn decel lane at the site access.

Archaeology
The subject parcel is located in the River and Trails Archaeological District. An archaeology survey will be prepared and submitted with the Development Plan application.

Water Budget
A Conceptual Water Budget is submitted herewith for reference. In accordance with City regulations, water rights will be provided to offset the water demand.

Affordable Housing – Santa Fe Homes Program
As stated above and in accordance with the Santa Fe Homes Program ("SFHP"), 10% of the units will be set aside as affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Early Neighborhood Notification
Two Early Neighborhood Notification Meetings were held on January 24 and April 23, 2024. City staff, Applicant, consultants, and members of the public were in attendance. Please refer to the attached meeting notes for details.

In support of this request, the following documentation is submitted herewith for your reference:

1. Master Plan and Rezone Applications
2. Agent Authorization Letter
3. Warranty Deed
4. Legal Lot of Record Certificate of Compliance
5. Rezone Ordinance
6. Utility Service Application
7. SFHP Proposal
8. Santa Fe Public School Form
9. Conceptual Water Budget
10. ENN Meeting Notes
11. Traffic Impact Analysis
12. Master Plan Submittal Set

The Development Review Fees are calculated as follows:

Master Plan:	$500.00
Rezone	$1,000.00
TOTAL	**- $1,500.00**

Please contact me should you have any questions or require additional information.

Thank you for your consideration.

Sincerely,



Jennifer Jenkins, Principal

(date stamp)

MASTER PLAN APPLICATION

Parcel Information

Project Name: ~~Los Prados Master Plan~~ Agua Fria Multi Family Master Plan

Address: ~~3600 and 3740 South Meadows Road~~ 2768 Agua Fria Street

Property Size: ~~22.2 acres~~ 4.12 acres

Current Use of Land: vacant

Proposed Use of Land: ~~residential~~ Residential/ Commercial

Does a Rezoning application accompany this application? YES ☑ NO ☐

Are any variances required? YES ☐ NO ☑

Preapplication Conference Date: ~~June 2, 2022~~ 12/07/2023

Early Neighborhood Notice (ENN) meeting date: ~~June 28, 2022~~ #1 10/29/23 #2 12/23/24

Zoning: ~~Current: MU Mixed Use~~ R-1 (R-6 and R-21 proposed under separate applications) Proposed: C-2 General Commercial

Property Owner Information

Name: ~~Homewise, Inc.~~ Cold Water Development Fund QOZF, LLC

First *Last*

Address: ~~1301 Siler Road, Building D~~ 106 Faithway Street

Street Address *Suite/Unit #*

Santa Fe NM ~~87507~~ 87501

City *State* *ZIP Code*

Phone: ( ) E-mail Address:

Applicant/Agent Information (if different from owner)

Company Name: JenkinsGavin, Inc.

Name: Jennifer Jenkins

First *Last*

Address: 130 Grant Avenue Suite 101

Street Address *Suite/Unit #*

Santa Fe NM 87501

City *State* *ZIP Code*

Phone: (505) 820-7444 E-mail Address: jennifer@jenkinsgavin.com / angelica@jenkinsgavin.com

Correspondence Directed to: ☐ Owner ☒ Applicant ☐ Both

Agent Authorization (if applicable)

I am/We are the owner(s) and record title holder(s) of the property located at:

I/We authorize *<<See attached notarized owner authorization.>>* to act as my/our agent to execute this application.

Signed: Date:

Signed: Date:

Submittal Checklist (Requirements found in Section 14-3.8 SFCC 1987)

☐ *Six (6) 24"x36" plan sets and one (1) CD are required. Please include the following:*

☒	Letter of Application (intent, location, acreage)	☒	Statement addressing approval criteria	☒	Legal Lot of Record, Legal Description	☒	Los Prados Master Plan Set	☐	
☒	Archaeological Clearance (if applicable)	☒	Traffic Impact Analysis (if required)	☒	Proof of Compliance with Conditions of Annexation Approval (if applicable)	☒	Sewer and Water Plan (including profiles and details)	☐	
☐									

Master Plan Submittal Requirements, as defined by Section 14-3.9(C) SFCC 1987:

Applicants for developments that require master plans under this section shall submit plans and other documentation as required by the land use director that show compliance with the applicable provisions of the Santa Fe City Code as provided in Section 14-3.1(C) (Form of Application), including plans that show:

(a) existing conditions on the site and within the vicinity;
(b) proposed modifications to the site, including the locations of existing and new structures, grading, landscaping, lighting, pedestrian and vehicular circulation, parking and loading facilities;
(c) proposed changes to the zoning of land within the master plan area and the types, extent and intensity of land uses that are proposed;
(d) the proposed boundaries of tracts comprising the various land use areas and development phases;
(e) proposed modifications to the infrastructure serving the site, including locations of utilities and public and private streets and driveways and traffic control measures;
(f) the phases of development, if applicable;
(g) if public or private infrastructure is proposed to be constructed in phases, a plan for the timing, financing and responsibility for infrastructure construction;
(h) a development water budget as required by Section 14-8.13;
(i) for master plans involving five or more acres of land, the land use director may require an analysis of the fiscal impact to the city of providing utility and other municipal services to the area.

Signature

I hereby certify that the documents submitted for review and consideration by the City of Santa Fe have been prepared to meet the minimum standards outlined in the Land Development Code, Chapter 14 SFCC 1987. Failure to meet these standards may result in the rejection of my application. I also certify that I have met with the City's Current Planning staff in a preapplication meeting to verify that the attached proposal is in compliance with the City's zoning and development plan requirements.

Signature: _____ Date: August 12, 2024 ~~7/18/2022~~

A case manager will be assigned to your project and will notify you within 10 business days if any additional information is needed. After your application has been reviewed by City staff, you will be contacted by us regarding public notice requirements. A packet of information and instructions will be provided regarding the required mailing and sign posting. Thank you, and feel free to contact the [Type text] Department staff at (505) 955-6585 with any questions.

Revised 12-11-12

(date stamp)

REZONING APPLICATION 14-3.5

Parcel Information

Project Name: ~~Agua Fria Multi Family~~ Homewise - South Meadows Property Size: ~~4.12 acres~~ 19.54 acres

Address: ~~2768 Agua Fria Street~~ ~~3600 and 3740~~ South Meadows Road - TRACT 4 (per proposed Lot Line Adjustment Plat)

Current Zoning: ~~(MU) Mixed Use~~ R-1 Proposed Zoning: ~~(C-2) General Commercial~~ R-6 (Tract 4, 19.54 acres)

Does a Development Plan application accompany this application? YES ☐ NO ☑

Preapplication Conference Date: ~~12/07/2023~~ Sept. 2, 2021 UPC Code Number: ~~1051097275431000000~~ 1-048-096-450-107 &

Early Neighborhood Notice (ENN) meeting date: ~~#1 2/29/24~~ Sept. 22 and ~~#2 4/23/24~~ Oct. 14, 2021 1-048-096-475-035

Property Owner Information

Name: ~~Cold Water Development Fund QOZF, LLC~~ Homewise, Inc.
First *Last*

Address: ~~1064 Fairview Street~~ 1301 Siler Road, Bldg D
Street Address *Suite/Unit #*

Santa Fe NM ~~87501~~ 87507
City *State* *ZIP Code*

Phone: _____ E-mail Address: _____

Applicant/Agent Information (if different from owner)

Company Name: Jenkins Gavin, Inc.

Name: Jennifer Jenkins
First *Last*

Address: 130 Grant Ave Suite 101
Street Address *Suite/Unit #*

Santa Fe, NM 87501
City *State* *ZIP Code*

Phone: 505-820-7444 E-mail Address: jennifer@jenkinsgavin.com / angelica@jenkinsgavin.com

Correspondence Directed to: ☐ Owner ☒ Applicant ☐ Both

Agent Authorization (if applicable)

I am/We are the owner(s) and record title holder(s) of the property located at: _____

I/We authorize See attached authorization letter to act as my/our agent to execute this application.

Signed: _____ Date: _____

Signed: _____ Date: _____

A case manager will be assigned to your project and will notify you within 10 business days if any additional information is needed. After your application has been reviewed by City staff, we will contact you regarding public notice requirements. A packet of information and instructions will be provided regarding the required mailing and sign posting. Please contact the Land Use Department staff at (505) 955-6585 with any questions.

Submittal Checklist (Requirements found in Section 14-3.5 SFCC 1987)

Six (6) 24"x36" or 11"x17" scalable plan sets and 1 CD with a PDF copy are required. Submittal requirements may vary based on the individual application and the requested zoning district. The City reserves the right to request additional information at any time during the review process. See Section 14-4 and 14-5 SFCC 1987 for rezoning regulations related to specific zones. Please include the following and check box to indicate submittal:

☑	Letter of Application (intent, location, acreage)	☑	Narrative addressing approval criteria (see below)	☑	Legal Lot of Record, Legal Description	☐	Development Plan (see Section 14-3.8 SFCC 1987)	☐	Landscape, Parking and Lighting Plan, Signage Specifications
☐	Terrain Management Plans (as required by Section 14-8.2 SFCC 1987)	☑	Traffic Impact Analysis (if required)	☐	Archaeological Clearance (if applicable)	☐	Sewer and Water Plan (including profiles and details), letter of availability (if applicable)	☐	Phasing Plan (if applicable)

Rezoning Approval Criteria, Sections 14-3.5(C) and (D) SFCC 1987

(C) Approval Criteria

(1) The planning commission and the governing body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approving any rezoning:

(a) one or more of the following conditions exist:
  (i) there was a mistake in the original zoning;
  (ii) there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or
  (iii) a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;

(b) all the rezoning requirements of Chapter 14 have been met;

(c) the rezoning is consistent with the applicable policies of the general plan, including the future land use map;

(d) the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city; and

(e) 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 proposed development.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

(D) Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

(2) If the proposed rezoning creates a need for additional streets, sidewalks or curbs necessitated by and attributable to the new development, the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Signature

I hereby certify that the documents submitted for review and consideration by the City of Santa Fe have been prepared to meet the minimum standards outlined in the Land Development Code, Chapter 14 SFCC 1987. Failure to meet these standards may result in the rejection of my application. I also certify that I have met with the City's Current Planning staff in a preapplication meeting to verify that the attached proposal is in compliance with the City's zoning requirements.

Signature: Jennifer Jenkins Date: ~~August 12, 2024~~ November 22, 2021

October 27, 2023

Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Avenue,
Santa Fe, New Mexico 87501

RE: Cold Water Development Fund QOZF, LLC
Agua Fria: Lot 38

To Whom It May Concern:

This letter shall serve as authorization for JenkinsGavin, Inc. to act on our behalf with respect to the referenced property regarding land use applications to be submitted to the City of Santa Fe.

Thank you.

Sincerely,

Cold Water Development Fund QOZF, LLC

By: Andrew Duetta, Manager

Signed: _____ Date NOV 2, 2023

ACKNOWLEDGMENT

State of New Mexico)
) ss
County of Santa Fe)

The foregoing instrument was acknowledged before me this 2nd day of November, 2023 by Andrew W. Werner Duetta.

Lori M. Vigil
Notary Public

06-01-2024
My Commission Expires

STATE OF NEW MEXICO
NOTARY PUBLIC
LORI M. VIGIL
Commission # 1091563
My Comm. Exp. 06/01/2024

SWTE Courtesy 2816-2022

e-Recorded 2007233 02/27/23 SFC

WARRANTY DEED

AGUA FRIA DEVELOPMENT QOZB, LLC, a New Mexico limited liability company, for consideration paid, grants to COLD WATER DEVELOPMENT FUND QOZF, LLC, a New Mexico limited liability company, the address for which is 154 W. Marcy Street, Suite 104, Santa Fe, New Mexico 87501, the following described real property in Santa Fe County, New Mexico:

> Lot Thirty-eight (38) as shown on "Boundary Survey Plat Prepared for Department of the Interior Bureau of Land Management, showing Section 33, T17N, R9E, N.M.P.M., Santa Fe County, N.M.", filed in the office of the County Clerk, Santa Fe County, New Mexico on October 18, 1995, in Plat Book 318, page 032, as Document No. 921,975

Subject to: Restrictions, reservations, easements of record and taxes for the year 2023 and thereafter

with warranty covenants

Dated: February 27, 2023

AGUA FRIA DEVELOPMENT QOZB, LLC
a New Mexico limited liability company

By: PIGEON HAWK QOZF, LLC
a New Mexico limited liability company

Its: Manager

By _____
Marc Bertram, Managing Member

COUNTY OF SANTA FE } WARRANTY DEED
STATE OF NEW MEXICO } ss PAGES: 1

I Hereby Certify That This Instrument Was e-Recorded for Record On The 27TH Day Of February, A.D., 2023 at 01:28:52 PM And Was Duly Recorded as Instrument # 2007233 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy - KVAUGHN County Clerk, Santa Fe, NM

COUNTY CLERK KATHARINE E. CLARK SANTA FE COUNTY NEW MEXICO

ACKNOWLEDGMENT

STATE OF NEW MEXICO)
COUNTY OF SANTA FE) SS.

The foregoing instrument was acknowledged before me on January 27th, 2023, by Marc Bertram, Managing Member of Pigeon Hawk QOZF, LLC, a New Mexico limited liability company, as Manager of Agua Fria Development QOZB, LLC, a New Mexico limited liability company, on behalf of said limited liability company.

STATE OF NEW MEXICO
NOTARY PUBLIC
KATARINA SOMMER
Commission # 1130609
My Comm. Exp. Sept. 21, 2024

Katarina Sommer
Notary Public
My Commission Expires

CITY OF SANTA FE, NEW MEXICO

ORDINANCE NO. 2007-29

AN ORDINANCE

AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SANTA FE; CHANGING THE CLASSIFICATION FROM R-2 TO MU; APPROVING A MASTER PLAN, AND PROVIDING AN EFFECTIVE DATE WITH RESPECT TO A CERTAIN PARCEL OF LAND COMPRISING 4.12 ACRES MORE OR LESS LOCATED WITHIN SECTION 33, T17N, R9E, N.M.P.M., GENERALLY LOCATED ON THE SOUTH SIDE OF AGUA FRIA ROAD APPROXIMATELY 500 FEET WEST OF HARRISON ROAD ("AGUA FRIA COMPOUND" ZONING CASE NO. ZA 2007-01)

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

Section 1. The following real property (the "Property") located within the municipal boundaries of the city of Santa Fe, which is restricted to and classified as R-2 (Residential, Two units per acre).

A parcel of land comprising 4.12 acres, Lot 38 within Section 33, T.17N., R.19E., N.M.P.M. as shown in the attached Boundary Survey "Exhibit A" attached hereto and incorporated by reference. Said Boundary Survey is recorded with the County of Santa Fe, State of New Mexico, October 18, 1995 in book 318, page 32 of the records of Santa Fe County.

Section 2. The official zoning map of the City of Santa Fe adopted by Ordinance No. 2001-27 is amended to conform to the changes of zoning classifications for the property set forth in Section 1 of this Ordinance.

Section 3. The rezoning action effected by this ordinance is subject to the conditions of approval set forth in "Exhibit B" attached hereto and incorporated by reference.

Section 4. The Master Plan for development of the property (Exhibit C, attached) is hereby approved.

Section 5. This Ordinance shall be published one time by the title and general summary and shall become effective five days after such publication.

Section 6. The rezoning action with respect to the Property affected by this Ordinance is subject to the time restrictions set forth in Section 14-3.5(D)(1) SFCC 2001 (Two-year Review/Rescission).

PASSED , APPROVED AND ADOPTED this 8th day of August, 2007.

DAVID COSS, MAYOR

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

FRANK D. KATZ, CITY ATTORNEY

City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909
www.santafenm.gov

Alan Webber, Mayor

Councilors:
Signe I. Lindell, Mayor Pro Tem, District 1
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

CERTIFICATE OF COMPLIANCE AS LEGAL LOT OF RECORD

RE: Legal Lot of Record status for a parcel identified as 2768 Agua Fria Street, depicted as Lot 38 on a boundary Survey Plat prepared for Department of the Interior Bureau of Land Management in 1995 **recorded in Book 318, Page 32 as instrument number 921.975, records of Santa Fe County, New Mexico** on October 18, 1995 (hereinafter, the "Property").

In compliance with Subsection 14-3.7(A)(7) of the Santa Fe City Code ("SFCC") this Certificate of Compliance documents status as a legal lot of record for the Property.

This Planning Commission ("Commission") considered the following documents:

1. Survey Plat prepared for Richard P. Cook showing the split of Lot 2 into 2-A, 2-B, and the consolidation of Lot 1 with the remainder of Lot 2 to form lot 1-2-C all within a portion of projected section 22, T/17N, R.9E, N.M.P.M. recorded by the Office of the Santa Fe County Clerk on September 16, 1994, recorded in Book 286, Page 2 as Instrument Number 877873.
2. Amended Cook's Industrial Subdivision recorded by the County of Santa Fe August 20, 1985, in Book 156, Page 12 as instrument number 574,639.
3. Lot Line Adjustment of Tract 3 Lot 2, tract 3 Lot 1A and PC 2838 TR. 5 recorded by the County of Santa Fe on May 1, 1998, in Book 385, Page 35, as instrument number 1022556.
4. Quitclaim Deed "Otila M. Quintana, daughter of Inex Montoya, and Juan B. Quintana, her husband for consideration paid, quitclaim to Maria Magdalena B. Montoya (now Arias)" recorded by the County of Santa Fe on August 24, 1962, as instrument number 258,868.
5. Lot Split Survey for Lawrence Boyd of Lot 36 recorded b the County of Santa Fe on September 16, 2008, on September 16, 2008, in Book 690, Page 4 as instrument number 1538,57.
6. Warranty Deed, "Santos I. Montoya, a married man dealing in his sole and separate property and Maclovio Montoya, a married man for consideration paid grant to Santos I. Montoya and Marie Montoya, husband and wife, and Maclovio Montoya and Juanita Montoya, husband and wife as joint tenants" recorded by the County of Santa Fe on April 30, 1998, in Book 1486, Page 202 as instrument 1022377.
7. Warranty Deed, "Maclovio B. Montoya and Juanita T. Montoya for consideration paid grant to Santos I. Montoya" recorded by the County of Santa Fe on August 5, 1974, in Book 314, Page 146.
8. Warranty Deed "Samarkand Properties Ltd. for consideration paid grants to Thanh Long Nguyen and Lan Kim Nguyen, husband and wife" recorded by the County of Santa Fe on May 10, 1994, in Book 1055, Page 112-113 as instrument number 862,179.

SFC CLERK RECORDED 09/11/2024

SFCC 1987, §14-3.7(A)(7)(b) allows the Planning Commission to issue a certificate of compliance "for a lot or contiguous lots that have been created in violation of the procedural requirements of this section if it determines that the lots comply with all other applicable standards of Chapter 14 or it imposes conditions of approval necessary to ensure such compliance."

Following a public hearing on April 4, 2024, in which the Commission considered the above-referenced documents, heard reports from city staff and the applicant, and opened the floor the public comment, the Commission found that the Property was "[a] lot that was created in such a manner that would today qualify for a lot split the City of Santa Fe's Family Transfer Subdivision Ordinance," and that it therefore met the applicable criteria under SFCC 1987, §14-3.7(A)(7)(b). The lot is granted compliance with the City of Santa Fe Zoning Ordinance.

Approval of the Certificate of Compliance makes no determination regarding the conformity or lack thereof pertaining to development or structures on the property.

Janet Clow 9/5/24

Janet Clow, Chair, City of Santa Fe Planning Commission Date

STATE OF NEW MEXICO)
) ss.
COUNTY OF SANTA FE)

SUBSCRIBED AND SWORN to before me this 5 day of September 2024.

By Janet Clow.

Notary Public

My Commission Expires:
5/30/28

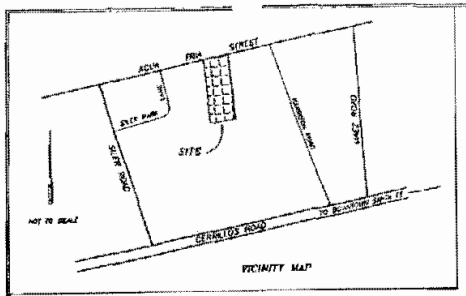
DANIEL A ESQUIBEL
Notary Public
State of New Mexico
Comm. # 2003334
My Comm. Exp. May 30, 2028

SFC CLERK RECORDED 09/11/2024

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
CERTIFICATE OF COMPLIA
PAGES: 2

I Hereby Certify That This Instrument Was Filed for Record On The 11TH Day Of September, 2024 at 09:45:27 AM And Was Duly Recorded as Instrument # 2041564 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy County Clerk, Santa Fe, NM





LINE	BEARING	DISTANCE
L1	N89°30'01"E	9.40'

PUBLIC NOTICE

THIS SURVEY IS BASED ON ONLINE RECORDED DOCUMENTS NOTED HEREON. CITY OF SANTA FE STAFF MUST APPROVE ALL DOCUMENTS SUBMITTED WITH AN APPLICATION FOR A BUILDING PERMIT AND ANY REGULAR SUBMITTAL OF ADDITIONAL DOCUMENTATION TO PRESERVE LEGAL LOT OF RECORD.

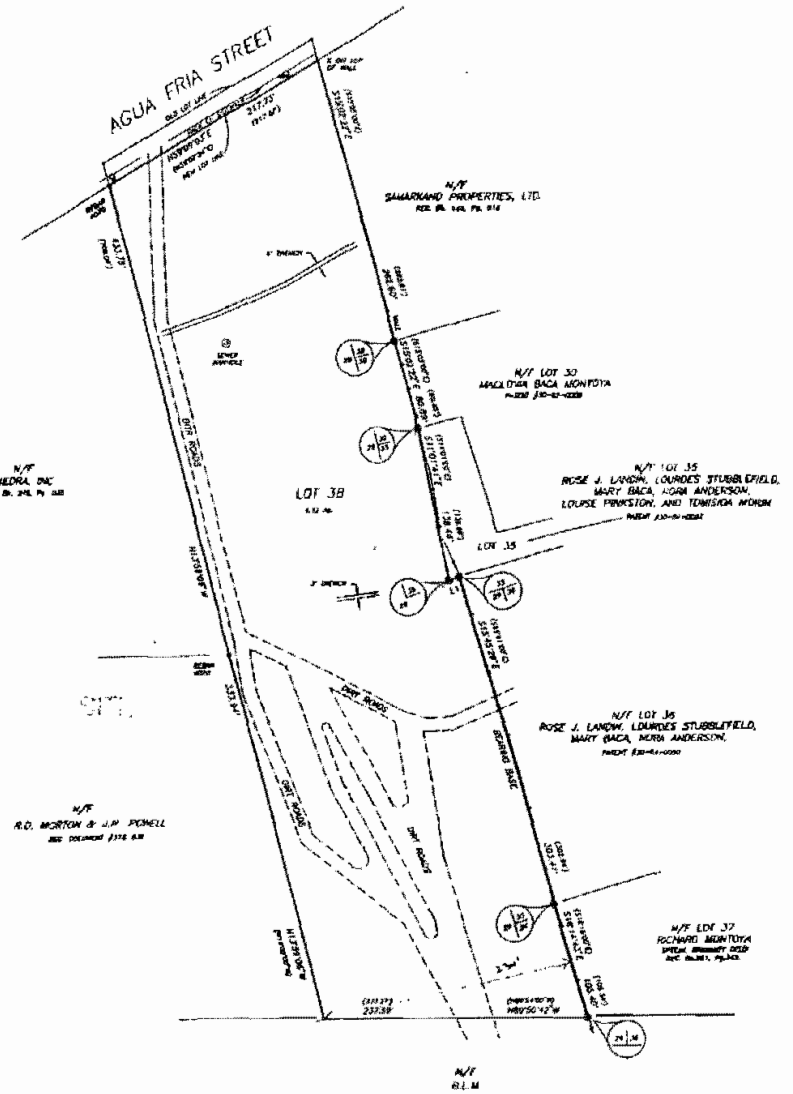
FLOOD ZONE

THIS PROPERTY LIES WITHIN ZONE "C" AREAS OF MINIMAL FLOODING AS SHOWN ON F.I.R.M. PANEL 350070 0001 B DATED JULY 2, 1980.

COUNTY OF SANTA FE
STATE OF NEW MEXICO
I hereby certify that this instrument was filed for record on the 18 day of March, 1995 A.D. at 2:05 o'clock PM and was duly recorded in book 210 page(s) 1092 of the records of Santa Fe County.
Witness my Hand and Seal of office
Edna G. Arnold
County Clerk, Santa Fe County, N.M.
By: [signature] Deputy

Fee $21.975





REFERENCE DOCUMENTS

1. NEW MEXICO STATE HIGHWAY COMMISSION RIGHT-OF-WAY MAP NEW MEXICO PROJECT NO. NCS-14-1(19)(2) C.I.P. 833 SANTA FE COUNTY CONSIST 3 OF 67 FINAL MAP DATED 12/10/40 PREPARED BY LANDMARK SURVEYS, SANTA FE, NEW MEXICO.
2. BUREAU OF LAND MANAGEMENT SURVEY OF LOTS, T17N, R9E, N.M.P.M. ACCEPTED MARCH 12, 1984.
3. BUREAU OF LAND MANAGEMENT DEPENDENT RESURVEY AND SURVEY OF LOTS, T17N, R9E, N.M.P.M. ACCEPTED SEPT. 18, 1981
4. BUREAU OF LAND MANAGEMENT SUPPLEMENTAL PLAT SHOWING SECTION 33, T17N, R9E, N.M.P.M. ACCEPTED OCT. 29, 1940.
5. THE UNITED STATES OF AMERICA TO RICHARD P. MONTOYA PATENT #30-82-0017, DATED JUNE 15th, 1982

LEGEND

BEARINGS ARE DERIVED FROM T17N, R9E, N.M.P.M. SURVEY OF LOTS UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT, TOWNSHIP PLAT ACCEPTED MARCH 12, 1984.

- ○ DENOTES REBAR, CAP AS SHOWN FOUND
- ● DENOTES REBAR, CAP AS SHOWN SET
- ⊙ DENOTES CALCULATED POINT NOT SET
- ⊕ DENOTES BRASS CAP FOUND
- DENOTES FENCE
- DENOTES UTILITY METER/VALVE/PEDESTAL/BOX/ETC
- DENOTES SEWER MANHOLE
- DENOTES OVERHEAD LINE
- DENOTES TYPE STANDING WALL
- DENOTES BOUNDARY OF LANDS DEALT WITH BY THIS PLAT.
- INFORMATION OUTSIDE OF THIS BOUNDARY IS BACKGROUND INFORMATION ONLY, NOT VERIFIED FOR ACCURACY AND IS NOT PART OF THIS PLAT

NOTES

1. BOUNDARY DATA OR PARENTHESIS IS FROM PRIOR PLATS OR DOCUMENTS
2. THIS PLAT SUBJECT TO ANY RESTRICTIONS, COVENANTS AND EASEMENTS OF RECORD.

SURVEYORS CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT IS A TRUE REPRESENTATION OF A SURVEY COMPLETED UNDER MY PERSONAL SUPERVISION ON THE 6th DAY OF MARCH, 1995 TO THE BEST OF MY KNOWLEDGE, THE SURVEY AND PLAT ARE CORRECT, TRUE AND MEET THE MINIMUM STANDARDS FOR LAND SURVEYS IN NEW MEXICO.

[signature]
EDWARD W. MELLA, N.M.P.L.S. #7539

318032

BOUNDARY SURVEY

PLAT PREPARED FOR

DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGMENT

SHOWING

LOT 38

WITHIN

SECTION 33, T17N, R9E, N.M.P.M.
SANTA FE COUNTY, N.M.

DAWSON SURVEYS INC.
2742 I-25 FRONTAGE RD.
PROFESSIONAL LAND SURVEYORS
SANTA FE, N.M.
FILE: 7870\7870 DATE: 03.21.95

2

Exhibit A
For Ordinance
Page 9 Bear 79929

EXHIBIT B:
CONDITIONS OF APPROVAL
ORDINANCE NO. 2007-29

AGUA FRIA REZONING

Exhibit B-1:	**Engineering Division Traffic Review**
Exhibit B-2:	**Subdivision Engineer**
Exhibit B-3:	**Solid Waste Division**
Exhibit B-4:	**Landscaping Review**
Exhibit B-5:	**Parks, Trails, and Open Space**
Exhibit B-6:	**Wastewater Division**
Exhibit B-7:	**Office of Affordable Housing**

City of Santa Fe, New Mexico

memo

DATE: March 29, 2007

TO: Donna Wynant, Planning and Land Use Department

FROM: John Romero, Public Works Dpt/Engineering Div/Traffic Impacts Section JR

SUBJECT: **Case #ZA-2007-01, Agua Fria Compound Rezoning**

ISSUE

Request to rezone 4.12 acres from R-2 (Residential, two units per acre) to MU (Mixed Use). The property is located on the south side of Agua Fria Road and west of Harrison Road.

RECOMMENDED ACTION:

Review comments are based on submittals received on March 14, 2007. The comments below should be considered as Conditions of Approval to be addressed in a satisfactory manner prior to subsequent submittals:

1. A Condition of approval imposed during General Plan Amendment approval recommended that the developer dedicate sufficient right-of-way to accommodate a Clark Road extension from Industrial Road to Agua Fria Road (see attached Traffic memo dated 11/3/2005). The Santa Fe Metropolitan Planning Organization has since determined that the extension of Clark Road to Agua Fria is not a recommended alternative (see attached MPO memo dated 03/29/06). In light of this, the Public Works Department rescinds their initial recommendation of dedicating right-of-way for the Clark Road extension.

If you have any questions or need any more information, feel free to contact me at 955-6638. Thank you.

Attachments: Traffic memo dated 11/3/2005
MPO memo dated 03/29/06

M:\Traffic Impacts\01-TIAs\2005\Agua Fria Compound\Agua Fria Compound 03-29-07.doc

Exhibit B-1
for Ordinance No. 2007-29

SS001 PM5 - 7/95

City of Santa Fe, New Mexico

memo

DATE: April 20, 2007

TO: Donna Wynant, Case Manager

FROM: Risana Zaxus, M.S., PE
City Engineer

RE: Case # ZA 2007-01
Agua Fria Compound Rezoning

I reviewed Sheet A-1, "Agua Fria Compound Concept & Landscape Plan," dated March 17, 2007.

This plan sheet does not show drainage ponds as did the previous drawings that I reviewed. Runoff control measures will be required when the property is developed, per Article 14-8.1(F)(2)(c)(ii).

Also of note is that when the property is developed, the Gunnison's Prairie Dogs shall be relocated per Article 14-8.12 of the Land Development Code.

A complete review of this project will be required when it proceeds to the Development Plan phase.

Exhibit B 2

for Ordinance No. 2007-29

SS001.PM5 - 7/95

City of Santa Fe
New Mexico

DEVELOPMENT REVIEW TEAM TRANSMITTAL FORM

RECEIVED
15 2007
DEVELOPMENT REVIEW

Case #ZA 2007-01. Agua Fria Compound Rezoning. Jim Hays and Associates, Inc., agent for Marc Bertram and Eric Enfield, requests rezoning of 4.12 acres from R-2 (Residential, two units per acre) to MU (Mixed Use). The property is located on the south side of Agua Fria Road and west of Harrison Road. (Donna Wynant, case manager)

Name: Jim Hays
Hays and Associates, Inc.
Submittal date **March 12, 2007**
DRT final Comments by **March 22, 2007**

Agent/ Owner **# 982-5467 FAX 982-7944**
Email hays@haysinc.com
Planning Commission date **May 03, 2007**

- [ ] **PDR Case File/Case Manager**
- [ ] **Fire Inspector(s)**
- [ ] **Traffic Division Engineer**
- [ ] **Waste Water Division Engineer**
- [ ] **PW/ Engineering Division**
- [ ] **Landscaping**
- [ ] **Water Division Engineer**
- [ ] **Subdivision Engineer**
- [ ] **Office of Affordable Housing**
- [x] **Solid Waste Division Engineer**
- [ ] **Trails & Open Space**

3/15/07

COMMENTS: No Solid Waste Issues at this Time.

Contact Randall Marco @ 955-2228

Case Manager: Donna Wynant x6325

Lou Baker x 6656 lbaker@ci.santa-fe.nm.us
Daniel A. Esquibel x 6587 daesquibel@ci.santa-fe.nm.us
Gary G. Park x 6954 ggpark@ci.santa-fe.nm.us
Charlie D. Gonzales x 6955 cdgonzales@ci.santa-fe.nm.us
Wendy M. Blackwell x 6127 wmblackwell@ci.santa-fe.nm.us
Greg T. Smith x 6957 gtsmith@ci.santa-fe.nm.us
Donna J. Wynant x 6325 djwynant@ci.santa-fe.nm.us
RB Zaxus x 6658 rbzaxus-onaxis@ci.santa-fe.nm.us

Exhibit B-3
for Ordinance No. 2007-29

City of Santa Fe, New Mexico

memo

DATE: April 17, 2007

TO: Donna Wynant, Land Use Senior Planner,
Planning Division

CC: R. B. Zaxus, City Subdivision Engineer,
Engineering Development Review Division

FROM: Charlie Gonzales, Land Use Senior Planner, Charlie
Engineering Development Review Division

RE: **Landscaping Comments for case #ZA 2007-01. Agua Fria Compound Rezoning**

Below are comments for the Agua Fria Compound Rezoning request. These comments are based on the plan set dated March 17, 2007. A Landscaping Plan shall be submitted, showing compliance with the following:

Landscaping : Sheet A-1

1. Show compliance with Section 14-8.4 (E) (1) (4). Water Harvesting and Irrigation Standards. Please provide explanation and coordinate with Grading and Drainage Plan.
2. Show compliance with Section 14-8.4 (F) (2) (a) – (i). Plant Material Standards. More information needs to be submitted in order to conduct a thorough review of the plans. (Preferably on a chart or table)
    - Plant size, (height and caliper, including trees)
    - Mature size, (height and spread).
    - Shrubs to be 5 gallons minimum,
    - 2" of mulch, seed mix and fertilization.
    - Landscaping of stormwater retention/detention ponds.
3. Show compliance with Section 14-8.4 (F) (5). Existing Vegetation. Explain and show how many trees/shrubs will be removed, replaced or added.
4. Show compliance with Section 14-8.4 (G) (2) (b). Street Tree Standards. Provide additional tree on perimeter of the South Boundary.
5. Show compliance with Section 14-8.4 (H). Open Space Landscaping Requirements.

A more complete review will be conducted upon receiving the additional information as mentioned above.

Exhibit B-4
for Ordinance
No. 2007-29

APPLICATION NAME: Agua Fria Compound Rezoning

CASE NO.: ZA 2007-01

REVIEW DATE: March 21, 2007

HEARING DATE: May 3, 2007

CASE MANAGER: Donna Wynant

REVIEWED BY: Anne McLaughlin

PARKS, OPEN SPACE & TRAILS REVIEW

No comment.

Exhibit B-5
for Ordinance
Page 9 of 19

City of Santa Fe
New Mexico

MEMO

Wastewater Management Division
DEVELOPMENT REVIEW COMMENTS

E-MAIL DELIVERY

Date: March 21, 2007

To: Donna Wyatt, Planner
Planning and Land Use

From: Stan Holland, P.E.
Wastewater Management Division

Subject: Case #ZA 2007-01 Agua Fria Compound Rezoning

The Wastewater Division has no objection to the rezoning request. The Wastewater Division will require extension of sewer easements to the property line on the north and east side of the project boundaries on the proposed development plan.

Please contact me at 955-4637 if you have any questions.

cc: Jim Hays
File

FILE COPY

SANTA FE HOMES PROGRAM

PROPOSAL FOR SALE UNITS

Agua Fria Compound Live Work

This Santa Fe Homes Program Proposal ("SFHP Proposal") is made this 9 day of May, 2007 by Hays and Associates Inc. ("SFHP Developer").

RECITALS

A. SFHP Developer is the developer of 4.12 acres located on the south side of Agua Fria Road Approximately 600 feet west of Maes Road. SFHP Developer proposes to develop the property as described in the document attached hereto as Exhibit 1 (*Development Plan)* incorporated herein by reference, and hereinafter referred to as the "Property".

B. SFHP Developer desires to develop the Property, and seeks from the City, development incentives subject to the terms and conditions hereinafter set forth.

C. It is understood that all representations made herein are material to the City and that the City will rely upon these representations in permitting or approving development of the Property.

PROPOSAL

SFHP Developer proposes to comply with the SFHP requirements as follows:

A. DEVELOPMENT REQUEST.

1. SFHP Developer seeks a Re-zoning approval from R-2 to a Residential Mixed Use designation for thirty two (32) live/work homes.

2. The Property is to be developed with finished homes for rent and for sale.

B. SFHP PLAN. SFHP Developer proposes to build a total of thirty two (32) live work condominiums on 4.12 acres. This results in a SFHP unit requirement of 4.8 affordable

Exhibit B-7 Page 1 of 8

For Ordinance No. 2007-29 Page 1 of 1997

homes. The unit requirement is based on a thirty percent requirement for the "live" portion of the project (1/2 x 32 = 16 x 30% = 4.8 SFHP homes). SFHP Developer proposes to construct four (4) SFHP live/work homes as indicated on the attached SFHP Plan (Exhibit 2). The .8 fraction of the requirement will be satisfied with a forty three thousand six hundred dollar ($43,600) fractional payment to the City's Investment Loan Fund (ILF) for affordable housing per the formula in the SFHP Ordinance. The prices stated on the SFHP Pricing Schedule (Exhibit 3) do not include a reduction for homeowner's dues. Should there be homeowners' dues, the price shall be reduced accordingly. SFHP Developer proposes to deliver the first two (2) SFHP live/work homes for sale before the first fourteen (14) market rate live/work homes have sold and the second two (2) SFHP live/work homes for sale before the final fourteen (14) live/work homes have been sold

C. SUCCESSORS IN TITLE. SFHP Developer proposes to develop the Property consistent with this SFHP Proposal. In the event that SFHP Developer sells, assigns, leases, conveys, mortgages, or encumbers the Property to any third party, the third party shall be required to execute a SFHP Agreement consistent with this Proposal prior to obtaining any City approvals. SFHP Developer proposes to record applicable regulatory agreements or liens in the public records that will ensure long-term affordability of the SFHP units.

D. REPORTING. SFHP Developer proposes to sign an affidavit declaring that the sale prices did not exceed the amount specified in the SFHP Agreement.

E. MONITORING. SFHP Developer proposes to provide such information and documentation as the City may reasonably require in order to insure that the actual sales were in compliance with the SFHP Agreement.

F. DEVELOPMENT INCENTIVES. SFHP Developer requests a reduction in the amount of submittal fees for development review applications, waivers of the building permit

fees, capital impact fees, and sewer extension fees proportional to the number of SFHP units. SFHP Developer also requests a reduction to the water utility extension fee and an exemption from the retrofit and consumptive water rights requirements for the SFHP units.

G. REVISIONS, MODIFICATIONS AND SUPPLEMENTATION OF THIS PROPOSAL. In the event that the SFHP Developer or the City make material modifications, including modifications to the number of lots or units or the area covered by the Proposal, a revised SFHP Proposal shall be promptly submitted to the Office of Affordable Housing in order to provide a SFHP Proposal that is current and reflects the intended development.

H. CERTIFICATION. Income Certification of buyers of the SFHP units will be provided by the City's Agent, either Homewise or The Santa Fe Community Housing Trust.

I. ACCESS. SFHP Developer proposes to grant access to the City or its agent to inspect the following records of SFHP Developer for the SFHP units in order to determine compliance with the SFHP Ordinance and the SFHP Agreement: the sales agreement with the SFHP buyer, information relating to when the affordable unit was completed and made available for occupancy, permits and waivers of permits for affordable units and similar types of information regarding the affordable units and the relationship with the market units in terms of similar design and architecture.

IN WITNESS WHEREOF, this Proposal is made the day and year first written above.

SFHP DEVELOPER:

STATE OF NEW MEXICO)
)ss.

Exhibit B-7
P. 3 of 8
Ord. No. 2007-29

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this 10th day of May, 2007,

by Jim Hays

OFFICIAL SEAL
Gloria A Roybal
NOTARY PUBLIC
STATE OF NEW MEXICO
My Commission expires

NOTARY PUBLIC

Gloria A. Roybal

My Commission Expires:

9-21-2010

REVIEWED BY:

J R Pacheco
OFFICE OF AFFODABLE HOUSING

5/11/07
DATE

Attach: Exhibit 1 - Subdivision layout (proposed)
Exhibit 2 - Pricing Schedule
Exhibit 3 - SFHP unit obligation calculation worksheet
Exhibit 4 – Unit types and requirements

Exhibit B-7
p 4 of 7
for Ordinance

EXHIBIT 2

SANTA FE HOMES PROGRAM

PRICING SCHEDULE

Effective August 25, 2005*

Refer to Section 26-1.16 (B) and the SFHP Administrative Procedures
For specific requirements contact The Office of Affordable Housing

Income Range	Affordable Home Price Studio	Affordable Home Price 1 Bedroom	Affordable Home Price 2 Bedroom	Affordable Home Price 3 Bedroom	Affordable Home Price 4 Bedroom
Income Range 2	$74,500	$85,000	$97,000	$109,000	$122,000
Income Range 3	$100,500	$111,000	$126,000	$142,000	$158,000
Income Range 4	$125,500	$136,000	$155,000	$175,000	$194,000

*Prices are revised according to the most recent area median income published by HUD.
Household income based upon HUD area median incomes as of 2/24/2005.

AFFORDABLE PRICES AND BEDROOM SIZES REQUIRED

Income Range	Affordable Home Price **2 bedroom**	Affordable Home Price **3 Bedroom**	Affordable Home Price **4 Bedroom**
Income Range 2	**One Unit** $97,500		
Income Range 3		**Two Units** $142,000	
Income Range 4			**One Unit** $194,000

Exhibit B-7
p. 5 of 7
for Ordinance No. 2007-129

EXHIBIT 3

SFHP FOR SALE UNIT CALCULATION WORKSHEET

The project is proposed in a Transitional Mixed Use zoning district.

The project has an area of approximately 4.12 acres.

The project is proposing 32 live/work homes with the affordable homes requirement based on 30% of 16 homes (the "live" portion of the project).

Calculate SFHP Obligation

1. Total number of all units to be built in development	16
2. Multiply number from line 1 by 30%	4.8
3. Enter whole number result of line 2 calculation. **This is the total number of SFHP units that must be built in the development**	4
4. Determine how many units are required in each applicable Income Range. Divide number from line 3 by 3. Enter the **whole** number result in each of the following Income Ranges:	
4a. Income Range 2:	1
4b. Income Range 3:	2
4c. Income Range 4:	1
5. If the total of lines 4a, 4b and 4c does not equal the total required from line 3, add one unit to the requirement for Income Range 3 (line 4b). If the new total still does not equal the total required from line 3, add one unit to the requirement for Income Range 2 (line 4a). Enter new totals on lines 5a, 5b and 5c. The total of lines 5a, 5b, and 5c must equal this total from line 3. **This is the total number of SFHP units that must be provided in each Income Range.**	
5a. Income Range 2:	1
5b. Income Range 3:	2
5c: Income Range 4:	1
6. Determine fractional fee. Enter the remaining fraction resulting from the calculation in line 2:	.8
7. Multiply the fraction from line 6 by $54,500*. **This is the total fractional fee that is owed:**	**$43,600**

*The base fractional fee is updated when the AMI is updated and is equal to one-half the price of a 3 bedroom home for Income Range 2.

Exhibit B-7
6 of 7
for Ordinance No. 2007-79

EXHIBIT 4

SANTA FE HOMES PROGRAM

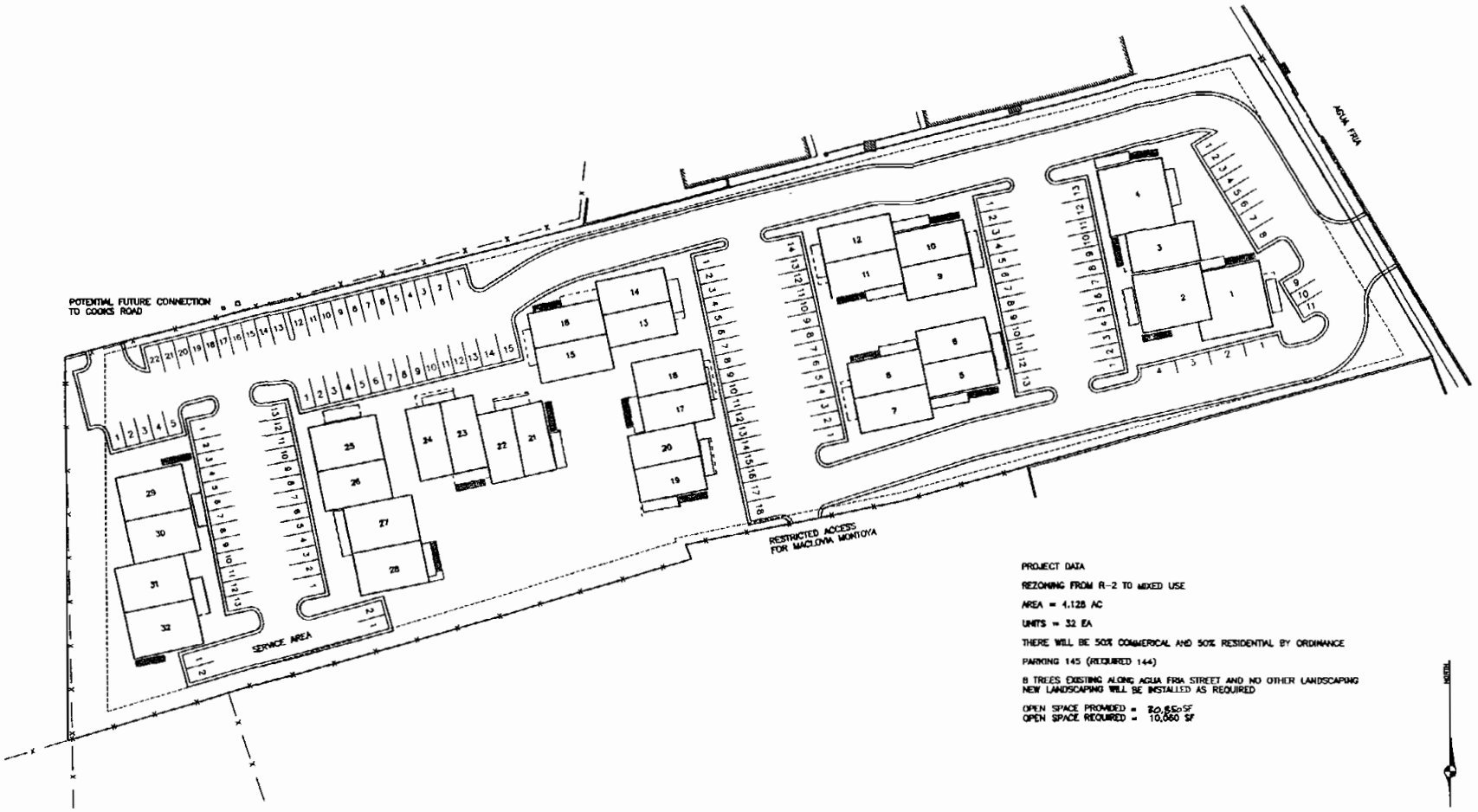
UNIT TYPES AND REQUIREMENTS

Refer to Section 26-1.17 and the SFHP Administrative Procedures
For specific requirements contact The Office of Affordable Housing

1. Total number of required SFHP Units	4
2. Required distribution: Apply the following percentages to the total from line 1 to determine the required number of units of each type. If a fraction results, round up for .5 or over, round down for .4 or under	
2a. Studio/One bedroom/Two Bedroom. 25% x Line 1	1
2 b. Three Bedroom: 50% x Line 1	2
2 c. Four Bedroom: 25% x Line 1	1
3. The sum of lines 2a, 2b, and 2c should equal the total from Line 1. If this total is greater than the total from line 1, drop one unit from Line 2a (Studio/One Bedroom/Two Bedroom). If the new total is still greater than the total from line 1, drop one unit from line 2c (Four Bedroom). This is the required distribution of unit sizes that must be provided, unless an alternate distribution is approved by the Office of Affordable Housing.	
3a. Studio/One Bedroom/Two Bedroom. 25% x Line 1*	1
3b. Three Bedroom: 50% x Line 1	2
3c. Four Bedroom: 25% x Line 1	1

* The Office of Affordable Housing shall have the authority to further specify the required percentage of Studio, One Bedroom and Two Bedroom homes, taking into consideration the type of non-SFHP units offered for sale in the development.

Exhibit B-7
P. 7 of 7
An Ordinance No.
2007 29
Page 957 of 1997



REVISIONS	
DATE	BY

CONCEPTUAL SITE PLAN / MASTERPLAN

AGUA FRIA COMPOUND

SCALE: 1"=30' | DATE: MARCH 12, 2007 | DRAWN BY: YP

C.R. WALBRIDGE & ASSOCIATES, LLC
1421 LUISA STREET SUITE E
SANTA FE NEW MEXICO
(505) 982-9711

SHEET 4

Exhibit C
For Ordinance
NO. 2007-29

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

***Fill in all highlighted fields on this application. Applicant must sign and date application.**

Check one only:

- ✓ Sewer Service Technical Evaluation Request
- ✓ Water Service Technical Evaluation Request
- ___ Agreement for Metered Service (AMS)
- ___ Agreement to Construct and Dedicate Public Improvements (ACD)
- ___ Annexation Application Water Budget
- ✓ Water Offset Program/Water Rights Compliance Evaluation Request

WORK ORDER # _____

Applicant Name: Cold Water Development Fund QOZF, LLC Homewise, Inc.

Project Address: 2768 Agua Fria Street 3600 and 3740 South Meadows Road

***Required - Attach a Plat of the Property (legal lot of record and proposed development)**

* Certificate of Compliance: Approved at PC on 6.6.24

Plat Filing Information: Year_____ Book_____ Page_____ Township, Range, Section: S33 T17N R 9E T 16N, R 8E & 9E, S 6

Location: (check one only) Inside Corporate City Limits ✓ Outside Corporate City Limits ___

Property Uniform Property Code: _____ Existing Well: Yes ___ No ✓

Legal Description including lot size: LOT 38, 4.22 AC, S33 T17N R 9E, UPC 1051097275431000000

Short Description of Project: Master Plan and Rezone of a residential development with a small commercial space Master Plan, General Plan Amendments and Rezonings of residential and park development

Construction Start Date: 2025 2023

*RESIDENTIAL PROJECT - Complete the following

1. Type of project: (i.e. Single Family Residence, Subdivision, Lot split, Apartments) Mixed Multi Family Residential/ Commercial Mixed residential and park development
2. Total number of lots approved on final plat/development plan: N/A
3. Total number of homes existing or under construction: 0
4. Size of service requested: (5/8", 3/4", 1" or 2") 5/8" for single family and 2" for condos

***Please fill in all categories below that apply for which water service is requested:**

--- COMPLETED BY APPLICANT --- Number of Lots or Units		*--- COMPLETED BY STAFF ---* Water Use Factors	Annual Water Demand
__	Single Family Dwelling Unit, lot size less than 6,000 sq. ft.	.15 afy per d.u.	
_____	Single Family Dwelling Unit, lot size 6,000-10,890 sq. ft	.17 afy per d.u.	_____
_____	Single Family Dwelling Unit, lot size greater than 10,890 sq. ft.	.25 afy per d.u.	_____
_____	Mobile Home (in Mobile home park)	.17 afy per d.u.	_____
_____	Accessory Dwelling Unit	.09 afy per d.u.	_____
130__	Apartment/Condominium	.16 afy per d.u.	
_____	Senior Complex	.12 afy per d.u.	_____
130__	**Total**	**Total Residential Water Demand**	_____ **AFY**

City of Santa Fe,New Mexico

UTILITY SERVICE APPLICATION

*COMMERCIAL PROJECT - Complete the following

Type of Project: (i.e. Office, Retail, Mixed, etc.) Mixed: Multi Family + Small Scale Commercial Serving

Total gross floor area of building: Retail 1,450 square feet

Total area of lot, tract or parcel: 4.12 acres

Automatic Fire Sprinkler System: X Yes _____ No

Building Construction Type: _____

Building Square Footage: 115, 250 sf

Site Plan Attached: X Yes _____ No

*Please check all use categories below that are planned for the building and the gross floor areas of each use within the proposed building.

---- COMPLETED BY APPLICANT ----		---- COMPLETED BY STAFF ----	
Check Type of Use	Gross Floor Area	Water Use Factors	Annual Water Demand
Commercial			
____ Office – Non-medical	_____	(0.70 afy per 10,000 s.f.)	_____
____ Medical Office	_____	(0.72 afy per 10,000 s.f.)	_____
____ Office – City/State	_____	(0.58 afy per 10,000 s.f.)	_____
____ Research and Development Lab	_____	(1.18 afy per 10,000 s.f.)	_____
____ Manufacturing – Goods	_____	(0.21 afy per site)	_____
____ Manufacturing – Consumables	_____	(2.33 afy per site)	_____
____ Laundromat, Commercial	_____	(0.78 afy per machine)	_____
____ Laundromat, Other	_____	(0.22 afy per machine)	_____
____ Drycleaner	_____	(0.41 afy per site)	_____
____ Plant Nursery	_____	(0.56 afy per 10,000 s.f.)	_____
____ Gyms with showers	_____	(8.94 afy per site)	_____
____ Gyms without showers	_____	(0.77 afy per site)	_____
____ Salons	_____	(0.21 afy per site)	_____
____ Pet Grooming	_____	(0.52 afy per site)	_____
____ Pet Daycare	_____	(0.11 afy per site)	_____
____ Retail, Large (Individual stores or shopping areas > 75,000 sq ft)	_____	(0.45 afy per 10,000 s.f.)	_____
____ Neighborhood Center/Medium Retail (Individual stores or shopping areas 75,000-25,000 sq ft)		(0.43 afy per 10,000 s.f.)	_____
X Retail, Small (Individual stores or shopping areas < 25,000 sq ft)	1,450 sf	(0.06 afy per site)	_____
____ Gallery	_____	(0.60 afy per site)	_____
____ Grocery Store	_____	(1.27 afy per 10,000 s.f.)	_____
____ Restaurant (full service)	_____	(0.02 afy per seat)	_____
____ Restaurant (limited service)	_____	(1.63 afy per Site)	_____
____ Gasoline Station w/ Car Wash	_____	(6.56 afy per Site)	_____

____ Gasoline Station _____ (0.88 afy per Site) _____

City of Santa Fe, New Mexico

UTILITY SERVICE APPLICATION

____ Car Wash (full service) _____ (5.66 afy per Site) _____
____ Car Wash (limited service) _____ (0.94 afy per Wash Bay) _____
____ Auto Repair _____ (0.12 afy per site) _____
____ Car Rental _____ (0.12 afy per site) _____

____ Car Sales _____ (0.07 afy per 10,000 s.f.) _____

____ Self Storage _____ (0.13 afy per site) _____

____ Wholesale, Warehousing _____ (0.4 afy per 10,000 s.f.) _____
____ Industrial, Manufacturing _____ (applicant estimate of water use) _____

____ Church w/ day care or school) _____ (1.3 afy per Site) _____
____ Church w/o day care or school) _____ (0.6 afy per Site) _____

____ Hotel No. of rooms _____ (.13 afy per room) _____
____ Motel No. of rooms _____ (.09 afy per room) _____

Public Services

____ School, Elementary (0.53 afy per 100 students) _____
____ School, Middle or Junior High (1.68 afy per 100 students) _____
____ School, Senior High (2.64 afy per 100 students) _____
____ Schools, Daycare (0.85 afy per 100 kids) _____

____ Places of Worship (0.15 afy per site) _____
With Daycare and school (0.95 afy per site) _____

____ Parks (1.48 afy per acre) _____

____ **Other** (not listed above) Please attach (with attachment) _____

water demand calculations and assumptions used

Total Floor Area _____

APARTMENT BUILDING:
1ST FLOOR HEATED: 42,200 SF
2ND FLOOR HEATED: 42,200 SF
3RD FLOOR HEATED: 27,000 SF
TOTAL APARTMENT: 111,400 SF

RETAIL/FITNESS (2-STORY): 2,600 SF
(retail bottom floor, 1,450 sf)
(fitness upper floor, 1,150 sf)
CLUBHOUSE (1-STORY): 1,250 SF
TOTAL PROJECT HEATED: 115,250 SF

Total Commercial Water Demand _____ AFY

Total Residential Water Demand _____ AFY

TOTAL PROJECT WATER DEMAND _____ AFY

City of Santa Fe, New Mexico

UTILITY SERVICE APPLICATION

OWNER: Homewise, Inc. / Cold Water Development Fund QOZF, LLC	*Only If Applicable AGENT: JenkinsGavin Inc. Angelica Reed
Mailing Address: 1301 Siler Road Building D Santa Fe, NM 87507 / 106 Fairview Street Santa Fe, NM 87501	Title: Project Assistant
	Mailing Address: 130 Grant Ave Suite 101 Santa Fe, NM 87501
Phone Number: 505-983-9473	Phone Number: 505-820-7444
Mobile Number:	Mobile Number: 505-386-6343

Information Provided By: Check one: Owner _____ Agent ✓

Signature: Angelica Reed Date: 7/18/2022 7/18/2024

Technical Evaluation to be Sent to: Check one: Owner _____ Agent ✓

COMMENTS: Water budget presented is conceptual and based on the Los Prados Master Plan site program.

APPLICANTS, PLEASE NOTE:

- Ordinance 2008-53, prohibits new connections outside the presumptive city limits including the Agua Fria traditional historic community (AFTHC) unless specific conditions are met. Applications for service outside the presumptive city limits and AFTHC must include documentation showing these conditions are met or the application will be rejected. The documents required are shown below.
- A map of the proposed project in relation to the existing city limits and the presumptive city limits
- A detailed description of the proposed develop0ment including the type and size of proposed land uses
- The health, safety and welfare or other legal reason for the connection
- A site water budget
- Documentation from the County of Santa Fe that county water service is not available
- Documentation from the wastewater division regarding sewer availability
- A certified Santa Fe Homes Proposal as set forth in Section 14-8.11 SFCC 1987 if applicable

SANTA FE HOMES PROGRAM

RENTAL PROPOSAL

"Cold Water Development Fund QOZF. LLC"
Santa Fe, New Mexico

This Santa Fe Homes Program Proposal ("SFHP Proposal") is made this _____ day of _____, 2024 by *Cold Water Development Fund QIZF, LLC* ("SFHP Developer").

RECITALS

A. SFHP Developer is the developer of *2768 Agua Fria Multi Family* hereinafter referred to as the "Property".

B. SFHP Developer desires to develop the Property.

C. It is understood that all representations made herein are material to the City and that the City will rely upon these representations in permitting or approving development of the Property.

PROPOSAL

SFHP Developer proposes to comply with the SFHP requirements as follows:

A. DEVELOPMENT REQUEST.

1. SFHP Developer seeks **Master Plan** and **Rezone** approval.

2. The Property is to be developed as a mixed-use project, which includes **130** rental units as described below:

Studio:	34 Units
1Bedroom:	76 Units
2 Bedroom:	18
3 Bedroom:	02 Units
Total	130 Multi Family Units

B. SFHP PLAN. Developer is proposing an alternate means of compliance with the Santa Fe Homes Program ordinance by setting aside 10% of the Project's total units for income-qualified tenants. Rents will be restricted to rates affordable to those earning no more than 80% of the Area Median Income (AMI), as determined by the Department of Housing and Urban Development (HUD)'s annual AMI statistic. The set-aside units will be substantially proportionate in bedroom type to the market rate units, with some flexibility permitted in response to market conditions, with rents calculated as described in **Exhibit 2**.

C. SUCCESSORS IN TITLE. SFHP Developer proposes to develop the Property consistent with this SFHP Proposal. In the event that SFHP Developer sells, assigns, leases, conveys, mortgages, or encumbers the Property to any third party, the third party shall be required to execute a SFHP Agreement consistent with this Proposal prior to obtaining any City approvals. SFHP Developer proposes to record applicable regulatory agreements or liens in the public records that will ensure long-term affordability of the SFHP units or fulfillment of the proposed alternate compliance.

D. DEVELOPMENT INCENTIVES. SFHP Developer requests the following development incentives:

Waiver of 100% of the following fees as calculated for the entire Project:

Development Review Application Fees, Construction Permit Fees, Impact Fees, and Utility Expansion Charges. In addition, water offsets will be waived for the **13** affordable units per SFCC §14-8.13(B)(5).

E. MONITORING. SFHP Developer proposes to provide such information and documentation as the City may reasonably require in order to ensure that the actual rental

agreements were in compliance with the SFHP Agreement.

F. REVISIONS, MODIFICATIONS AND SUPPLEMENTATION OF THIS PROPOSAL. In the event that the SFHP Developer or the City make material modifications, including modifications to the number of lots or units or the area covered by the Proposal, a revised SFHP Proposal shall be promptly submitted to the Office of Affordable Housing in order to provide a SFHP Proposal that is current and reflects the intended development.

G. ACCESS. SFHP Developer proposes to grant access to the City or its agent to inspect the records of SFHP Developer for the SFHP units in order to determine compliance with the SFHP Ordinance and the SFHP Agreement.

IN WITNESS WHEREOF, this Proposal is made the day and year first written above.

SFHP DEVELOPER: ***Cold Water Development Fund QOZF. LLC***

_____
Title: _____

STATE OF NEW MEXICO)
)ss.
COUNTY OF SANTA FE)

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this ____day of _____, 2024, by_____ on behalf of *Cold Water Development Fund QOZF. LLC*.

_____
NOTARY PUBLIC

My Commission Expires:

_____

REVIEWED BY:

_____ _____
OFFICE OF AFFORDABLE HOUSING DATE

Attach: Exhibit 1 – Site Plan/Location Map (proposed)
Exhibit 2 - SFHP calculation worksheet

EXHIBIT 1

Site Plan/Location Map

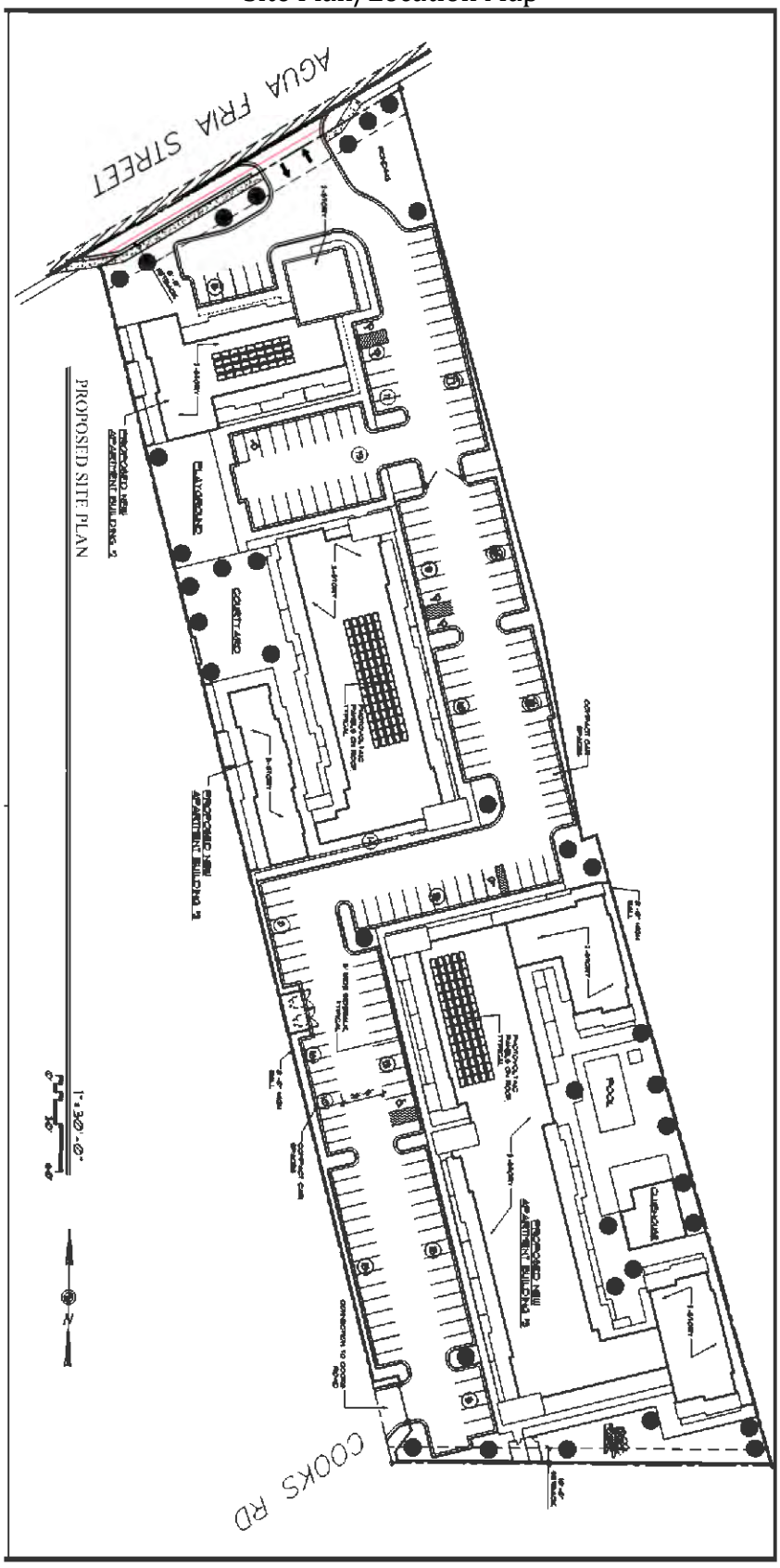


EXHIBIT 2

SFHP RENTAL UNIT CALCULATION WORKSHEET

The project is proposed as a ***C2-General Commercial zoning*** district, permitting ***no maximum*** units per acre. The project has an area of approximately ***4.12*** acres. The project is proposing ***130*** rental homes; studio ***34,*** one-bedroom units ***76,*** two-bedroom units ***18***, and ***2*** three-bedroom units. There are not additional land use requirements for this site.

The SFHP requirement is calculated below:

Total number of units multiplied by (0.15) = the number of SFHP rental units required

130 total units x 0.15 = ***19.50*** SFHP unit(s) is/are required.

13 SFHP units will be provided and a fractional fee paid for the **0.60 units.**

SFHP Rent/Unit Distribution

	HH Size	Max. Rent	80% AMI	Total # Units	# of Affordable Units
Studio	1	$ 1,065	$42,600	34	5
1 BR	1	$ 1,065		76	12
2 BR	2	$ 1,216	$48,650	18	3
3 BR	3	$ 1,318	$54,750	2	0
4 BR	4+	$ 1,464	$60,800	0	0

FRACTIONAL FEE-IN-LIEU CALCULATION WORKSHEET

In addition to providing affordable rental units, the Developer proposes to comply with SFHP through the payment of a fee based on 5% of the total units as per Ordinance 2019-30.

Proposed Project

Unit Type	% of Total	# of Units
Studio	26.2%	34
1 BR	58.5%	76
2 BR	13.8%	18
3 BR	1.5%	2
	100%	130

Steps for Calculation

1. enter # of each unit type
2. multiply # of units by 5%
3. multiply # of affordable units by fee/unit/month
4. multiply fee/month by 24 (months) = Project Fee
5. Sum Project Fee to get Total Project Fee

Affordability Gap Voucher Calculation

Bedrooms	# Units	Aff'd Units (5%)	Fee/Unit	Total Fee
0	34	5.1	$ 413	$50,551.20
1	76	11.4	$ 656	$179,481.60
2	18	2.7	$ 763	$49,442.40
3	2	0.3	$ 1,204	$8,668.80
TOTAL	130	19.5		$288,144.00

NOTE: The rents and fee schedule are modified by the City according to Section 8.7.3 of the SFHP Administrative Procedures to reflect annual changes in the median income levels. The current schedule in effect at the time the fees are paid, determines the amount of the fee. The prices are updated annually.

Santa Fe Public Schools

Property & Asset Management
Residential Development Impact Information Form
School Notification as required by City Ordinance 14-8.18 AFCC 1987

1. Project Name: Agua Fria: Multi Family
2. Location of Property: 2768 Agua Fria St.
3. Owner/Agent Name: JenkinsGavin Inc.

   Mailing Address: 130 Grant Ave Suite 101 Santa Fe, NM 87501

   Phone & Fax: 505-820-7444
4. Unit Matrix

PROJECT EFFECT ON STUDENT POPULATION

Unit Type	Unit Quantity	Average Price
Single Family (detached)		
Single Family (attached)		
Townhome/ Apartment		
Multi-Family	150	
Commercial		

5. Elementary School Zone for Proposed Development: El Camino Real Elementary
6. Middle School Zone for Proposed Development: El Camino Real Middle School
7. High School Zone for Proposed Development: Santa Fe High School
8. Build out Rates (Year/s; #/yr): _____

Educational Services Center
610 Alta Vista
Santa Fe, NM 87505
Telephone (505) 467-2000
www.sfps.info

For questions & submittal, contact:
Santa Fe Public Schools, Property & Asset Management,
2195 Zia Road, Santa Fe NM 87505
505 467 3400

Agua Fria Master Plan and Rezone
Preliminary Water Budget
August 12, 2024

110	Apartments
1.25	Residents/unit
138	Residents
18	Apartments
1.5	Residents/ Units
27	Residents
2	Apartments
2.0	Residents/unit
4	Residents

TOTALS

130	Units
169	Residents
1.30	Residents/unit

USAGE PER UNIT	**GPY**	**AFY**
5 FLUSHES/DAY @ 1.26 GAL EACH	2,980.5	0.009
SHOWER - 10 MINUTES/DAY @ 1.5 GPM	7,096.4	0.022
BATHROOM SINK - 5 MIN/DAY @ 2.2 GPM	5,204.1	0.016
LAUNDRY - 0.3 LOADS /DAY @ 20 GAL/LOAD	3,154.0	0.010
DISHWASHER - 0.3 LOADS/DAY @ 13 GAL/LOAD	2,050.1	0.006
KITCHEN SINK - 10 MIN/DAY @ 2.0 GPM	9,461.9	0.029
SUBTOTAL PER UNIT	*29,947.0*	*0.092*
TOTAL DOMESTIC USAGE FOR 130 UNITS	3,893,108.3	11.95
LEASING OFFICE & COMMON AREAS	500,000.0	1.53
LANDSCAPE IRRIGATION	TBD	AFY
ANNUAL WATER BUDGET	**4,393,108.3**	13.48
9.8% Contingency per SFCC §14-8.13(E)(1)	**430,524.6**	1.32
TOTAL	**4,823,632.9**	**14.80**
ANNUAL WATER BUDGET PER DWELLING UNIT	37,104.9	0.114

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

AGUA FRIA MULTI FAMILY REZONE AND MASTER PLAN
EARLY NEIGHBORHOOD NOTIFICATION MEETING NOTES

Date: January 24, 2024
Time: 5:30 to 6:30 PM
Location: Virtual Meeting held via Zoom
Attendees: City Land Use Department Representative (Maggie Moore) (Daniel Alvarado)
JenkinsGavin, Inc. (Jennifer Jenkins) (Angelica Reed)
Project Team
±20 Attendees

A presentation was given by Jennifer Jenkins of JenkinsGavin, Inc. regarding upcoming Rezone and Master Plan application to the City of Santa Fe for the property located at 2768 Agua Fria Street.

Following the presentation, a Question & Answer session was held. The following notes capture the questions and concerns raised and the responses by the Project Team.

Questions/Comments	Responses
(Screen Share: Video of Scrap Yard) There is an industrial metal complex right against your project. EPA needs to shut this place down, it's not safe. It's polluted and full of toxic waste. They have had several violation notices.	Thank you for the information. Daniel Alvarado: Agua Fria is a transitional neighborhood and is quickly creating more residential properties. The city does not have the jurisdiction to regulate Capitol Scrap. Jennifer Jenkins: The residents are of the utmost importance and we are looking at all our options. We have a tall wall around the property to buffer against non-residential uses. This is a very diverse part of town.
Will there be ADA parking?	Absolutely, and it is already reflected in the plans for the commercial and residential.
Will you be paying the fee in lieu?	We are still addressing this and getting a better sense of the cost. We are looking at doing a fee in lieu or maybe even a mix.
As residents here we ask that you be a good neighbor and respect the surrounding neighborhoods.	Agua Fria Road is a very distinct location as it has several mixed uses from industrial, commercial and residential. We want to make sure we are respecting our neighbors while also creating housing, it's a balancing act.

As the President of the las Cienegita HOA, I represent over 250 households it's unfair to have the ENN online. We prefer face to face meetings. Most of the residents can't access this online due to age, technology or the time of day it is held.	Daniel Alvarado: Since Covid we found that doing these online is much more accessible for residents. Tech can be a barrier but even our phones have access to connect to Zoom.
The TIA is a very important process as the traffic on Agua Fria and Siler is already out of control. We have spoken up about it and nothing is ever done.	Noted.
There are Acequia' s on the property that need to be cared for, this is too high a density for the area and it's not affordable for anyone local.	Maggie Moore: Just for clarity affordable homes are never advertised at the affordable rate. They are advertised at market rate and the affordability takes place behind the senses so not as to effect the Market.
Are these for sale or rent?	These are rentals
This project is way out of line and this needs to stop. The Acequia Lofts were already too much and this is over the top. 3 stories is crazy and R-20 max.	Noted.
Our family owns the property to the east side and we worry about the height of the building. It needs to come down for privacy.	We hear your concerns and we would also love to discuss the height of the wall that will be near your home to make sure we give as much privacy as we possibly can. The wall can be anywhere from 5-6 Ft. or 8ft if you want to go taller.
We used to play baseball in that field and we would call it El Llanito. Maybe you can name it that?	We like that, thank you.
I am opposed to the 3story and density of this project. Most of us can't afford to live in the town we were born in and we are what add to the City Different. These need to be made affordable.	Noted.
Why the rezone?	We all know that more housing is needed in Santa Fe. The rezone will allow us to have a greater quantity of housing, as well as have the residential/ commercial space.
Can we see a copy of the Traffic Study?	Once we submit to the City of Santa Fe everything will be public record and at your disposal.
There is a huge difference between 2 and 3 stories, it needs to come down to 2 stories. It will fit the neighborhood better.	Thank you!

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

AGUA FRIA MULTI FAMILY REZONE AND MASTER PLAN
EARLY NEIGHBORHOOD NOTIFICATION MEETING NOTES

Date: April 23, 2024
Time: 5:30 to 6:30 PM
Location: Virtual Meeting held via Zoom
Attendees: City Land Use Department Representative (Maggie Moore) (Daniel Alvarado)
JenkinsGavin, Inc. (Jennifer Jenkins) (Angelica Reed)
Project Team
±17 Attendees

A presentation was given by Jennifer Jenkins of JenkinsGavin, Inc. regarding upcoming Rezone and Master Plan application to the City of Santa Fe for the property located at 2768 Agua Fria Street.

Following the presentation, a Question & Answer session was held. The following notes capture the questions and concerns raised and the responses by the Project Team.

Questions/Comments	**Responses**
Is there affordable housing provided?	This is a combo where 10% (13) affordable houses and a 5% fee in lieu.
There are concerns about the location of this project and the industrial site to the west.	We took that into consideration and shifted the buildings to give a better buffer.
Will the Traffic Impact Analysis be made public? You should look at Osage as well.	When we submit to the City of Santa Fe everything will become public record. We will be looking at the Agua Fria and Siler intersection. Noted.
There are several traffic issues on Agua Fria that need to be addressed.	There is a road redesign that has been adopted for Agua Fria that includes road improvements but I don't have a precise date on when that is to begin.
Daniel Alvarado: Can you let people know what a Conceptual Plan is and its intent?	A Conceptual Plan creates an envelope for what is acceptable to be developed in the area. It's a high level/ conceptual level.
Could the street be named El Llanito?	Noted, we like that.
What is the closest transit and trail connectivity?	Frenchie's Park is ½ mile, which is a bike able distance. There is also an existing bike lane on Agua Fria and you can connect to the River trail via Siler Rd. Bus transit is Route 1, East to West.

What will the sizes of these apartments be?	Likely there will be a variety of studio, 1, 2 & a few 3 bedroom apartments.
What size will the affordable housing apartments be?	They will match in proportion of the market rate units.
Who had this zoned Transitional Mixed Use?	The previous owner did so in 2007 with a plan to develop however the recession hit and it did not move forward.
Why are we switching from Transitional Mixed Use to C-2?	For the unit count, we can only achieve this density for our housing needs with a C-2 zoning. It also includes the neighborhood/ commercial aspect for us to utilize.
Could you have done a variance?	We cannot do a variance for density.
This is an opportunity zone how does that help the project?	Yes, it incentivizes projects to generate economic developments, there are great tax benefits after 10 years.
How are you handling the industrial side of this?	We are proposing a significant wall on the South and West side as well as placing the parking on the West side nearest the industrial yard.
Does the 3 story building meet the criteria for this neighborhood?	Context is important, this is a very diverse neighborhood and we want to respect our neighbors. But because this is a residential and industrial it's a balancing act.
What is the highest point for the building?	C2 Zoning is 42' and our building will be between 36-38'.
Why was R29 not acceptable for this?	C2 does not have a maximum density and it will allow for the commercial space which R29 does not.
What will the rental rate be?	That depends, we are about 3 years away from that. We will need to see what the market is doing at that time.
The Cooks Road connection is not maintained by the city, this a concern for more congestion on the street.	Thank you we will research further.





2768 Agua Fria Street Parking Demand Study

PREPARED FOR: COLD WATER DEVELOPMENT FUND

PREPARED BY: BOHANNAN HUSTON INC



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INTRODUCTION

This parking study supports Cold Water Development Fund's multi-family residential development at 2768 Agua Fria Street in Santa Fe, New Mexico (referred to in this study as the Agua Fria Development). Although the development plans include 31 fewer parking spaces than are required by the City of Santa Fe's Municipal Code, the City allows parking to be supplied below required minimums if supported by a parking demand study.[1] This study estimates the future parking demand at the site taking into account parking generation rates, the planning and policy context within the City of Santa Fe, the site's proximity to multimodal transportation options, and parking demand reduction strategies that will be included within the development.

Background

The Agua Fria Development will be a three-story multifamily housing complex consisting of three buildings and outdoor amenities for residents. There will be 25 studio units, 70 one-bedroom units, 19 two-bedroom units, and 16 three-bedroom units for a total of 130 units. There will also be a small 1000 square foot retail space.

Development plans for site lay out 160 parking spaces. However, the developer is providing a roadway easement at the south end of the site. If the roadway is built, it would remove six parking spaces. For the purposes of this parking study, the amount of provided parking is assumed to be 154 spaces to estimate parking needs if the easement is needed in the future. Figure 1 shows the location of the project site.

Figure 1: 2768 Agua Fria Development Location Map



[1] Santa Fe Municipal Code 14-8.6 (B)(4)

Study Considerations

This study considers the following factors in assessing potential future parking demand:

- **Santa Fe's Context:** Santa Fe has a severe housing shortage.[2] Higher than necessary parking requirements decrease the supply of housing while increasing housing costs. Santa Fe plans and policies support increasing the supply of housing while decreasing space set aside for parking.
- **Site Characteristics and Location Benefits:** Due to the site's proximity to transit and bicycle facilities, as well as the numerous employment opportunities and destinations within walking distance, residents have ample transportation options that reduce their need for owning vehicles and visitors can access the site without driving. In addition, demographic data show higher rates of zero-vehicle households near the project site and low rates of households owning more than two vehicles, indicating that future residents may also have low rates of vehicle ownership.
- **Parking Management Strategies:** Strategies that will be included in the Agua Fria Development - such as unbundling parking costs from rent costs, providing affordable units, and shared parking - are proven strategies that can reduce the demand for parking and allow for more efficient use of space.
- **ITE Parking Generation Rates:** This study includes parking generation rates from the Institute of Transportation Engineers' (ITE) Parking Generation Manual (6th Edition). These estimates show that the developer's parking plan will exceed expected demand at the site.

Parking generation rates, coupled with an analysis of the site's context, demonstrate that the proposed parking supply of 154 spaces will be sufficient and appropriate for the Agua Fria Development.

PROPOSED AND REQUIRED PARKING

The Santa Fe municipal code sets parking requirements for multifamily housing based on the square footage of the unit. Table 1 demonstrates Santa Fe's parking minimums as applied to the Agua Fria Development.

[2] Draft City of Santa Fe Five Year Affordable Housing Strategic Plan. 2024.

Table 1: Santa Fe Parking Minimums for 2768 Agua Fria Street Development

	Units <800 SF	Units 800 SF – 1199 SF	Units 1200 SF and over	Retail
Number of Units	95	19	16	1000 SF NLA
Parking Spaces Required per Unit	1.25	1.5	2	1 per 200 SF NLA*
Required Parking Spaces	118.75	28.5	32	5
Total Required Parking Spaces	**185****			

Net Leasable Area

***Rounded up to the nearest whole number*

Table 2 describes the difference between required and proposed parking spaces. The developer plans to provide 31 fewer parking spaces than are required, or 17% below requirements.

Table 2: Required and Proposed Parking Spaces at 2768 Agua Fria Street Development

Dwelling Units	130
Required Parking	185
Provided Parking	154
Percent Below Requirements	17%

SANTA FE CONTEXT

Santa Fe has a severe housing shortage: from 2015 -2021, the City of Santa Fe added 6,462 households but only 4,925 housing units. By 2030, the city will need at least 1,045 more rental units to accommodate household growth.

The housing shortage is especially acute for low-income households. There is a shortage of 1,210 units affordable for households with income at 30% Area Median Income (AMI) or below, and a shortage of 1,087 units affordable for households with income between 30% and 50% AMI.[3]

As of June 2023, Santa Fe had a 4% rental vacancy rate, with an even lower rate (3%) for rental units priced below $2000. According to the City of Santa Fe Five Year Affordable Housing Strategic Plan, “low vacancy rates reflect the inability of supply to keep pace with demand for housing across the region.” In Santa Fe, the lack of supply causes higher-income households to occupy homes affordable to lower-income households, which further exacerbates the affordable housing crisis.[4]

The Agua Fria Development will help ease the affordable housing crisis by setting aside 10 percent of its units as affordable. In addition, the market-rate units can address the housing shortage and affordability issues by increasing the overall supply of housing.

However, parking costs can drive up the cost of housing development, which are passed on to renters through higher rents and decreased housing supply. Providing one parking space per unit increases

[3] Draft City of Santa Fe Five Year Affordable Housing Strategic Plan. 2024.

[4] Ibid

development costs by 12.5% and providing two spaces per unit increases the cost by 25%.[5] Meanwhile, parking lots at many locations are rarely, if ever, full.

While much of Santa Fe's land uses and roadways are auto-oriented, the City is shifting towards a more multi-modal environment that provides better walking, biking, and transit facilities. Overly large parking lots contribute to sprawl and make multi-modal environments difficult to implement. Reducing the size of the parking lot will support a multi-modal environment and allow Cold Water Development Fund to construct more housing units, which are needed to address Santa Fe's housing shortage.

The following Santa Fe plans and policies support parking management and appropriately sized parking areas at the Agua Fria Development.

Multimodal Transition Plan (2022)

The Santa Fe Multimodal Transition Plan provides strategies to reduce auto dependency and move towards a multimodal transportation system. The Parking Strategy Plan (2022) recommends adjusting parking space requirements to better match current parking demand patterns. The Plan further recommends implementing parking minimum reductions for projects that include other mobility strategies. As the Agua Fria Development provides mobility strategies in the form of unbundled parking, shared parking, and affordable housing, parking minimum reductions would be appropriate for the site under the Multimodal Transition Plan's recommendations.

Santa Fe General Plan (1999)

The Santa Fe General Plan identifies themes that guide policy development and planning within the City. Two of the themes support the idea of reduced parking for infill housing developments:

- **Transportation alternatives:** Reduce automobile dependence and dominance.
- **Urban form:** Promote a compact urban form and encourage sensitive/compatible infill development.

The development at Agua Fria Development will promote transportation alternatives through parking management practices and providing residents with options to walk, bike, and take transit. As an infill development with an appropriately sized parking area, the project also represents progress towards developing a compact urban form.

City of Santa Fe Land Use & Urban Design Plan

The City of Santa Fe Land Use & Urban Design Plan recommends reducing minimum parking requirements and states that "One of the biggest contributors to sprawl and poor land management can be found in the amount of land devoted to massive parking lots that are rarely, if ever, full."

[5] Todd Litman. *Parking Requirement Impacts on Housing Affordability*. Victoria Transport Policy Institute. 2021.

City of Santa Fe Five Year Affordable Housing Strategic Plan (2024)

The City of Santa Fe Affordable Housing Plan identifies outdated parking restrictions as a barrier to housing production.

SITE CHARACTERISTICS AND LOCATION BENEFITS

The Agua Fria Development's location is well-suited for residents and visitors who prefer multi-modal transportation options. Due to the site's proximity to transit, biking facilities, daily destinations, and employment opportunities, residents will be able to own fewer cars, reducing the demand for parking at the site. Research has shown that employment density and access to destinations is associated with reduced parking demand at multifamily developments.[6]

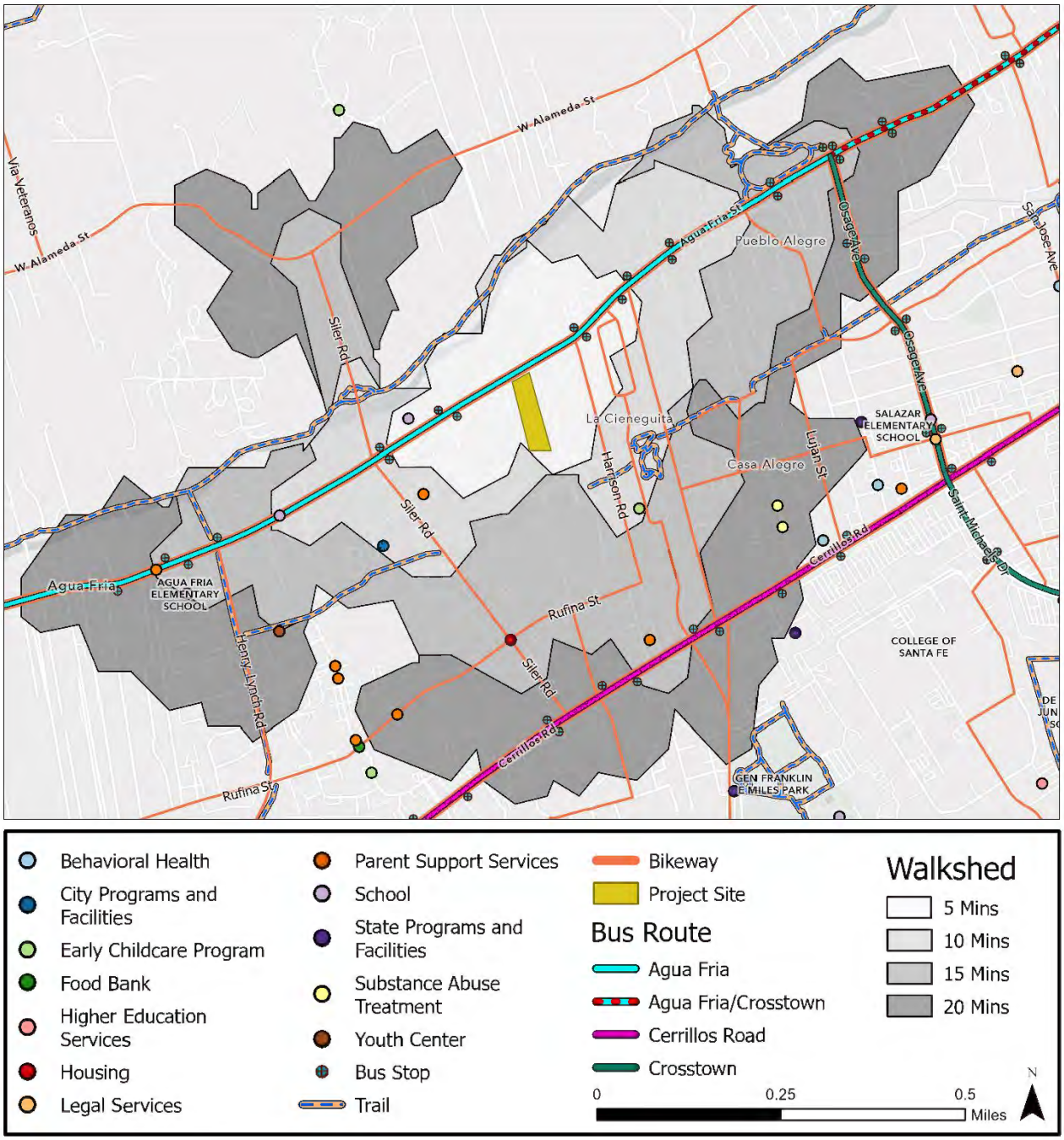
Walking

Residents of the Agua Fria Development will be able to access many daily destinations within a 20-minute walk. Figure 2 depicts public facilities that can be accessed within a five-, ten-, and twenty-minute walk from the site. In addition, within a twenty-minute walk, residents can access:

- Several restaurants and breweries
- Latinos Unidos Mini Market
- CVS pharmacy
- Three city parks

[6] McCahill, C. (2017). Factors affecting residential parking occupancy in Madison, Wisconsin. *Transportation Research Record*, *2651*(1), 71-79.
Rowe, D., Morse, S., Ratchford, C., Haas, P., & Becker, S. (2014). Modeling of multifamily residential parking use in King County, Washington. *Transportation Research Record*, *2469*(1), 57-64.

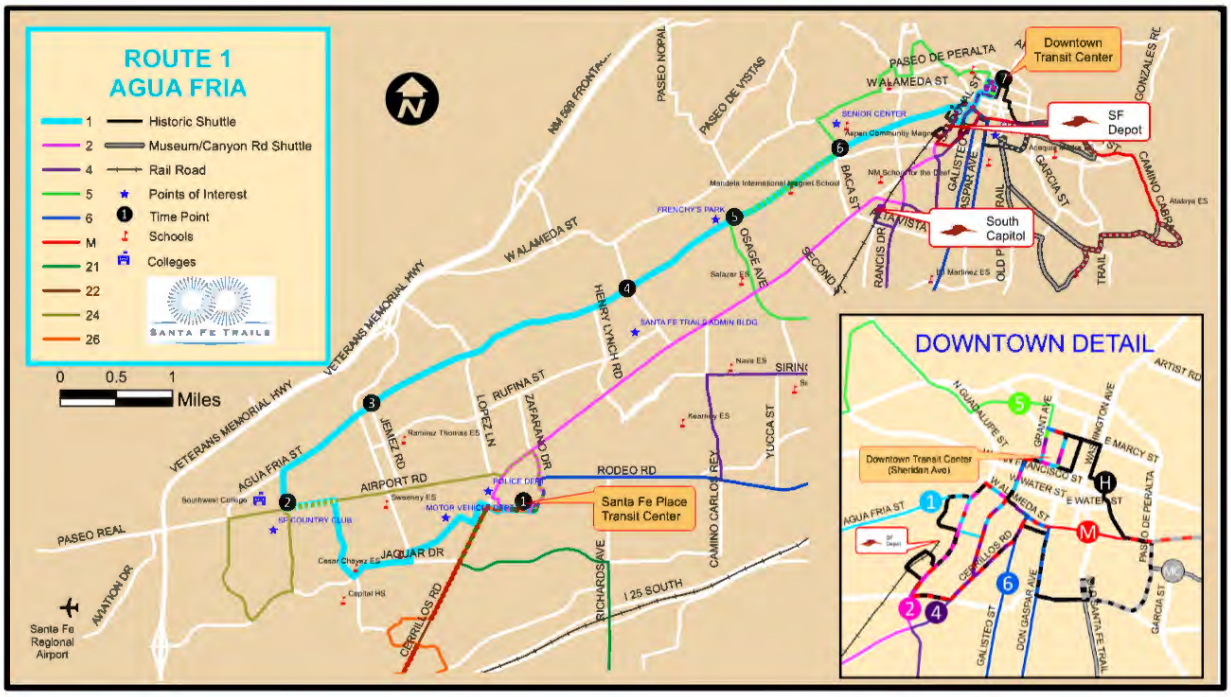
Figure 2: Walkshed and Transportation Map



Transit

The development will be located within a three-minute walk of bus stops on Agua Fria Street (Santa Fe Trails Route 1). Route 1 provides hourly bus service from 8:30 am to 6:00 pm every day of the week, with on-demand service from 7:00 am to 8:00 am and 6:30 pm to 7:30 pm. The route runs from the Downtown Transit Center along Agua Fria Street to the Santa Fe Place Transit Center (see Figure 3).

Figure 3: Santa Fe Trails Route 1 Map



In addition, 2768 Agua Fria Street is located about a twenty-minute walk from Route 2 bus stops. Route 2 provides more frequent transit service along Cerrillos Road, running every 30 minutes from 7:00 am to 8:00 pm daily.

Biking

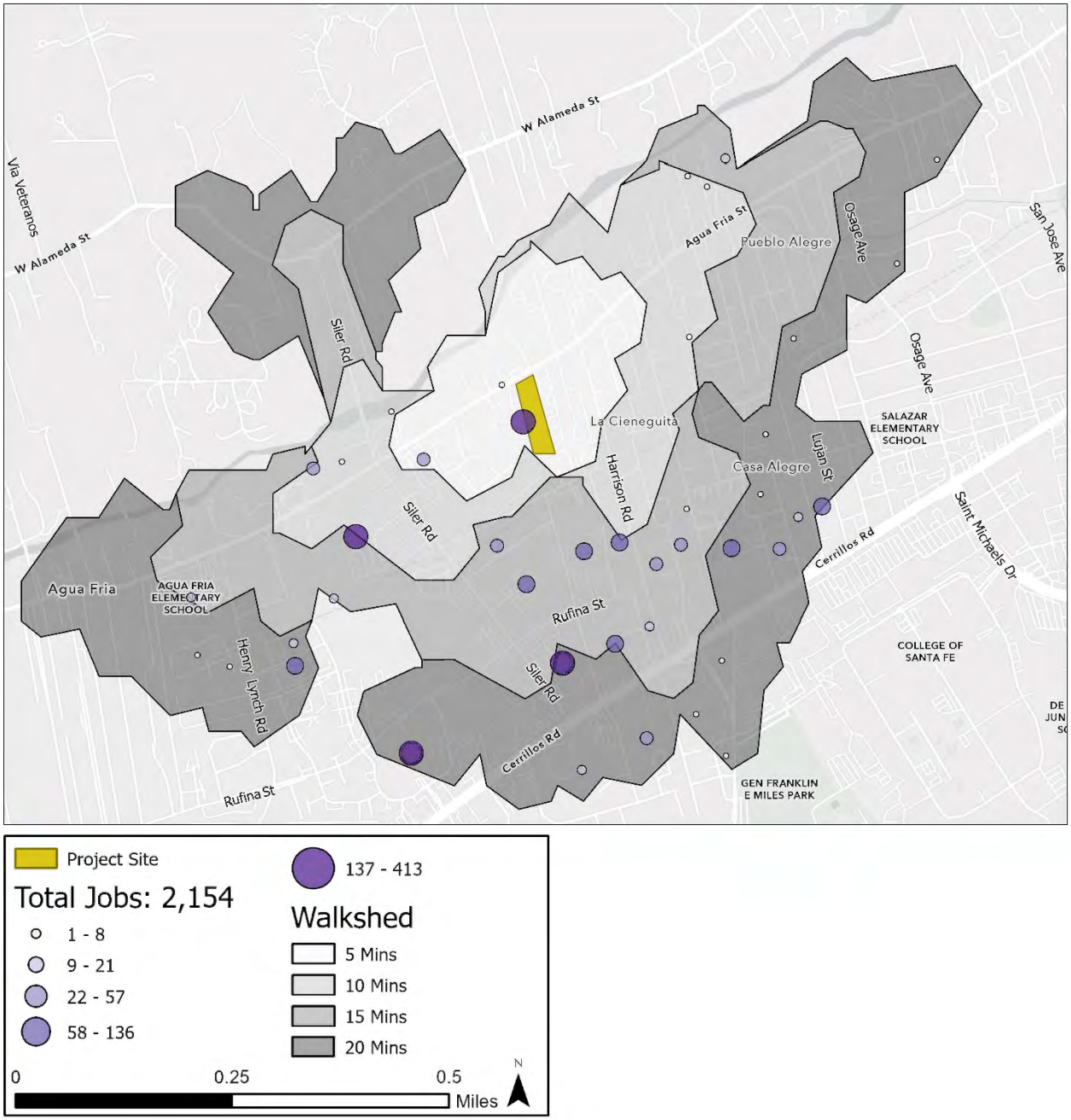
The Agua Fria Development is ideally located for bicycle travel. Comfortable and high-quality bicycle facilities allow residents to access a wide range of destinations in Santa Fe.

Agua Fria Street has bike lanes from Siler Road to Saint Francis Drive. The River Trail, a high-quality multi-use trail separated from cars, can be accessed via a five-minute bike ride on the bike lanes on Agua Fria Street. The River Trail connects three miles further to downtown Santa Fe. There are also many neighborhood bike routes that can be taken to connect to destinations, such as Wal-Mart and Smith's, along Cerrillos Road and further south.

Employment Access

Future residents of the Agua Fria Development will be able to access employment opportunities within walking distance, further reducing the need for vehicle ownership. Figure 4 shows employment density within walking distance of the Agua Fria Development. There are 2,154 jobs within a 20-minute walk of the project site, including a large cluster directly adjacent to the site.

Figure 4: Employment Access Map



Vehicle Availability

Vehicle availability is directly related to parking demand, as households with low vehicle availability require fewer parking spaces for their vehicles. The Agua Fria Development is in Census Tract 12.02, which has lower vehicle availability for renter-occupied households than the City of Santa Fe as a whole. 14 percent of renter-occupied households do not have a vehicle (4 percent higher than the City of Santa Fe). Renters in Census Tract 12.02 are also less likely to have access to three or more vehicles (4 percent for Census Tract 12.02 vs 8 percent for the City of Santa Fe).

Table 3: Vehicles Available, Renter-Occupied Households

	Census Tract 12.02		Santa Fe	
	Count	Percent	Count	Percent
No Vehicle Available	230	14%	1,448	10%
1 Vehicle Available	829	51%	8,134	54%
2 Vehicles Available	504	31%	4,297	28%
3 or More Vehicles Available	60	4%	1,261	8%
Total Renter-Occupied Housing Units	1,623		15,140	

Source: Social Explorer Tables: ACS 2023 (5-Year Estimates)(SE), ACS 2023 (5-Year Estimates), Social Explorer; U.S. Census Bureau

PARKING MANAGEMENT STRATEGIES

Shared Parking

Shared parking allows for adjacent uses with offset peak hours to share parking facilities, reducing the total number of parking spaces needed to meet demand for both uses. The five spaces required for the Agua Fria Development's retail space can be shared between shoppers and residents because of offset peak hours. Residential peak hours are from 10 pm to 7 am, when most residents are at home. Retail peak hours are from 1 pm to 6 pm, when many residential parking spaces will be vacant.[7] For a detailed analysis of shared parking at the site, reference the Parking Demand Estimate section.

Affordable Housing

Affordable housing tends to have lower parking demand than market-rate housing. As 10 percent of the Agua Fria Development will be affordable units, lower parking demand can be expected at the site.

Affordable housing developments have been shown to have significantly lower parking demand than market-rate housing. A study from San Diego conducted in 2011 researched how income levels, transit access, land use context, and housing size contribute to vehicle ownership and parking demand. The study found that:

- Parking demand for affordable projects is about one half of typical rental units in San Diego.
- Parking demand is lower in areas with many walkable destinations and more transit service.
- In all of the projects studied, the amount of peak overnight parking used was less than the amount supplied.[8]

[7] ITE Parking Generation Manual, 6th Edition. Land Use Code 220 and 814 Time of Day Distributions.
[8] Willson, R., O'connor, T., & Hajjiri, S. (2012). Parking at affordable housing: Study results in San Diego, California. *Transportation research record*, *2319*(1), 13-20.

A 2014 study in King County, Washington, came to a similar conclusion, finding that as the percentage of affordable units in a development went up, parking use went down.[9]

Unbundled Parking Costs

Costs for parking spaces can be unbundled from rent costs to create a more equitable fee structure for tenants and can reduce parking demand at residential developments.[10] Parking costs can be unbundled either by charging renters an additional fee per parking space, or by offering a discount to residents who do not need a parking space. Unbundling parking costs can reduce parking demand by 10% - 20%[11], as residents may choose to not own a vehicle, or own fewer vehicles, to save money on housing costs. Providing tenants the option to opt out of paying for parking not only reduces parking demand, but also improves housing affordability and provides a more equitable fee structure.

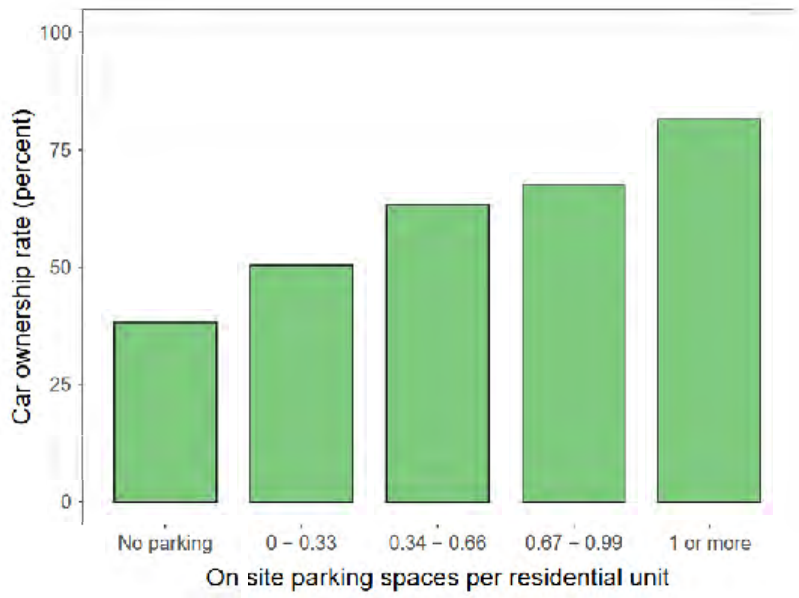
Induced Demand

Research on transportation behavior indicates that supplying high amounts of parking leads to an increase in vehicle ownership. A study based in San Francisco analyzed the relationship between parking availability and vehicle ownership at affordable housing developments. Researchers selected apartment complexes that use affordable housing lotteries, meaning that residents were assigned housing randomly and did not select it based on parking availability or other transportation-related preferences.

The study found that tenants at apartment buildings with less parking owned fewer vehicles, and that parking availability did not affect employment or job mobility.[12] Figure 5 shows that the percent of households who owned a vehicle increased with parking availability.

[9] Rowe, D., Morse, S., Ratchford, C., Haas, P., & Becker, S. (2014). Modeling of multifamily residential parking use in King County, Washington. *Transportation Research Record*, *2469*(1), 57-64.
[10] Ibid
[11] Litman, Todd. *Parking Management: Strategies, Evaluation and Planning*. Victoria Transport Policy Institute, 2023.
[12] Millard-Ball, A., West, J., Rezaei, N., & Desai, G. *What do residential lotteries show us about transportation choices?*. 2022. *Urban Studies*, *59*(2), 434-452.

Figure 5: Car Ownership by Parking Availability



Source: Millard-Ball et al., 2022

Demand for parking is flexible, as residents will change their transportation behaviors based on parking availability. The result of providing fewer parking spaces at the Agua Fria Development will likely be reduced rates of vehicle ownership and higher use of alternative transportation modes such as walking, biking, or riding transit.

PARKING DEMAND ESTIMATE

The ITE Parking Generation Manual (6th Edition) compiles parking studies for a wide variety of land uses and contexts in order to provide parking demand estimates. Parking demand for multifamily residential uses can be estimated using either the number of dwelling units or the number of bedrooms. This study uses bedrooms to calculate parking demand, as parking generation rates tend to be more accurate when assessed on a per-bedroom rate rather than by unit.[13]

Table 4 shows the number of bedrooms at the Agua Fria Development and Table 5 describes ITE parking generation rates for the development.

Table 4: Agua Fria Street Development Bedrooms

	Studio Units	One-Bedroom Units	Two-Bedroom Units	Three-Bedroom Units	Total
Number of Units	25	70	19	16	130
Number of Bedrooms	25	70	38	48	181

[13] Smith, Mary S. Shared Parking. 3rd ed. Washington, DC: Urban Land Institute, ICSC, and National Parking Association, 2020.

Table 5: ITE Parking Demand Estimates for Agua Fria Development (181 Bedrooms)

Weighted Average	123 spaces
Fitted Curve	119 space
85th Percentile	156 spaces
Average Rate	0.68 spaces per bedroom

ITE Land Use Code 220: Multifamily Housing 2+ Bedrooms (Low-Rise), General Urban/Suburban Context, not close to rail transit

The average parking demand for a multifamily residential development with 181 bedrooms is 123 spaces. The developer plans on providing 154 spaces at the development, 31 more spaces than the ITE's estimated average parking demand. The development will provide parking at rates close to the conservative 85th percentile estimated parking demand.

The development will also include a small retail space, which could generate additional parking demand. The ITE Parking Generation Manual does include parking demand estimates for retail land uses; however, studies are limited and data quality is poor for small retail spaces like the one proposed at the Agua Fria Development. For this analysis, Santa Fe's parking requirement of five spaces was used to assess retail demand.

Shared Parking

Parking can be shared between the residential use and the retail use due to offset peak hours. Table 6 estimates the parking demand at the site at various times of day. ITE parking generation rates were used to estimate demand at the site for residential uses, and Santa Fe's requirement of five parking spaces was used to estimate demand for the retail use.[14]

[14] Land Use Code 220 (Low-Rise Multifamily Residential) was used to calculate residential parking generation rates and utilization rates. Utilization rates for Land Use Code 814 (Variety Store) was used for the shared parking analysis. Due to the lack of studies on small retail spaces, ITE parking generation rates were not used to estimate retail parking demand. Instead, the analysis assumes that the five required parking spaces will reflect demand for the retail use. Weekend rates were omitted due to low data quality.

Table 6: Estimated Parking Utilization By Time of Day

	Residential (123 spaces)		Retail (5 spaces)		Total Utilized Parking Spaces
Hour	Weekday Utilization Rate	Utilized Parking Spaces	Weekday Utilization Rate	Utilized Parking Spaces	
12:00-4:00 AM	97%	119	—	0	119
5:00 AM	100%	123	—	0	123
6:00 AM	96%	118	3%	0	118
7:00 AM	85%	105	5%	0	105
8:00 AM	67%	82	22%	1	84
9:00 AM	54%	66	58%	3	69
10:00 AM	48%	59	56%	3	62
11:00 AM	45%	55	64%	3	59
12:00 PM	45%	55	63%	3	59
1:00 PM	42%	52	80%	4	56
2:00 PM	42%	52	88%	4	56
3:00 PM	47%	58	81%	4	62
4:00 PM	49%	60	81%	4	64
5:00 PM	56%	69	100%	5	74
6:00 PM	64%	79	78%	4	83
7:00 PM	72%	89	49%	2	91
8:00 PM	77%	95	41%	2	97
9:00 PM	85%	105	32%	2	106
10:00 PM	92%	113	—	0	113
11:00 PM	95%	117	—	0	117

Peak demand hours between the two uses do not overlap; no more than 123 spaces are needed at any given time of day to meet demand for both uses. The peak demand time at the site is at 5:00 am, when the retail space is likely to be closed.

CONCLUSION

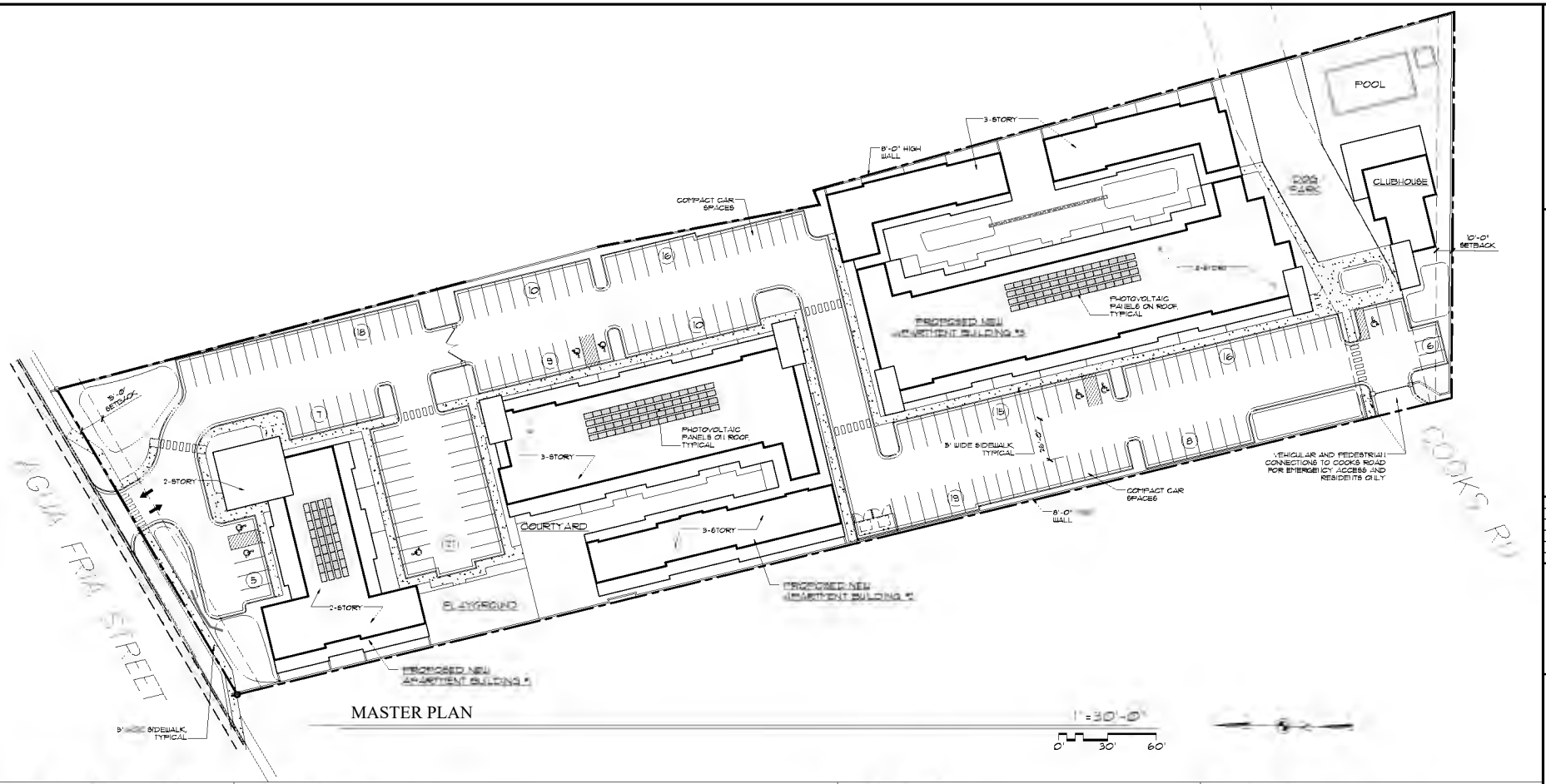
Although the proposed site plan for the Agua Fria Development has 31 fewer parking spaces than are required by Santa Fe Municipal Code, this study demonstrates that there will be ample parking to meet the needs of residents and retail customers.

1. Santa Fe's policies and plans support appropriately-sized parking lots and aim to increase housing supply and affordability. As an infill, mixed-use development, the Agua Fria Street Development will help the City meet their housing, land-use, and transportation goals.
2. The project's location provides residents with multimodal transportation options, including walking, transit, and biking. The site is especially well-suited for bicycle transportation.

3. There are currently high rates of zero-vehicle renter households in the development's census tract, and low rates of renter households that own more than two vehicles.
4. The developer is employing parking management strategies that will reduce parking demand, including setting aside 10 percent of the units as affordable housing, sharing parking with the retail use, and unbundling parking costs from rent costs. These strategies have been shown through robust academic research to reduce parking demand.
5. ITE parking demand estimates indicate that an average of 123 spaces and a conservative 85th percentile rate of 156 spaces will be needed. These estimates indicate that the site plan's 154 parking spaces will be appropriate for the site's needs.
6. As retail hours do not overlap with peak parking demand hours for residential uses, the five spaces required for the retail use can be effectively shared with residents.

By building an appropriately-sized parking lot, the Agua Fria Development will help contribute to Santa Fe's goals of building infill development that addresses the City's housing needs.

APPENDIX A: SITE PLAN



MASTER PLAN

1" = 30'-0"

0' 30' 60'

PERMISSIBLE USES:

RESIDENTIAL:
- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL

COMMERCIAL:
- FOOD AND BEVERAGE
- RETAIL
- STUDIO
- ARTS ACTIVITIES
- SERVICE ESTABLISHMENTS

GENERAL NOTES:

1. PROPERTY WILL BE SUBJECT TO THE WATER ALLOCATION AND/OR WATER OFFSET RETROFIT PROVISIONS OF ORDINANCE NO 2002-39 AND RESOLUTION 2002-95 AT THE TIME OF PERMIT APPLICATION OR WATER HOOKUP REQUEST. COMPLIANCE SHALL BE ACHIEVED BY USE OF RETROFIT CREDITS OR WATER TRANSFERS, IF APPLICABLE.
2. COMPLIANCE WITH PROVISIONS OF GUTIERSON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
3. AMERICANS WITH DISABILITIES ACT (ADA) INSPECTION SHALL BE CONDUCTED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. THE CONTRACTOR SHALL COORDINATE CITY STAFF TO SCHEDULE ANY INSPECTION.
4. FENCES, WALLS OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
5. UTILITY EXPANSION CHARGES (UEC) SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
6. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE.
7. COMPLY WITH THE CURRENT CODE WATER CONSERVATION STAGE.
8. LANDSCAPE DESIGN SHALL COMPLY WITH APPLICABLE PROVISIONS OF SFCC SECTION 14-8.4.
9. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8.4(F)(5), "PLANT ATERIAL STANDARDS," WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF CODE ORDINANCE 110, 2008-02 (IMPACT FEES)
11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE CODE ORDINANCE 110, 2002-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14 LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLANS BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF [illegible] PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE:
4.784 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
(49) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL	95 UNITS x 1.25	= 118.75
LESS THAN 800 SQ. FT. RESIDENTIAL	19 UNITS x 1.5	= 28.5
800-1,200 SQ. FT. RESIDENTIAL OVER 1,200 SQ. FT.	16 UNITS x 2	= 32

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-986-5269
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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO.
97-15

CHECKED BY	HR	DATE 03/20/25
DRAWN BY	HR	DATE 03/20/25

SHEET TITLE

MASTER PLAN

SHEET NO.

C-2

2768 AGUA FRIA STREET PARKING DEMAND SUPPLEMENTAL RESPONSE

This supplement was prepared in response to City of Santa Fe comments on the 2768 Agua Fria Street Parking Demand Study. It includes an analysis of peer city parking practices, availability of on-demand rideshare and delivery services, and an explanation of how ITE's parking generation methodology is context-sensitive and reflects the characteristics of Santa Fe.

PEER CITY PARKING PRACTICES

While academic research on residential parking demand is largely focused on dense, urban cities, hundreds of smaller communities have eliminated or reduced parking requirements. More small cities and towns have eliminated parking minimums than large or mid-sized cities (see Figure 1). Many of these communities have low densities and are without high-frequency transit service.

Figure 1: Count of US Jurisdictions that have eliminated parking minimums

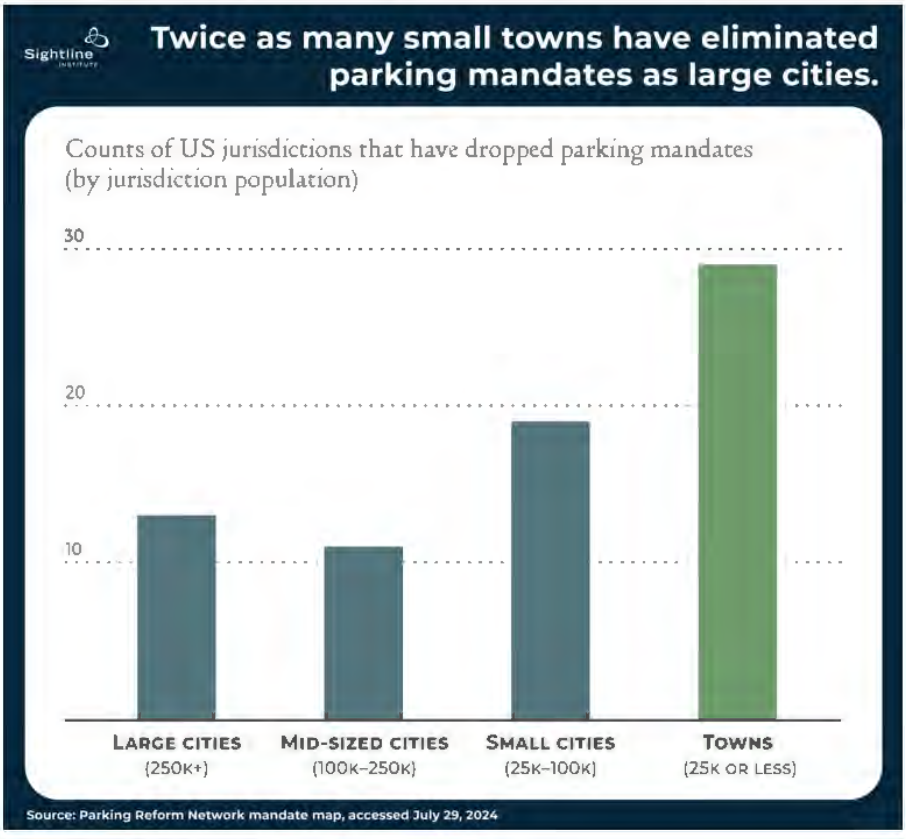

Chart source: Sightline Institute: https://www.sightline.org/2024/09/04/twice-as-many-small-towns-have-eliminated-parking-mandates-as-large-cities/

Table 1 shows parking minimums for peer cities. All of the cities included in the table have eliminated parking minimums, with the exception of Sandpoint, which has lower residential parking minimums than Santa Fe.[1]

Table 1: Population, Population Density, and Transit for Cities with Reduced or Eliminated Parking Minimums

City	Population	Population Density (residents per square mile)	Fixed- Route Transit Availability	Highest-Frequency Transit Service
Santa Fe, NM	~89,000	1,689	Yes	30 min
Sandpoint, ID	~10,000	2,161	Yes	Hourly
Jackson, TN	~68,000	1,147	Yes	30 min
Lansing, KS	~11,000	913	No	None
Bend, OR	~100,000	2,949	Yes	30 min
Portsmouth, OH	~18,000	1,701	No	None
Ecorse, MI	~9,000	3,279	No	None
Chattahoochee Hills, GA	~3,000	48	No	None
Seabrook, NH	~8,000	936	No	None
Gastonia, NC	~84,000	1,600	Yes	Hourly
Rogers, AR	~70,000	1,800	Yes	30 min

Many of the cities presented have lower population densities than Santa Fe. None of the cities have more frequent transit service than Santa Fe, and several of the cities have no fixed-route transit at all. Reducing or eliminating parking minimums is not only possible, but is becoming common practice among smaller communities with low population density and limited transit availability.

ON-DEMAND SERVICES

On-demand services in Santa Fe include rideshare such as Uber and Lyft and grocery delivery services.

- Uber and Lyft both provide rides on-demand and can be utilized 24/7 depending on the availability of drivers.
- Food delivery services available in Santa Fe include Uber Eats, DoorDash, and GrubHub.
- Grocery delivery services are provided by Instacart, DoorDash, Wal-Mart, and Uber Eats.

The availability of on-demand rideshare and food delivery services provides more options for Santa Fe residents who do not own vehicles or who share a vehicle with others in their household. These services can reduce the need for car ownership at the Agua Fria Development.

[1] 1 space required per unit <12,000 sf; 1.4 spaces required for units >12,000 sf

ITE PARKING GENERATION RATES

The ITE Parking Generation peak hour demand estimate is context-sensitive and backed by a large number of parking studies.

The ITE Parking Generation Manual is a compilation of parking count studies taken in a variety of land use contexts. On average, a development of the same size and in the same land use context as the Agua Fria Development will need 123 spaces to accommodate peak hour parking demand. The Agua Fria Development's proposed parking plan will have 31 more spaces than are estimated to be needed. This weighted average peak hour parking demand estimate reflects industry best practice in determining how many spaces will be needed.

The original parking study submittal also included the 85th percentile parking demand estimate of 156 spaces. Of the sites studied by ITE, 85 percent had peak hour parking demand of less than 156 spaces. Only 15 percent of developments had peak hour parking demand higher than 156 spaces. ITE does not recommend using the 85th percentile estimate as a tool to determine the level of parking that should be supplied. The 85th percentile estimate was included to show that the vast majority of developments have peak hour parking demand below this level.

Only studies taken from contexts similar to Santa Fe's were used in generating the ITE estimate, and the parking demand estimate is aligned with Santa Fe's land use and transportation context. Parking counts from 97 sites with the same context factors were compiled by ITE to generate the peak hour parking demand estimate. The three context factors used for the analysis are described below:

1. Type of development
    a. Low-rise (2-3 levels) multifamily housing with at least one dwelling unit with two or more bedrooms
2. Proximity to rail transit
    a. Not within ½ mile of rail transit
3. Land use context

a. General urban/suburban (see call-out box for detailed description)

General Urban/Suburban Land Use Context

An area associated with **almost homogeneous vehicle-centered access**. Nearly all person trips that enter or exit a development site are by personal passenger or commercial vehicle. The area can be fully developed (or nearly so) at low-medium density with a mix of residential and commercial uses. The commercial land uses are typically concentrated at intersections or spread along commercial corridors, often surrounded by low-density, almost entirely residential development. Most commercial buildings are located behind the parking area or surrounded by parking. The mixing of land uses is only in terms of their proximity, not in terms of function. A retail land use may focus on serving a regional clientele whereas a service land use may target motorists or pass-by vehicle trips for its customers. Even if the land uses are complementary, **a lack of pedestrian, bicycling, and transit facilities or services limit non-vehicle travel.**

The Agua Fria Street Development's location is more multi-modal than the general urban/suburban context used for the ITE analysis, as described in the Locations Benefits section of the parking study submittal. In addition, parking demand reduction strategies (unbundled parking and affordable housing) will reduce demand at the site further. **Given these factors, it is reasonable to expect that parking demand at the site will be below the average peak hour demand estimate of 123 spaces.**

AGUA FRIA LOT 38 DEVELOPMENT

TRAFFIC IMPACT ANALYSIS

FINAL SUBMITTAL

OCTOBER 17, 2024



Prepared For:

Cold Water Development Fund QOZF, LLC

106 Faithway St

Santa Fe, NM 87501

Prepared By:

Bohannan Huston

Engineering

Spatial Data

Advanced Technologies

AGUA FRIA, LOT 38 DEVELOPMENT
TRAFFIC IMPACT ANALYSIS

FINAL SUBMITTAL

Date:

October 17, 2024

Prepared by:

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Carl D. Vermillion, PE, PTOE, RSP1 **Date**

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Appendix A Existing Data

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Appendix D 2027 No Build Intersection Capacity Analysis

Appendix E 2027 Build Intersection Capacity Analysis

Appendix F 2042 No Build Intersection Capacity Analysis

Appendix G 2042 Build Intersection Capacity Analysis

I. INTRODUCTION AND SUMMARY

Cold Water Development Fund QOZF proposes to develop Lot 38, situated southwest of the Agua Fria and Broadmoor Blvd intersection. The proposed development will include 130 multi-family housing units.

A. STUDY PURPOSE

The purpose of the traffic study is to determine the impacts of the proposed development on the surrounding roadway network, evaluate the operation of the proposed site entrances, and to recommend any mitigation measures that may be necessary to support additional traffic generated by the new development.

B. EXECUTIVE SUMMARY

1. SITE LOCATION AND STUDY AREA

The site is located northeast of the Agua Fria and Siler intersection in Santa Fe, New Mexico. A vicinity map and proposed site plan are shown in Figure 1.

The study area consists of the following intersections:

- Agua Fria Street and Siler Road (existing 4-way signalized intersection)
- Agua Fria Street and Harrison Road (existing 4-way unsignalized intersection)
- Agua Fria Street and Siler Park Lane (existing 3-way unsignalized intersection)
- Siler Road & Siler Park Lane (existing 3-way unsignalized intersection)
- Agua Fria Street and North Site Entrance (future 3-way unsignalized intersection)

The intersection evaluations include analysis for the AM and PM peak hours for the following traffic conditions:

- Existing traffic (2024)
- 2027 Completion Year without the proposed site development (2027 No Build)
- 2027 Completion Year with the proposed site development (2027 Build)
- 2042 Horizon Year without the proposed site development (2042 No Build)
- 2042 Horizon Year with the proposed side development (2042 Build)

2. PRINCIPAL FINDINGS

The traffic analysis found that all intersections operate overall acceptably in the 2024 Existing, 2027 No Build and 2027 Build conditions.

In the 2042 No Build and Build scenarios, the westbound thru movement at the signalized intersection, Agua Fria and Siler, will operate at LOS F in the PM peak hour. Since the first occurrence of this appears in the no build scenario, the development is not responsible for this and further assessments as the horizon year nears is recommended.

A dedicated right turn lane was evaluated based on the SAMM, the Santa Fe TIA Guidelines, and AASHTO. A right turn lane on Agua Fria and the proposed access point is required based on the SAMM, but is not required based on the Santa Fe TIA Guidelines. Based on AASHTO requirements, if a turn lane is provided it specifies a desirable deceleration distance of 205 feet for a speed of 35 MPH. It also describes that it is not practical on many facilities to provide the full length of deceleration length in the turn lane due to constraints such as right-of-way, distance available between adjacent intersections, and storage needs. As right-of-way constraints exist along Agua Fria, this concern was evaluated to determine a length of right turn deceleration distance that could be included along the frontage of the development property. From the edge of the property to the access point an approximately 110-foot-long deceleration lane would be able to be constructed. If the adjacent properties are ever developed in the future, the City of Santa Fe may extend this turn lane to the full 205 feet if determined appropriate at that time. It is our professional recommendation that a right turn lane should be constructed at the access point of the proposed development and that this deceleration lane should be 110 feet in length.

Additionally left turn lanes were evaluated based on the SAMM, Santa Fe TIA Guidelines, and AASHTO. The westbound left on Agua Fria at the proposed access point does not meet the SAMM volumes during the AM peak hour but does meet the guidance in the PM peak hour. The Santa Fe TIA Guidelines show this left turn lane being warranted due to the high volume on Agua Fria in this area. As a two-way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

3. RECOMMENDATIONS

- Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site.

- An eastbound dedicated right turn lane is recommended at the proposed access point. This right turn lane shall be 110 feet in length along the frontage of the proposed development property.
- All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements.



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AGUA FRIA, LOT 38 DEVELOPMENT
SANTA FE, NEW MEXICO
SITE TRAFFIC ANALYSIS

FIGURE 1
SITE PLAN

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II. PROPOSED DEVELOPMENT

A. LAND USE AND INTENSITY

The proposed development is a 130-unit multi-family residential subdivision.

The development is located east of the Agua Fria and Siler intersection. The study area is not developed.

B. DEVELOPMENT PHASING AND TIMING

The project is expected to be developed by 2027.

III. STUDY AREA CONDITIONS

A. STUDY AREA

The study area consists of the following intersections:

- Agua Fria Street and Siler Road (existing 4-way signalized intersection)
- Agua Fria Street and Harrison Road (existing 3-way unsignalized intersection)
- Agua Fria Street and Siler Park Lane (existing 3-way unsignalized intersection)
- Siler Road & Siler Park Lane (existing 3-way unsignalized intersection)
- Agua Fria Street and North Site Entrance (future 3-way unsignalized intersection)

B. SITE ACCESSIBILITY

The development will include the main access on Agua Fria Street, approximately 0.3 miles east of the Agua Fria and Siler intersection. The development will also have a gated emergency access off of Cooks Road. This emergency access will not have assigned use as part of this study. The site access location on Agua Fria Street is an existing roadway with one lane in each direction and center two-way left turning lane, future 3-way intersection.

The primary routes to the site are anticipated to be either Agua Fria Street, Siler Road or Harrison Road.

C. DATA SOURCES

The data used in this report consist of the traffic volumes described below, aerial photography and mapping from Google Earth®, as well as information provided by Cleland Traffic Counts.

IV. EXISTING CONDITIONS ANALYSIS

A. BACKGROUND

Roadway federal classification is updated approximately every four years. The classification process involves local governments, the Mid Region Council of Governments (MRCOG), New Mexico Department of Transportation (NMDOT), and the Federal Highway Administration (FHWA). The 2024 MRCOG Roadway Functional Classification Map classifies roadways based on their function. Roadways are subject to design guidance based on their functional classification, design speed, or based on Comprehensive Plan corridor designations.

1. ADJACENT ROADWAYS

The following are adjacent roadways:

- Agua Fria Street is a minor arterial with one lane in each direction and a two-way left turn lane. Agua Fria has a posted speed limit of 35 miles per hour (MPH). Agua Fria provides regional connectivity within the greater Santa Fe area, serving as a link between major/minor roadways which travel north-south directions, including Highway 285 and I-25. Sidewalks and bicycle lanes exist along Agua Fria in this area.
- Siler Road is a minor arterial, with one lane in each direction and a two-way left turn lane. Siler Road has a posted speed limit of 30 MPH. Siler provides regional connectivity within Santa Fe, serving as a connector roadway to NM 14 which leads to Tijeras and I-40 to the south, or I-25 to the south, or US 285 to the northeast. Sidewalks and bicycle lanes exist along Agua Fria in this area.
- Harrison Road is a local roadway with speedhumps no centerline striping. Harrison Road has a posted speed limit of 25 MPH. Sidewalk, curb and gutter exist along Harrison Road in this area.
- Siler Park Lane is a local roadway with no centerline striping or posted speed limit. It has an assumed speed limit of 25 MPH. Siler Park Lane has curb and gutter. No sidewalk or bike paths exist along Siler Park Lane.
- Cooks Road is a local roadway with no centerline striping or posted speed limit. Cooks Road has sidewalk, curb and gutter. Bike lanes/paths do not exist along Cooks Road.

2. MULTI-MODAL CONDITIONS

The Santa Fe Bikeways and Trails map includes designated bicycle lanes on both sides of Agua Fria from Siler to Avenida Cristobal Colon. This map also includes Agua Fria

as a shared use-higher traffic roadway where it does not denote bike lanes or shoulders. Siler Road also includes a bike lane/shoulders from Cerrillos Road to Alameda. Additionally, the bikeways and trails map shows Rufina and Harrison as shared use with lower traffic/speed.

The Santa Fe river trail is located along the north banks of the Santa Fe river, which runs parallel to the north of Agua Fria through the project limits. The nearest access to this trail is currently at Siler Road with many additional access points along the 10 mile trail. Additional access points are in discussion at the City but are not yet under construction.

The Santa Fe Trails bus system currently has an active route along Agua Fria Street, which passes the proposed development. The system map denotes this route as route 1 with the nearest bus stop being located east of the intersection of Agua Fria and Siler.

Additionally, Cerrillos Road has route 2 running along it within a mile of the proposed development. This route has the closest bus stop located at Cerrillos Road and Siler.

B. EXISTING TRAFFIC CONDITIONS

Traffic counts for the intersections analyzed in the study area were collected on March 19, 2024, and March 20, 2024. Existing traffic counts are included in Appendix A. The counts included 6-hour turning movement counts. Build traffic for the proposed subdivisions was estimated by counting the houses, developing trip generation, and distributing those trips onto the Build roadway network, similar to a normal traffic study.

C. LEVEL OF SERVICE DEFINITIONS

The *Highway Capacity Manual Seventh Edition* (HCM) defines Level of Service (LOS) for signalized and un-signalized intersections in Table 1 as follows:

Table 1 | LOS Definitions

Level of Service	Definition	Signalized (sec/veh)	Unsignalized (sec/veh)
A	Most vehicles do not stop	<10	<10
B	Some vehicles stop	>10 and <20	>10 and <15
C	Significant numbers of vehicles stop	>20 and <35	>15 and <25
D	Many vehicles stop	>35 and <55	>25 and <35
E	Limit of acceptable delay	>55 and <80	>35 and <50
F	Unacceptable delay	>80	>50

The City of Santa Fe has established LOS D as the generally acceptable level of service in urban areas. When intersections operate below this level, improvements are considered, where feasible. Other critical movements are also desired to have LOS D or better if possible.

D. EXISTING INTERSECTION CAPACITY ANALYSIS

The traffic volume for all existing intersections were analyzed using Highway Capacity Software version 7 (HCS7), which uses the intersection methodology from the Seventh Edition of the Highway Capacity Manual (HCM). Existing traffic volumes are shown in Figure 2. Individual intersection output for the existing conditions analysis is included in Appendix B. The results are summarized in Table 2 and Table 3.

The signalized intersection of Agua Fria Street and Siler Road operates at an acceptable level of service in the AM and PM peak hours.

Table 2 | Existing Signalized Intersection Results

Intersection/Movement	2024 AM Peak			2024 PM Peak		
	Delay (sec)	V/C	LOS	Delay (sec)	V/C	LOS
Agua Fria & Siler	21.8	0.80	C	28.1	0.88	C

* – HCM 95th percentile queue rounded to next 25-foot increment

The unsignalized intersections operate at acceptable levels of service in the AM and PM peak hours with a LOS no worse than C. The Results for the unsignalized intersections are shown in Table 3.

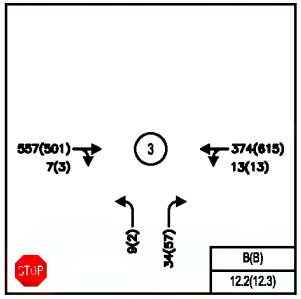
Table 3| Existing Unsignalized Intersection Results

Intersection/Movement	2024 AM Peak				2024 PM Peak			
	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.8	0.01	0	A
Westbound Approach	8.9	0.04	25	A	8.9	0.05	25	A
Northbound Approach	14.1	0.11	25	B	15.3	0.23	25	C
Southbound Approach	13.3	0.04	25	B	17.0	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.7	0.01	0	A	8.7	0.01	0	A
Northbound Approach	12.2	0.02	25	B	12.3	0.02	25	B
Siler Road & Siler Park Lane								
Westbound Approach	16.4	0.13	25	C	19.0	0.23	25	C
Southbound Approach	0.4	0.01	0	A	0.4	0.01	0	A

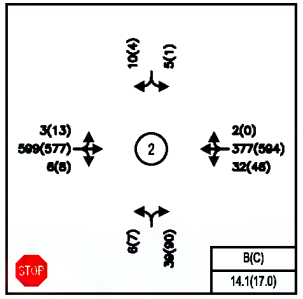
* – HCM 95th percentile queue rounded to next 25-foot increment

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



AGUA FRIA ST / SILER PARK LN



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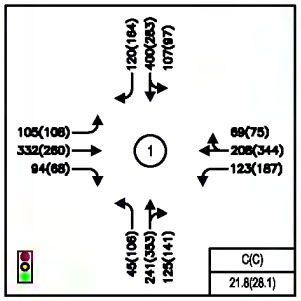

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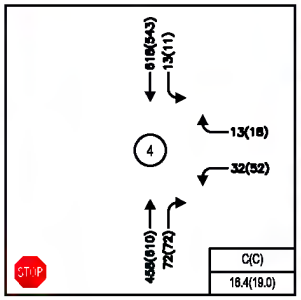

SILER RD / SILER PARK LN



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AGUA FRIA, LOT 38 DEVELOPMENT
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SITE TRAFFIC ANALYSIS

FIGURE 2
2024 EXISTING

V. PROJECTED TRAFFIC

A. SITE TRAFFIC FORECASTING

1. TRIP GENERATION

Generated trips are broken down into three types; 1) primary, 2) pass-by trips, and 3) diverted link. The Trip Generation report defines these trips as follows:

- **Primary Trips** – These trips are made for the specific purpose of visiting the generator. The stop at that generator is the primary reason for the trip. For example, a home to shopping to home combination of trips is a primary trip set.
- **Pass-by Trips** – These trips are made as intermediate stops on the way from an origin to a primary trip generation. Pass-by trips are attracted from the traffic passing the site on an adjacent street that contains direct access to the generator site. These trips do not require a diversion from another roadway. For example, stopping at the store on the way home from work is an example of a pass-by trip. No pass-by trips we used in this analysis.
- **Diverted Linked Trips –** These trips are attracted from the traffic volume on the roadway within the vicinity of the generator, but which require a diversion from that roadway to another roadway to gain access to the site. The roadways could include streets or freeways adjacent to the generator, but without access to the generator. For this study, the diverted link trips have been included in with the primary trips.

This study evaluates primary trips only.

The trip generation based on the 10th Edition of the Institute of Transportation engineer's (ITE) Trip Generation Manual is shown in Table 4 below with the following considerations. The trip generation is based on the peak hour of the adjacent street traffic.

Table 4| Trip Generation

Land Use	ITE Code	Size	Daily	AM Enter	AM Exit	PM Enter	PM Exit
Multi-Family Housing (Low-Rise)	220	130	909	15	48	48	28

2. TRIP DISTRIBUTION AND ASSIGNMENT

The trip distribution was determined using a modified gravity model that considered a region-wide travel shed for employment trips. As the development is residential, standard traffic analysis assumes the trips in the peak hour to be primarily employment trips, so the destinations for the AM trips are employment locations, with the origins the site. In the PM peak hour, the destination is the site, and the origins are the employment locations.

The gravity model uses the locations of employment, which are weighted by the number of jobs in the Subareas in the Albuquerque and Santa Fe Metropolitan area divided by their distance from the site. This means that employment locations closer to the site are considered more likely, with those farther away to be less likely, depending on how many jobs are in each Subarea.

The gravity model utilized socioeconomic data obtained from the Mid Region Council of Governments (MRCOG), which included population and employment estimates for each subarea within the Albuquerque and Santa Fe Metropolitan Planning Area to develop the trip distribution.

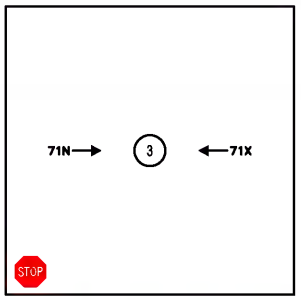
Spreadsheets showing the development of the trip distribution are included in Appendix C. Trip distribution percentages are shown in Figure 3.

3. TRAFFIC PROJECTIONS

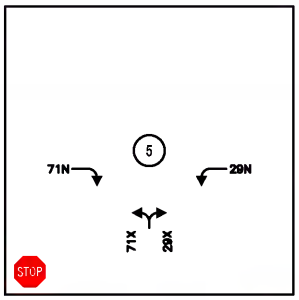
A background growth rate of 1% was applied to provide an estimate of potential future growth of traffic at all intersections evaluated. The growth rate determination and data are summarized in the spreadsheets included in Appendix C.

LEGEND

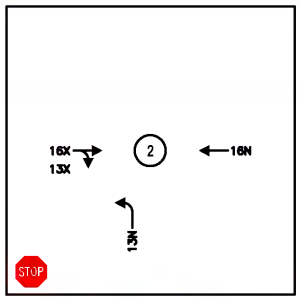
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- N — Entering
- X — Exiting



AGUA FRIA ST / SILER PARK LN



AGUA FRIA ST / NORTH SITE ENTRANCE



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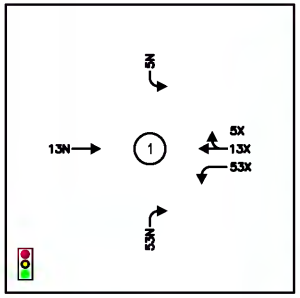

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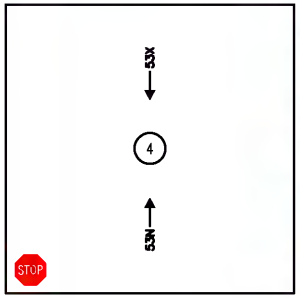

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FIGURE 3
RESIDENTIAL TRIP DISTRIBUTION PERCENTAGES

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VI. TRAFFIC AND IMPROVEMENT ANALYSIS

The following section will discuss the results of the future year traffic analysis. The intersection capacity analysis was completed using HCS7 which implements the Highway Capacity Manual procedures.

1. 2027 NO BUILD INTERSECTION CAPACITY ANALYSIS

The 2027 No Build analysis assumes that the proposed development is not completed in the 2027 and 2042 time periods. Figure 4 shows the 2027 No Build Results. Table 5 and Table 6 show the No Build results. The HCS outputs are included in Appendix D.

The study found that the signalized intersection, Agua Fria Street and Siler Road, operates at acceptable levels of service, LOS C in the AM and PM peak hours for the 2027 No Build condition.

For the 2027 No Build scenario the signalized intersection of Agua Fria Street and Siler operates at LOS C in both the AM and PM peak hours. Table 5 shows the No Build Signalized Results.

Table 5 | 2027 No Build Signalized Intersection Results

Intersection	2027 AM Peak			2027 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	22.6	0.81	C	30.0	0.90	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

The study found that all unsignalized intersections operate at acceptable levels of service in the 2027 No Build condition with all movements at LOS C or better for both AM and PM peak hours.

For the 2027 No Build condition, the Agua Fria and Harrison intersection has eastbound and westbound approaches that are expected to operate at a LOS A in the AM and PM peak hours. The northbound and southbound approaches are expected to operate at a LOS B in the AM peak hour and LOS C in the PM peak hour.

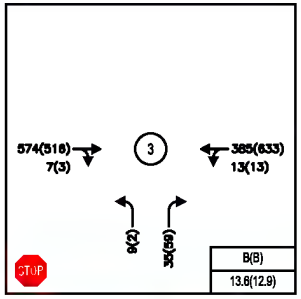
The Agua Fria and Siler Park Lane intersection produced results that the westbound approach is expected to operate at a LOS A in the AM and PM peak hour while the northbound approach is expected to operate at a LOS B during both peak hours.

The Siler and Siler Park Lane intersection is expected to operate at a LOS C for the westbound approach in both the AM and PM peak hour. The Southbound approach is expected to operate at a LOS A in both the AM and PM peak hour.

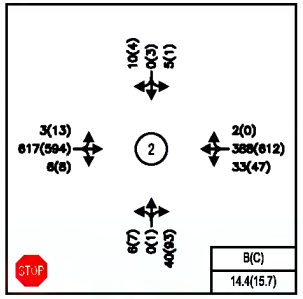
Table 6 | 2027 No Build Unsignalized Intersection Results								
	2027 AM Peak				2027 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.9	0.01	0	A
Westbound Approach	9.0	0.04	25	A	9.0	0.05	25	A
Northbound Approach	14.4	0.11	25	B	15.7	0.24	25	C
Southbound Approach	13.6	0.04	25	B	17.4	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.8	0.01	0	A	8.6	0.01	0	A
Northbound Approach	13.6	0.10	25	B	12.9	0.13	25	B
Siler Road & Siler Park Lane								
Westbound Approach	16.7	0.14	25	C	19.7	0.25	50	C
Southbound Approach	8.7	0.01	0	A	0.4	0.01	0	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

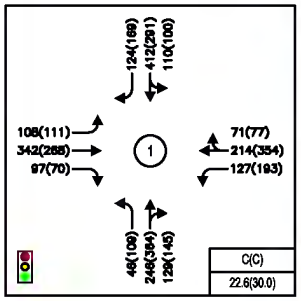
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



AGUA FRIA ST / SILER PARK LN



AGUA FRIA ST / HARRISON RD



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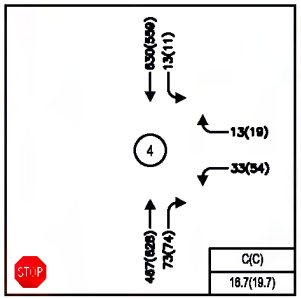

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FIGURE 4
2027 AM(PM) NO BUILD
PEAK HOUR TRAFFIC VOLUMES

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2. 2027 BUILD INTERSECTION CAPACITY ANALYSIS

The trips generated by the site (Table 4) were assigned to the intersections using the trip percentages and associated volumes, shown in Figure 3. These trips were added to the 2027 No Build traffic projections.

The study found that the signalized intersection, Agua Fria and Siler will operate at acceptable levels of service in the 2027 Build condition with a LOS C in both the AM and PM peak hour.

The 2027 Build capacity analysis is shown in Table 7 and Table 8. The individual intersection output is included in Appendix E.

Table 7 | 2027 Build Signalized Intersection Results

Intersection	2027 AM Peak			2027 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	23.4	0.82	C	32.1	0.92	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

For the 2027 Build condition at Agua Fria and Harrison Road, the eastbound and westbound approaches are expected to operate at LOS A in the AM and PM peak hour. The northbound and southbound movements are expected to operate at LOS B in the AM peak hour and LOS C in the PM peak hour.

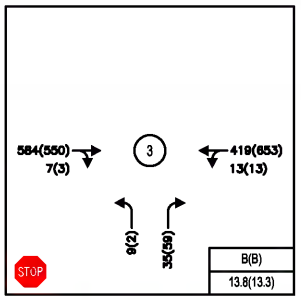
Under the 2027 Build condition at Agua Fria and Siler Park Lane the westbound approach is expected to operate at a LOS A in both the AM and PM peak hour while the northbound approach is expected to operate at LOS B in both the AM and PM peak hours.

At the Siler Road & Siler Park Lane intersection the westbound approach is expected to degrade to LOS C in the PM peak hour. All other movements operate at acceptable Levels of Service in both the AM and PM peak hour.

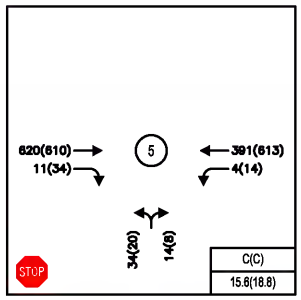
Table 8 | 2027 Build Unsignalized Intersection Results								
	2027 AM Peak				2027 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.9	0.01	0	A
Westbound Approach	9.1	0.04	25	A	9.0	0.05	25	A
Northbound Approach	14.8	0.12	25	B	16.9	0.27	50	C
Southbound Approach	13.7	0.04	25	B	17.6	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.8	0.01	0	A	8.7	0.01	0	A
Northbound Approach	13.8	0.10	25	B	13.3	0.13	25	B
Siler Road & Siler Park Lane								
Westbound Approach	17.0	0.14	25	C	20.4	0.26	25	C
Southbound Approach	8.7	0.01	0	A	9.4	0.01	0	A
Agua Fria & North Site Entrance								
Westbound Approach	8.9	0.00	0	A	9.0	0.02	0	A
Northbound Approach	15.6	0.13	25	C	16.8	0.09	25	C
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

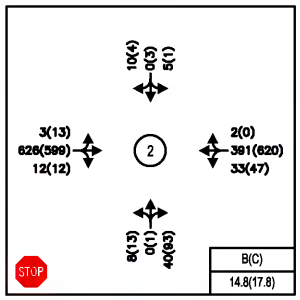
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



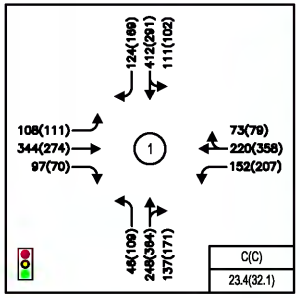
AGUA FRIA ST / SILER PARK LN



AGUA FRIA ST / NORTH SITE ENTRANCE



AGUA FRIA ST / HARRISON RD



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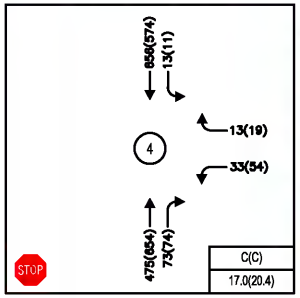

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FIGURE 5
2027 AM(PM) BUILD
PEAK HOUR TRAFFIC VOLUMES

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3. 2042 NO BUILD INTERSECTION CAPACITY ANALYSIS

The 2042 Horizon Year No Build analysis assumes the proposed development is completed in the 2027 time period. Figure 6 shows the 2042 Horizon Year No Build Results. Table 9 and Table 10 show a summary of the No Build results. The HCS outputs are included in Appendix F.

The traffic analysis found that the signalized intersection, Agua Fria Street and Siler Road operate overall acceptably for the 2042 No Build condition in the AM and PM peak hours however, during the PM peak hour the westbound movement degrades to LOS F due to the background traffic growth. This decline in operation is not due to the development traffic.

Table 9 | 2042 Horizon Year No Build Signalized Intersection Results

Intersection	2042 AM Peak			2042 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	31.8	0.87	C	51.9	1.16	D**

* – HCM 95th percentile queue rounded to next 25-foot increment
** - Movements of LOS F

The traffic analysis found in the 2042 No Build condition all unsignalized intersections operate at acceptable Levels of Service in both the AM and PM peak hours.

For the 2042 No Build condition the Agua Fria Street and Harrison Road is expected to continue to operate at acceptable conditions. All movements at this intersection are expected to continue to operate at acceptable levels of service.

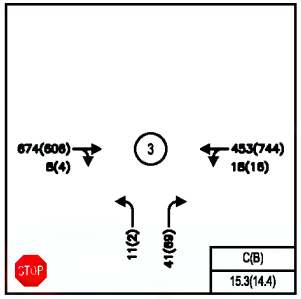
For the Agua Fria Street and Siler Park Lane intersection also continues to operate acceptably. All movement continue to operate at acceptable level of service.

The Siler Road & Siler Park Lane intersection continues to operate with all movements operating at acceptable Levels of Service in both the AM and PM peak hours.

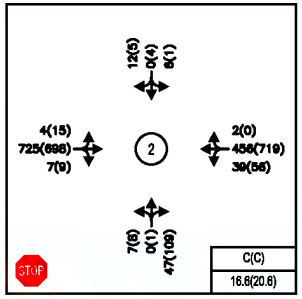
Table 10 | 2042 Horizon Year No Build Unsignalized Intersection Results								
	2042 AM Peak				2042 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.3	0.00	0	A	9.3	0.02	25	A
Westbound Approach	9.5	0.05	25	A	9.5	0.07	25	A
Northbound Approach	16.6	0.15	25	C	19.2	0.33	50	C
Southbound Approach	15.4	0.05	25	C	20.6	0.04	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	9.1	0.02	25	A	8.9	0.02	25	A
Northbound Approach	15.3	0.14	25	C	14.4	0.17	25	B
Siler Road & Siler Park Lane								
Westbound Approach	19.6	0.19	25	C	22.3	0.26	25	C
Southbound Approach	9.1	0.02	25	A	9.9	0.02	25	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



AGUA FRIA ST / SILER PARK LN



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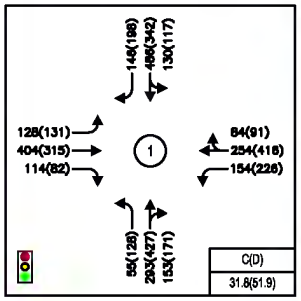

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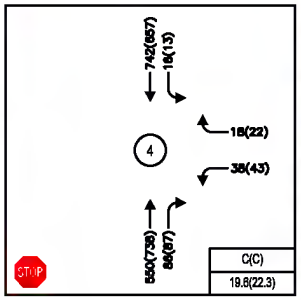

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FIGURE 6
2042 HORIZON YEAR
AM(PM) NO BUILD
PEAK HOUR TRAFFIC VOLUMES

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4. 2042 BUILD INTERSECTION CAPACITY ANALYSIS

The trips generated by the site (Table 4) were assigned to the intersections using the trip percentages and associated volumes, shown in Figure 3. These trips were added to the 2042 Horizon Year No Build traffic projections shown in Appendix G 2042 Build Intersection Capacity Analysis. Figure 7 shows the 2042 Build Traffic Volumes and a summary of the results are shown in Table 11 and Table 12. The individual intersection output is included in Appendix G.

The 2042 Horizon Year Build traffic analysis found that the signalized intersection, Agua Fria and Siler continues to have a deficient movement during the PM peak hour. The westbound thru movement operates at a LOS F in the PM peak hour with a delay of 151.4 seconds per vehicle. This deficiency is also noted in the No build scenario and therefore is not caused by the development traffic.

Table 11 | 2042 Horizon Year Build Signalized Intersection Results

Intersection	2042 AM Peak			2042 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	33.2	0.88	C	56.8	1.20	E**

* – HCM 95th percentile queue rounded to next 25-foot increment
** - Movements of LOS F

For the 2042 Build condition, the study found that all unsignalized intersections operate at an acceptable Level of Service in both the AM and PM peak hours.

The eastbound and westbound approaches at the Agua Fria and Harrison intersection operate at a LOS A in the AM and PM peak hour. The northbound and southbound approaches operate at a LOS C in the AM and PM peak hour.

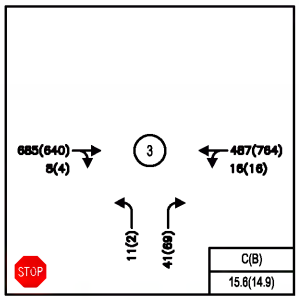
At the Agua Fria Street and Siler Park Lane intersection, all movements operate at acceptable Levels of Service in both the AM and PM peak hours.

At the Siler Road & Siler Park Lane intersection, the westbound approach is expected to degrade to LOS D in the PM peak hour. All other movements operate better than LOS D in both the AM and PM peak hours.

Table 12 | 2042 Horizon Year Build Unsignalized Intersection Results								
	2042 AM Peak				2042 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.3	0.00	0	A	9.3	0.02	25	A
Westbound Approach	9.5	0.05	25	A	9.5	0.07	25	A
Northbound Approach	17.1	0.17	25	C	21.5	0.38	50	C
Southbound Thru Approach	15.5	0.05	25	C	20.9	0.04	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	9.2	0.02	25	A	9.0	0.02	25	A
Northbound Approach	15.6	0.14	25	C	14.9	0.17	25	B
Siler Road & Siler Park Lane								
Westbound Approach	20.1	0.20	25	C	26.1	0.36	50	D
Southbound Approach	9.1	0.02	25	A	10.0	0.02	25	A
Agua Fria & North Site Entrance								
Westbound Approach	8.9	0.00	0	A	9.0	0.02	25	A
Northbound Approach	15.6	0.13	25	C	16.8	0.09	25	C
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



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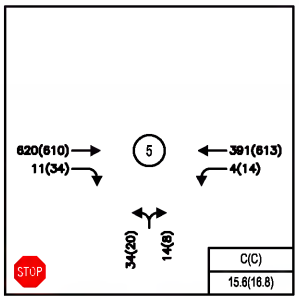
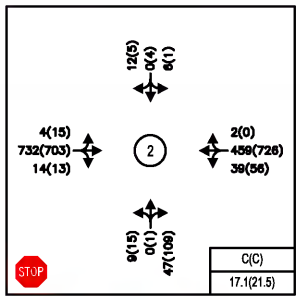
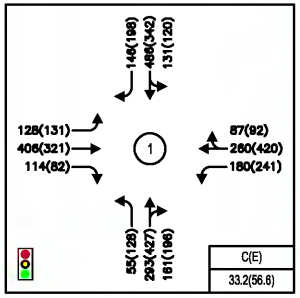


AGUA FRIA ST / NORTH SITE ENTRANCE



AGUA FRIA ST / HARRISON RD



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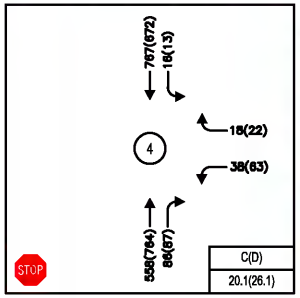

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FIGURE 7
2042 HORIZON YEAR
AM(PM) BUILD
PEAK HOUR TRAFFIC VOLUMES

B. TURN LANE EVALUATION

Analyses of the state access management manual (SAMM), comparisons to Transportation Impact Analysis (TIA) Guidelines by the City of Santa Fe, and AASHTO documentation were completed to determine the need to install new right turn or left turn lanes at several of the intersections included in the study area.

Included in decision making for these deceleration lanes was the safety analysis for the Agua Fria Street Corridor Study that was recently completed. This section of the study is included in Appendix C for reference. This safety analysis showed 308 accidents over a 10-year period with 71% of those accidents being rear-end collisions. The FHWA Highway Safety Programs suggests countermeasures that address specific types of crashes. A counter measure that is suggested to help address rear end crashes attributed to turning vehicles hit from behind is providing turning lanes at intersections. As the turn lane evaluation looked at several guidance documents based on national standards, New Mexico standards, and City of Santa Fe standards, a recommendation will take all available information and follow a best practice to help decrease the amount of rear end collisions along Agua Fria creating a safer environment for the traveling public.

Agua Fria has a posted speed limit of 35 MPH, and the development will see a volume of 11 vehicles in the AM peak hour and 34 vehicles during the PM peak hour taking an eastbound right into the site. During both peak hours, a dedicated right turn lane is required based on the SAMM criteria. The Santa Fe TIA Guidelines have different vehicle volumes for the requirement of dedicated right turn lanes, and therefore the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. For this right turn lane, the deceleration length is calculated based on AASHTO recommendations. With a speed of 35 MPH, AASHTO states that a deceleration distance of 205 feet is needed. The Santa Fe guidelines and AASHTO also state that a moderate amount of deceleration within the through lanes is acceptable. Due to existing right-of-way constraints along Agua Fria, the length from the edge of the property to the access point is the limiting factor without requiring right of way acquisitions to adjacent property owners. The length of deceleration lane, which includes the taper, that would fit into this area is approximately 110 feet. This would mean that a vehicle would slow to 25 MPH in the through lane with the remainder of deceleration occurring in the dedicated right turn lane. Since the SAMM criteria warrants this right turn lane, it is recommended to install this dedicated right turn lane with a length of 110 feet along the frontage of the proposed development. If development of the adjacent property occurs in the future, the City of Santa Fe may recommend extending this turn lane to the full 205-foot requirement.

The development will also see a volume of 4 vehicles in the AM peak hour and 14 vehicles during the PM peak hour entering the development via a westbound left movement. The AM peak hour does not require a dedicated turn lane although the

PM peak hour does meet the threshold requiring a left turn lane per the SAMM. The Santa Fe TIA Guidelines show the volume criteria is met for a left turn lane for a two-lane roadway at 35 MPH. As a two way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

The signalized intersection of Agua Fria and Siler Road was also looked at closer to determine the need for dedicated right turning lanes. The SAMM states that one of the purposes of speed change lanes at signalized intersections are to improve intersection operational efficiency. The intersection operates acceptably during the opening year of 2027 but the westbound includes declines in 2042 due to background growth even without the additional traffic generated by the development. In the horizon year it may be beneficial to take a closer look at this movement to determine if a dedicated westbound right turning lane should be installed at this intersection. Using the Santa Fe TIA Guidelines, the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. Alternative mitigation efforts should be explored prior to 2042.

According to the SAMM, the intersection of Siler Road and Siler Park Lane meets the threshold for a dedicated northbound right turning lane in existing conditions during both AM and PM peak hours. The Santa Fe TIA Guidelines show the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. Since this turn lane is not required based on the Santa Fe TIA Guidelines, we recommend this not be installed. Additionally, since this is in existing conditions this right turn lane should not be the responsibility of the developer.

Agua Fria and Siler Park Lane was also evaluated and does not require an eastbound dedicated right turn lane at the intersection based on the SAMM. A westbound dedicated left turn lane is required based on the SAMM. There is an existing westbound left turn lane at this intersection with a length of approximately 50 feet. Additionally, this area includes a two way left turn lane that could be used to extend this left turn lane if needed. The Santa Fe TIA Guidelines for turning lane requirements indicated the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. The traffic volume is met for a dedicated left turn lane for a two-way roadway at 35 MPH. The operational analysis shows that the westbound left at this location will not see a queue develop during either peak hour. The Santa Fe TIA Guidelines state that the minimum turn bay length of 50 feet shall be provided. Since this is met for the westbound left turn lane, additional length is not required. Additionally, no trips associated with the development are assigned to this movement, so these turn lanes at this intersection should not be the responsibility of the developer.

The applicable tables from the SAMM and Santa Fe TIA Guidelines criteria is included in Appendix C for reference

VII. CONCLUSIONS AND RECOMMENDATIONS

A. CONCLUSIONS

The traffic analysis found that all intersections operate overall acceptably in the 2024 Existing, 2027 No Build and 2027 Build conditions.

In the 2042 No Build and Build scenarios, the westbound thru movement at the signalized intersection, Agua Fria and Siler, will operate at LOS F in the PM peak hour. Since the first occurrence of this appears in the no build scenario, the development is not responsible for this and further assessments as the horizon year nears is recommended.

A dedicated right turn lane was evaluated based on the SAMM, the Santa Fe TIA Guidelines, and AASHTO. A right turn lane on Agua Fria and the proposed access point is required based on the SAMM, but is not required based on the Santa Fe TIA Guidelines. AASHTO requirements state that if a turn lane is provided it specifies a desirable deceleration distance of 205 feet for a speed of 35 MPH. It states that it is not practical on many facilities to provide the full length of deceleration length in the turn lane due to constraints such as right-of-way, distance available between adjacent intersections, and storage needs. As right-of-way constraints exist along Agua Fria, this concern was evaluated to determine a length of right turn deceleration distance that could be included along the frontage of the development property. From the edge of the property to the access point an approximately 110-foot-long deceleration lane would be able to be constructed. If the adjacent properties are ever developed in the future, the City of Santa Fe may extend this turn lane to the full 205 feet if determined appropriate at that time. It is our professional recommendation that a right turn lane should be constructed at the access point of the proposed development and that this deceleration lane should be 110 feet in length.

Additionally left turn lanes were evaluated based on the SAMM, Santa Fe TIA Guidelines, and AASHTO. The westbound left on Agua Fria at the proposed access point does not meet the SAMM volumes during the AM peak hour but does meet the guidance in the PM peak hour. The Santa Fe TIA Guidelines show this left turn lane being warranted due to the high volume on Agua Fria in this area. As a two-way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

B. RECOMMENDATIONS

- Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site.

- An eastbound dedicated right turn lane is required at the proposed access point. This right turn lane shall be 110 feet in length along the frontage of the proposed development property.
- All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements.

APPENDIX A
EXISTING DATA

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	2	15	2	0	0	19	1	4	2	0	1	8	3	7	10	0	0	20	1	7	2	0	0	10	57
06:15 AM	8	21	12	0	0	41	5	9	6	0	0	20	2	6	7	0	0	15	1	22	4	0	0	27	103
06:30 AM	5	25	19	0	0	49	9	9	3	0	0	21	1	27	8	0	0	36	5	22	5	0	0	32	138
06:45 AM	9	44	13	0	0	66	7	14	5	0	0	26	3	14	18	0	0	35	10	26	5	0	0	41	168
Total	24	105	46	0	0	175	22	36	16	0	1	75	9	54	43	0	0	106	17	77	16	0	0	110	466
07:00 AM	11	25	7	0	0	43	11	17	5	0	0	33	3	27	13	0	0	43	9	36	10	0	0	55	174
07:15 AM	8	51	17	0	0	76	20	25	13	0	0	58	6	32	21	0	0	59	15	45	15	0	0	75	268
07:30 AM	27	54	21	0	0	102	21	33	15	0	0	69	9	57	30	0	0	96	17	73	18	0	0	108	375
07:45 AM	25	89	23	0	0	137	35	63	16	0	1	115	11	64	28	0	0	103	26	99	35	1	1	162	517
Total	71	219	68	0	0	358	87	138	49	0	1	275	29	180	92	0	0	301	67	253	78	1	1	400	1334
08:00 AM	25	77	23	0	0	125	33	46	16	0	0	95	11	52	27	0	1	91	32	112	33	0	0	177	488
08:15 AM	23	79	27	0	0	129	25	52	18	0	0	95	12	65	25	0	0	102	31	102	24	0	0	157	483
08:30 AM	32	87	21	0	0	140	30	47	19	1	0	97	11	60	45	0	0	116	18	87	28	0	0	133	486
08:45 AM	29	78	16	0	0	123	24	42	6	1	0	73	14	69	41	0	1	125	20	72	18	0	0	110	431
Total	109	321	87	0	0	517	112	187	59	2	0	360	48	246	138	0	2	434	101	373	103	0	0	577	1888
*** BREAK ***																									
03:00 PM	35	60	15	0	0	110	40	78	13	1	1	133	19	82	38	0	0	139	18	75	33	0	0	126	508
03:15 PM	35	53	19	0	0	107	43	85	19	1	0	148	29	74	43	1	0	147	18	61	30	0	0	109	511
03:30 PM	21	67	12	0	0	100	40	72	18	0	0	130	15	65	38	0	0	118	19	93	37	0	0	149	497
03:45 PM	19	72	24	0	0	115	30	65	13	0	0	108	27	69	36	0	0	132	28	92	35	1	0	156	511
Total	110	252	70	0	0	432	153	300	63	2	1	519	90	290	155	1	0	536	83	321	135	1	0	540	2027
04:00 PM	16	76	13	0	0	105	38	74	17	0	0	129	18	67	39	0	0	124	24	77	19	0	0	120	478
04:15 PM	22	66	21	0	0	109	38	83	15	0	0	136	25	87	40	0	0	152	24	67	40	0	0	131	528
04:30 PM	25	77	11	0	0	113	36	77	18	0	0	131	21	81	43	0	1	146	21	56	40	0	0	117	507
04:45 PM	31	59	23	1	0	114	57	88	15	0	0	160	26	79	31	2	1	139	23	87	37	0	0	147	560
Total	94	278	68	1	0	441	169	322	65	0	0	556	90	314	153	2	2	561	92	287	136	0	0	515	2073
05:00 PM	24	63	14	0	0	101	38	92	16	1	0	147	33	91	38	0	0	162	29	64	36	0	0	129	539
05:15 PM	28	61	20	0	0	109	56	87	26	0	0	169	26	102	29	0	1	158	24	76	51	0	0	151	587
05:30 PM	30	54	18	0	0	102	43	78	14	0	0	135	21	76	38	0	0	135	22	68	36	1	0	127	499
05:45 PM	30	63	8	0	0	101	45	85	16	0	0	146	16	62	35	1	0	114	19	55	21	0	0	95	456
Total	112	241	60	0	0	413	182	342	72	1	0	597	96	331	140	1	1	569	94	263	144	1	0	502	2081
Grand Total	520	1416	399	1	0	2336	725	1325	324	5	3	2382	362	1415	721	4	5	2507	454	1574	612	3	1	2644	9869
Apprch %	22.3	60.6	17.1	0	0		30.4	55.6	13.6	0.2	0.1		14.4	56.4	28.8	0.2	0.2		17.2	59.5	23.1	0.1	0		
Total %	5.3	14.3	4	0	0	23.7	7.3	13.4	3.3	0.1	0	24.1	3.7	14.3	7.3	0	0.1	25.4	4.6	15.9	6.2	0	0	26.8	
Cars	517	1404	395	1	0	2317	722	1315	324	5	3	2369	356	1402	706	4	5	2473	451	1557	610	3	1	2622	9781
% Cars	99.4	99.2	99	100	0	99.2	99.6	99.2	100	100	100	99.5	98.3	99.1	97.9	100	100	98.6	99.3	98.9	99.7	100	100	99.2	99.1

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	2	4	3	0	0	9	0	1	0	0	0	1	5	12	5	0	0	22	1	15	0	0	0	16	48
% Trucks	0.4	0.3	0.8	0	0	0.4	0	0.1	0	0	0	0	1.4	0.8	0.7	0	0	0.9	0.2	1	0	0	0	0.6	0.5
Buses	1	8	1	0	0	10	3	9	0	0	0	12	1	1	10	0	0	12	2	2	2	0	0	6	40
% Buses	0.2	0.6	0.3	0	0	0.4	0.4	0.7	0	0	0	0.5	0.3	0.1	1.4	0	0	0.5	0.4	0.1	0.3	0	0	0.2	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 3

	Agua Fria St. Eastbound				Agua Fria St. Westbound				Siler Rd. Northbound				Siler Rd. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	25	89	23	137	35	63	16	114	11	64	28	103	26	99	35	160	514
08:00 AM	25	77	23	125	33	46	16	95	11	52	27	90	32	112	33	177	487
08:15 AM	23	79	27	129	25	52	18	95	12	65	25	102	31	102	24	157	483
08:30 AM	32	87	21	140	30	47	19	96	11	60	45	116	18	87	28	133	485
Total Volume	105	332	94	531	123	208	69	400	45	241	125	411	107	400	120	627	1969
% App. Total	19.8	62.5	17.7		30.8	52	17.2		10.9	58.6	30.4		17.1	63.8	19.1		
PHF	.820	.933	.870	.948	.879	.825	.908	.877	.938	.927	.694	.886	.836	.893	.857	.886	.958
Cars	103	329	92	524	123	207	69	399	45	239	121	405	105	396	119	620	1948
% Cars	98.1	99.1	97.9	98.7	100	99.5	100	99.8	100	99.2	96.8	98.5	98.1	99.0	99.2	98.9	98.9
Trucks	2	2	2	6	0	0	0	0	0	2	2	4	1	4	0	5	15
% Trucks	1.9	0.6	2.1	1.1	0	0	0	0	0	0.8	1.6	1.0	0.9	1.0	0	0.8	0.8
Buses	0	1	0	1	0	1	0	1	0	0	2	2	1	0	1	2	6
% Buses	0	0.3	0	0.2	0	0.5	0	0.3	0	0	1.6	0.5	0.9	0	0.8	0.3	0.3
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	25	77	11	113	36	77	18	131	21	81	43	145	21	56	40	117	506
04:45 PM	31	59	23	113	57	88	15	160	26	79	31	136	23	87	37	147	556
05:00 PM	24	63	14	101	38	92	16	146	33	91	38	162	29	64	36	129	538
05:15 PM	28	61	20	109	56	87	26	169	26	102	29	157	24	76	51	151	586
Total Volume	108	260	68	436	187	344	75	606	106	353	141	600	97	283	164	544	2186
% App. Total	24.8	59.6	15.6		30.9	56.8	12.4		17.7	58.8	23.5		17.8	52	30.1		
PHF	.871	.844	.739	.965	.820	.935	.721	.896	.803	.865	.820	.926	.836	.813	.804	.901	.933
Cars	108	259	68	435	186	342	75	603	106	353	138	597	97	281	164	542	2177
% Cars	100	99.6	100	99.8	99.5	99.4	100	99.5	100	100	97.9	99.5	100	99.3	100	99.6	99.6
Trucks	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1
% Trucks	0	0	0	0	0	0	0	0	0	0	0.7	0.2	0	0	0	0	0.0
Buses	0	1	0	1	1	2	0	3	0	0	2	2	0	2	0	2	8
% Buses	0	0.4	0	0.2	0.5	0.6	0	0.5	0	0	1.4	0.3	0	0.7	0	0.4	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Harrison Rd.
Site Code : 03202024
Start Date : 3/20/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Harrison Rd. Northbound						Boylan Ln. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	1	16	0	0	0	17	0	14	0	0	0	14	2	0	0	0	0	2	0	0	0	0	0	0	33
06:15 AM	1	27	0	0	0	28	1	15	0	0	0	16	0	0	2	0	0	2	0	0	0	0	0	0	46
06:30 AM	0	35	2	0	0	37	0	15	1	0	0	16	0	0	1	0	0	1	0	0	0	0	0	0	54
06:45 AM	9	48	0	0	0	57	0	36	1	0	0	37	1	0	4	0	0	5	1	0	2	0	0	3	102
Total	11	126	2	0	0	139	1	80	2	0	0	83	3	0	7	0	0	10	1	0	2	0	0	3	235
07:00 AM	5	46	0	0	0	51	4	37	1	0	0	42	1	1	1	0	0	3	1	0	0	0	0	1	97
07:15 AM	1	76	1	0	0	78	4	46	1	0	0	51	0	0	4	0	0	4	3	0	3	0	0	6	139
07:30 AM	0	70	0	0	0	70	3	48	0	0	0	51	1	0	6	0	0	7	1	0	5	0	0	6	134
07:45 AM	2	151	2	0	0	155	13	97	1	0	0	111	3	0	9	0	0	12	1	0	4	0	0	5	283
Total	8	343	3	0	0	354	24	228	3	0	0	255	5	1	20	0	0	26	6	0	12	0	0	18	653
08:00 AM	0	148	1	0	0	149	8	94	0	0	0	102	0	0	13	0	0	13	2	0	3	0	0	5	269
08:15 AM	1	132	1	0	0	134	6	93	0	0	0	99	1	0	6	0	0	7	1	0	3	0	0	4	244
08:30 AM	0	168	2	0	0	170	5	93	1	1	0	100	2	0	11	0	0	13	1	0	0	1	0	2	285
08:45 AM	1	150	2	0	0	153	7	83	0	0	0	90	2	0	9	0	0	11	0	0	1	0	0	1	255
Total	2	598	6	0	0	606	26	363	1	1	0	391	5	0	39	0	0	44	4	0	7	1	0	12	1053
*** BREAK ***																									
03:00 PM	2	125	1	0	0	128	5	108	0	0	0	113	0	1	12	0	0	13	0	0	1	0	0	1	255
03:15 PM	4	108	3	0	0	115	8	133	1	0	0	142	3	0	13	0	0	16	0	0	1	0	0	1	274
03:30 PM	9	130	2	0	0	141	7	149	2	0	0	158	3	1	10	0	0	14	3	0	6	0	0	9	322
03:45 PM	2	129	2	0	1	134	8	135	2	0	0	145	2	0	15	0	0	17	2	0	4	0	0	6	302
Total	17	492	8	0	1	518	28	525	5	0	0	558	8	2	50	0	0	60	5	0	12	0	0	17	1153
04:00 PM	1	141	4	0	0	146	16	133	1	0	0	150	0	0	16	0	0	16	0	1	4	0	0	5	317
04:15 PM	0	131	1	1	0	133	7	159	0	0	0	166	2	0	12	0	0	14	0	0	2	0	0	2	315
04:30 PM	0	131	2	0	0	133	7	150	0	0	0	157	1	1	24	0	0	26	0	1	1	0	0	2	318
04:45 PM	11	141	3	0	0	155	13	126	0	0	0	139	1	0	29	0	0	30	1	0	0	0	0	1	325
Total	12	544	10	1	0	567	43	568	1	0	0	612	4	1	81	0	0	86	1	2	7	0	0	10	1275
05:00 PM	2	150	1	0	0	153	12	156	0	1	1	170	3	0	20	0	0	23	0	0	0	0	0	0	346
05:15 PM	0	155	2	0	0	157	14	162	0	0	1	177	2	0	17	0	0	19	0	2	3	0	0	5	358
05:30 PM	0	128	4	1	0	133	3	121	0	0	1	125	2	1	13	0	0	16	0	0	0	0	0	0	274
05:45 PM	0	114	2	0	0	116	7	114	0	1	0	122	1	0	8	0	0	9	0	0	0	0	0	0	247
Total	2	547	9	1	0	559	36	553	0	2	3	594	8	1	58	0	0	67	0	2	3	0	0	5	1225
Grand Total	52	2650	38	2	1	2743	158	2317	12	3	3	2493	33	5	255	0	0	293	17	4	43	1	0	65	5594
Apprch %	1.9	96.6	1.4	0.1	0		6.3	92.9	0.5	0.1	0.1		11.3	1.7	87	0	0		26.2	6.2	66.2	1.5	0		
Total %	0.9	47.4	0.7	0	0	49	2.8	41.4	0.2	0.1	0.1	44.6	0.6	0.1	4.6	0	0	5.2	0.3	0.1	0.8	0	0	1.2	
Cars	52	2620	37	2	1	2712	158	2294	12	3	3	2470	33	5	251	0	0	289	17	4	43	1	0	65	5536
% Cars	100	98.9	97.4	100	100	98.9	100	99	100	100	100	99.1	100	100	98.4	0	0	98.6	100	100	100	100	0	100	99

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Harrison Rd.
Site Code : 03202024
Start Date : 3/20/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Harrison Rd. Northbound						Boylan Ln. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	0	11	1	0	0	12	0	7	0	0	0	7	0	0	1	0	0	1	0	0	0	0	0	0	20
% Trucks	0	0.4	2.6	0	0	0.4	0	0.3	0	0	0	0.3	0	0	0.4	0	0	0.3	0	0	0	0	0	0	0.4
Buses	0	19	0	0	0	19	0	16	0	0	0	16	0	0	3	0	0	3	0	0	0	0	0	0	38
% Buses	0	0.7	0	0	0	0.7	0	0.7	0	0	0	0.6	0	0	1.2	0	0	1	0	0	0	0	0	0	0.7

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Harrison Rd.
Site Code : 03202024
Start Date : 3/20/2024
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	Agua Fria St. Eastbound				Agua Fria St. Westbound				Harrison Rd. Northbound				Boylan Ln. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	2	151	2	155	13	97	1	111	3	0	9	12	1	0	4	5	283
08:00 AM	0	148	1	149	8	94	0	102	0	0	13	13	2	0	3	5	269
08:15 AM	1	132	1	134	6	93	0	99	1	0	6	7	1	0	3	4	244
08:30 AM	0	168	2	170	5	93	1	99	2	0	11	13	1	0	0	1	283
Total Volume	3	599	6	608	32	377	2	411	6	0	39	45	5	0	10	15	1079
% App. Total	0.5	98.5	1		7.8	91.7	0.5		13.3	0	86.7		33.3	0	66.7		
PHF	.375	.891	.750	.894	.615	.972	.500	.926	.500	.000	.750	.865	.625	.000	.625	.750	.953
Cars	3	590	6	599	32	371	2	405	6	0	37	43	5	0	10	15	1062
% Cars	100	98.5	100	98.5	100	98.4	100	98.5	100	0	94.9	95.6	100	0	100	100	98.4
Trucks	0	5	0	5	0	3	0	3	0	0	1	1	0	0	0	0	9
% Trucks	0	0.8	0	0.8	0	0.8	0	0.7	0	0	2.6	2.2	0	0	0	0	0.8
Buses	0	4	0	4	0	3	0	3	0	0	1	1	0	0	0	0	8
% Buses	0	0.7	0	0.7	0	0.8	0	0.7	0	0	2.6	2.2	0	0	0	0	0.7
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	0	131	2	133	7	150	0	157	1	1	24	26	0	1	1	2	318
04:45 PM	11	141	3	155	13	126	0	139	1	0	29	30	1	0	0	1	325
05:00 PM	2	150	1	153	12	156	0	168	3	0	20	23	0	0	0	0	344
05:15 PM	0	155	2	157	14	162	0	176	2	0	17	19	0	2	3	5	357
Total Volume	13	577	8	598	46	594	0	640	7	1	90	98	1	3	4	8	1344
% App. Total	2.2	96.5	1.3		7.2	92.8	0		7.1	1	91.8		12.5	37.5	50		
PHF	.295	.931	.667	.952	.821	.917	.000	.909	.583	.250	.776	.817	.250	.375	.333	.400	.941
Cars	13	574	8	595	46	589	0	635	7	1	90	98	1	3	4	8	1336
% Cars	100	99.5	100	99.5	100	99.2	0	99.2	100	100	100	100	100	100	100	100	99.4
Trucks	0	1	0	1	0	1	0	1	0	0	0	0	0	0	0	0	2
% Trucks	0	0.2	0	0.2	0	0.2	0	0.2	0	0	0	0	0	0	0	0	0.1
Buses	0	2	0	2	0	4	0	4	0	0	0	0	0	0	0	0	6
% Buses	0	0.3	0	0.3	0	0.7	0	0.6	0	0	0	0	0	0	0	0	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Park Ln. Northbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	0	23	0	0	0	23	0	7	0	0	0	7	0	0	0	0	0	0	30
06:15 AM	0	34	0	0	0	34	0	22	0	0	0	22	0	0	0	0	0	0	56
06:30 AM	0	43	1	0	1	45	1	23	0	0	0	24	0	0	2	0	0	2	71
06:45 AM	0	60	7	0	0	67	3	24	0	0	0	27	0	0	1	0	0	1	95
Total	0	160	8	0	1	169	4	76	0	0	0	80	0	0	3	0	0	3	252
07:00 AM	0	42	6	0	0	48	4	38	0	0	0	42	1	0	2	0	0	3	93
07:15 AM	0	88	0	0	0	88	3	64	0	0	0	67	1	0	0	0	0	1	156
07:30 AM	0	96	2	0	2	100	5	75	0	0	0	80	0	0	3	0	0	3	183
07:45 AM	0	149	0	0	0	149	3	102	0	0	0	105	1	0	9	0	0	10	264
Total	0	375	8	0	2	385	15	279	0	0	0	294	3	0	14	0	0	17	696
08:00 AM	0	132	3	0	0	135	5	100	0	0	0	105	2	0	9	0	0	11	251
08:15 AM	0	134	2	0	0	136	3	88	0	0	0	91	3	0	7	0	0	10	237
08:30 AM	0	142	2	0	0	144	2	84	0	1	0	87	3	0	9	0	0	12	243
08:45 AM	0	139	2	0	1	142	4	78	0	0	0	82	1	0	10	0	0	11	235
Total	0	547	9	0	1	557	14	350	0	1	0	365	9	0	35	0	0	44	966
*** BREAK ***																			
03:00 PM	0	108	1	0	0	109	4	136	0	1	0	141	2	0	6	0	0	8	258
03:15 PM	0	116	2	0	1	119	6	149	0	2	0	157	3	0	10	0	0	13	289
03:30 PM	0	123	1	0	2	126	5	132	0	1	0	138	0	0	18	0	0	18	282
03:45 PM	0	146	1	0	0	147	5	99	0	0	0	104	6	0	13	0	0	19	270
Total	0	493	5	0	3	501	20	516	0	4	0	540	11	0	47	0	0	58	1099
04:00 PM	0	138	3	0	0	141	4	138	0	0	0	142	9	0	19	0	0	28	311
04:15 PM	0	127	2	0	1	130	5	151	0	0	0	156	1	0	16	0	0	17	303
04:30 PM	0	140	0	0	2	142	3	147	0	0	0	150	0	0	16	0	1	17	309
04:45 PM	0	104	2	1	0	107	4	141	0	0	0	145	1	0	7	0	0	8	260
Total	0	509	7	1	3	520	16	577	0	0	0	593	11	0	58	0	1	70	1183
05:00 PM	0	130	0	1	0	131	1	156	0	1	0	158	0	0	17	0	0	17	306
05:15 PM	0	127	1	0	1	129	5	171	0	0	0	176	1	0	17	0	1	19	324
05:30 PM	0	130	1	0	0	131	1	154	0	0	0	155	0	0	5	0	0	5	291
05:45 PM	0	119	1	0	1	121	2	127	0	0	0	129	2	0	6	0	1	9	259
Total	0	506	3	1	2	512	9	608	0	1	0	618	3	0	45	0	2	50	1180
Grand Total	0	2590	40	2	12	2644	78	2406	0	6	0	2490	37	0	202	0	3	242	5376
Apprch %	0	98	1.5	0.1	0.5		3.1	96.6	0	0.2	0		15.3	0	83.5	0	1.2		
Total %	0	48.2	0.7	0	0.2	49.2	1.5	44.8	0	0.1	0	46.3	0.7	0	3.8	0	0.1	4.5	
Cars	0	2562	40	2	12	2616	78	2392	0	6	0	2476	37	0	200	0	3	240	5332
% Cars	0	98.9	100	100	100	98.9	100	99.4	0	100	0	99.4	100	0	99	0	100	99.2	99.2

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
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File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Park Ln. Northbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	0	7	0	0	0	7	0	2	0	0	0	2	0	0	2	0	0	2	11
% Trucks	0	0.3	0	0	0	0.3	0	0.1	0	0	0	0.1	0	0	1	0	0	0.8	0.2
Buses	0	21	0	0	0	21	0	12	0	0	0	12	0	0	0	0	0	0	33
% Buses	0	0.8	0	0	0	0.8	0	0.5	0	0	0	0.5	0	0	0	0	0	0	0.6

Cleland Counts

1441 Camino Cerritos S.E.
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File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
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	Agua Fria St. Eastbound				Agua Fria St. Westbound				Siler Park Ln. Northbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:45 AM													
07:45 AM	0	149	0	149	3	102	0	105	1	0	9	10	264
08:00 AM	0	132	3	135	5	100	0	105	2	0	9	11	251
08:15 AM	0	134	2	136	3	88	0	91	3	0	7	10	237
08:30 AM	0	142	2	144	2	84	0	86	3	0	9	12	242
Total Volume	0	557	7	564	13	374	0	387	9	0	34	43	994
% App. Total	0	98.8	1.2		3.4	96.6	0		20.9	0	79.1		
PHF	.000	.935	.583	.946	.650	.917	.000	.921	.750	.000	.944	.896	.941
Cars	0	548	7	555	13	373	0	386	9	0	34	43	984
% Cars	0	98.4	100	98.4	100	99.7	0	99.7	100	0	100	100	99.0
Trucks	0	5	0	5	0	0	0	0	0	0	0	0	5
% Trucks	0	0.9	0	0.9	0	0	0	0	0	0	0	0	0.5
Buses	0	4	0	4	0	1	0	1	0	0	0	0	5
% Buses	0	0.7	0	0.7	0	0.3	0	0.3	0	0	0	0	0.5
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:30 PM													
04:30 PM	0	140	0	140	3	147	0	150	0	0	16	16	306
04:45 PM	0	104	2	106	4	141	0	145	1	0	7	8	259
05:00 PM	0	130	0	130	1	156	0	157	0	0	17	17	304
05:15 PM	0	127	1	128	5	171	0	176	1	0	17	18	322
Total Volume	0	501	3	504	13	615	0	628	2	0	57	59	1191
% App. Total	0	99.4	0.6		2.1	97.9	0		3.4	0	96.6		
PHF	.000	.895	.375	.900	.650	.899	.000	.892	.500	.000	.838	.819	.925
Cars	0	497	3	500	13	611	0	624	2	0	57	59	1183
% Cars	0	99.2	100	99.2	100	99.3	0	99.4	100	0	100	100	99.3
Trucks	0	0	0	0	0	1	0	1	0	0	0	0	1
% Trucks	0	0	0	0	0	0.2	0	0.2	0	0	0	0	0.1
Buses	0	4	0	4	0	3	0	3	0	0	0	0	7
% Buses	0	0.8	0	0.8	0	0.5	0	0.5	0	0	0	0	0.6

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
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Counter R.C.

File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Siler Park Ln. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	0	0	0	0	0	0	0	24	3	0	0	27	0	11	0	0	0	11	38
06:15 AM	0	0	0	0	0	0	0	18	3	0	0	21	2	34	0	0	0	36	57
06:30 AM	1	0	3	0	0	4	0	36	5	0	0	41	3	50	0	0	0	53	98
06:45 AM	1	0	0	0	0	1	0	38	7	0	1	46	2	47	0	0	0	49	96
Total	2	0	3	0	0	5	0	116	18	0	1	135	7	142	0	0	0	149	289
07:00 AM	2	0	0	0	0	2	0	44	9	0	0	53	0	55	0	0	0	55	110
07:15 AM	3	0	0	0	0	3	0	66	4	0	0	70	1	78	0	0	0	79	152
07:30 AM	6	0	0	0	0	6	0	103	9	0	1	113	0	117	0	0	0	117	236
07:45 AM	8	0	3	0	0	11	0	121	17	0	0	138	4	153	0	0	0	157	306
Total	19	0	3	0	0	22	0	334	39	0	1	374	5	403	0	0	0	408	804
08:00 AM	5	0	3	0	0	8	0	97	15	0	2	114	5	165	0	0	0	170	292
08:15 AM	9	0	4	0	0	13	0	99	16	0	1	116	2	149	0	0	0	151	280
08:30 AM	10	0	3	0	0	13	0	141	24	0	0	165	2	151	0	0	0	153	331
08:45 AM	7	0	2	0	0	9	0	121	16	0	3	140	3	103	0	0	0	106	255
Total	31	0	12	0	0	43	0	458	71	0	6	535	12	568	0	0	0	580	1158
*** BREAK ***																			
03:00 PM	15	0	5	0	0	20	0	143	19	0	0	162	7	121	0	0	0	128	310
03:15 PM	15	0	3	0	0	18	0	146	19	1	2	168	2	122	0	0	0	124	310
03:30 PM	20	0	3	0	0	23	0	127	21	0	0	148	5	143	0	0	0	148	319
03:45 PM	13	0	4	0	0	17	0	136	16	0	0	152	1	134	0	1	0	136	305
Total	63	0	15	0	0	78	0	552	75	1	2	630	15	520	0	1	0	536	1244
04:00 PM	18	0	6	0	0	24	0	135	14	0	0	149	5	130	0	0	0	135	308
04:15 PM	18	0	7	0	0	25	0	147	14	0	1	162	6	119	0	0	0	125	312
04:30 PM	17	0	3	0	0	20	0	143	21	0	0	164	4	114	0	0	0	118	302
04:45 PM	7	0	7	0	0	14	0	144	15	1	2	162	1	158	0	1	0	160	336
Total	60	0	23	0	0	83	0	569	64	1	3	637	16	521	0	1	0	538	1258
05:00 PM	13	0	3	0	0	16	0	172	19	1	1	193	1	122	0	0	0	123	332
05:15 PM	15	0	5	0	0	20	0	151	17	0	1	169	5	149	0	0	0	154	343
05:30 PM	14	0	2	0	0	16	0	146	3	0	0	149	2	128	0	1	0	131	296
05:45 PM	5	0	1	0	0	6	0	113	9	0	1	123	1	102	0	0	0	103	232
Total	47	0	11	0	0	58	0	582	48	1	3	634	9	501	0	1	0	511	1203
Grand Total	222	0	67	0	0	289	0	2611	315	3	16	2945	64	2655	0	3	0	2722	5956
Apprch %	76.8	0	23.2	0	0		0	88.7	10.7	0.1	0.5		2.4	97.5	0	0.1	0		
Total %	3.7	0	1.1	0	0	4.9	0	43.8	5.3	0.1	0.3	49.4	1.1	44.6	0	0.1	0	45.7	
Cars	219	0	64	0	0	283	0	2582	311	3	13	2909	63	2630	0	3	0	2696	5888
% Cars	98.6	0	95.5	0	0	97.9	0	98.9	98.7	100	81.2	98.8	98.4	99.1	0	100	0	99	98.9

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
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File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Siler Park Ln. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	3	0	3	0	0	6	0	18	3	0	3	24	1	19	0	0	0	20	50
% Trucks	1.4	0	4.5	0	0	2.1	0	0.7	1	0	18.8	0.8	1.6	0.7	0	0	0	0.7	0.8
Buses	0	0	0	0	0	0	0	11	1	0	0	12	0	6	0	0	0	6	18
% Buses	0	0	0	0	0	0	0	0.4	0.3	0	0	0.4	0	0.2	0	0	0	0.2	0.3

Cleland Counts

1441 Camino Cerritos S.E.
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File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
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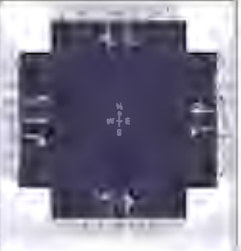
	Siler Park Ln. Westbound				Siler Rd. Northbound				Siler Rd. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:45 AM													
07:45 AM	8	0	3	11	0	121	17	138	4	153	0	157	306
08:00 AM	5	0	3	8	0	97	15	112	5	165	0	170	290
08:15 AM	9	0	4	13	0	99	16	115	2	149	0	151	279
08:30 AM	10	0	3	13	0	141	24	165	2	151	0	153	331
Total Volume	32	0	13	45	0	458	72	530	13	618	0	631	1206
% App. Total	71.1	0	28.9		0	86.4	13.6		2.1	97.9	0		
PHF	.800	.000	.813	.865	.000	.812	.750	.803	.650	.936	.000	.928	.911
Cars	31	0	12	43	0	452	72	524	13	614	0	627	1194
% Cars	96.9	0	92.3	95.6	0	98.7	100	98.9	100	99.4	0	99.4	99.0
Trucks	1	0	1	2	0	4	0	4	0	4	0	4	10
% Trucks	3.1	0	7.7	4.4	0	0.9	0	0.8	0	0.6	0	0.6	0.8
Buses	0	0	0	0	0	2	0	2	0	0	0	0	2
% Buses	0	0	0	0	0	0.4	0	0.4	0	0	0	0	0.2
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:30 PM													
04:30 PM	17	0	3	20	0	143	21	164	4	114	0	118	302
04:45 PM	7	0	7	14	0	144	15	159	1	158	0	159	332
05:00 PM	13	0	3	16	0	172	19	191	1	122	0	123	330
05:15 PM	15	0	5	20	0	151	17	168	5	149	0	154	342
Total Volume	52	0	18	70	0	610	72	682	11	543	0	554	1306
% App. Total	74.3	0	25.7		0	89.4	10.6		2	98	0		
PHF	.765	.000	.643	.875	.000	.887	.857	.893	.550	.859	.000	.871	.955
Cars	52	0	18	70	0	608	72	680	11	539	0	550	1300
% Cars	100	0	100	100	0	99.7	100	99.7	100	99.3	0	99.3	99.5
Trucks	0	0	0	0	0	0	0	0	0	1	0	1	1
% Trucks	0	0	0	0	0	0	0	0	0	0.2	0	0.2	0.1
Buses	0	0	0	0	0	2	0	2	0	3	0	3	5
% Buses	0	0	0	0	0	0.3	0	0.3	0	0.6	0	0.5	0.4

APPENDIX B
2024 EXISTING INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	EXISTING AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2024	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_EXAM AF-S.xus		
Project Description	EXISTING				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	105	332	94	123	208	69	45	241	125	107	400	120

Signal Information			
Cycle, s	64.6	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Green	2.9	1.5	22.6	5.1	0.2	15.4						
Yellow	3.0	0.0	3.0	3.0	0.0	4.0						
Red	1.0	0.0	1.0	1.0	0.0	1.0						



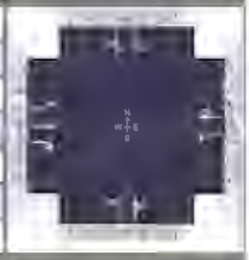
Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.3	20.6	9.1	20.4	6.9	26.6	8.3	28.0
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	5.9	13.1	5.4	11.3	3.0	13.5	4.5	19.4
Green Extension Time (g_e), s	0.2	2.5	0.3	2.6	0.1	4.6	0.3	4.5
Phase Call Probability	0.86	1.00	0.90	1.00	0.57	1.00	0.87	1.00
Max Out Probability	0.00	0.14	0.00	0.09	0.00	0.00	0.00	0.01

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	109	346	98	128	289		47	381		111	542	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1776		1781	1810	
Queue Service Time (g_s), s	3.9	11.1	3.2	3.4	9.3		1.0	11.5		2.5	17.4	
Cycle Queue Clearance Time (g_c), s	3.9	11.1	3.2	3.4	9.3		1.0	11.5		2.5	17.4	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.32	0.24		0.40	0.35		0.42	0.37	
Capacity (*c*), veh/h	147	455	383	297	434		256	621		404	674	
Volume-to-Capacity Ratio (*X*)	0.744	0.760	0.256	0.431	0.665		0.183	0.614		0.276	0.804	
Back of Queue (*Q*), ft/ln (95 th percentile)	85	212	52	60	175		18	200		43	284	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.3	8.4	2.0	2.4	7.0		0.7	8.0		1.7	11.3	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.68	1.69	0.42	0.50	1.46		0.14	1.49		0.48	3.16	
Uniform Delay (d_1), s/veh	29.1	22.9	19.9	17.7	22.3		14.8	17.5		12.9	18.2	
Incremental Delay (d_2), s/veh	7.2	2.6	0.3	1.0	2.1		0.3	1.2		0.4	2.3	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	36.3	25.5	20.2	18.7	24.5		15.2	18.7		13.3	20.5	
Level of Service (LOS)	D	C	C	B	C		B	B		B	C	
Approach Delay, s/veh / LOS	26.7	C		22.7	C		18.3	B		19.3	B	
Intersection Delay, s/veh / LOS	21.8						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.91	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.40	A	1.18	A	1.19	A	1.57	B

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2024	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_EXPM AF-S.xus		
Project Description	EXISTING				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	260	68	187	344	75	106	353	141	97	283	164

Signal Information			
Cycle, s	79.3	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	4.7	0.3	28.4	6.8	1.9	21.2						
Yellow	3.0	0.0	3.0	3.0	0.0	3.0						
Red	1.0	0.0	1.0	1.0	0.0	1.0						

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	10.8	25.2	12.7	27.2	9.0	32.7	8.7	32.4
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.1	12.3	8.3	20.6	5.1	23.4	4.9	21.0
Green Extension Time (g_e), s	0.2	3.0	0.5	1.6	0.3	5.2	0.3	5.3
Phase Call Probability	0.92	1.00	0.99	1.00	0.92	1.00	0.90	1.00
Max Out Probability	0.00	0.16	0.01	0.98	0.00	0.03	0.00	0.02

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	116	280	73	201	451		114	531		104	481	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	5.1	10.3	2.9	6.3	18.6		3.1	21.4		2.9	19.0	
Cycle Queue Clearance Time (g_c), s	5.1	10.3	2.9	6.3	18.6		3.1	21.4		2.9	19.0	
Green Ratio (*g/C*)	0.09	0.26	0.26	0.37	0.28		0.42	0.36		0.42	0.36	
Capacity (*c*), veh/h	153	481	405	430	515		314	649		255	633	
Volume-to-Capacity Ratio (*X*)	0.761	0.581	0.181	0.467	0.875		0.363	0.819		0.409	0.759	
Back of Queue (*Q*), ft/ln (95 th percentile)	112	202	48	115	365		57	352		54	312	
Back of Queue (*Q*), veh/ln (95 th percentile)	4.4	8.0	1.9	4.6	14.6		2.3	14.0		2.1	12.4	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.89	1.61	0.38	0.96	3.04		0.42	2.61		0.60	3.46	
Uniform Delay (d_1), s/veh	35.5	25.9	23.1	18.8	27.3		16.8	23.0		18.1	22.5	
Incremental Delay (d_2), s/veh	7.6	1.1	0.2	0.8	13.3		0.7	3.1		1.1	1.9	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	43.1	27.0	23.3	19.6	40.6		17.5	26.1		19.2	24.4	
Level of Service (LOS)	D	C	C	B	D		B	C		B	C	
Approach Delay, s/veh / LOS	30.4	C		34.1	C		24.6	C		23.5	C	
Intersection Delay, s/veh / LOS	28.1						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.26	A	1.56	B	1.55	B	1.45	A

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HCS Two-Way Stop-Control Report

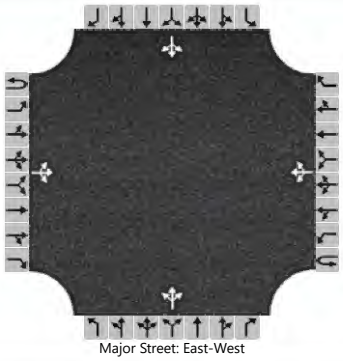
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	599	6		32	377	2		6	0	39		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				34					47				16	
Capacity, c (veh/h)		1162				950					442				449	
v/c Ratio		0.00				0.04					0.11				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		8.9	0.4	0.4			14.1				13.3	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.1				13.3			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

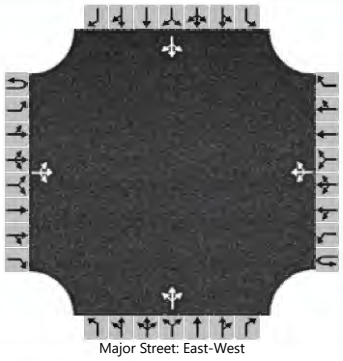
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	577	8		46	594	0		7	1	90		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				49					104				9	
Capacity, c (veh/h)		958				964					452				309	
v/c Ratio		0.01				0.05					0.23				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.9				0.1	
95% Queue Length, Q_{95} (ft)											22.5				2.5	
Control Delay (s/veh)		8.8	0.2	0.2		8.9	0.7	0.7			15.3				17.0	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				15.3				17.0			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

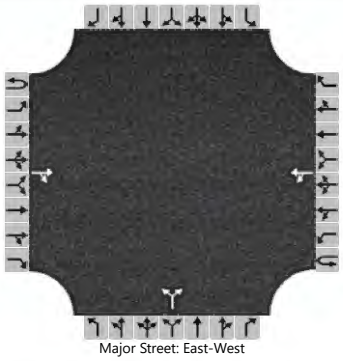
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			557	7		13	374			0		9				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					10					
Capacity, c (veh/h)						985					507					
v/c Ratio						0.01					0.02					
95% Queue Length, Q_{95} (veh)						0.0					0.1					
95% Queue Length, Q_{95} (ft)						0.0					2.5					
Control Delay (s/veh)						8.7	0.2				12.2					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				12.2							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

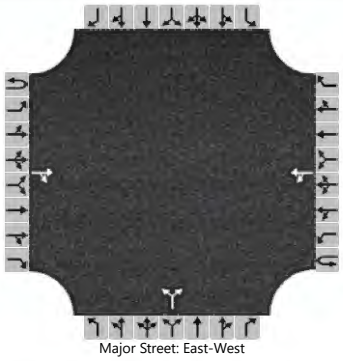
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			557	7		13	374			0		9				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage			Left + Thru							1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					10					
Capacity, c (veh/h)						980					503					
v/c Ratio						0.01					0.02					
95% Queue Length, Q_{95} (veh)						0.0					0.1					
95% Queue Length, Q_{95} (ft)						0.0					2.5					
Control Delay (s/veh)						8.7	0.2				12.3					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				12.3						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

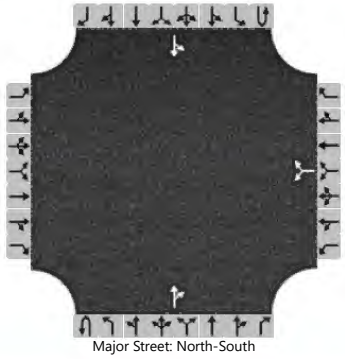
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	EXISTING

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						32		13			458	72		13	618	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							49							14		
Capacity, c (veh/h)							366							999		
v/c Ratio							0.13							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							16.4							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					16.4								0.4			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

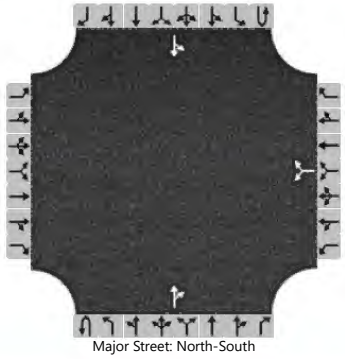
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	EXISTING

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						52		18			610	72		11	543	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							77							12		
Capacity, c (veh/h)							334							866		
v/c Ratio							0.23							0.01		
95% Queue Length, Q_{95} (veh)							0.9							0.0		
95% Queue Length, Q_{95} (ft)							22.6							0.0		
Control Delay (s/veh)							19.0							9.2	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						19.0								0.4		
Approach LOS						C								A		

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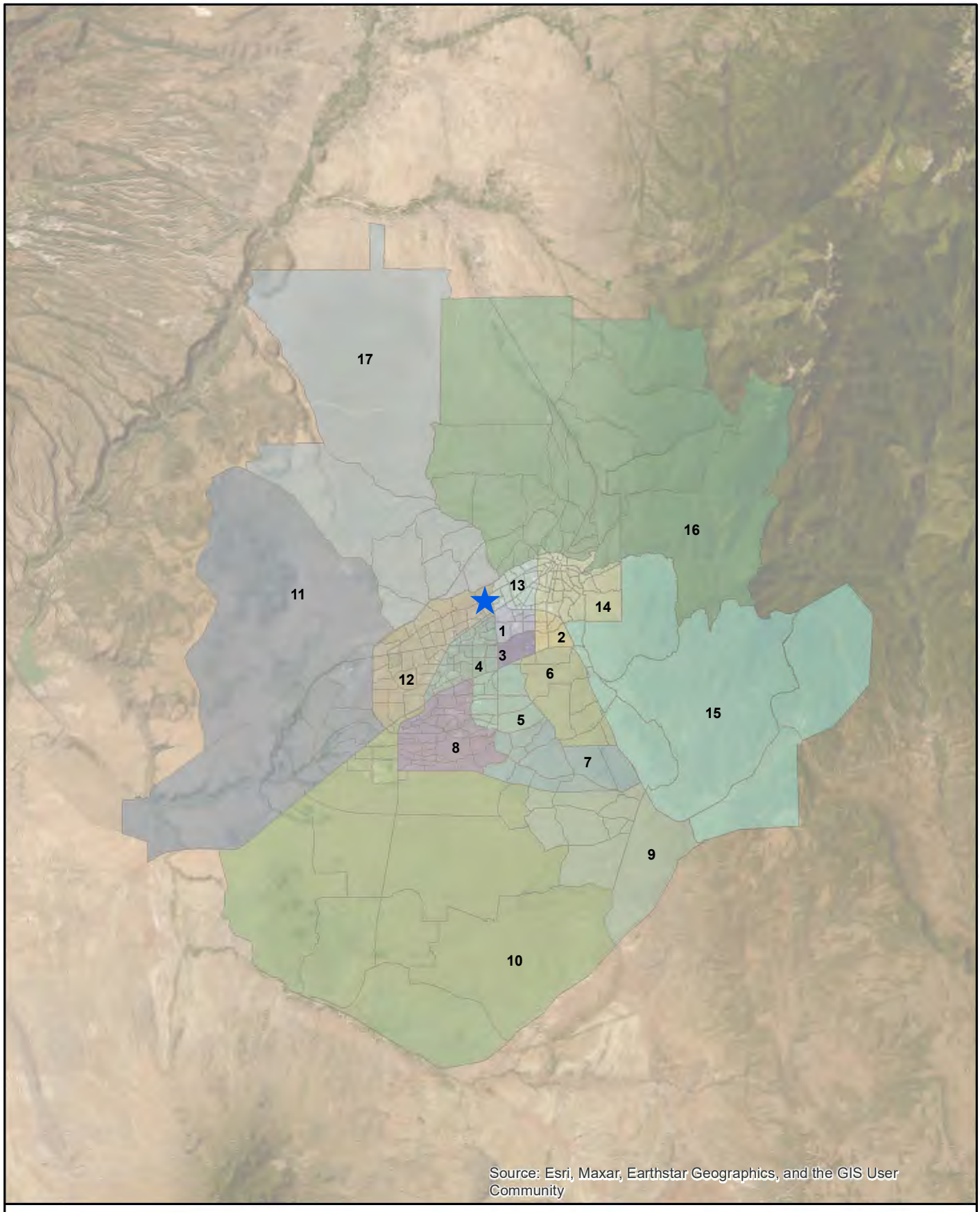
APPENDIX C
TURNING MOVEMENT DEVELOPMENT



Bohannan Huston
www.bhinc.com 800.877.5332

N
W E
S

0 13,750 27,500 Feet
1 in = 27,992 ft

Agua Fria

Santa Fe Region
Traffic Analysis Zones

P:\20240415\TRANS\Study\Analysis\Programs\GIS\SantaFe_BaseMap.mxd
Author: magarcia

April 2024

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Agua Fria Road - To/From East		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	5%	0.58%	112
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%			
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%			
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%			
9	655	654	655	11.01	59	0.31%	15%	0.05%	9
10	1,082	1,094	1,086	10.13	107	0.55%			
11	399	1,984	927	7.4	125	0.65%			
12	6,827	8,904	7,519	3.25	2,314	11.95%			
13	5,956	4,456	5,456	1.39	3,925	20.27%	30%	6.08%	1,178
14	23,927	18,392	22,082	3.76	5,873	30.33%	30%	9.10%	1,762
15	552	551	552	7.18	77	0.40%	30%	0.12%	23
16	2,748	2,613	2,703	5.65	478	2.47%	20%	0.49%	96
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		16%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Agua Fria Road - To/From West		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%			
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%	25%	3.07%	594
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%	5%	0.01%	3
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%	60%	0.83%	161
9	655	654	655	11.01	59	0.31%			
10	1,082	1,094	1,086	10.13	107	0.55%	80%	0.44%	86
11	399	1,984	927	7.4	125	0.65%	65%	0.42%	81
12	6,827	8,904	7,519	3.25	2,314	11.95%	65%	7.77%	1,504
13	5,956	4,456	5,456	1.39	3,925	20.27%			
14	23,927	18,392	22,082	3.76	5,873	30.33%			
15	552	551	552	7.18	77	0.40%			
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%	70%	0.20%	40
TOTALS =	55,357	56,072	55,595		19,362	100.00%		13%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Siler Road - To/From North		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%			
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%			
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%			
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%			
9	655	654	655	11.01	59	0.31%			
10	1,082	1,094	1,086	10.13	107	0.55%			
11	399	1,984	927	7.4	125	0.65%	5%	0.03%	6
12	6,827	8,904	7,519	3.25	2,314	11.95%	5%	0.60%	116
13	5,956	4,456	5,456	1.39	3,925	20.27%	5%	1.01%	196
14	23,927	18,392	22,082	3.76	5,873	30.33%	5%	1.52%	294
15	552	551	552	7.18	77	0.40%	10%	0.04%	8
16	2,748	2,613	2,703	5.65	478	2.47%	80%	1.98%	383
17	326	376	343	6.07	56	0.29%	30%	0.09%	17
TOTALS =	55,357	56,072	55,595		19,362	100.00%		5%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Siler Road - To/From South		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	50%	5.77%	1,117
2	1,986	1,822	1,931	2.88	671	3.46%	70%	2.42%	469
3	1,298	1,776	1,457	2.25	648	3.35%	70%	2.34%	453
4	4,183	8,318	5,561	2.34	2,377	12.27%	60%	7.36%	1,426
5	325	417	356	4.03	88	0.46%	70%	0.32%	62
6	248	345	280	5.02	56	0.29%	75%	0.22%	42
7	42	38	41	7.09	6	0.03%	70%	0.02%	4
8	1,350	1,792	1,497	5.57	269	1.39%	25%	0.35%	67
9	655	654	655	11.01	59	0.31%	60%	0.18%	36
10	1,082	1,094	1,086	10.13	107	0.55%	15%	0.08%	16
11	399	1,984	927	7.4	125	0.65%	25%	0.16%	31
12	6,827	8,904	7,519	3.25	2,314	11.95%	25%	2.99%	578
13	5,956	4,456	5,456	1.39	3,925	20.27%	60%	12.16%	2,355
14	23,927	18,392	22,082	3.76	5,873	30.33%	60%	18.20%	3,524
15	552	551	552	7.18	77	0.40%	55%	0.22%	42
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		53%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Harrison Road - To/From South		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	45%	5.19%	1,005
2	1,986	1,822	1,931	2.88	671	3.46%	30%	1.04%	201
3	1,298	1,776	1,457	2.25	648	3.35%	30%	1.00%	194
4	4,183	8,318	5,561	2.34	2,377	12.27%	15%	1.84%	356
5	325	417	356	4.03	88	0.46%	30%	0.14%	26
6	248	345	280	5.02	56	0.29%	20%	0.06%	11
7	42	38	41	7.09	6	0.03%	30%	0.01%	2
8	1,350	1,792	1,497	5.57	269	1.39%	15%	0.21%	40
9	655	654	655	11.01	59	0.31%	25%	0.08%	15
10	1,082	1,094	1,086	10.13	107	0.55%	5%	0.03%	5
11	399	1,984	927	7.4	125	0.65%	5%	0.03%	6
12	6,827	8,904	7,519	3.25	2,314	11.95%	5%	0.60%	116
13	5,956	4,456	5,456	1.39	3,925	20.27%	5%	1.01%	196
14	23,927	18,392	22,082	3.76	5,873	30.33%	5%	1.52%	294
15	552	551	552	7.18	77	0.40%	5%	0.02%	4
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		13%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees 2015	Employees 2040	Employees 2024	DISTANCE (D)	EMP./DIST. 2024	% 2024			
1	3,453	2,540	3,149	1.41	2,233	11.53%	11.53%	0.00%	100%
2	1,986	1,822	1,931	2.88	671	3.46%	3.46%	0.00%	100%
3	1,298	1,776	1,457	2.25	648	3.35%	3.35%	0.00%	100%
4	4,183	8,318	5,561	2.34	2,377	12.27%	12.27%	0.00%	100%
5	325	417	356	4.03	88	0.46%	0.46%	0.00%	100%
6	248	345	280	5.02	56	0.29%	0.29%	0.00%	100%
7	42	38	41	7.09	6	0.03%	0.03%	0.00%	100%
8	1,350	1,792	1,497	5.57	269	1.39%	1.39%	0.00%	100%
9	655	654	655	11.01	59	0.31%	0.31%	0.00%	100%
10	1,082	1,094	1,086	10.13	107	0.55%	0.55%	0.00%	100%
11	399	1,984	927	7.4	125	0.65%	0.65%	0.00%	100%
12	6,827	8,904	7,519	3.25	2,314	11.95%	11.95%	0.00%	100%
13	5,956	4,456	5,456	1.39	3,925	20.27%	20.27%	0.00%	100%
14	23,927	18,392	22,082	3.76	5,873	30.33%	30.33%	0.00%	100%
15	552	551	552	7.18	77	0.40%	0.40%	0.00%	100%
16	2,748	2,613	2,703	5.65	478	2.47%	2.47%	0.00%	100%
17	326	376	343	6.07	56	0.29%	0.29%	0.00%	100%
TOTALS =	55,357	56,072	55,595		19,362	100.00%	100.00%	0.00%	0%

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

New Mexico Department of TRANSPORTATION

MS2 Transportation Data Management System

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Auto-Locate OFF

List View | All DIRs | Report Center

Record 1 of 1 Goto Record go

Location ID	22874	MPO ID	181811
Type	SPOT	HPMS ID	
On NHS	No	On HPMS	No
LRS ID	FL4735P	LRS Loc Pt.	2.501431
SF Group	09	Route Type	Two-Way Roadway
AF Group	09	Route	FL4735
GF Group	09	Active	Yes
Class Dist Grp	09	Category	
Seas Clss Grp	Statewide		
WIM Group	FC-NOT-1		
QC Group	Perm		
Fnct'l Class	(4) Minor Arterial	Milepost	
Located On	AGUA FRIA ST		
Loc On Alias	JCT. MAEZ		

More Detail

STATION DATA — Show Data

Directions: 2-WAY | NEG 1 | POS 1

AADT

Year	AADT	DHV-30	K %	D %	PA	BC	Src
2022	10,417	1,166	11	52	9,782 (94%)	635 (6%)	
2021	11,217	1,180	11	50	10,578 (94%)	639 (6%)	
2020	10,021	1,120	11	52	9,320 (93%)	701 (7%)	
2019	11,705		11	53	11,213 (96%)	492 (4%)	
2018	11,416	1,236	11	53	11,019 (97%)	397 (3%)	

1-5 of 18

Travel Demand Model

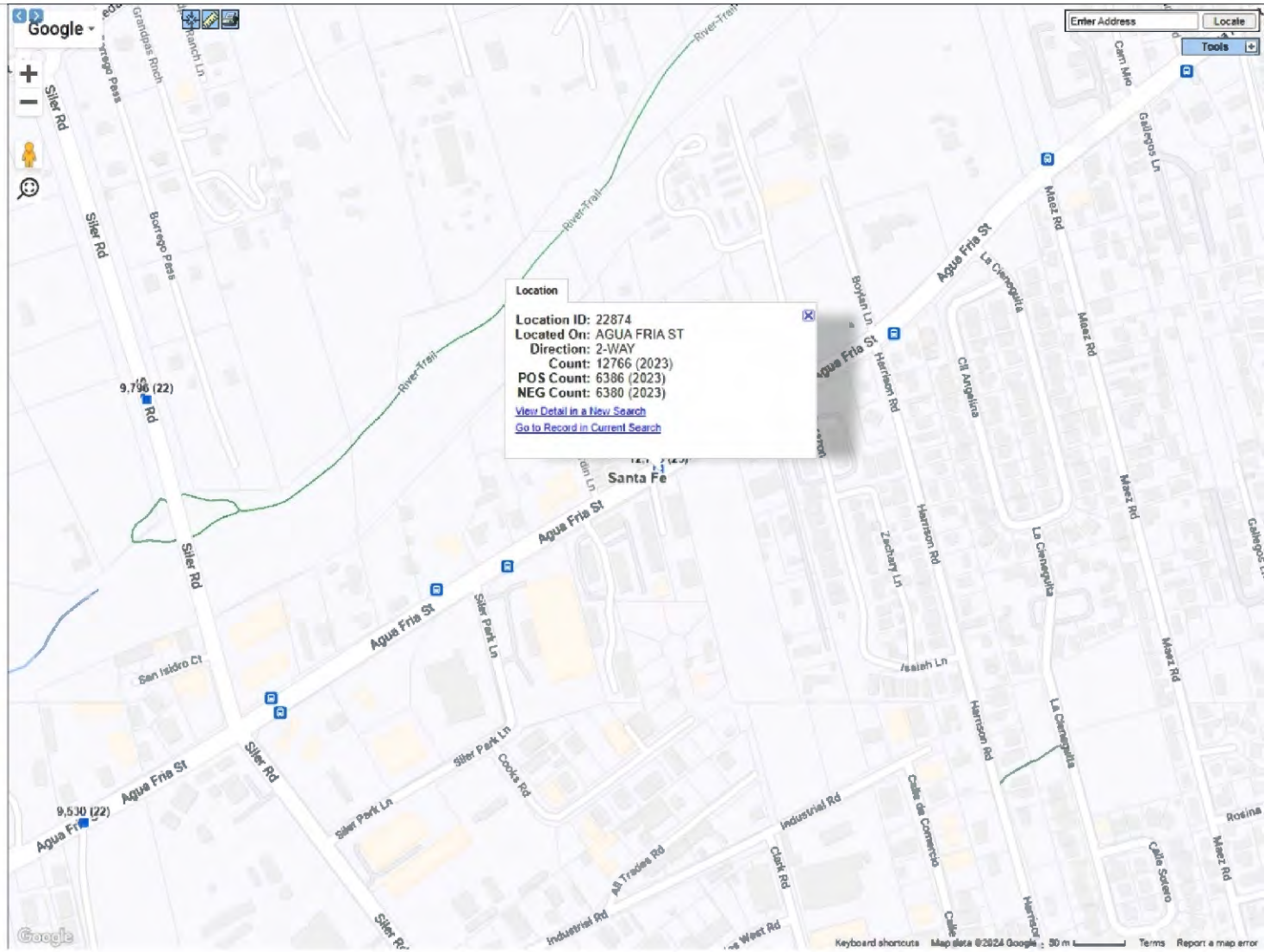
Model Year	Model AADT	AM PHV	AM PPV	MD PHV	MD PPV	PM PHV	PM PPV	NT PHV	NT PPV

VOLUME COUNT

Date	Int	Total
Sun 4/30/2023	15	12,459
Sun 4/23/2023	15	12,088
Sun 4/16/2023	15	12,508
Sun 4/9/2023	15	10,864
Sat 4/8/2023	15	14,235
Wed 3/29/2023	15	12,766
Tue 3/28/2023	15	12,725
Mon 3/27/2023	15	12,421
Sun 3/26/2023	15	7,825
Sat 3/25/2023	15	10,093

VOLUME TREND

Year	Annual Growth
2022	-7%
2021	12%
2020	-14%
2019	3%
2018	-6%
2017	-13%
2016	21%
2015	0%
2014	-3%
2013	-7%



AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Siler Road

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	105	332	94	123	208	69	45	241	125	107	400	120
Background Growth	3	10	3	4	6	2	1	7	4	3	12	4
No Build (2027)	108	342	97	127	214	71	46	248	129	110	412	124
Entering		2							8	1		
Exiting				25	6	2						
Build (2027)	108	344	97	152	220	73	46	248	137	111	412	124
Background Growth	19	62	17	27	40	13	8	45	25	20	74	22
No Build (2042 Horizon Year)	128	404	114	154	254	84	55	293	153	130	486	146
Entering		2							8	1		
Exiting				25	6	2						
Build (2042 Horizon Year)	128	406	114	180	260	87	55	293	161	131	486	146
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*1.3*			*0.3*			*1.5*			*1.1*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	108	260	68	187	344	75	106	353	141	97	283	164
Background Growth	3	8	2	6	10	2	3	11	4	3	8	5
No Build (2027)	111	268	70	193	354	77	109	364	145	100	291	169
Entering		6							25	2		
Exiting				15	4	1						
Build (2027)	111	274	70	207	358	79	109	364	171	102	291	169
Background Growth	19	47	12	34	62	14	19	64	25	17	51	30
No Build (2042 Horizon Year)	131	315	82	226	416	91	128	427	171	117	342	198
Entering		6							25	2		
Exiting				15	4	1						
Build (2042 Horizon Year)	131	321	82	241	420	92	128	427	196	120	342	198
PHF	*0.93*			*0.93*			*0.93*			*0.93*		
HV %		*0.2*			*0.5*			*0.5*			*0.4*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter		13.0%							53.0%	5.0%		
Trip Distribution % Exit				53.0%	13.0%	5.0%						

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Harrison Road

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Harrison			Southbound Harrison		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	3	599	6	32	377	2	6		39	5		10
Background Growth		18	0	1	11	0	0		1	0		
No Build (2027)	3	617	6	33	388	2	6		40	5		10
Entering					2		2					
Exiting		8	6									
Build (2027)	3	625	12	33	391	2	8		40	5		10
Background Growth	1	108	1	6	68		1		7	1		2
No Build (2042 Horizon Year)	4	725	7	39	456	2	7		47	6		12
Entering					2		2					
Exiting		8	6									
Build (2042 Horizon Year)	4	732	14	39	459	2	9		47	6		12
PHF	*0.95*			*0.95*			*0.95*			*0.95*		
HV %		*1.5*			*1.4*			*4.4*			*0*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Harrison			Southbound Harrison		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	13	577	8	46	594		7	1	90	1	3	4
Background Growth		17		1	18				3			
No Build (2027)	13	594	8	47	612		7	1	93	1	3	4
Entering					8		6					
Exiting		4	4									
Build (2027)	13	599	12	47	620		13	1	93	1	3	4
Background Growth	2	104	1	8	107		1		16		1	1
No Build (2042 Horizon Year)	15	698	9	56	719	0	8	1	109	1	4	5
Entering					8		6					
Exiting		4	4									
Build (2042 Horizon Year)	15	703	13	56	726	0	15	1	109	1	4	5
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*0.5*			*0.8*			*0*			*0*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter					16.0%		13.0%					
Trip Distribution % Exit		16.0%	13.0%									

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Siler Park Lane

AM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Agua Fria			Southbound Agua Fria		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		557	7	13	374		9		34			
Background Growth		17			11				1			
No Build (2027)		574	7	13	385		9		35			
Entering		11										
Exiting					34							
Build (2027)		584	7	13	419		9		35			
Background Growth		100	1	2	67		2		6			
No Build (2042 Horizon Year)		674	8	16	453		11		41			
Entering		11										
Exiting					34							
Build (2042 Horizon Year)		685	8	16	487		11		41			
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*1.6*			*0.3*			*0*			*2*	

PM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Agua Fria			Southbound Agua Fria		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		501	3	13	615		2		57			
Background Growth		15	0	0	18		0		2			
No Build (2027)		516	3	13	633		2		59			
Entering		34										
Exiting					20							
Build (2027)		550	3	13	653		2		59			
Background Growth		90	1	2	111				10			
No Build (2042 Horizon Year)		606	4	16	744		2		69			
Entering		34										
Exiting					20							
Build (2042 Horizon Year)		640	4	16	764	0	2	0	69	0	0	0
PHF	*0.93*			*0.93*			*0.93*			*0.93*		
HV %		*0.8*			*0.7*			*0*			*2*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter		71.0%										
Trip Distribution % Exit					71.0%							

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Siler Road & Siler Park Lane

AM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)				32		13		458	72	13	618	
Background Growth				1				9	1		12	
No Build (2027)				33		13		467	73	13	630	
Entering								8				
Exiting											25	
Build (2027)				33		13		475	73	13	656	
Background Growth				6		2		82	13	2	111	
No Build (2042 Horizon Year)				38		16		550	86	16	742	
Entering								8				
Exiting											25	
Build (2042 Horizon Year)				38		16		558	86	16	767	
PHF	*0.91*			*0.91*			*0.91*			*0.91*		
HV %		*4.4*			*1.2*			*2*			*0.6*	

PM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)				52		18		610	72	11	543	
Background Growth				2		1		18	2	0	16	
No Build (2027)				54		19		628	74	11	559	
Entering								25				
Exiting											15	
Build (2027)				54		19		654	74	11	574	
Background Growth				9		3		110	13	2	98	
No Build (2042 Horizon Year)				63		22		738	87	13	657	
Entering								25				
Exiting											15	
Build (2042 Horizon Year)				63		22		764	87	13	672	
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*0*			*0.3*			*2*			*0.7*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter								53.0%				
Trip Distribution % Exit											53.0%	

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria & North Site Entrance

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound North Site Entrance			Southbound		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		608			383							
Background Growth		12			8							
No Build (2027)		620			391							
Entering			11	4								
Exiting							34		14			
Build (2027)		620	11	4	391		34		14			
Background Growth												
No Build (2042 Horizon Year)		620			391							
Entering			11	4								
Exiting							34		14			
Build (2042 Horizon Year)		620	11	4	391		34		14			
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*2*			*2*			*2*			*2*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound North Site Entrance			Southbound		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		598			601							
Background Growth		12			12							
No Build (2027)		610			613							
Entering			34	14								
Exiting							20		8			
Build (2027)		610	34	14	613		20		8			
Background Growth												
No Build (2042 Horizon Year)		610	0	0	613		0		0			
Entering			34	14								
Exiting							20		8			
Build (2042 Horizon Year)		610	34	14	613		20		8			
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*2*			*2*			*2*			*2*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter			71.0%	29.0%								
Trip Distribution % Exit							71.0%		29.0%			

Table 17.B-1
Criteria for Deceleration Lanes on
URBAN TWO-LANE HIGHWAYS

Turning Volume [1] (vph)	LEFT-TURN DECELERATION LANE			RIGHT-TURN DECELERATION LANE		
	Minimum Directional Volume in the Through Lane (vphpl) [2]			Minimum Directional Volume in the Through Lane (vphpl) [2]		
	≤ 30 mph	35 to 45 mph	45 to 55 mph	≤ 30 mph	35 to 40 mph	45 to 55 mph
< 5	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required
5	510	450	330	1,080	610	360
10	390	330	210	700	400	240
15	320	250	150	500	280	170
20	270	200	120	380	210	140
25	230	160	100	300	180	120
30	200	130	Required	250	160	110
35	170	110	Required	220	150	100
40	150	Required	Required	200	140	Required
45	130	Required	Required	190	Required	Required
≥ 46	Required	Required	Required	Required	Required	Required
	Left-turn Deceleration Lanes are Required on Urban Two-lane Highways for the following Left-turn Volumes: • ≤ 30 mph : 46 vph or more • 35 to 40 mph : 36 vph or more • 45 to 55 mph : 26 vph or more			***Right-turn Deceleration Lanes are Required on Urban Two-lane Highways for the following Right-turn Volumes:*** • ≤ 30 mph : 46 vph or more • 35 to 40 mph : 41 vph or more • 45 to 55 mph : 36 vph or more		

Notes:

1. *Use linear interpolation for turning volumes between 5 and 45 vph.*
2. *The directional volume in the through lane includes through vehicles and turning vehicles.*

FIGURE 1. LEFT TURN LANE WARRANT CRITERIA

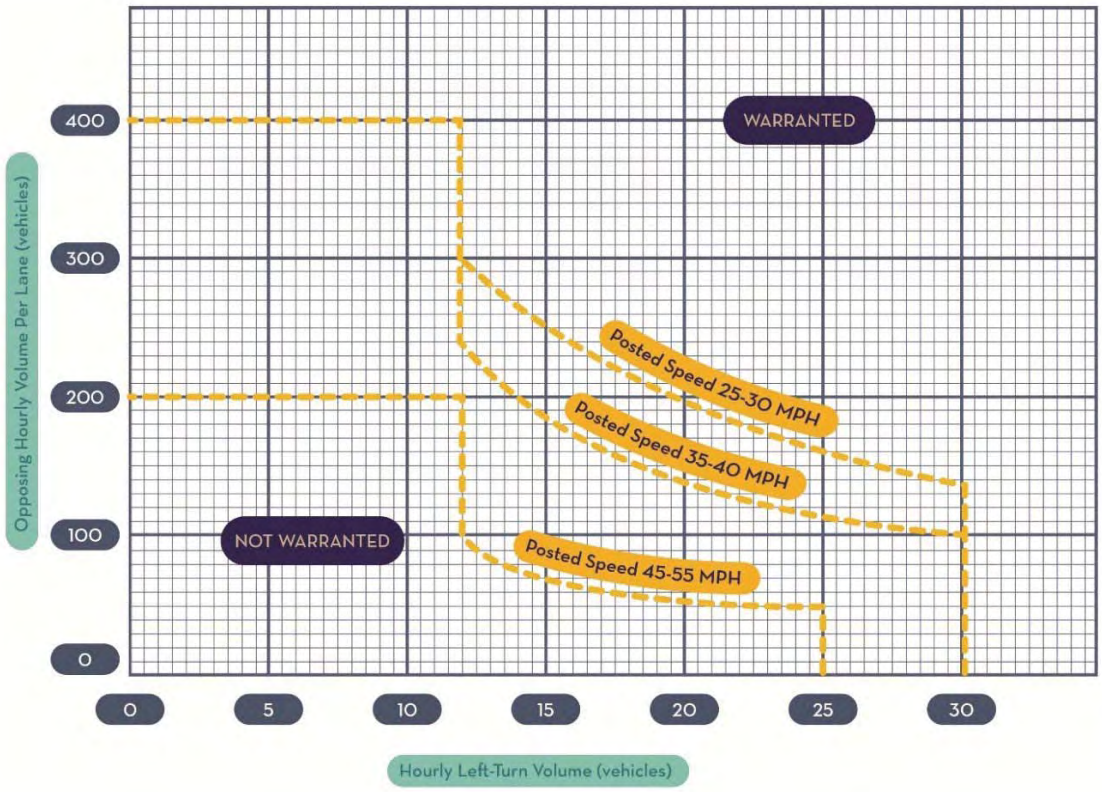
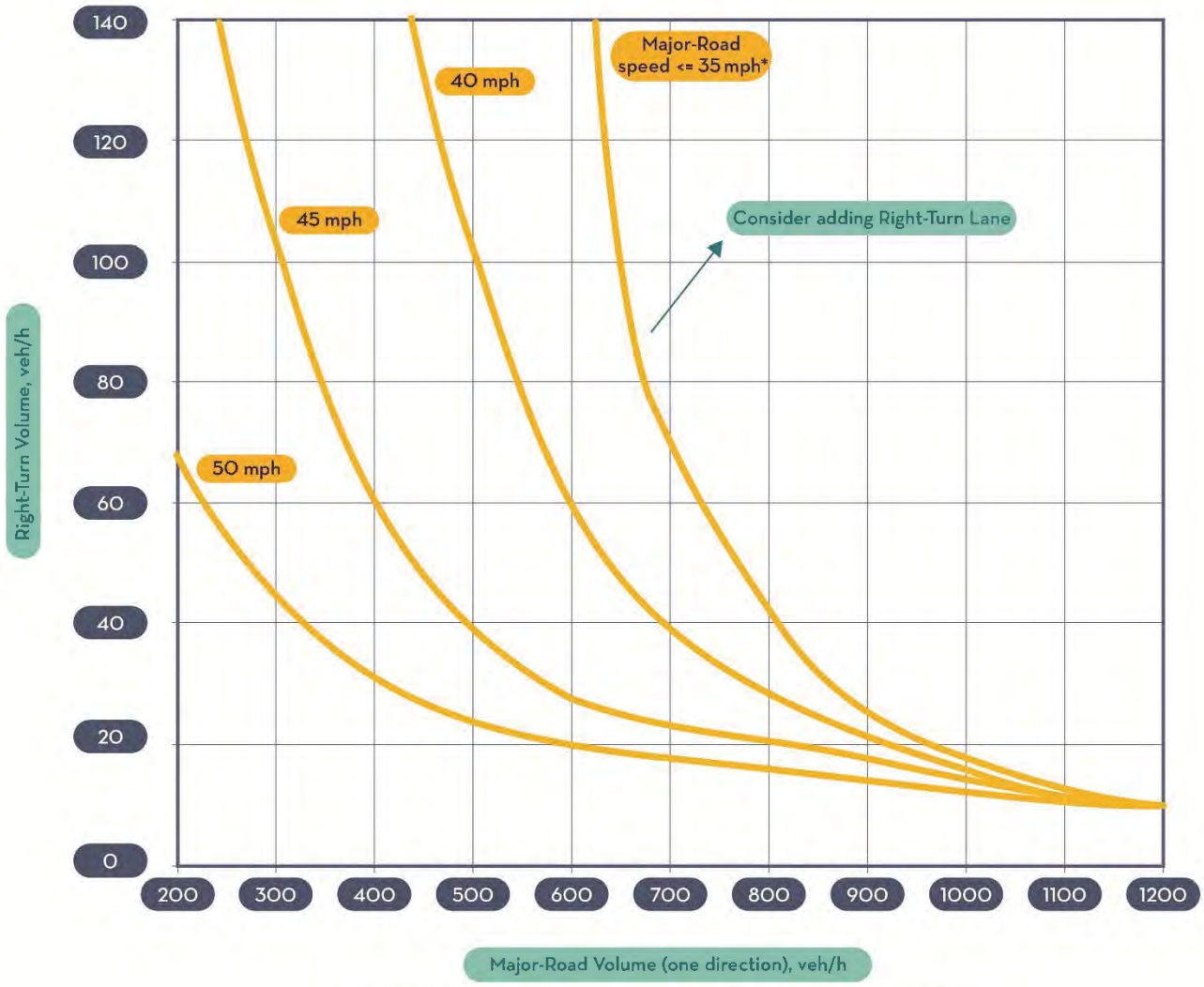
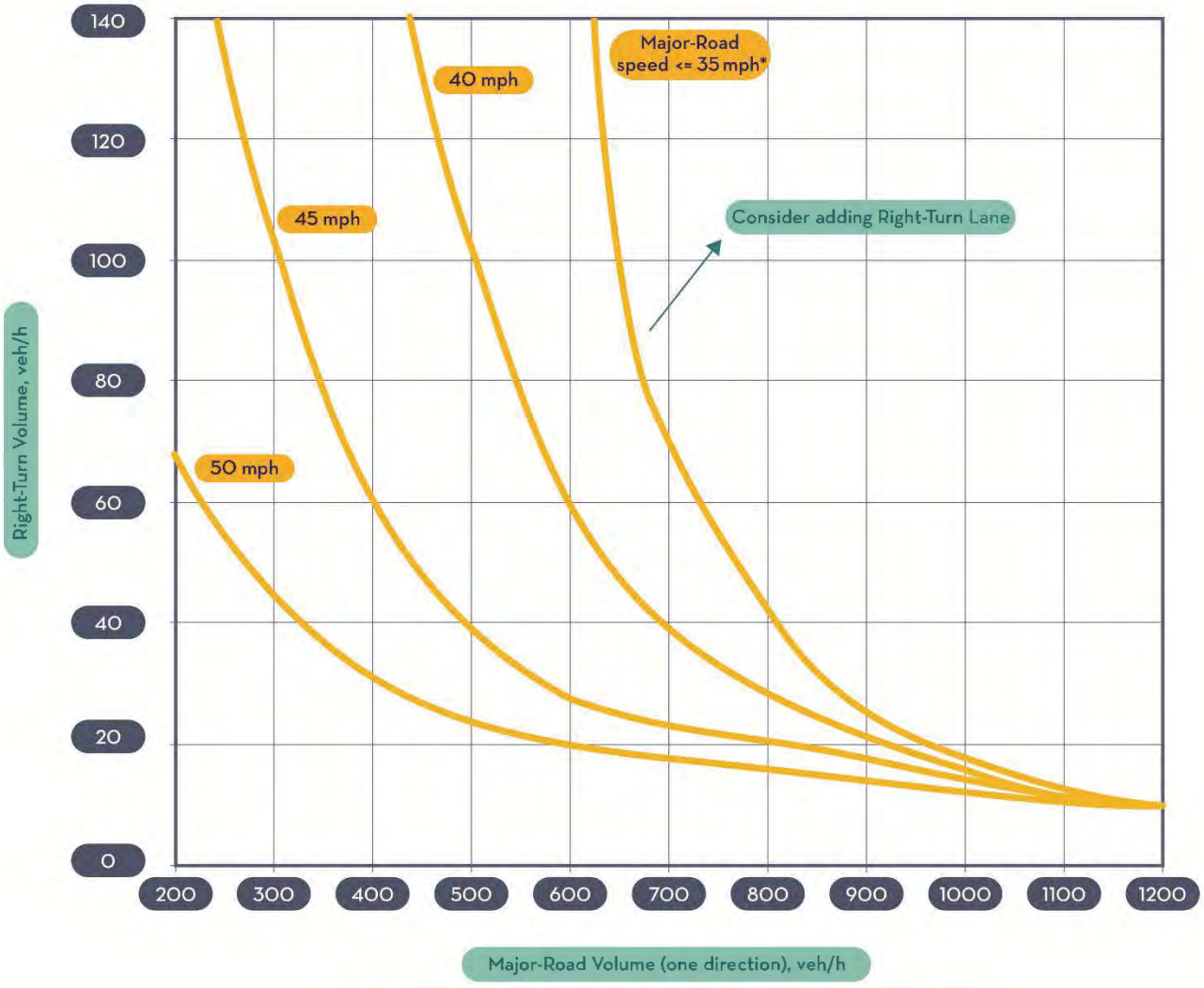


FIGURE 2. RIGHT TURN LANE CRITERIA FOR TWO-LANE ROADWAY



**Right-turn lanes are not typically considered for roadways posted at 25 mph, but certain circumstances may warrant their consideration:*
• Right-turning volume of 50 vph or greater
• At the City Traffic Engineer, or designee's discretion

FIGURE 3. RIGHT TURN LANE CRITERIA FOR FOUR+ LANE ROADWAY



**Right-turn lanes are not typically considered for roadways posted at 25 mph, but certain circumstances may warrant their consideration:*
• Right-turning volume of 50 vph or greater
• At the City Traffic Engineer, or designee's discretion

Turn Lane Dimensions

The minimum turn lane width is 10 feet unless approved by City Staff. A separate turn lane consists of a taper plus a full width auxiliary lane. The design of turn lanes is to be based on the speed at which drivers turn into the lane, the speed to which drivers must reduce to turn into the driveway, and the required vehicular storage length. Other special considerations include the volume of trucks that will use the turn lane and the steepness of an ascending or descending grade. The TIA should recommend turn lane location and provide the required turn lane length associated with each, demonstrating that turn lane design objectives can be achieved within known current and future anticipated constraints.

Required turn lane length elements are outlined in **Table 1**.

TABLE 1. TURN LANE LENGTH REQUIREMENTS

Posted speed limit	Left turn deceleration lane	Right turn deceleration lane
<40mph (See Note 1.)	Taper + storage	Taper + storage
≥40mph (See Note 2.)	Decel. Length	Decel. Length

Notes for Table 1:

Note 1: Storage length should be provided from operational analyses. Storage length should be provided from operational analyses. Storage length should be calculated as the 95th percentile queue length rounded up to the nearest 25 feet with a 50-foot minimum length.

When operational analyses are not applicable (e.g., for turning movements that are uncontrolled), utilize the deceleration distance for the auxiliary lane length. Using guidance from the latest AASHTO Green Book for "Deceleration Lanes", accept a moderate amount of deceleration within the through lanes and utilize the taper length as part of the deceleration within the through lanes. Deceleration rates greater than 6.5 ft/s^2 may be used where practical. A minimum bay length of 50 feet shall be provided.

Note 2: Deceleration length should be calculated based on the distance required to brake from the posted speed of the roadway to a stop and includes the appropriate taper based upon the posted speed. Utilize recommended deceleration distances for "Lane Change and Deceleration Distance" provided by the latest AASHTO Green Book.

If the noted design requirements for full movement access spacing and/or turn lanes cannot be met, driveway turning movement restrictions may be imposed. The restriction may be for left-turn movements in or out of the driveway or right-turns in or out. Turning restrictions may be imposed for driveways that are too close to signalized intersections, or where existing driveways or roadway characteristics may increase accident potential or at locations with a history of high accident rates.

17. MULTIMODAL REVIEW

The 2022 City of Santa Fe Multimodal Transition Plan includes two overarching goals:

Goal 1. Move Santa Fe towards a city where all elements of an active life can be achieved without the need for a private automobile.

2.3 Safety Analysis

2.3.1 Crash Records (2010-2020)

Historical crash data was provided by the City of Santa Fe for the most recent ten years available (2010 to 2020). The crash data requested was for the study area on Agua Fria Street from Siler Road to Osage Avenue. The crash data was analyzed to identify any crash trends within the study limits.

There was a total of 308 reported crashes within the study limits. **Table 9** summarizes the total crash severity. The full crash data can be found in **Appendix C**.

Table 9: Total Crashes (2010-2020)

Year	Crash Severity			Total
	Fatal	Injury	PDO*	
2010	0 (0%)	10 (33%)	20 (67%)	30 (100%)
2011	0 (0%)	12 (37%)	20 (63%)	32 (100%)
2012	0 (0%)	5 (28%)	13 (72%)	18 (100%)
2013	0 (0%)	6 (29%)	15 (71%)	21 (100%)
2014	0 (0%)	4 (17%)	19 (83%)	23 (100%)
2015	0 (0%)	17 (53%)	15 (47%)	32 (100%)
2016	0 (0%)	23 (42%)	32 (58%)	55 (100%)
2017	0 (0%)	7 (30%)	16 (70%)	23 (100%)
2018	0 (0%)	6 (21%)	22 (79%)	28 (100%)
2019	0 (0%)	9 (35%)	17 (65%)	26 (100%)
2020	0 (0%)	4 (20%)	16 (80%)	20 (100%)
Total	**0 (0%)**	**103 (33%)**	**205 (67%)**	**308 (100%)**

*PDO – Property Damage Only

The following observations were concluded from the historical crash data:

- Out of the total crashes in the ten-year period, none of them resulted in a fatal crash, 33% (103 crashes) resulted in injury with no fatalities and 67% (205 crashes) resulted in property damage only (PDO).
- Approximately 88% (272 crashes) of all the crashes had as classification collision with other vehicle, and 7% (21 crashes) were classified as collision with a fixed object.
- About 80% (246 crashes) of all the crashes occurred during daylight conditions, 11% (35 crashes) occurred during dark-lighted conditions, 3% (11 crashes) occurred in unknown conditions, 3% (10 crashes) occurred during dusk conditions, 2% (5 crashes) occurred during dark-not-lighted conditions, and 1% (1 crashes) occurred during dawn conditions.
- Close to 94% (290 crashes) of all crashes occurred during clear weather conditions, 3% (9 crashes) occurred in unknown weather conditions, 1.3% (4 crashes) occurred in snowing weather conditions, 1.3% (4 crashes) occurred in raining weather conditions, and 0.4% (1 crashes) occurred in other weather conditions.
- From the total crashes, 6% (18 crashes) were alcohol related and 1% (2 crashes) were related to drug involvement.

Physical conditions during crashes such as lighting, and weather did not indicate any strong influence on crashes.

Table 10: Lighting Conditions

Lighting Conditions	Crash Count
Daylight	246 (80%)
Dark & Low Light*	51 (17%)
Unknown	11 (3%)
Total	**308 (100%)**

*Dark & Low Light include the following light conditions: Dark-Not Lighted, Dark-Lighted, Dawn and Dusk.

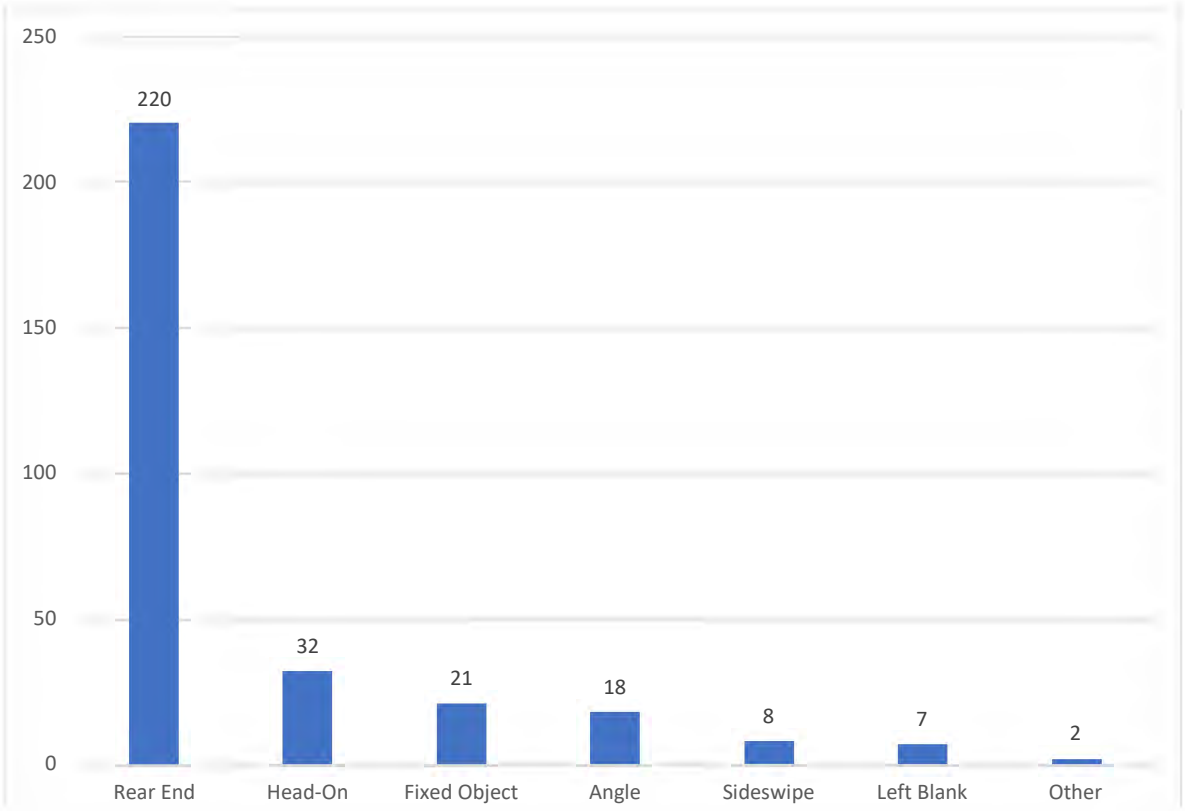


Figure 7: Crash Type Summary

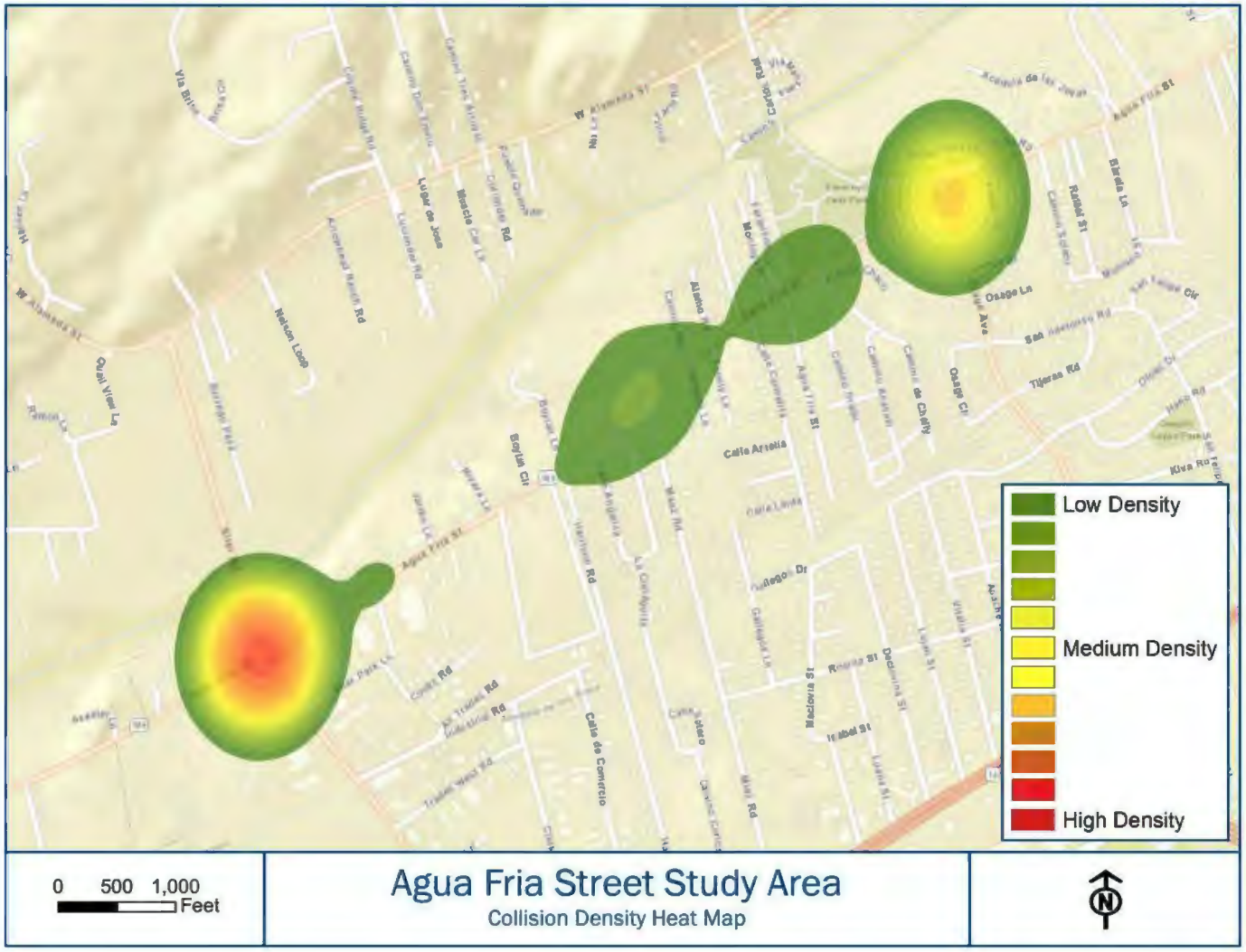


Figure 8: Crash Heat Map

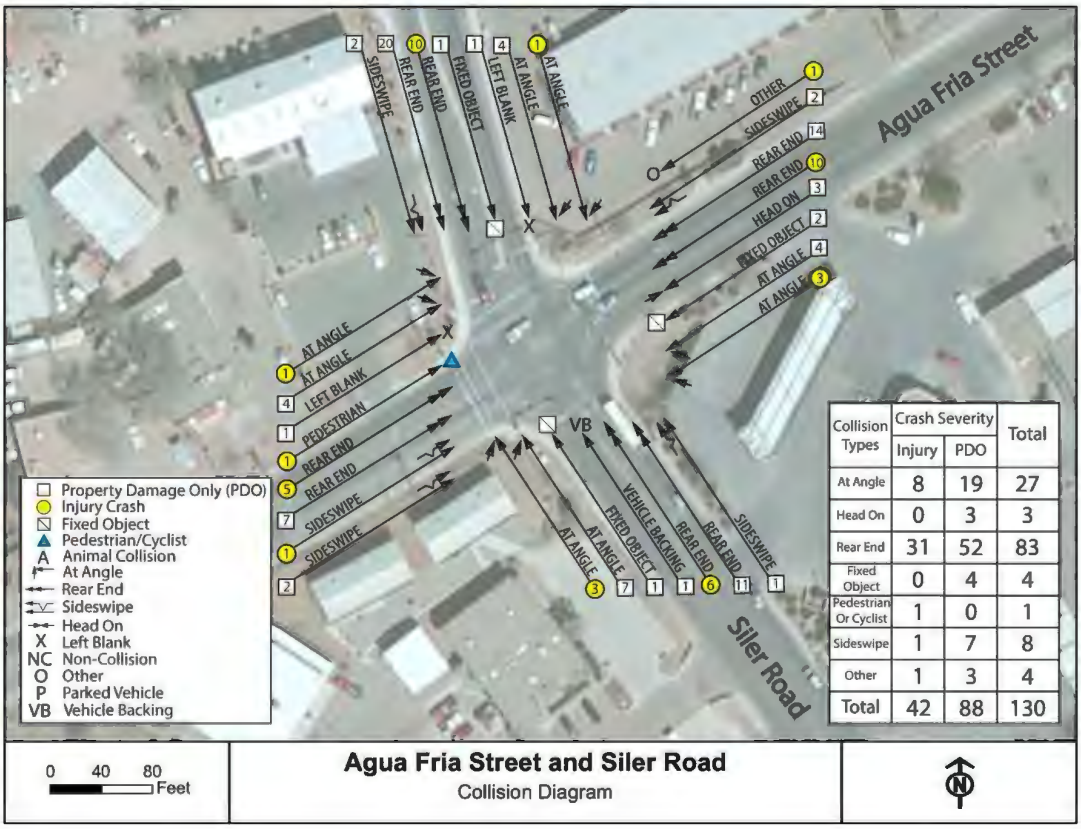
The following intersections were analyzed further based on the historical crash data provided:

1. Agua Fria Street and Siler Road
2. Agua Fria Street and Siler Park Lane
3. Agua Fria Street and Harrison Road
4. Agua Fria Street and La Cieneguita
5. Agua Fria Street and Maez Road
6. Agua Fria Street and Camino Carlos Rael
7. Agua Fria Street and Calle Carmilita
8. Agua Fria Street and Ferguson Lane
9. Agua Fria Street and Camino de Chelly
10. Agua Fria Street and Osage Avenue

In addition, sight triangles were analyzed for Intersections #2 through #8. The AASHTO *2018 Policy on Geometric Design of Highways and Streets, 7th Edition*, has standards for departure sight triangles. Measured from the stop bar on the side street for instance on one end and to the center of the through lane on the other end. These were used to determine if a stopped vehicle on a minor roadway has sufficient sight distance from the intersection to enter or cross a major roadway.

Intersection #1 – Agua Fria Street and Siler Road

The intersection of Agua Fria Street and Siler Road had a total of 130 reported crashes. From the crash data, it was reported that 83 of the crashes were rear end and 27 crashes were angle. The pedalcyclist car crash happened in 2015 and was contributed to following too closely, it occurred on a clear day during daylight, information provided did not indicate any strong influences. From the total, 88 of the collisions were reported as property damage only and 42 were injury only. Seven crashes at this intersection were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	8	19	27
Head On	0	3	3
Rear End	31	52	83
Fixed Object	0	4	4
Pedestrian Or Cyclist	1	0	1
Sideswipe	1	7	8
Other	1	3	4
Total	42	88	130

Figure 9: Intersection #1 – Agua Fria Street and Siler Road – Crash Types and Crash Severity

Intersection #2 – Agua Fria Street and Siler Park Lane

Five crashes were reported at the intersection of Agua Fria Street and Siler Park Lane, two were reported as rear end, one as entering at an angle, one as head-on and one as a collision with a parked vehicle. Two crashes were reported as injury with no fatalities and three were reported as property damage only. Two crashes at this intersection were alcohol related.



Figure 10: Intersection #2 – Agua Fria Street and Siler Park Lane – Crash Types and Crash Severity

Intersection #2 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance since according to AASHTO, "if the available sight distance for an entering or crossing vehicle is at least equal to the appropriate stopping sight distance for the major road, then drivers have sufficient distance to anticipate and avoid collisions." Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Siler Park Lane. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 11 shows the sight triangles for the Siler Park Lane northbound approach. The vegetation at the corner reduces and inhibits the view of the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 11 shows the sight triangles for the Siler Park Lane northbound approach. There are trees and a fence at the corner property that obstructs the sight triangle (see Figure 37).

It is recommended that objects within the sight triangle will need to be kept below 3-ft.

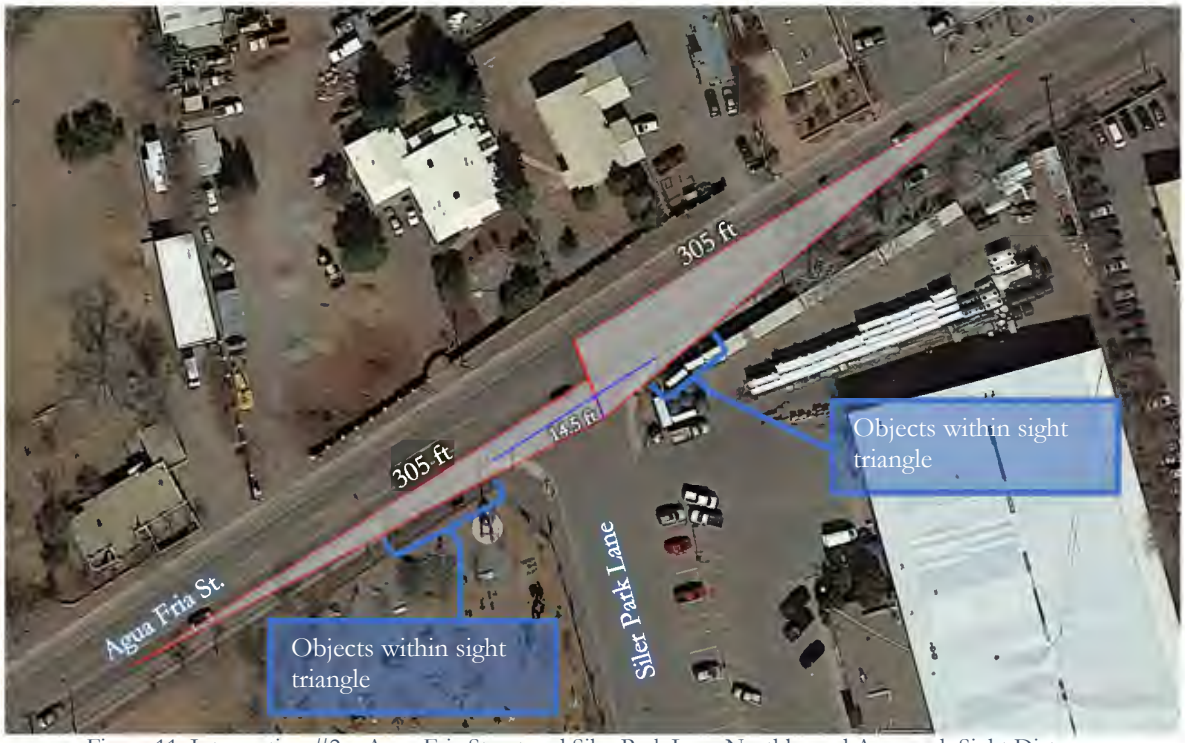


Figure 11: Intersection #2 – Agua Fria Street and Siler Park Lane Northbound Approach Sight Distance

Intersection #3 – Agua Fria Street and Harrison Road

Six total crashes were reported at the intersection of Agua Fria Street and Harrison Road, three were reported as rear end, one as a collision with a fixed object, one as head-on, and one as a collision with a parked vehicle. The crash involving a cyclist was in 2013 and contributed to the driver disregarding the traffic signal, it occurred on a clear day during daylight, information provided did not indicate any strong influences. Two crashes were reported as injury with no fatalities and four were reported as property damage only. For this intersection, none of the crashes were alcohol related.



Figure 12: Intersection #3 – Agua Fria Street and Harrison Road – Crash Types and Crash Severity

Intersection #3 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Harrison Road. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 13 shows the sight triangles for the Harrison Road northbound approach. There are no objects within the sight triangle. Figure 14 shows the sight triangles for the Boylan Lane southbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 13 shows the sight triangles for the Harrison Road northbound approach. There are no objects within the sight triangle. **Figure 14** shows the sight triangles for the Boylan Lane southbound approach. A bus stop sign can be found within the sight triangle that is over 3-ft in height, however, it does not block the view of the driver.



Figure 13: Intersection #3 – Agua Fria Street and Harrison Road Southbound Approach Sight Distance



Figure 14: Intersection #3 – Agua Fria Street and Boylan Ln. Southbound Approach Sight Distance

Intersection #4 – Agua Fria Street and La Cieneguita

Four total crashes were reported at the Agua Fria Street and La Cieneguita intersection, one was reported as rear end, one as head-on and one crash with no information regarding crash classification or analysis (left blank), and one as a collision with a parked vehicle. One crash was reported as injury with no fatalities and three were reported as property damage only. For this intersection, none of the crashes were alcohol related.



Figure 15: Intersection #4 – Agua Fria Street and La Cieneguita– Crash Types and Crash Severity

Intersection #4 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and La Cieneguita. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 16 shows the sight triangles for the La Cieneguita northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

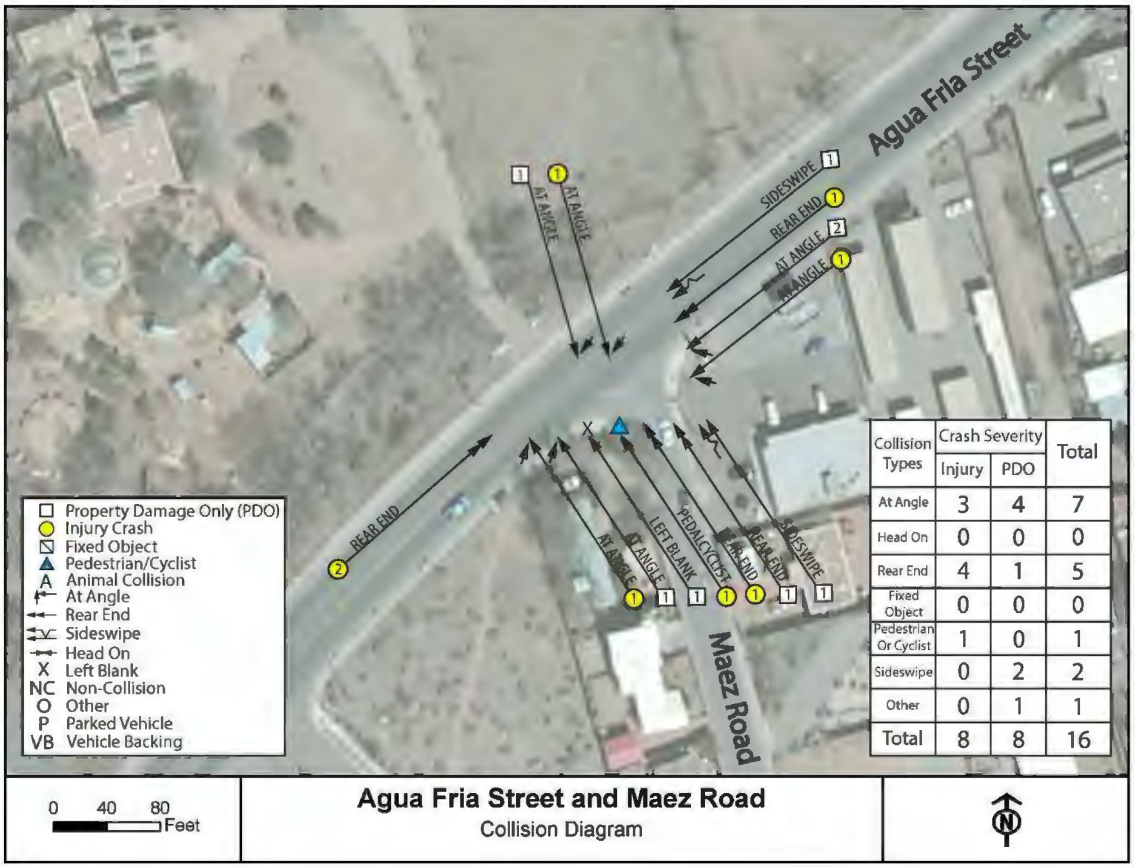
Figure 16 shows the sight triangles for the La Cieneguita northbound approach. There are no objects within the sight triangle.



Figure 16: Intersection #4 – Agua Fria Street and La Cieneguita Northbound Approach Sight Distance

Intersection #5 – Agua Fria Street and Maez Road

The intersection of Agua Fria Street and Maez Road had a total of sixteen (16) crashes. Seven crashes were reported as entering at an angle, five as rear end, two as sideswipe, one as a collision with a pedalcyclist and one crashes with no information regarding crash classification or analysis (left blank). The crash that involved a cyclist happened in 2016 with a contributing factor of driver inattention, it occurred on a clear day during daylight, information provided did not indicate any strong influences. Eight of these collisions were property damage only and eight were injury only. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	3	4	7
Head On	0	0	0
Rear End	4	1	5
Fixed Object	0	0	0
Pedestrian Or Cyclist	1	0	1
Sideswipe	0	2	2
Other	0	1	1
Total	8	8	16

Figure 17: Intersection #5 – Agua Fria Street and Maez Road – Crash Types and Crash Severity

Intersection #5 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Maez Road. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 18 shows the sight triangles for the Maez Road northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 18 shows the sight triangles for the Maez Road northbound approach. There are objects over 3-ft in height within the sight triangle, which reduces and inhibits the view of the sight triangle.



Figure 18: Intersection #5 – Agua Fria Street and Maez Road Northbound Approach Sight Distance

Intersection #6 – Agua Fria Street and Camino Carlos Rael

Two crashes were observed at the intersection of Agua Fria Street and Camino Carlos Rael, one was reported as a rear end collision, and one as a collision with a fixed object. Both crashes were reported as property damage only. One of the crashes was alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	0	0	0
Rear End	0	1	1
Fixed Object	0	1	1
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	0	0
Other	0	0	0
Total	0	2	2

Figure 19: Intersection #6 – Agua Fria Street and Camino Carlos Rael – Crash Types and Crash Severity

Intersection #6 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Camino Carlos Rael. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 20 shows the sight triangles for the Camino Carlos Rael southbound approach. There is a rock wall at the corner property that obstructs the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 20 shows the sight triangles for the Camino Carlos Rael southbound approach. There is a wood fence at the corner property that obstructs the sight triangle (see **Figure 39**).

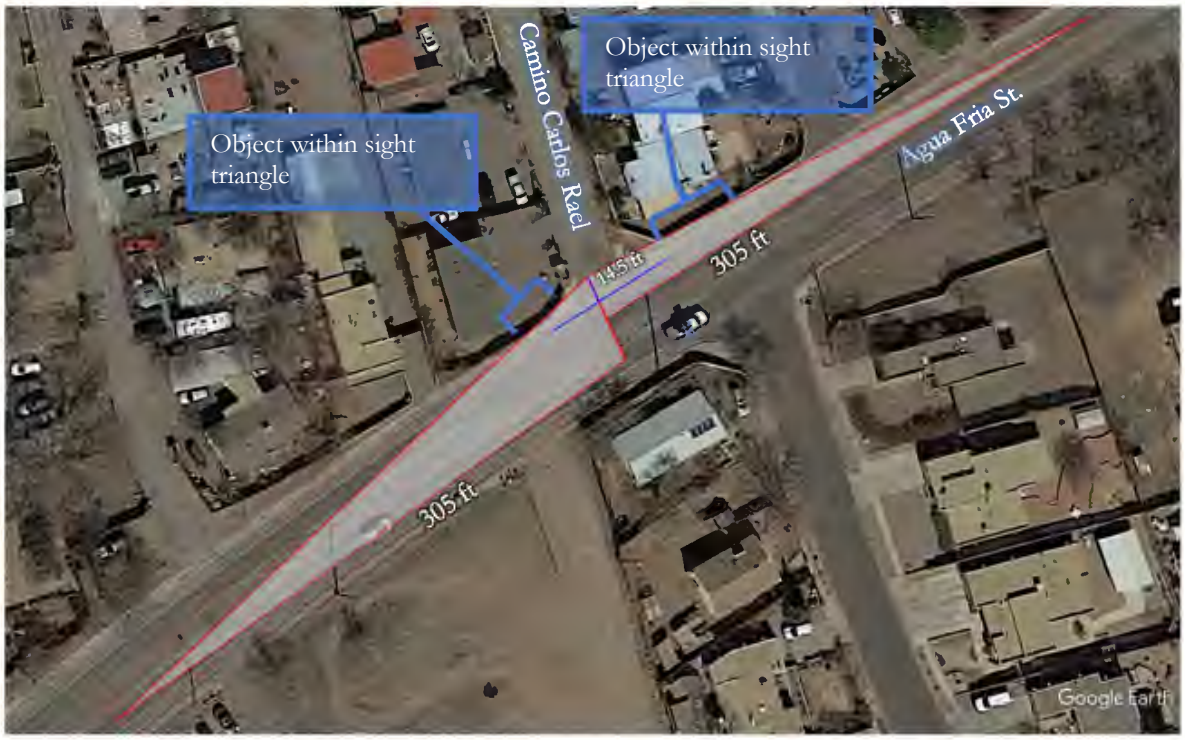


Figure 20: Intersection #6 – Agua Fria Street and Camino Carlos Rael Southbound Approach Sight Distance

Intersection #7 – Agua Fria Street and Calle Carmilita

Six crashes were reported at the intersection of Agua Fria Street and Calle Carmilita. Two were reported as rear end, one as sideswipe, one as head-on, one as a collision with a fixed object and one crash had no information regarding crash classification or analysis (left blank). Five crashes were reported as injury with no fatalities and one was reported as property damage only. One crash at this intersection was alcohol related.

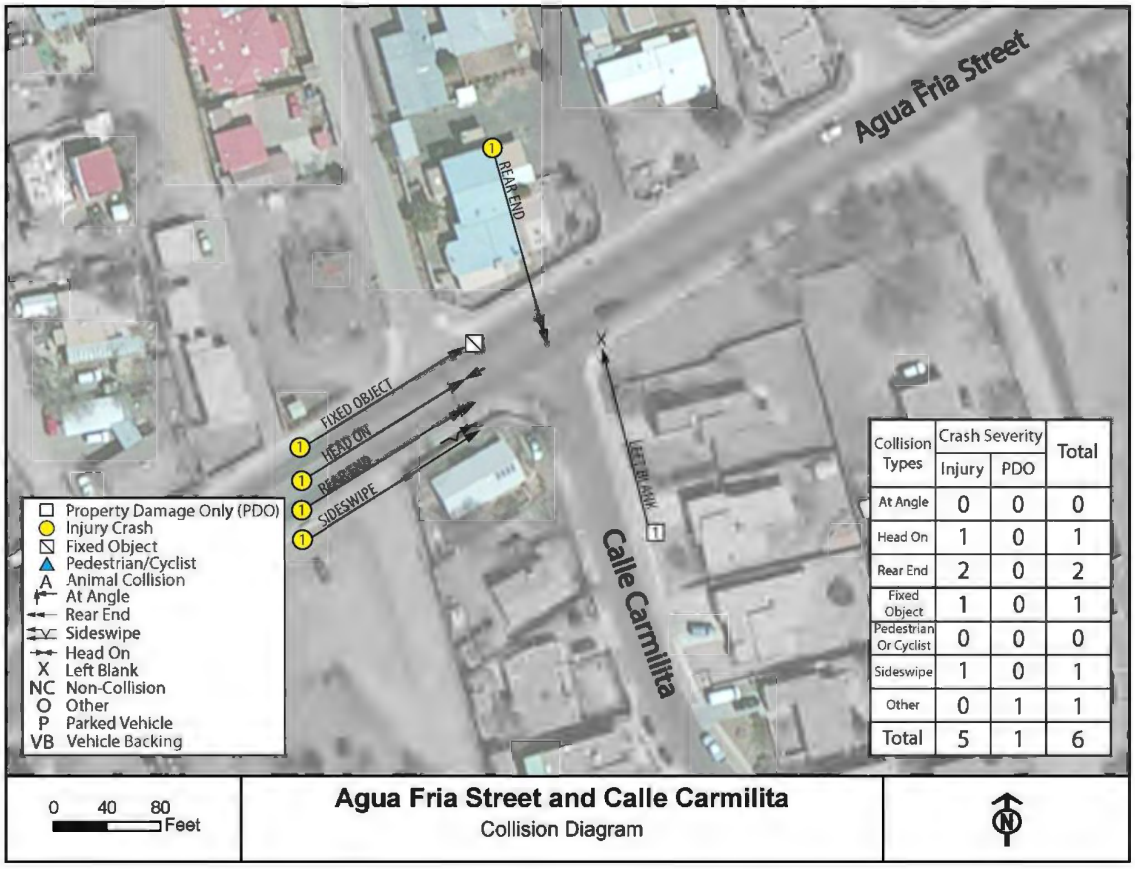


Figure 21: Intersection #7 – Agua Fria Street and Calle Carmilita – Crash Types and Crash Severity

Intersection #7 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Calle Carmilita. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 22 shows the sight triangles for the Calle Carmilita northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 22 shows the sight triangles for the Calle Carmilita northbound approach. There is a concrete wall at the corner property that obstructs the sight triangle (see **Figure 40**).



Figure 22: Intersection #7 – Agua Fria Street and Calle Carmilita. Northbound Approach Sight Distance

Intersection #8 – Agua Fria Street and Ferguson Lane

No crashes were reported at this intersection during the ten-year timeframe that was analyzed.



Figure 23: Intersection #8 – Agua Fria Street and Ferguson Lane – Crash Types and Crash Severity

Intersection #8 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Ferguson Lane. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 24 shows the sight triangles for the Ferguson Lane southbound approach. There is a block wall that obstructs the sight triangle (see Figure 41). **Figure 25** shows the sight triangles for the Agua Fria Street northbound approach.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 24 shows the sight triangles for the Ferguson Lane southbound approach. There is a block wall within the sight triangle. **Figure 25** shows the sight triangles for the Agua Fria Street northbound approach. There are no objects within the sight triangle.

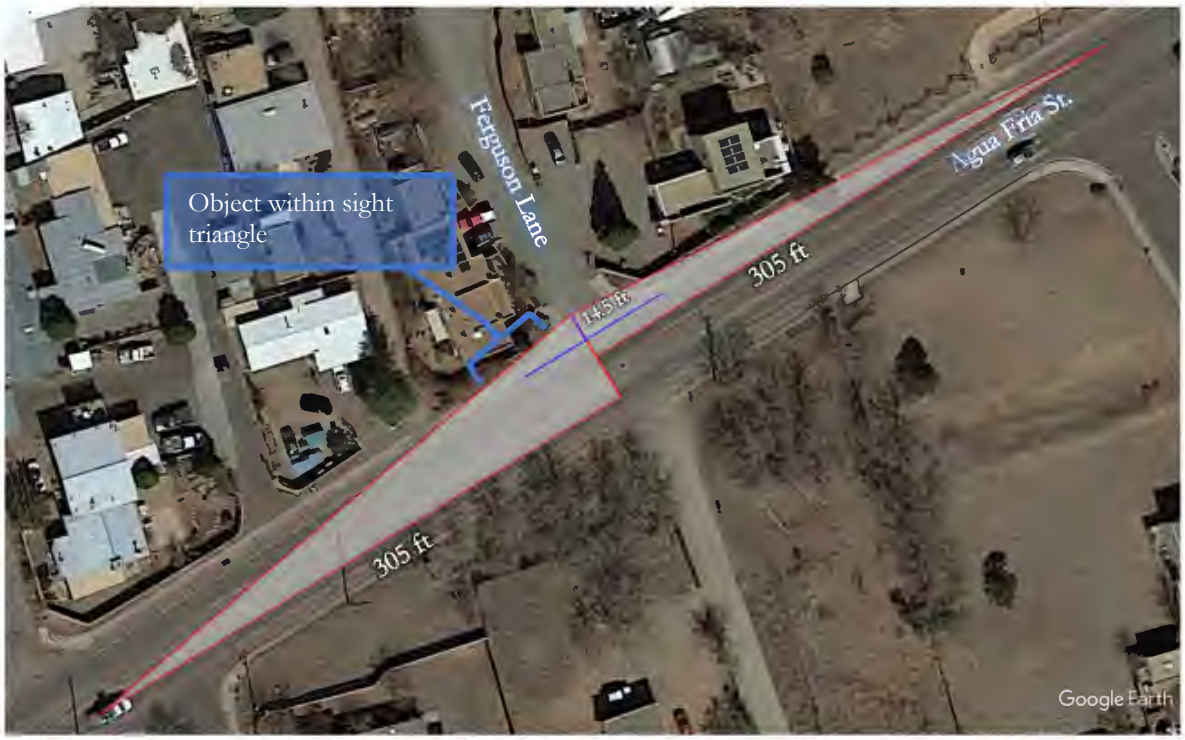


Figure 24: Intersection #8 – Agua Fria Street and Ferguson Lane Southbound Approach Sight Distance



Figure 25: Intersection #8 – Agua Fria Street and Agua Fria Street Northbound Approach Sight Distance

Intersection #9 – Agua Fria Street and Camino de Chelly

The intersection of Agua Fria Street and Camino de Chelly had a total of fifteen (15) crashes. It was reported that 11 of the crashes were classified as rear end, two as sideswipe and two as a collision with a fixed object. Eight of the crashes were classified as injury crash only and seven as property damage crashes. For this intersection, none of the crashes were alcohol related.

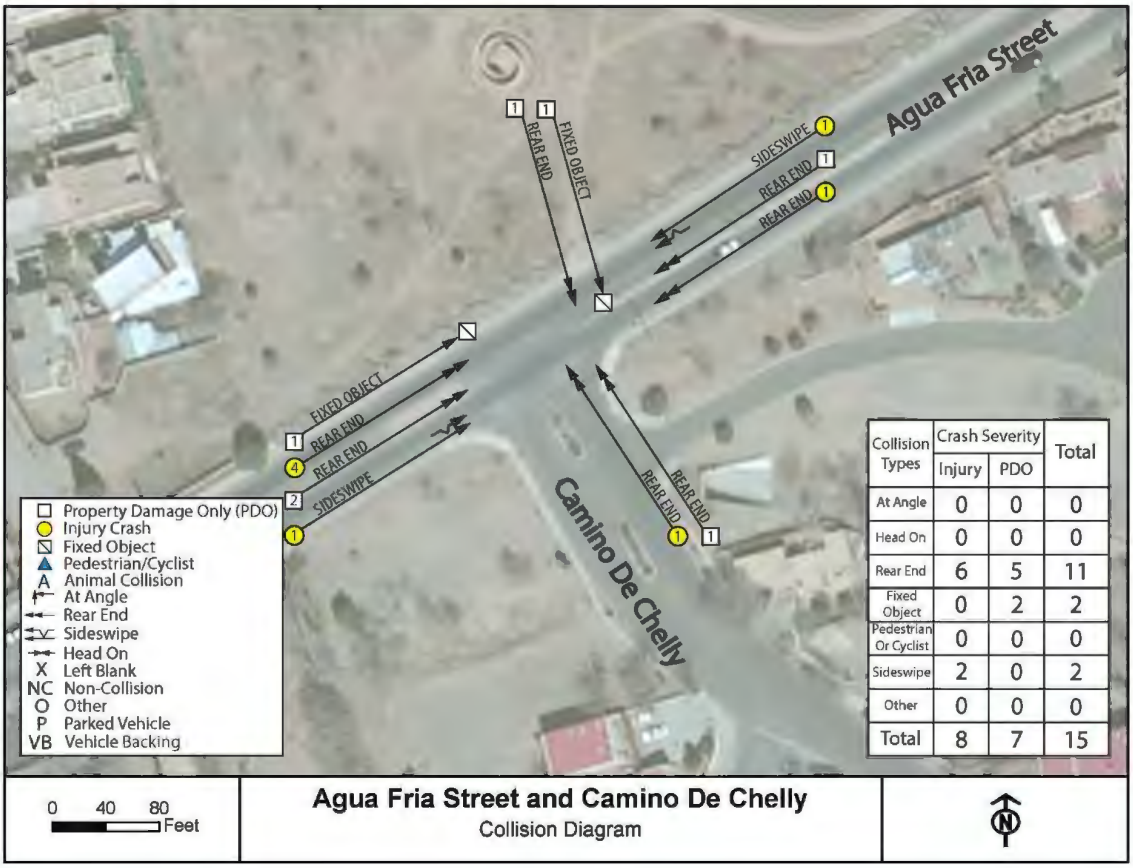


Figure 26: Intersection #9 – Agua Fria Street and Camino de Chelly – Crash Types and Crash Severity

Intersection #9 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Camino De Chelly. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 27 shows the sight triangles for the Camino De Chelly northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

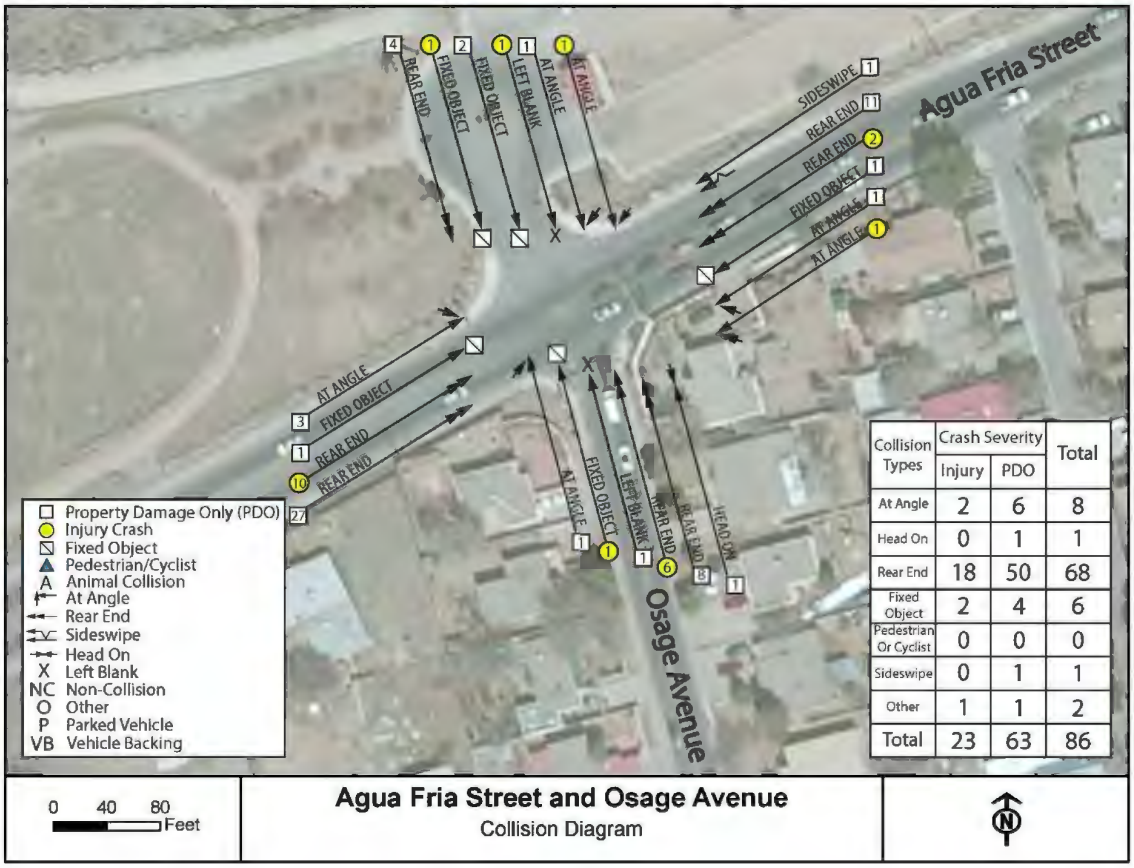
Figure 27 shows the sight triangles for the Camino De Chelly northbound approach. There are no objects within the sight triangle.



Figure 27: Intersection #9 – Agua Fria Street and Camino De Chelly Northbound Approach Sight Distance

Intersection #10 – Agua Fria Street and Osage Avenue

The intersection of Agua Fria Street and Osage Avenue had a total of 86 reported crashes. From the crash data, it was reported that 68 of the crashes were rear end, eight crashes were entering at an angle, six crashes were with fixed objects, and two had no information regarding crash classification or analysis (left blank). Out of the total crashes, 63 of the crashes were reported at property damage only and 23 were reported at injury only. Six crashes at this intersection were alcohol related.



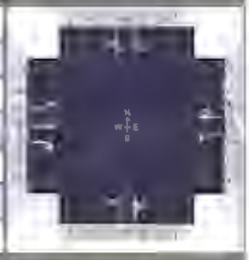
Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	2	6	8
Head On	0	1	1
Rear End	18	50	68
Fixed Object	2	4	6
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	1	1
Other	1	1	2
Total	23	63	86

Figure 28: Intersection #10 – Agua Fria Street and Osage Avenue – Crash Types and Crash Severity

APPENDIX D
2027 NO BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027NBAM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	342	97	127	214	71	46	248	129	110	412	124

Signal Information					EB			WB			NB			SB		
Cycle, s	67.5	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	3.0	1.5		24.1	5.5	0.2	16.3					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	4.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.7	21.5	9.5	21.3	7.0	28.1	8.4	29.6
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (*g s*), s	6.2	13.9	5.6	12.0	3.1	14.4	4.7	20.8
Green Extension Time (*g e*), s	0.2	2.5	0.3	2.6	0.1	4.8	0.3	4.7
Phase Call Probability	0.88	1.00	0.92	1.00	0.59	1.00	0.88	1.00
Max Out Probability	0.00	0.19	0.00	0.12	0.00	0.00	0.00	0.01

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	113	356	101	132	297		48	393		115	558	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1776		1781	1810	
Queue Service Time (*g s*), s	4.2	11.9	3.5	3.6	10.0		1.1	12.4		2.7	18.8	
Cycle Queue Clearance Time (*g c*), s	4.2	11.9	3.5	3.6	10.0		1.1	12.4		2.7	18.8	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.32	0.24		0.40	0.36		0.42	0.38	
Capacity (*c*), veh/h	151	460	387	293	438		250	635		399	686	
Volume-to-Capacity Ratio (*X*)	0.747	0.774	0.261	0.451	0.678		0.192	0.618		0.287	0.813	
Back of Queue (*Q*), ft/ln (95 th percentile)	91	228	56	66	190		20	214		46	304	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.6	9.0	2.2	2.6	7.6		0.8	8.5		1.8	12.1	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.73	1.82	0.45	0.55	1.59		0.15	1.58		0.51	3.38	
Uniform Delay (*d 1*), s/veh	30.3	23.9	20.7	18.4	23.3		15.3	17.9		13.3	18.9	
Incremental Delay (*d 2*), s/veh	7.2	3.1	0.4	1.1	2.2		0.4	1.2		0.4	2.4	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	37.5	26.9	21.0	19.5	25.5		15.7	19.1		13.7	21.3	
Level of Service (LOS)	D	C	C	B	C		B	B		B	C	
Approach Delay, s/veh / LOS	27.9	C		23.7	C		18.8	B		20.0	B	
Intersection Delay, s/veh / LOS	22.6						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.91	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.43	A	1.20	A	1.21	A	1.60	B

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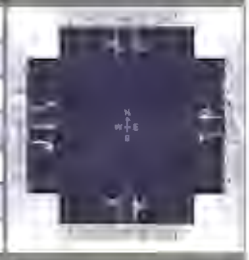
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027NBPM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	111	268	70	193	354	77	109	364	145	100	291	169

Signal Information					EB			WB			NB			SB		
Cycle, s	83.0	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	4.9	0.3		30.3	7.2	2.0	22.3					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	11.2	26.3	13.3	28.3	9.2	34.5	8.9	34.3
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.5	13.2	8.8	22.1	5.3	25.1	5.1	22.5
Green Extension Time (g_e), s	0.3	3.0	0.5	1.1	0.3	5.4	0.3	5.5
Phase Call Probability	0.94	1.00	0.99	1.00	0.93	1.00	0.92	1.00
Max Out Probability	0.00	0.20	0.01	1.00	0.00	0.05	0.00	0.03

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	119	288	75	208	463		117	547		108	495	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	5.5	11.2	3.1	6.8	20.1		3.3	23.1		3.1	20.5	
Cycle Queue Clearance Time (g_c), s	5.5	11.2	3.1	6.8	20.1		3.3	23.1		3.1	20.5	
Green Ratio (*g/C*)	0.09	0.26	0.26	0.37	0.28		0.43	0.37		0.42	0.36	
Capacity (*c*), veh/h	156	484	407	424	517		309	660		250	645	
Volume-to-Capacity Ratio (*X*)	0.767	0.596	0.185	0.489	0.897		0.380	0.829		0.431	0.767	
Back of Queue (*Q*), ft/ln (95 th percentile)	120	217	52	126	404		61	378		58	333	
Back of Queue (*Q*), veh/ln (95 th percentile)	4.7	8.6	2.0	5.0	16.2		2.4	15.0		2.3	13.2	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.96	1.73	0.42	1.05	3.37		0.45	2.80		0.65	3.70	
Uniform Delay (d_1), s/veh	37.1	27.1	24.1	19.7	28.8		17.5	23.9		18.9	23.3	
Incremental Delay (d_2), s/veh	7.7	1.3	0.2	0.9	16.8		0.8	3.5		1.2	2.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	44.8	28.4	24.4	20.5	45.6		18.2	27.4		20.1	25.3	
Level of Service (LOS)	D	C	C	C	D		B	C		C	C	
Approach Delay, s/veh / LOS	31.8	C		37.9	D		25.8	C		24.3	C	
Intersection Delay, s/veh / LOS	30.0						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.28	A	1.59	B	1.58	B	1.48	A

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HCS Two-Way Stop-Control Report

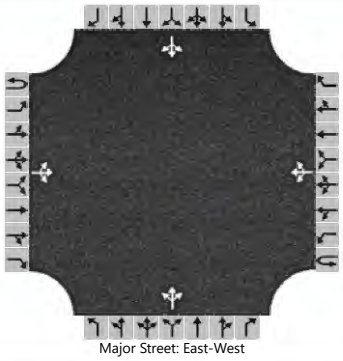
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	617	6		33	388	2		6	0	40		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				35					48				16	
Capacity, c (veh/h)		1151				934					431				437	
v/c Ratio		0.00				0.04					0.11				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		9.0	0.4	0.4			14.4				13.6	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.4				13.6			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

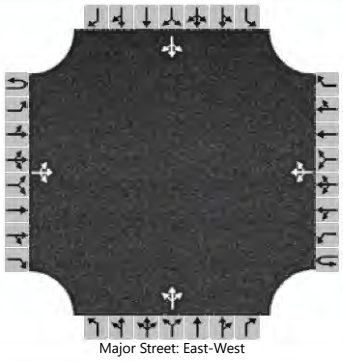
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	594	8		47	612	0		7	1	93		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				50					107				9	
Capacity, c (veh/h)		942				950					442				299	
v/c Ratio		0.01				0.05					0.24				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.9				0.1	
95% Queue Length, Q_{95} (ft)											22.5				2.5	
Control Delay (s/veh)		8.9	0.2	0.2		9.0	0.7	0.7			15.7				17.4	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				15.7				17.4			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

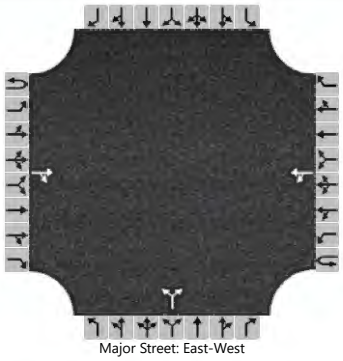
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			574	7		13	385			9		35				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					47					
Capacity, c (veh/h)						970					467					
v/c Ratio						0.01					0.10					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.5					
Control Delay (s/veh)						8.8	0.2				13.6					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				13.6							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

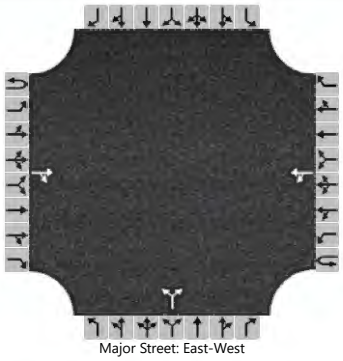
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			516	3		13	633			2		59				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					66					
Capacity, c (veh/h)						1021					523					
v/c Ratio						0.01					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.0					
Control Delay (s/veh)						8.6	0.2				12.9					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				12.9							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

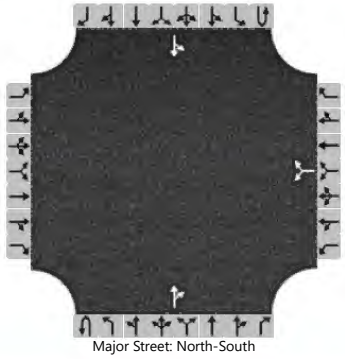
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						33		13			467	73		13	630	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							51							14		
Capacity, c (veh/h)							359							990		
v/c Ratio							0.14							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							16.7							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					16.7								0.4			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

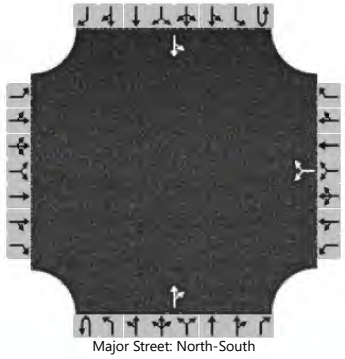
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						54		19			628	74		11	559	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							80							12		
Capacity, c (veh/h)							325							850		
v/c Ratio							0.25							0.01		
95% Queue Length, Q_{95} (veh)							1.0							0.0		
95% Queue Length, Q_{95} (ft)							25.1							0.0		
Control Delay (s/veh)							19.7							9.3	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					19.7								0.4			
Approach LOS					C								A			

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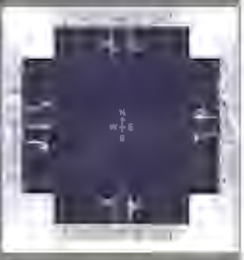
APPENDIX E
2027 BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027BAM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	344	97	152	220	73	46	248	137	111	412	124

Signal Information					EB			WB			NB			SB		
Cycle, s	70.0	Reference Phase	2													
Offset, s	0	Reference Point	End	Green	3.0	1.6		24.8	5.9	0.7	18.0					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.9	22.0	10.6	22.7	7.0	28.8	8.6	30.4
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	6.3	14.5	6.5	12.6	3.1	15.3	4.8	21.5
Green Extension Time (g_e), s	0.2	2.4	0.4	2.6	0.1	4.9	0.3	4.8
Phase Call Probability	0.89	1.00	0.95	1.00	0.61	1.00	0.90	1.00
Max Out Probability	0.00	0.22	0.00	0.14	0.00	0.01	0.00	0.02

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	113	358	101	158	305		48	401		116	558	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1772		1781	1810	
Queue Service Time (g_s), s	4.3	12.5	3.6	4.5	10.6		1.1	13.3		2.8	19.5	
Cycle Queue Clearance Time (g_c), s	4.3	12.5	3.6	4.5	10.6		1.1	13.3		2.8	19.5	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.34	0.25		0.40	0.35		0.42	0.38	
Capacity (*c*), veh/h	150	458	385	340	460		243	628		385	683	
Volume-to-Capacity Ratio (*X*)	0.749	0.782	0.262	0.465	0.664		0.197	0.638		0.301	0.818	
Back of Queue (*Q*), ft/ln (95 th percentile)	95	240	59	81	198		21	228		49	317	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.7	9.5	2.3	3.2	7.9		0.8	9.0		1.9	12.6	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.76	1.92	0.47	0.67	1.65		0.15	1.68		0.55	3.52	
Uniform Delay (d_1), s/veh	31.4	24.8	21.5	18.2	23.6		16.0	18.9		14.0	19.7	
Incremental Delay (d_2), s/veh	7.3	3.7	0.4	1.0	2.0		0.4	1.3		0.4	2.5	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	38.7	28.5	21.8	19.2	25.6		16.4	20.2		14.4	22.2	
Level of Service (LOS)	D	C	C	B	C		B	C		B	C	
Approach Delay, s/veh / LOS	29.3	C		23.4	C		19.8	B		20.8	C	
Intersection Delay, s/veh / LOS	23.4						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.43	A	1.25	A	1.23	A	1.60	B

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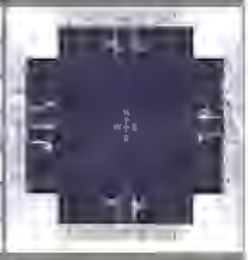
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027BPM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	111	274	70	207	358	79	109	364	171	102	291	169

Signal Information					EB			WB			NB			SB		
Cycle, s	87.2	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	5.1	0.2		33.0	7.6	2.6	22.6					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	11.6	26.6	14.2	29.3	9.3	37.3	9.1	37.0
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (*g s*), s	7.7	14.2	9.7	23.6	5.4	27.7	5.2	23.1
Green Extension Time (*g e*), s	0.3	2.9	0.5	0.6	0.3	5.5	0.3	5.7
Phase Call Probability	0.94	1.00	1.00	1.00	0.94	1.00	0.93	1.00
Max Out Probability	0.00	0.26	0.02	1.00	0.00	0.08	0.00	0.04

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	119	295	75	223	470		117	575		110	495	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1840		1810	1783		1781	1768	
Queue Service Time (*g s*), s	5.7	12.2	3.3	7.7	21.6		3.4	25.7		3.2	21.1	
Cycle Queue Clearance Time (*g c*), s	5.7	12.2	3.3	7.7	21.6		3.4	25.7		3.2	21.1	
Green Ratio (*g/C*)	0.09	0.25	0.25	0.37	0.28		0.44	0.38		0.44	0.38	
Capacity (*c*), veh/h	155	467	393	414	512		320	680		241	670	
Volume-to-Capacity Ratio (*X*)	0.772	0.630	0.191	0.538	0.918		0.366	0.846		0.455	0.738	
Back of Queue (*Q*), ft/ln (95 th percentile)	127	236	56	144	444		63	421		61	340	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.0	9.4	2.2	5.8	17.8		2.5	16.7		2.4	13.5	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.02	1.89	0.45	1.20	3.70		0.46	3.12		0.68	3.78	
Uniform Delay (*d 1*), s/veh	39.0	29.3	25.9	20.8	30.6		17.5	24.7		19.7	23.4	
Incremental Delay (*d 2*), s/veh	7.9	1.9	0.2	1.1	21.1		0.7	4.8		1.3	1.6	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	47.0	31.1	26.2	21.9	51.6		18.2	29.5		21.0	25.0	
Level of Service (LOS)	D	C	C	C	D		B	C		C	C	
Approach Delay, s/veh / LOS	34.2	C		42.1	D		27.6	C		24.3	C	
Intersection Delay, s/veh / LOS	32.1						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.29	A	1.63	B	1.63	B	1.48	A

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HCS Two-Way Stop-Control Report

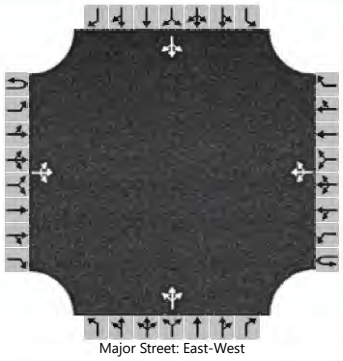
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	626	12		33	391	2		8	0	40		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				35					51				16	
Capacity, c (veh/h)		1148				922					416				432	
v/c Ratio		0.00				0.04					0.12				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		9.1	0.4	0.4			14.8				13.7	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.8				13.7			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

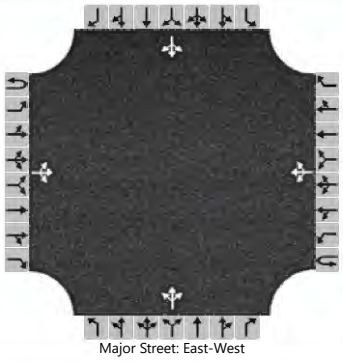
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	599	12		47	620	0		13	1	93		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				50					114				9	
Capacity, c (veh/h)		936				942					414				295	
v/c Ratio		0.01				0.05					0.27				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					1.1				0.1	
95% Queue Length, Q_{95} (ft)											27.5				2.5	
Control Delay (s/veh)		8.9	0.2	0.2		9.0	0.8	0.8			16.9				17.6	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				16.9				17.6			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

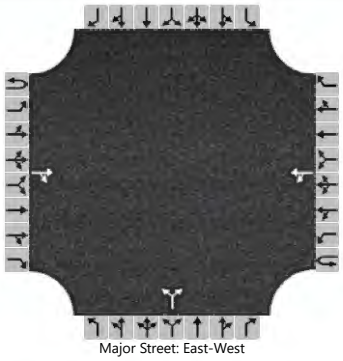
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			584	7		13	419			9		35				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage			Left + Thru							1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					47					
Capacity, c (veh/h)						962					458					
v/c Ratio						0.01					0.10					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.5					
Control Delay (s/veh)						8.8	0.2				13.8					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				13.8						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

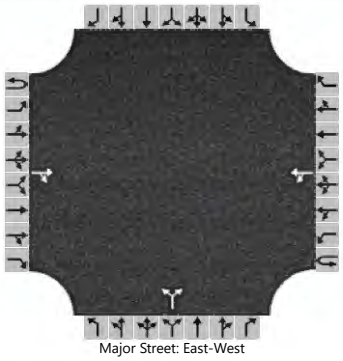
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			550	3		13	653			2		59				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					66					
Capacity, c (veh/h)						990					499					
v/c Ratio						0.01					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.5					
95% Queue Length, Q_{95} (ft)						0.0					12.5					
Control Delay (s/veh)						8.7	0.2				13.3					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				13.3							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

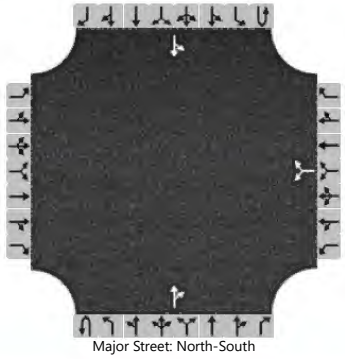
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						33		13			475	73		13	656	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							51							14		
Capacity, c (veh/h)							350							982		
v/c Ratio							0.14							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							17.0							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					17.0								0.4			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

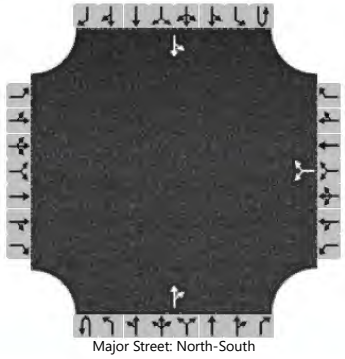
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						54		19			654	74		11	574	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							80							12		
Capacity, c (veh/h)							314							829		
v/c Ratio							0.26							0.01		
95% Queue Length, Q_{95} (veh)							1.0							0.0		
95% Queue Length, Q_{95} (ft)							25.1							0.0		
Control Delay (s/veh)							20.4							9.4	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					20.4								0.4			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

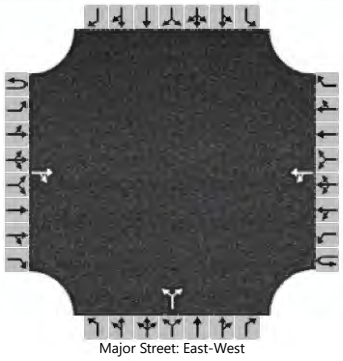
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			620	11		4	391			34		14				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						4					51					
Capacity, c (veh/h)						919					390					
v/c Ratio						0.00					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.2					
Control Delay (s/veh)						8.9	0.1				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.1				15.6							
Approach LOS					A				C							

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HCS Two-Way Stop-Control Report

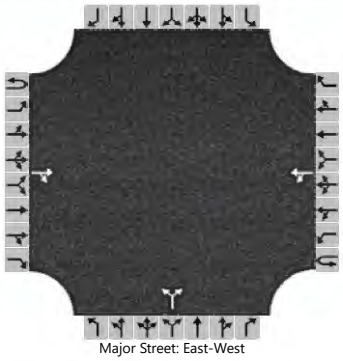
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			610	34		14	613			20		8				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						15					30					
Capacity, c (veh/h)						908					335					
v/c Ratio						0.02					0.09					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.6					
Control Delay (s/veh)						9.0	0.2				16.8					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.4				16.8							
Approach LOS					A				C							

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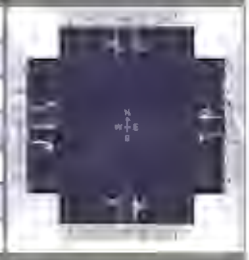
APPENDIX F
2042 NO BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042NBAM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	128	404	114	154	254	84	55	293	153	130	486	146

Signal Information					EB			WB			NB			SB		
Cycle, s	87.8	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	3.8	2.3		34.4	7.9	0.5	21.9					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	4.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	12.4	27.5	11.9	26.9	7.8	38.4	10.1	40.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	8.4	20.8	7.6	17.8	3.6	21.0	5.9	31.3
Green Extension Time (g_e), s	0.3	1.6	0.4	2.3	0.1	5.9	0.4	5.3
Phase Call Probability	0.96	1.00	0.98	1.00	0.75	1.00	0.96	1.00
Max Out Probability	0.00	1.00	0.00	0.56	0.00	0.03	0.00	0.14

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	133	421	119	160	352		57	465		135	658	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1819		1810	1776		1781	1810	
Queue Service Time (g_s), s	6.4	18.8	5.3	5.6	15.8		1.6	19.0		3.9	29.3	
Cycle Queue Clearance Time (g_c), s	6.4	18.8	5.3	5.6	15.8		1.6	19.0		3.9	29.3	
Green Ratio (*g/C*)	0.10	0.26	0.26	0.34	0.25		0.44	0.39		0.46	0.42	
Capacity (*c*), veh/h	171	482	406	263	455		209	696		369	756	
Volume-to-Capacity Ratio (*X*)	0.780	0.872	0.293	0.610	0.775		0.275	0.668		0.367	0.870	
Back of Queue (*Q*), ft/ln (95 th percentile)	142	383	90	110	300		31	311		71	478	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.6	15.2	3.6	4.4	12.0		1.2	12.4		2.8	19.0	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.13	3.06	0.72	0.92	2.50		0.23	2.31		0.79	5.32	
Uniform Delay (d_1), s/veh	38.9	31.3	26.3	23.7	30.7		19.7	22.0		16.1	23.4	
Incremental Delay (d_2), s/veh	7.5	13.7	0.4	2.3	6.7		0.7	1.3		0.6	6.3	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	46.4	45.0	26.7	26.0	37.4		20.4	23.4		16.7	29.7	
Level of Service (LOS)	D	D	C	C	D		C	C		B	C	
Approach Delay, s/veh / LOS	42.1	D		33.8	C		23.0	C		27.5	C	
Intersection Delay, s/veh / LOS	31.8						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.60	B	1.33	A	1.35	A	1.80	B

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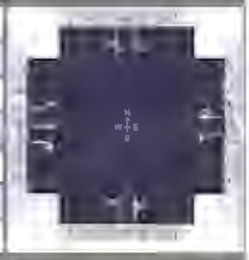
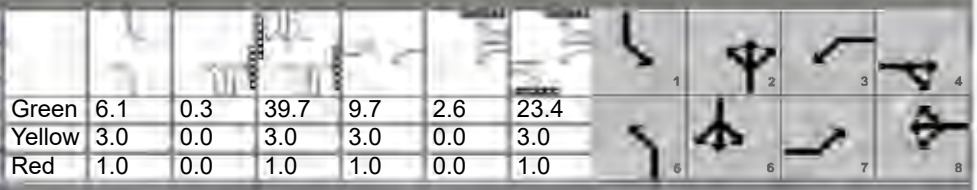
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042NBPM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	131	315	82	226	416	91	128	427	171	117	342	198

Signal Information			
Cycle, s	97.8	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



	EB			WB			NB			SB		
Green	6.1	0.3		39.7	9.7	2.6	23.4					
Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Red	1.0	0.0		1.0	1.0	0.0	1.0					

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	13.7	27.4	16.2	30.0	10.4	44.0	10.1	43.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	9.6	18.5	11.7	27.0	6.3	34.3	6.0	30.4
Green Extension Time (g_e), s	0.3	2.5	0.5	0.0	0.3	5.7	0.4	6.2
Phase Call Probability	0.98	1.00	1.00	1.00	0.98	1.00	0.97	1.00
Max Out Probability	0.01	0.69	0.07	1.00	0.00	0.28	0.00	0.18

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	141	339	88	243	545		138	643		126	581	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	7.6	16.5	4.4	9.7	25.0		4.3	32.3		4.0	28.4	
Cycle Queue Clearance Time (g_c), s	7.6	16.5	4.4	9.7	25.0		4.3	32.3		4.0	28.4	
Green Ratio (*g/C*)	0.10	0.23	0.23	0.36	0.26		0.47	0.41		0.47	0.41	
Capacity (*c*), veh/h	176	432	363	363	470		291	734		231	718	
Volume-to-Capacity Ratio (*X*)	0.801	0.784	0.243	0.669	1.159		0.473	0.876		0.544	0.809	
Back of Queue (*Q*), ft/ln (95 th percentile)	168	327	78	189	838		81	536		77	456	
Back of Queue (*Q*), veh/ln (95 th percentile)	6.6	13.0	3.1	7.6	33.5		3.2	21.2		3.0	18.1	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.34	2.61	0.62	1.58	6.98		0.60	3.97		0.86	5.07	
Uniform Delay (d_1), s/veh	43.1	35.4	30.8	25.1	36.4		19.7	26.6		21.9	25.7	
Incremental Delay (d_2), s/veh	8.1	7.5	0.3	2.1	92.9		1.2	8.4		2.0	4.4	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	51.3	42.9	31.1	27.2	129.3		20.9	35.0		23.9	30.1	
Level of Service (LOS)	D	D	C	C	F		C	D		C	C	
Approach Delay, s/veh / LOS	43.1	D		97.9	F		32.5	C		29.0	C	
Intersection Delay, s/veh / LOS	51.9						D					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.42	A	1.79	B	1.78	B	1.65	B

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HCS Two-Way Stop-Control Report

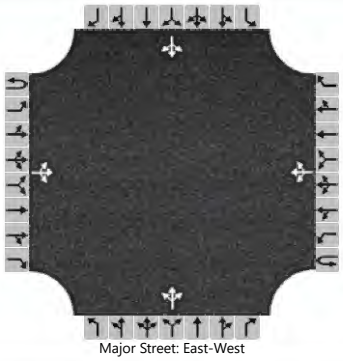
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		4	725	7		39	456	2		7	0	47		6	0	12
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		4				41					57				19	
Capacity, c (veh/h)		1083				847					368				366	
v/c Ratio		0.00				0.05					0.15				0.05	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.5				0.2	
95% Queue Length, Q_{95} (ft)											12.9				5.0	
Control Delay (s/veh)		8.3	0.1	0.1		9.5	0.6	0.6			16.6				15.4	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.1				1.3				16.6				15.4			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

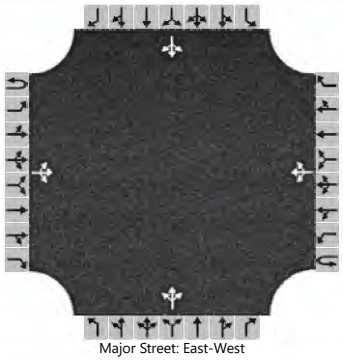
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		15	698	9		56	719	0		8	1	109		1	4	5
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		16				60					126				11	
Capacity, c (veh/h)		855				863					377				241	
v/c Ratio		0.02				0.07					0.33				0.04	
95% Queue Length, Q_{95} (veh)		0.1				0.2					1.4				0.1	
95% Queue Length, Q_{95} (ft)											35.0				2.5	
Control Delay (s/veh)		9.3	0.3	0.3		9.5	1.1	1.1			19.2				20.6	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.5				1.7				19.2				20.6			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

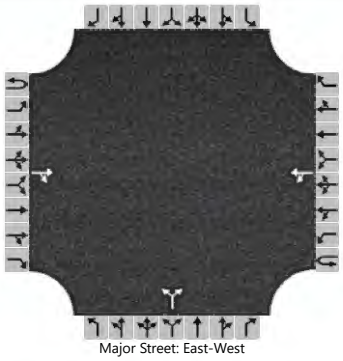
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			674	8		16	453			11		41				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					55					
Capacity, c (veh/h)						885					404					
v/c Ratio						0.02					0.14					
95% Queue Length, Q_{95} (veh)						0.1					0.5					
95% Queue Length, Q_{95} (ft)						2.5					12.5					
Control Delay (s/veh)						9.1	0.2				15.3					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.5				15.3							
Approach LOS					A				C							

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HCS Two-Way Stop-Control Report

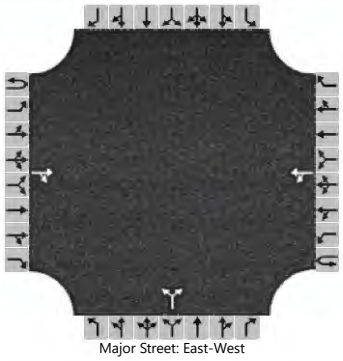
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			606	4		16	744			2		69				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					76					
Capacity, c (veh/h)						940					461					
v/c Ratio						0.02					0.17					
95% Queue Length, Q_{95} (veh)						0.1					0.6					
95% Queue Length, Q_{95} (ft)						2.5					15.0					
Control Delay (s/veh)						8.9	0.3				14.4					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.5				14.4							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

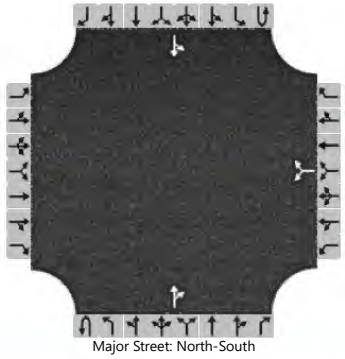
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						38		16			550	86		16	742	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							59							18		
Capacity, c (veh/h)							305							904		
v/c Ratio							0.19							0.02		
95% Queue Length, Q_{95} (veh)							0.7							0.1		
95% Queue Length, Q_{95} (ft)							17.7							2.5		
Control Delay (s/veh)							19.6							9.1	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					19.6								0.5			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

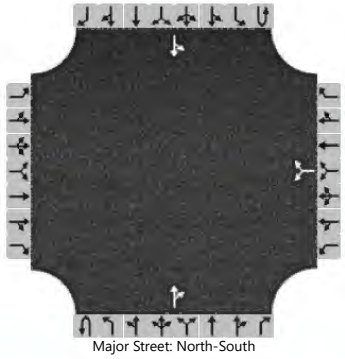
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						43		22			738	87		13	657	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							71							14		
Capacity, c (veh/h)							279							756		
v/c Ratio							0.26							0.02		
95% Queue Length, Q_{95} (veh)							1.0							0.1		
95% Queue Length, Q_{95} (ft)							25.1							2.5		
Control Delay (s/veh)							22.3							9.9	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						22.3								0.5		
Approach LOS						C								A		

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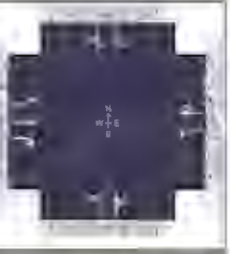
APPENDIX G
2042 BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042BAM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	128	406	114	180	260	87	55	293	161	131	486	146

Signal Information					EB			WB			NB			SB		
Cycle, s	90.7	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	3.8	2.4		35.3	8.6	0.5	24.0					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	12.6	28.0	13.2	28.5	7.8	39.3	10.2	41.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	8.6	21.6	8.8	18.7	3.7	22.2	6.1	32.3
Green Extension Time (g_e), s	0.3	1.4	0.4	2.2	0.1	6.0	0.4	5.3
Phase Call Probability	0.97	1.00	0.99	1.00	0.76	1.00	0.97	1.00
Max Out Probability	0.00	1.00	0.01	0.67	0.00	0.04	0.00	0.17

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	133	423	119	188	361		57	473		136	658	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1772		1781	1810	
Queue Service Time (g_s), s	6.6	19.6	5.5	6.8	16.7		1.7	20.2		4.1	30.3	
Cycle Queue Clearance Time (g_c), s	6.6	19.6	5.5	6.8	16.7		1.7	20.2		4.1	30.3	
Green Ratio (*g/C*)	0.10	0.25	0.25	0.36	0.26		0.43	0.39		0.46	0.42	
Capacity (*c*), veh/h	170	479	402	299	472		203	689		356	752	
Volume-to-Capacity Ratio (*X*)	0.784	0.883	0.295	0.627	0.766		0.283	0.686		0.384	0.875	
Back of Queue (*Q*), ft/ln (95 th percentile)	146	403	94	132	314		32	331		75	499	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.8	16.0	3.7	5.3	12.6		1.3	13.1		2.9	19.8	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.17	3.22	0.75	1.10	2.62		0.24	2.45		0.83	5.55	
Uniform Delay (d_1), s/veh	40.2	32.6	27.3	23.7	31.1		20.5	23.1		16.9	24.4	
Incremental Delay (d_2), s/veh	7.7	15.6	0.4	2.2	6.9		0.8	1.5		0.7	7.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	47.9	48.2	27.7	25.8	38.0		21.2	24.6		17.6	31.4	
Level of Service (LOS)	D	D	C	C	D		C	C		B	C	
Approach Delay, s/veh / LOS	44.5	D		33.8	C		24.2	C		29.0	C	
Intersection Delay, s/veh / LOS	33.2						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.60	B	1.39	A	1.36	A	1.80	B

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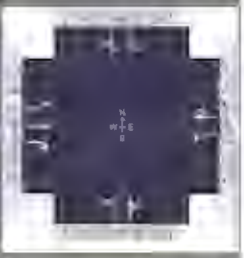
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042BPM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	131	321	82	241	420	92	128	427	196	120	342	198

Signal Information					EB			WB			NB			SB		
Cycle, s	100.8	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	6.3	0.2		42.3	9.9	3.4	22.8					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	13.9	26.8	17.3	30.1	10.5	46.5	10.3	46.3
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	9.8	19.7	12.8	27.2	6.3	37.1	6.1	30.6
Green Extension Time (g_e), s	0.3	2.0	0.5	0.0	0.3	5.3	0.4	6.4
Phase Call Probability	0.98	1.00	1.00	1.00	0.98	1.00	0.97	1.00
Max Out Probability	0.01	0.86	0.15	1.00	0.00	0.40	0.00	0.20

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	141	345	88	259	551		138	670		129	581	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1840		1810	1784		1781	1768	
Queue Service Time (g_s), s	7.8	17.7	4.7	10.8	25.2		4.3	35.1		4.1	28.6	
Cycle Queue Clearance Time (g_c), s	7.8	17.7	4.7	10.8	25.2		4.3	35.1		4.1	28.6	
Green Ratio (*g/C*)	0.10	0.22	0.22	0.36	0.25		0.48	0.42		0.48	0.42	
Capacity (*c*), veh/h	175	407	342	352	459		303	752		224	742	
Volume-to-Capacity Ratio (*X*)	0.803	0.849	0.258	0.737	1.200		0.455	0.891		0.577	0.783	
Back of Queue (*Q*), ft/ln (95 th percentile)	173	363	82	212	914		81	582		80	457	
Back of Queue (*Q*), veh/ln (95 th percentile)	6.8	14.4	3.2	8.5	36.6		3.3	23.1		3.2	18.2	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.39	2.90	0.66	1.76	7.62		0.60	4.31		0.89	5.08	
Uniform Delay (d_1), s/veh	44.5	38.0	32.9	26.3	37.9		19.4	27.0		22.6	25.3	
Incremental Delay (d_2), s/veh	8.3	12.4	0.4	4.1	109.2		1.1	10.4		2.3	4.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	52.8	50.4	33.2	30.4	147.1		20.5	37.4		25.0	29.3	
Level of Service (LOS)	D	D	C	C	F		C	D		C	C	
Approach Delay, s/veh / LOS	48.3	D		109.8	F		34.5	C		28.5	C	
Intersection Delay, s/veh / LOS	56.8						E					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.44	A	1.82	B	1.82	B	1.66	B

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HCS Two-Way Stop-Control Report

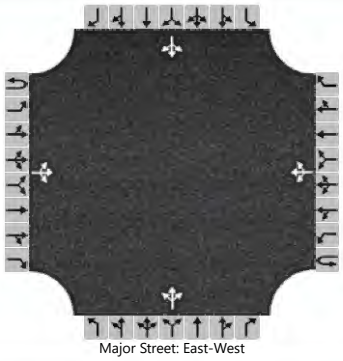
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		4	732	14		39	459	2		9	0	47		6	0	12
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		4				41					59				19	
Capacity, c (veh/h)		1080				836					356				362	
v/c Ratio		0.00				0.05					0.17				0.05	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.6				0.2	
95% Queue Length, Q_{95} (ft)											15.5				5.0	
Control Delay (s/veh)		8.3	0.1	0.1		9.5	0.6	0.6			17.1				15.5	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.1				1.3				17.1				15.5			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

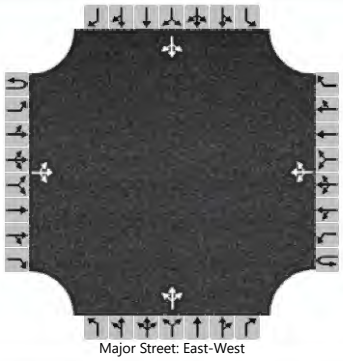
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		15	703	13		56	726	0		15	1	109		1	4	5
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		16				60					133				11	
Capacity, c (veh/h)		850				856					350				237	
v/c Ratio		0.02				0.07					0.38				0.04	
95% Queue Length, Q_{95} (veh)		0.1				0.2					1.7				0.1	
95% Queue Length, Q_{95} (ft)											42.5				2.5	
Control Delay (s/veh)		9.3	0.3	0.3		9.5	1.2	1.2			21.5				20.9	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.5				1.8				21.5				20.9			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

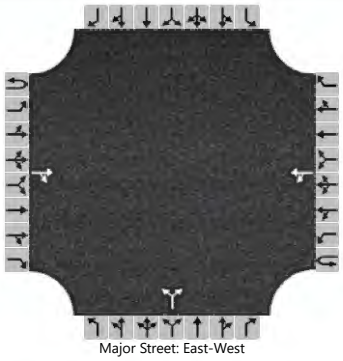
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			685	8		16	487			11		41				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage			Left + Thru							1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					55					
Capacity, c (veh/h)						876					396					
v/c Ratio						0.02					0.14					
95% Queue Length, Q_{95} (veh)						0.1					0.5					
95% Queue Length, Q_{95} (ft)						2.5					12.5					
Control Delay (s/veh)						9.2	0.3				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.5				15.6						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

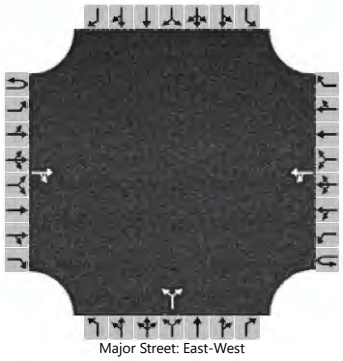
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			640	4		16	764			2		69				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					76					
Capacity, c (veh/h)						911					439					
v/c Ratio						0.02					0.17					
95% Queue Length, Q_{95} (veh)						0.1					0.6					
95% Queue Length, Q_{95} (ft)						2.5					15.0					
Control Delay (s/veh)						9.0	0.3				14.9					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.5				14.9							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

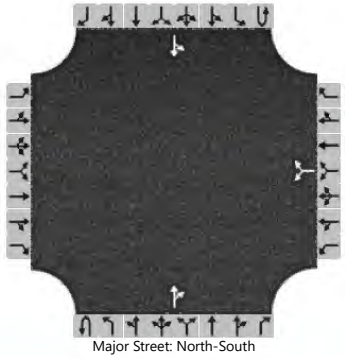
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						38		16			558	86		16	767	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							59							18		
Capacity, c (veh/h)							297							897		
v/c Ratio							0.20							0.02		
95% Queue Length, Q_{95} (veh)							0.7							0.1		
95% Queue Length, Q_{95} (ft)							17.7							2.5		
Control Delay (s/veh)							20.1							9.1	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					20.1								0.5			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

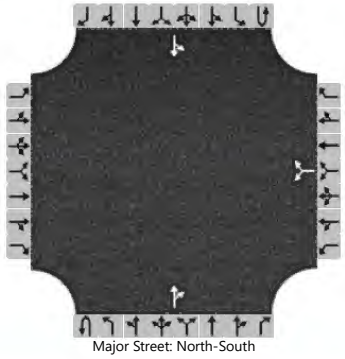
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						63		22			764	87		13	672	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							93							14		
Capacity, c (veh/h)							262							738		
v/c Ratio							0.36							0.02		
95% Queue Length, Q_{95} (veh)							1.5							0.1		
95% Queue Length, Q_{95} (ft)							37.6							2.5		
Control Delay (s/veh)							26.1							10.0	0.3	
Level of Service (LOS)							D							A	A	
Approach Delay (s/veh)						26.1								0.5		
Approach LOS						D								A		

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HCS Two-Way Stop-Control Report

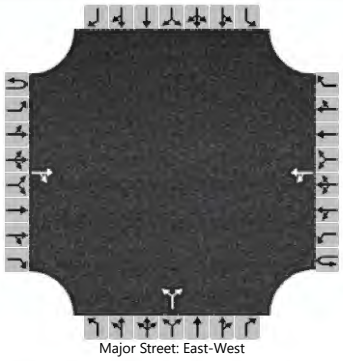
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			620	11		4	391			34		14				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						4					51					
Capacity, c (veh/h)						919					390					
v/c Ratio						0.00					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.2					
Control Delay (s/veh)						8.9	0.1				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.1				15.6							
Approach LOS					A				C							

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HCS Two-Way Stop-Control Report

General Information

Analyst	MG
Agency/Co.	BHI
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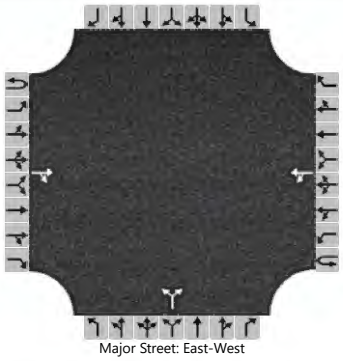
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			610	34		14	613			20		8				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						15					30					
Capacity, c (veh/h)						908					335					
v/c Ratio						0.02					0.09					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.6					
Control Delay (s/veh)						9.0	0.2				16.8					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.4				16.8							
Approach LOS					A				C							

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PUBLIC MEETING NOTICE

City of Santa Fe, New Mexico

Case # 2024-8901 & 8902
2768 Agua Fria
Rezoning and Master Plan
Planning Commission
June 5th, 2025

Attachment D

Applicant Materials

1. **Master Set Plan**

MASTER PLAN

2768 Agua Fria Street
Santa Fe NM, 87507

Building Criteria

SITE: 2768 Agua Fria Street, Santa Fe, New Mexico

Building Code Information

2021 IBC & SANTA FE CITY
LAND DEVELOPMENT CODE

ZONING:	CURRENT MU; PROPOSED C2
LOT SIZE:	4.1194 ACRES (179,445.2635 SQ. FT.)
SETBACKS:	STREET= 15'-0" SIDE= 0'-0" REAR= 10'-0" NOTE 2: 25'-0" IF ABUT RESIDENTIAL
LANDSCAPE REQUIREMENTS:	Per Santa Fe City Code 14-8.4
FLOOD PLAIN:	Proposed Structures out of flood plain

Project Team:

Architect:

Architectural Alliance, LLC
612 Old Santa Fe Trail
Santa Fe, NM 87505
505-988-5269

Planner:

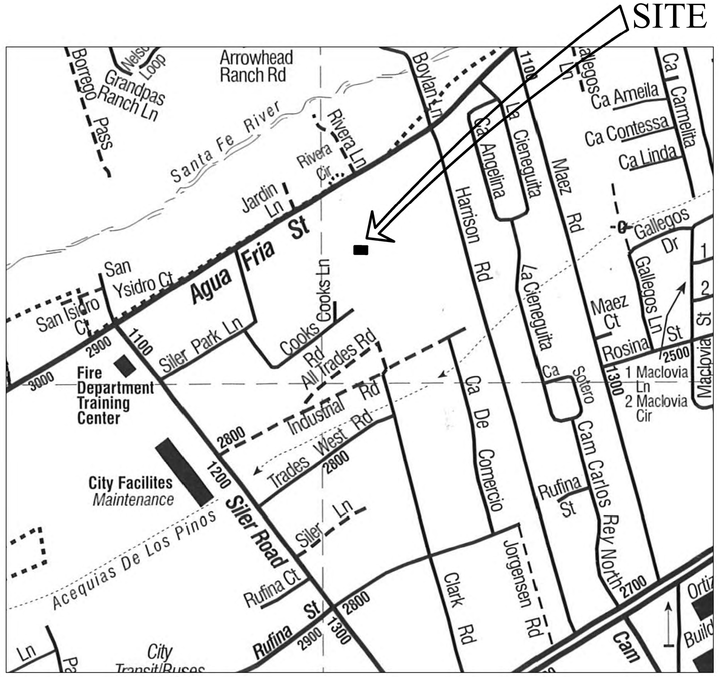
JenkinsGavin
130 Grant Avenue Ste 101
Santa Fe, NM 87501
505-820-7444

Civil Engineer:

Civil Design Group, LLC
617 West Alameda Street
Santa Fe, NM 87501
575-571-5164

Surveyor:

Dawson Surveys Inc.
7505 Mallard Way
Santa Fe, NM 87507
505-471-6660



Vicinity Map

NORTH
N.T.S.

Drawing Index

C-O	COVER
C-1	EXISTING CONDITIONS
C-2	MASTER PLAN
C-3	PRELIMINARY GRADING PLAN
C-4	MASTER UTILITY PLAN
C-5	PRELIMINARY LANDSCAPING PLAN

CITY OF SANTA FE APPROVALS

GOVERNING BODY APPROVAL, CASE NO. 2024-XXXX
APPROVED BY THE GOVERNING BODY AT THEIR MEETING OF XXXX

MAYOR _____ DATE _____

ATTEST: _____ DATE _____
CITY CLERK

CITY OF SANTA FE LAND USE APPROVAL:

CITY PLANNER _____ DATE _____

CITY ENGINEER FOR LAND USE _____ DATE _____

MASTER PLAN DRAWINGS:
MARCH 20, 2025
ARCHITECT'S PROJECT NUMBER 97-15

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269 FAX 505-986-1270

WEBSITE: www.archallinc.com

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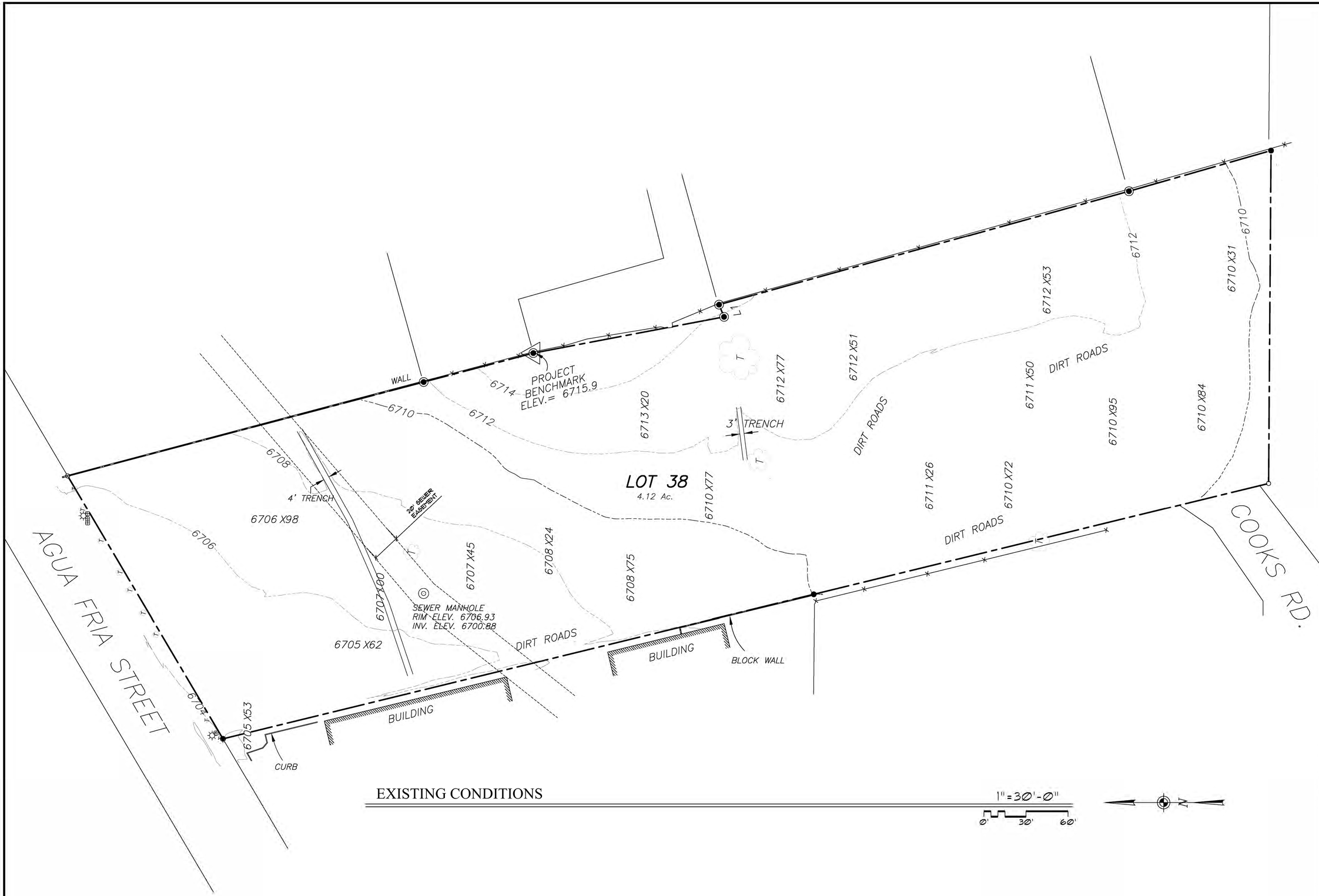
MASTER PLAN - AGUA FRIA STREET



EXISTING CONDITIONS

1" = 30'-0"

0' 30' 60'

N

ARCHITECTURAL ALLIANCE LLC

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

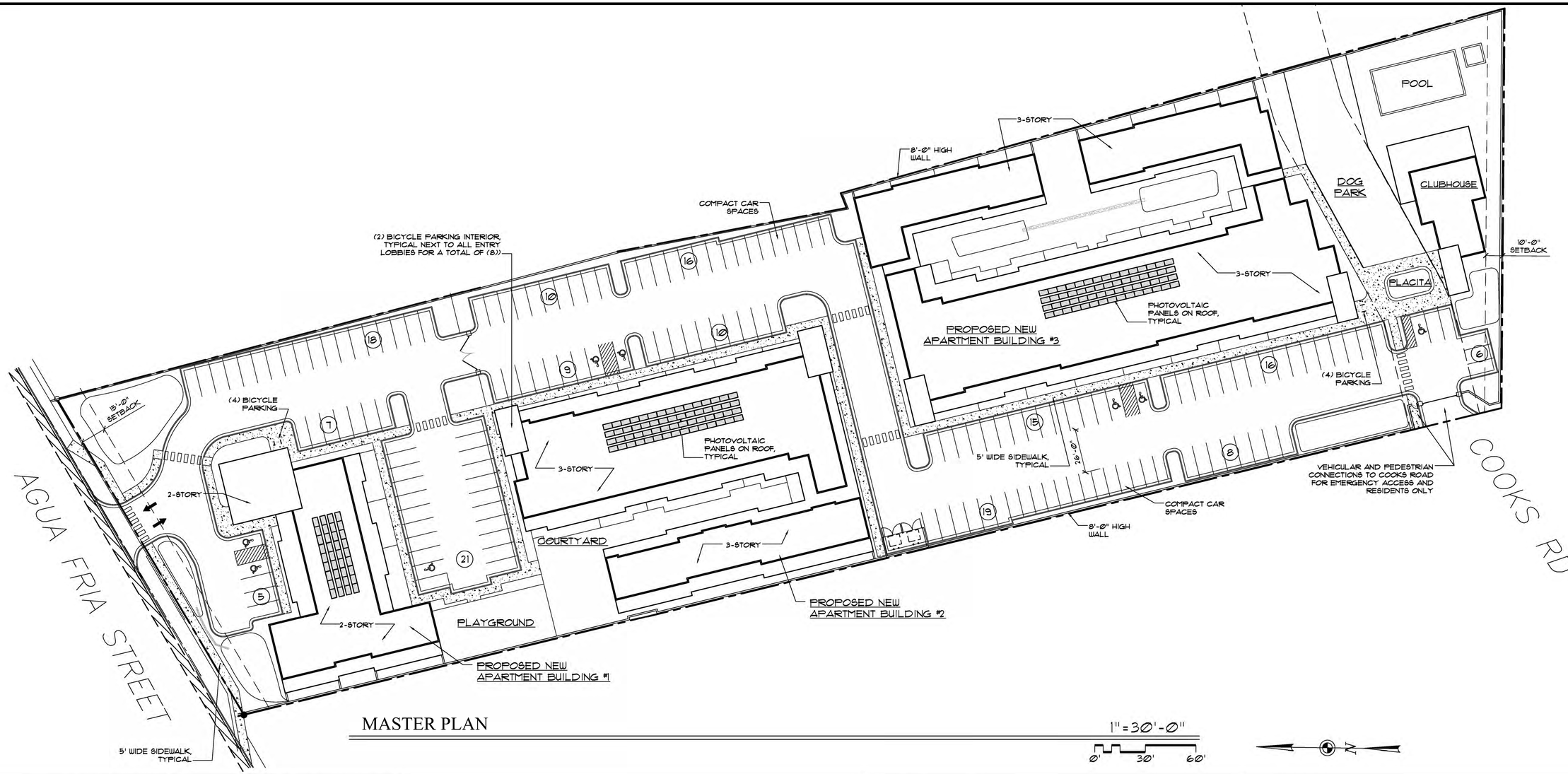
CHECKED BY HR	DATE 08/09/24
DRAWN BY HR	DATE 08/09/24

SHEET TITLE

EXISTING CONDITIONS

SHEET NO.

C-1



MASTER PLAN

1" = 30'-0"

0' 30' 60'

PERMISSIBLE USES:

RESIDENTIAL:
- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL

COMMERCIAL:
- FOOD AND BEVERAGE
- RETAIL
- STUDIO
- ARTS ACTIVITIES
- SERVICE ESTABLISHMENTS

GENERAL NOTES:

1. PROPERTY WILL BE SUBJECT TO THE WATER ALLOCATION AND/OR WATER OFFSET RETROFIT PROVISIONS OF ORDINANCE NO 2002-29 AND RESOLUTION 2002-55 AT THE TIME OF PERMIT APPLICATION OR WATER HOOKUP REQUEST. COMPLIANCE SHALL BE ACHIEVED BY USE OF RETROFIT CREDITS OR WATER TRANSFERS, IF APPLICABLE.
2. COMPLIANCE WITH PROVISIONS OF GUNNISON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
3. AMERICANS WITH DISABILITIES ACT (ADA) INSPECTION SHALL BE CONDUCTED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. THE CONTRACTOR SHALL CONTACT CITY STAFF TO SCHEDULE AN INSPECTION.
4. FENCES, WALLS, OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
5. UTILITY EXPANSION CHARGES (UEC) SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
6. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE.
7. COMPLY WITH THE CURRENT COSF WATER CONSERVATION STAGE
8. LANDSCAPE DESIGN SHALL COMPLY WITH APPLICABLE PROVISIONS OF SFCC SECTION 14-8.4.
9. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8.4(1)(5), PLANT ATERIAL STANDARDS," WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF COSF ORDINANCE NO. 2008-02 (IMPACT FEES).
11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE COSF ORDINANCE NO, 2002-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.1.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.1.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLAN BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF DEVELOPMENT PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE
4.1194 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
*(49) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)
*COMMON OPEN SPACE DOES NOT INCLUDE THE DOG PARK AND PLACITA WHICH TOTAL 6,818 SF.

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) 1 ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL LESS THAN 800 SQ. FT.	95 UNITS x 1.25	= 118.75
RESIDENTIAL 800-1,200 SQ. FT.	19 UNITS x 1.5	= 28.5
RESIDENTIAL OVER 1,200 SQ. FT.	16 UNITS x 2	= 32

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

BICYCLE PARKING: 12 SPACES REQUIRED
12 SPACES PROVIDED

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269
FAX 505-986-1270
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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE
MASTER PLAN
2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

CHECKED BY	HR	DATE	05/21/25
DRAWN BY	HR	DATE	05/21/25

SHEET TITLE
MASTER PLAN

SHEET NO.
C-2

SHEET INDEX:

SHEET NO.	SHEET TITLE
C-1	PRELIMINARY GRADING PLAN
C-2	MASTER UTILITY PLAN

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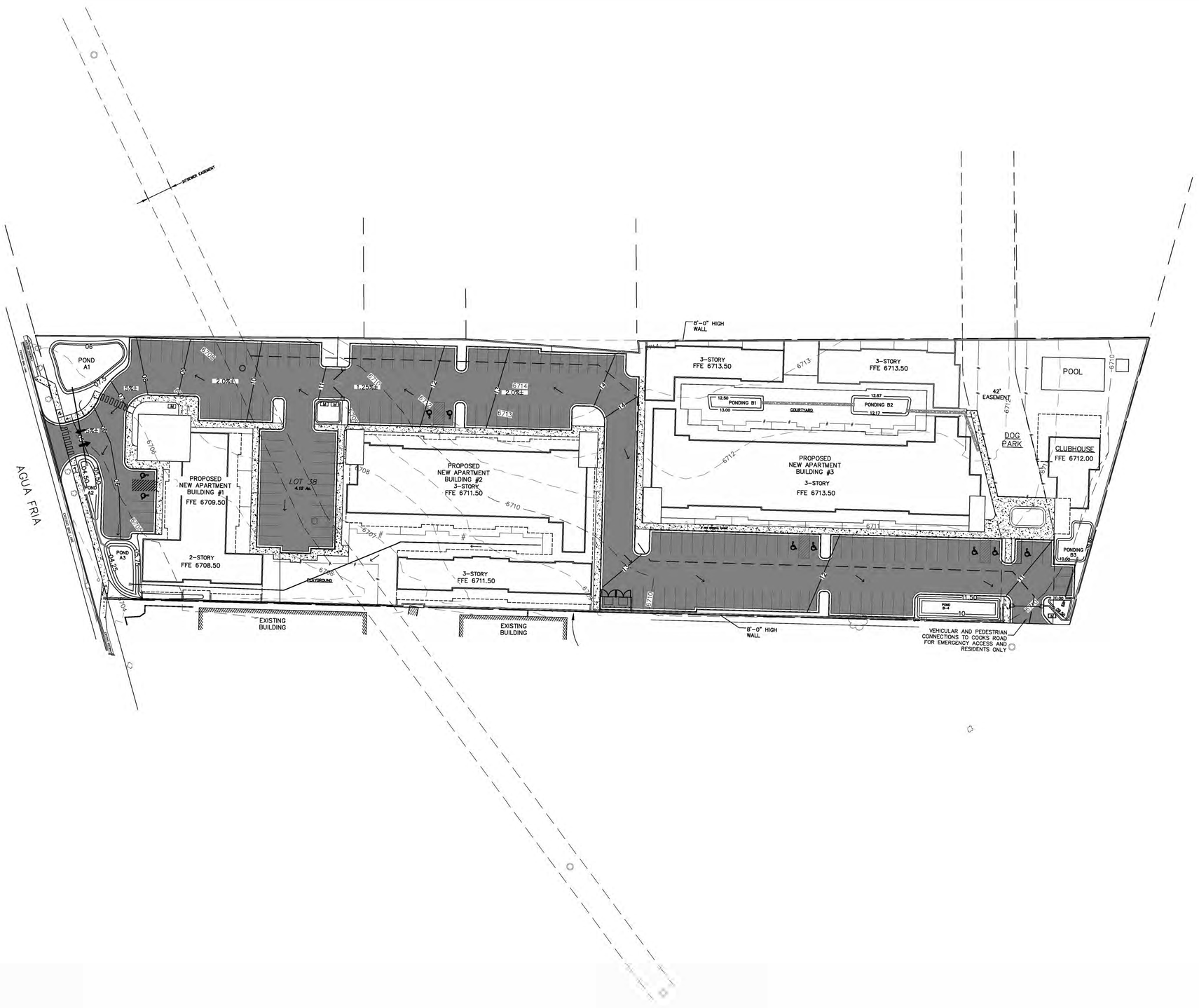



0' 40' 80'

SCALE: 1" =40'

LEGEND

	PROPERTY LINE
7901	EXISTING CONTOUR MAJOR
7900	EXISTING CONTOUR MINOR
7901	PROPOSED CONTOUR MINOR
7901	PROPOSED CONTOUR MAJOR
	PROP. ASPHALT
FG 40.50	PROPOSED SPOT ELEVATION FG: FINISHED GRADE TC: TOP OF CURB/ TOP OF CONCRETE TS: TOP OF SIDEWALK
	RIP RAP
	FLOW DIRECTION
FFE	FINISHED FLOOR ELEVATION

UTILITY NOTE

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IF ANY UTILITY LINES, PIPELINES, OR UNDERGROUND UTILITY LINES ARE SHOWN ON THE DRAWING, THEY ARE SHOWN IN APPROXIMATE MANNER ONLY. UTILITY LINES MAY EXIST WHERE NONE ARE SHOWN. IF ANY SUCH EXISTING LINES ARE SHOWN, THE LOCATION IS BASED UPON INFORMATION PROVIDED BY THE UTILITY OR PIPELINE COMPANY, THE OWNER, OR BY OTHERS. THE INFORMATION MAY BE INCOMPLETE, OR MAY BE OBSOLETE BY THE TIME CONSTRUCTION COMMENCES.

TOPOGRAPHY NOTE:

THE EXISTING TOPOGRAPHY SURVEY WAS PROVIDED BY AND CERTIFIED BY DAWSON SURVEYS.

- THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE PROVIDED TOPOGRAPHY INFORMATION, AND ASSUME NO RESPONSIBILITY OR LIABILITY OF THE PROVIDED TOPOGRAPHY. THE DESIGNER AND ENGINEER'S RESPONSIBILITY IS LIMITED TO THE ENGINEERING WITHIN THE PROVIDED TOPOGRAPHY SURVEY.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
E-MAIL pearl@cdg-nm.com
Phone: 575-571-5164

ATENCIO ENGINEERING, INC.
CONSULTING CIVIL ENGINEERS
4434 VALVERDE COURT
P.O. BOX 20364
COLORADO CITY, CO 81019
57 VENTERO RD
P.O. BOX 143
AMALIA, NM 87512
OFFICE: (719) 676-2551

REVISIONS

DATE	DESCRIPTION

		DATE
DESIGN:	PLB	03/21/25
DRAFTED:	PLB	03/21/25
APPROVAL:	AMA	03/21/25
SCALE:	AS SHOWN	
SHEET SIZE:	24 x 36	
FILE:	200-24-01_Agua Fria Apartments_REV3.dwg	

PROJECT NUMBER: 202-24-01

CLIENT CONTACT INFO:
JENKINS GAVIN
130 GRANT AVE, SUITE 101
SANTA FE, NM 87501
505-820-7444

OWNER CONTACT INFO:
COLD WATER DEVELOPMENT
106 FAITHWAY ST.
SANTA FE, NM 87501

SITE LOCATION:
2768 AGUA FRIA ST
SANTA FE, NM 87507

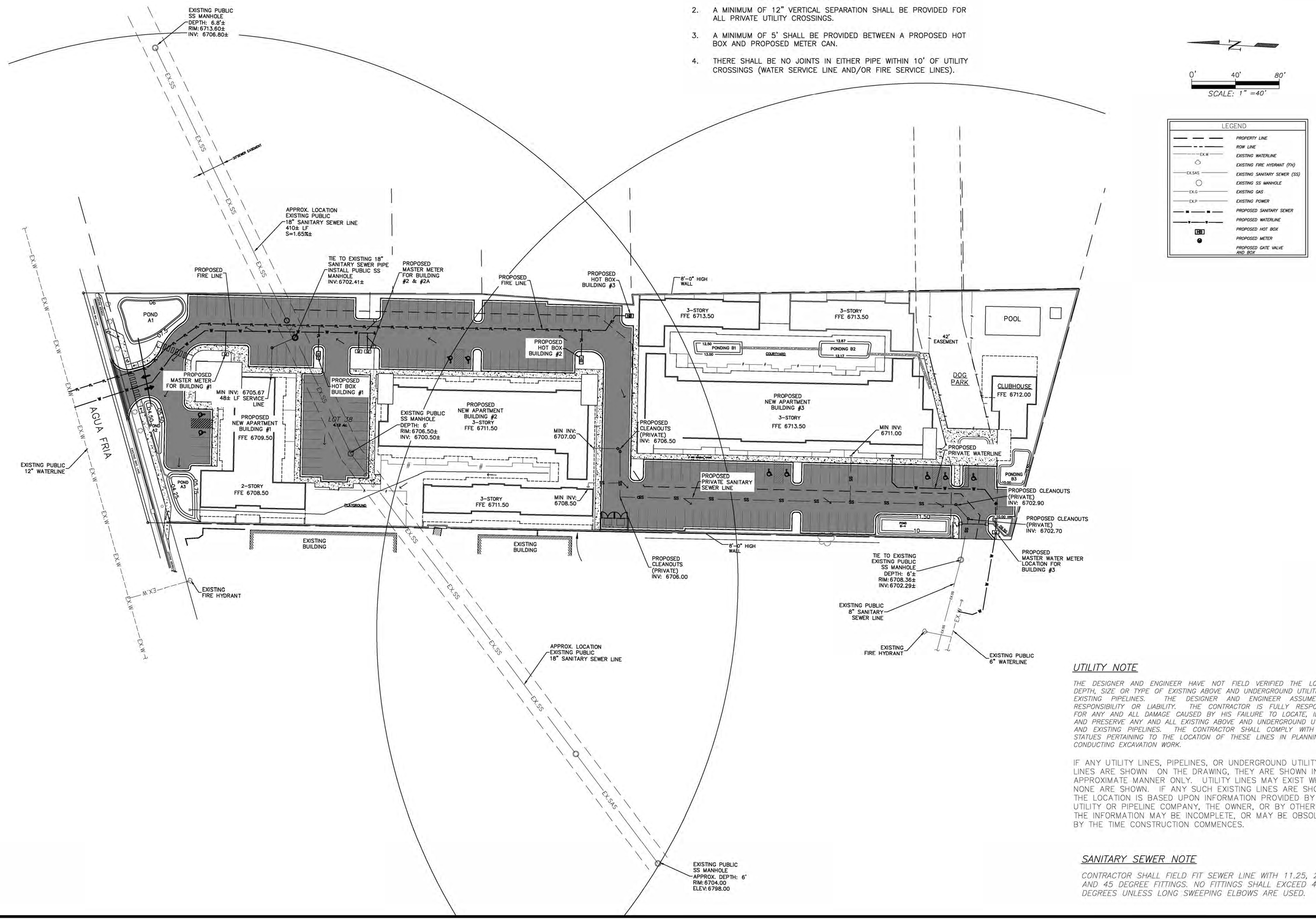
PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
PRELIMINARY GRADING PLAN

SHEET NO:
C - 3

GENERAL UTILITY NOTES

1. A MINIMUM OF 24" VERTICAL SEPARATION SHALL BE PROVIDED BETWEEN OUTSIDE OF THE PUBBLIC WATER LINE TO THE OUTSIDE OF THE PUBLIC SANITARY SEWER LINE.
2. A MINIMUM OF 12" VERTICAL SEPARATION SHALL BE PROVIDED FOR ALL PRIVATE UTILITY CROSSINGS.
3. A MINIMUM OF 5' SHALL BE PROVIDED BETWEEN A PROPOSED HOT BOX AND PROPOSED METER CAN.
4. THERE SHALL BE NO JOINTS IN EITHER PIPE WITHIN 10' OF UTILITY CROSSINGS (WATER SERVICE LINE AND/OR FIRE SERVICE LINES).



N

0' 40' 80'

SCALE: 1" =40'

LEGEND

- PROPERTY LINE
- ROW LINE
- EX.W — EXISTING WATERLINE
- EXISTING FIRE HYDRANT (FH)
- EX.SAS — EXISTING SANITARY SEWER (SS)
- EXISTING SS MANHOLE
- EX.G — EXISTING GAS
- EX.P — EXISTING POWER
- PROPOSED SANITARY SEWER
- PROPOSED WATERLINE
- PROPOSED HOT BOX
- PROPOSED METER
- PROPOSED GATE VALVE AND BOX

UTILITY NOTE

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SANITARY SEWER NOTE

CONTRACTOR SHALL FIELD FIT SEWER LINE WITH 11.25, 22.5, AND 45 DEGREE FITTINGS. NO FITTINGS SHALL EXCEED 45 DEGREES UNLESS LONG SWEEPING ELBOWS ARE USED.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
E-MAIL pearl@cdg-nm.com
Phone: 575-571-5164

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OFFICE: (719) 676-2551

REVISIONS

DATE	DESCRIPTION

		DATE
DESIGN:	PLB	03/21/25
DRAFTED:	PLB	03/21/25
APPROVAL:	AMA	03/21/25
SCALE:	AS SHOWN	
SHEET SIZE:	24 x 36	
FILE:	200-24-01_Agua Fria Apartments_REV3.dwg	

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JENKINS GAVIN
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SANTA FE, NM 87501
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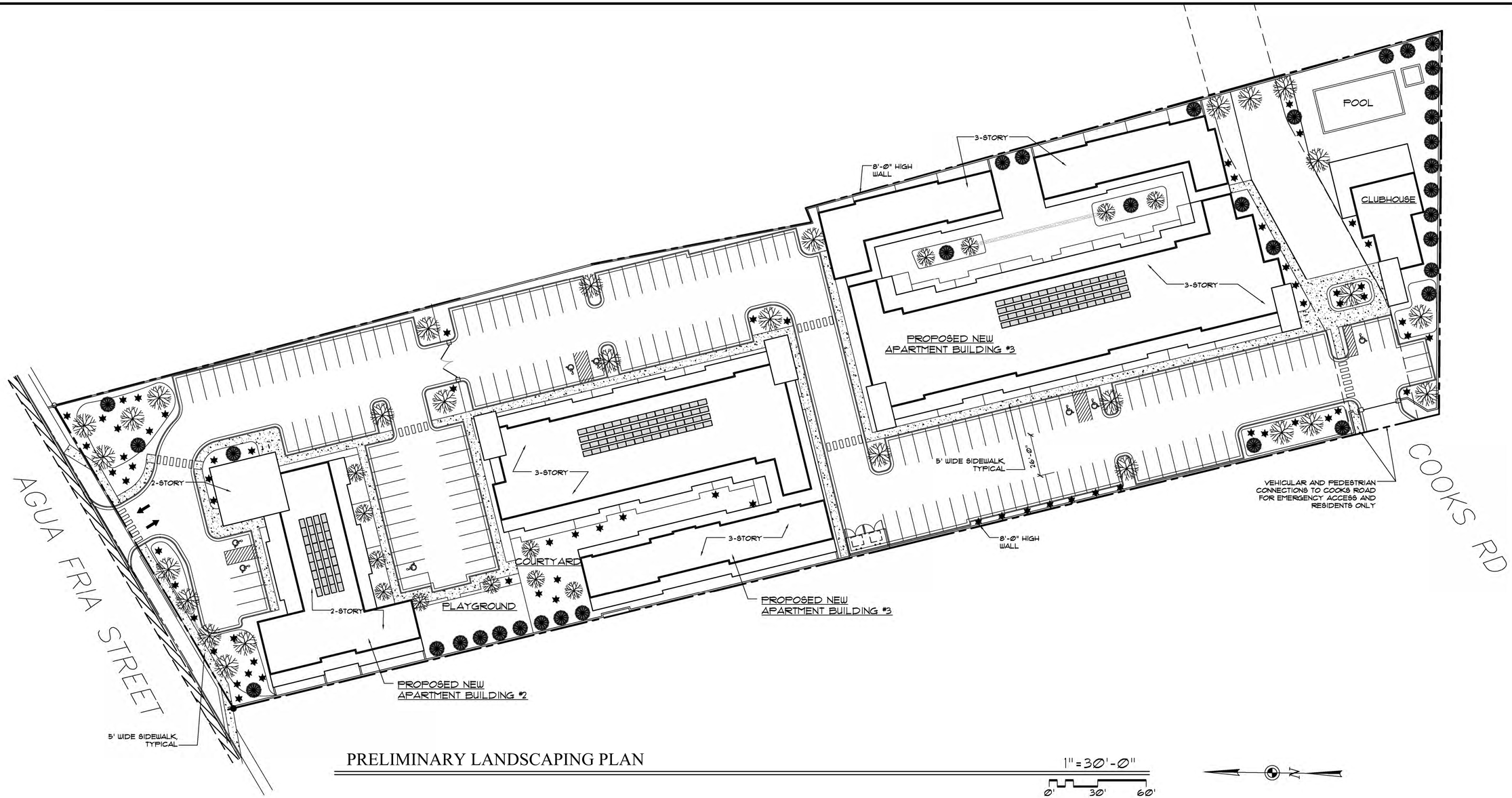
COLD WATER DEVELOPMENT
106 FAITHWAY ST.
SANTA FE, NM 87501

SITE LOCATION:
2768 AGUA FRIA ST
SANTA FE, NM 87507

PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
MASTER UTILITY PLAN

SHEET NO:
C - 4



PRELIMINARY LANDSCAPING PLAN

1" = 30'-0"

0' 30' 60'

N

LANDSCAPING NOTES:

1) ALL DECIDUOUS TREES TO BE (2) INCH MINIMUM CALIPER.

2) ALL EVERGREEN TREES SHALL BE A MINIMUM OF (6) FEET IN HEIGHT.

3) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF (2) INCHES.

4) ALL NEW SHRUBS SHALL BE 5 GALLON MINIMUM EXCEPT AS NOTED ON THE CITY OF SANTA FE RECOMMENDED PLANT LIST.

5) PLANTERS AS NOTED ON PLAN TO BE PLANTED WITH WATER-WISE CITY APPROVED PLANTS.

6) ALL PLANT MATERIAL SHALL BE COLD HARDY TO USDA CLASSIFICATION ZONE 5.

7) A MINIMUM OF ONE TREE AND THREE SHRUBS PER 500 SQUARE FEET OF REQUIRED PONDING AREA.

8) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF 2 INCHES AND THE MULCH RENEWED YEARLY OR AS NEEDED. MULCH MAY BE OF ORGANIC OR INORGANIC MATERIAL.

GENERAL NOTES:

1) REFER TO GRADING AND DRAINAGE FOR PONDING LOCATIONS

LEGEND:

PROPOSED NEW DECIDUOUS TREE

PROPOSED NEW EVERGREEN TREE

PROPOSED NEW SHRUB

ARCHITECTURAL ALLIANCE LLC

612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269
FAX 505-986-1270

www.archallinc.com

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CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS- NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO BEGINNING CONSTRUCTION

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 94-03

CHECKED BY	HR	DATE	03/20/25
DRAWN BY	HR	DATE	03/20/25

SHEET TITLE

PRELIMINARY LANDSCAPING PLAN

SHEET NO.

C-4

City of Santa Fe
Planning Commission
Findings of Fact and Conclusions of Law

Case #2025-8901
2768 Agua Fria Rezoning from Mixed Use to General Commercial
Owner's/Applicant's Name – Cold Water Development Fund QOZF,
Agent's Name – JenkinsGavin

THIS MATTER came before the Planning Commission ("Commission") for public hearing on July 17, 2025 ("Hearing") upon the application ("Application") of Cold Water Development Fund QOZF, ("Agent") for JenkinsGavin, Inc ("Applicant").

The Applicant requests rezoning from MU (Mixed-Use District) to C-2 (General Commercial District) ("Project").

After conducting a public hearing and having heard from staff and all interested persons, the Planning Commission ("Commission") hereby FINDS, as follows:

FINDINGS OF FACT

1. SFCC 1987 Section 14-3.5(C) sets out approval criteria and requires the Commission to make complete findings of fact sufficient to show that these criteria have been met before recommending the Governing Body approve the rezoning request.

2. In this case, the Applicant sought a rezoning from MU to C-2.

3. SFCC 1987 Section 14-3.5(B) sets out procedures for rezoning and requires the Commission to hold a public hearing, review the Application, and make a recommendation to the Governing Body.

4. The property is approximately 4.12 acres, located at 2768 Agua Fria.

5. 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.l(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)].

6. The Applicant attended a pre-application conference on December 7, 2023.

7. The Applicant conducted an ENN meetings on January 24, 2024, and April 23, 2024 virtually via Zoom. The Agent, Applicant, and City staff attended the ENN meeting. approximately 20 members of the public were in attendance. The Applicant team presented an overview of the

proposed development and received questions from the public and City staff. The public asked questions on topics including parking, affordable housing, traffic, building height, and neighboring uses. At the second ENN meeting, members of the Applicant team, city staff, and approximately 17 members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics including affordable housing, location adjacent to industrial uses, traffic, zoning definitions building height, and connections.

8. At the Hearing, the Commission received reports from staff, as well as testimony and evidence from the Applicant's agent prior to making a decision. The Commission opened the hearing to public comment; members of the public testified in opposition of the project with concerns of placing a residential development next to an industrial park and the applicant not satisfying the approval criteria.

9. Once the Chair closed the Public Hearing, the Commission discussed a motion and voted to recommend the Governing Body approve an Ordinance for a Rezoning from MU to C-2.

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), notice of the ENN meeting was properly given.

2. The ENN meeting was properly conducted, pursuant to SFCC 1987 Section 14-3.1(F).

3. The Applicant has the right under the SFCC to propose the rezoning of the Property. Pursuant to SFCC 1987 Section 14-3.5(A)(1)(d), any person may submit a written request for rezoning, along with all submissions required by the SFCC 1987 Chapter 14 and any other information requested by the land use director as reasonably necessary to determine compliance with Chapter 14 ("Submittal Requirements").

4. Pursuant to SFCC 1987 Table 14-2.1-1: Review and Decision-Making Bodies and Responsibilities and Section 14-3.5(B)(1), and 14-3.5(C), the Commission has the authority to review and recommend the Governing Body approve or deny the rezoning request.

5. SFCC 1987 Section 14-3.5(B) sets out procedures for rezoning 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 disapproval.

6. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(a)(i)-(iii), the Commission finds:
    i. There is no mistake in the original zoning.
    ii. Greater Agua Fria Corridor ("Corridor") has continuously developed as a commercial and residential corridor since the construction of the road, to the point that there is a dynamic blend of industrial, commercial, and residential along the corridor.
    iii. A rezoning from MU (Mixed-Use) to C-2 zoning would directly align with the intent of the General Plan, which has identified the Future Land Use of the parcel as TXMU (Transitional Mixed-Use).

7. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(b), the Commission finds that the Applicant submittal is a complete application as required by Chapter SFCC 1987, 14-3.5(C) "Approval Criteria", and the rezoning request does meet all rezoning approval criteria required by Chapter 14 SFCC 1987, Subsection 14-3.5(C).

8. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(c), the Commission finds that the applicant addressed compliance to General Plan Themes and Policies to allow for a change from MU to C-2. The Rezoning request satisfies all rezoning approval criteria.

9. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(d), the Commission finds the Rezoning request provides sufficient information to address 14-3.5(C)(1)(d), the current use of the property vacant undeveloped land. The project is located within the "Infill Area" identified in the Growth Management Chapter of the General Plan figure 4-4 Urban Sub-Areas and proposes a development that meets the needs of the community while being served by sufficient infrastructure including roads, utilities and transit.

10. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(e), the Commission finds that the existing and proposed infrastructure, such as the streets system, sewer and water lines, and public facilities, such as fire stations and parks, are able to accommodate the proposed residential and commercial uses.

11. Pursuant to SFCC 1987 Section 14-3.5(C)(2), the Commission finds:
    a. The prevailing use and character of the corridor along Agua Fria is generally residential, commercial, and undeveloped land. The rezoning from MU to C-2 promotes infill development, affordable housing, and creates a harmonious transition from industrial district to residential districts.
    b. The property is greater than 2 acres.
    c. The proposed change is consistent with applicable general plan policies

12. 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.

13. The Commission has the power and authority to review and recommend the Governing Body approve Case #2024-8901 at 2768 Agua Fria, Rezoning from MU to C-2.

14. The Applicant met the applicable Submittal Requirements.

15. The Commission recommended the Governing Body approve the requested rezoning because the application met all applicable code criteria for approval of the proposed rezoning.

WHEREFORE, IT IS ORDERED ON THE 4TH DAY OF SEPTEMBER 2025, BY THE PLANNING COMMISSION OF THE CITY OF SANTA FE:

Considering the foregoing findings and conclusions, the Commission recommends the Governing Body approve the rezoning as requested from MU to C-2, as requested in the Application for Case #2024-8901.

Janet Clow
Chairperson

9/15/2025
Date:

FILED:

ANDREA SALAZAR (Sep 22, 2025 11:05:36 MDT)
Andrea Salazar
City Clerk

Sep 22, 2025
Date:

APPROVED AS TO FORM:

Frank Ruybalid
Assistant City Attorney

9/15/25
Date:

City of Santa Fe
Planning Commission
Findings of Fact and Conclusions of Law

Case #2025-8902
2768 Agua Fria Master Plan
Owner's/Applicant's Name – Cold Water Development Fund QOZF,
Agent's Name – JenkinsGavin

THIS MATTER came before the Planning Commission ("Commission") for public hearing on July 17, 2025 ("Hearing") upon the application ("Application") of Cold Water Development Fund QOZF, ("Agent") for JenkinsGavin, Inc ("Applicant").

The Applicant requests a Master Plan to develop a 130 dwelling unit multi-family project with one-thousand (1,000) square feet of commercial use ("Plan").

After conducting a public hearing and having heard from staff and all interested persons, the Planning Commission ("Commission") hereby FINDS, as follows:

FINDINGS OF FACT

1. SFCC 1987 Section 14-3.9(D) sets out approval criteria and requires the 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.

2. In this case, the Applicant sought a Master Plan application.

3. SFCC 1987 Section 14-3.9(B) sets out applicability standards, that a Master Plan is required in conjunction with rezoning applications in certain districts as provided in Article 14-4 (Zoning Districts) and may be required in conjunction with specified annexation applications as provided in Section 14-3.4, a Master Plan. Case # 2025-8901 is the associated rezoning application. Proposing to rezone a parcel approximately 4.12-acre parcel at 2768 Agua Fria from Mixed Use ("MU") to General Commercial ("C-2").

4. 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.l(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)].

5. The Applicant attended a pre-application conference on December 7, 2023.

6. The Applicant conducted an ENN meetings on January 24, 2024, and April 23, 2024, virtually via Zoom. The Agent, Applicant, and City staff attended the ENN meeting. approximately 20

members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics including parking, affordable housing, traffic, building height, and neighboring uses. At the second ENN meeting, members of the Applicant team, city staff, and approximately 17 members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics including affordable housing, location adjacent to industrial uses, traffic, zoning definitions building height, and connections.

7. At the Hearing, tbe Commission received reports from staff, as well as testimony and evidence from the Applicant's agent prior to making a decision. The Commission opened the hearing to public comment; members of the public testified in opposition of the project with concerns of placing a residential development next to an industrial park and the applicant not satisfying the approval criteria.

8. Once the Chair closed the Public Hearing, the Commission discussed a motion and voted to recommend the Governing Body approve a Master Plan.

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), notice of the ENN meeting was properly given.

2. The ENN meeting was properly conducted, pursuant to SFCC 1987 Section 14-3.1(F).

3. The Applicant has the right under the SFCC to propose the Master Plan of the Property. Pursuant to SFCC 1987 Section 14-3.9(B)(1), **A** master plan is required in conjunction with rezoning applications in certain districts as provided in Article 14-4 (Zoning Districts) and may be required in conjunction with specified annexation applications as provided in Section 14-3.4.

4. Pursuant to SFCC 1987 Table 14-2.1-1: Review and Decision-Making Bodies and Responsibilities and Section 14-3.9(B)(3), **All** use and development of land within a master-planned area must comply with the provisions of the adopted master plan. Final actions by the governing body , land use boards and the land use director concerning rezonings, subdivisions, special use permits , development plans and construction permits shall include a specific finding or determination that the action complies with all applicable provisions of the master plan.

5. Pursuant to SFCC 1987 Section 14-3.9(D)(1)(a-d), the Commission finds:

a) The master plan is consistent with the general plan ;.
b) development of the master plan area will contribute to the coordinated and efficient development of the community; and
c) development of the master plan area will contribute to the coordinated and efficient development of the community; and
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 .

6. Pursuant to SFCC 1987 Section 14-3.9(D)(1)(a-d), the Commission finds that the Applicant submittal is a complete application as required by Chapter SFCC 1987, 14-3.9(D)(1) "Approval Criteria", and the Master Plan request does meet all approval criteria required by Chapter 14 SFCC 1987, Subsection 14-3.9(D)(1).

7. Pursuant to SFCC 1987 Section 14-3.9(D)(1)(d), the Commission finds that the existing and proposed infrastructure, such as the streets system, sewer and water lines, and public facilities, such as fire stations and parks, are able to accommodate the proposed residential and commercial uses.

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 Commission has the power and authority to review and recommend the Governing Body approve Case #2024-8902 at 2768 Agua Fria, Master Plan.

10. The Applicant met the applicable Submittal Requirements.

11. Pursuant to SFCC 1987 Section 14-3.9(C)(4), Section 14-3.9(B)(1), and Section 14-3.9(B)(3) – Notice and Final Action by the Planning Commission and The Commission recommended the Governing Body approve the requested Master Plan, determining the application has met all applicable code criteria for approval of the proposed Master Plan.

WHEREFORE, IT IS ORDERED ON THE 4TH DAY OF SEPTEMBER 2025, BY THE PLANNING COMMISSION OF THE CITY OF FE:

Considering the foregoing findings and conclusions, the Commission recommends the Governing Body approve the Master Plan as requested in the Application for Case #2024-8902.

Case #2024-8901
2768 Agua Fria Rezoning from MU to C-2

Janet Clow
Chairperson

9/15/2025
Date:

FILED:

ANDREA SALAZAR (Sep 22, 2025 11:05:22 MDT)

Andrea Salazar
City Clerk

Sep 22, 2025
Date:

APPROVED AS TO FORM:

Frank Ruybalid
Assistant City Attorney

9/15/25
Date:

City of Santa Fe

MINUTES

REGULAR MEETING OF THE PLANNING COMMISSION
July 17, 2025, AT 6:00 PM

A. ROLL CALL

Commissioners Present:
Chair Janet Clow *(Zoom)*
Vice Chair Peter Smith
Commissioner Thomas (TJ) Rieland
Commissioner Piper Kapin
Commissioner Kelly McReynolds
Commissioner Scott Barber *(Zoom)*
Commissioner Sasha McGhee
Commissioner Gurushabad Mirando

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

MOTION: Commissioner McGhee moved, seconded by Commissioner Mirando, to approve the agenda with postponement of Case #2024-9320 to August 7, 2025.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

D. CONSENT OF AGENDA

MOTION: Commissioner Rieland moved, seconded by Commissioner McGhee to approve the agenda as presented.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

E. APPROVAL OF MINUTES

1. June 5, 2025

MOTION: Commissioner McGhee moved, seconded by Commissioner Kapin, to approve the minutes from Planning Commission meeting on June 5, 2025.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: Member Gurushabad Mirando

E. APPROVAL OF FINDINGS/CONCLUSIONS

1. **Case #2025-010094. 5211 Las Soleras Dr., Development Plan.** JenkinsGavin, Inc., Agent, for HomeWise, Inc., owner and applicant ("Applicant"), was approved of a Preliminary Subdivision Plat for a 97-unit residential development consisting of 42 townhomes and 55 single-family detached homes, as well as the development of a 5.12-acre public park. The subject 14.41-acre parcel is located at 3730 South Meadows Road and is zoned R-6 (six residential units per acre). (Janice Biletnikoff, AICP, Case Manager,jibiletnikoff@santafenm.gov). (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner Kapin moved, seconded by Commissioner McReynolds, to approve Findings for Case #2025-010094 without changes or corrections.

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

For:
Chair Janet Clow Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain:
Commissioner Sasha McGhee
Commissioner Gurushabad Mirando

2. **Case #2024-8027. 635 Alto Street Development Plan.** Brian Lawler, Agent, Santa Fe Habitat for Humanity, Applicant. Requests approval of a Development Plan for a multifamily residential use consisting of 5 two-story affordable single-family attached dwelling units. The subject 0.25-acre parcel is located in the Historic Downtown Archaeological Review district and zoned R21 (residential twenty-one dwelling units per acre). (Rebekah Clouser, Case Manager, reclouser@santafenm.gov).

MOTION: Commissioner Kapin moved, seconded by Commissioner Rieland, to approve Findings for Case #2024-8027 without changes or corrections.

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

For:
Chair Janet Clow Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain:
Commissioner Sasha McGhee
Commissioner Gurushabad Mirando

3. **Case #2025-10276. 3439 Cerrillos Rd Rezoning.** JenkinsGavin, Agent, for RKSS Santa Fe 1, LLC, Applicant, requests approval to rezone a 1.49- acre lot from its current land use designation of R-3 (Residential three dwelling units per acer) to C-2 (General Commercial). The property is located within the Suburban Archaeological Review District. (Claudia Kath, Case Manager, dcmkath@santafenm.gov).

MOTION: Commissioner McGhee moved, seconded by Commissioner Kapin, to approve Findings for Case #2025-10276 without changes or corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain:
Commissioner Gurushabad Mirando

4. **Case#2025-10420. 3730 South Meadows Road Final Subdivision Plat.** JenkinsGavin, Inc., Agent, for Homewise, Inc., Applicant. Requests approval of a Final Subdivision Plat on 14.41 +/- acres for a 97-unit residential subdivision. The Final Plat consists of 42 townhomes and 55 single-family detached dwelling units. The property is located within the Suburban, and River and Trails Archaeological Review Districts and is zoned R-6 (residential six dwelling units per acre). (Janice Biletnikoff, AICP, Case Manager, jibiletnikoff@santafenm.gov).

MOTION: Commissioner Rieland moved, seconded by Commissioner Kapin, to approve Findings for Case #2025-10420 without changes or corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain:
Commissioner Gurushabad Mirando

F. CONSENT

1. **Case #2024-8026. Casa De Todos Final Subdivision Plat Time Extension.** Liaison Planning Services, Inc, Agent for Luna Turquzo, LLC owner requests a time extension for the approved final subdivision plat for Casa De Todos (Case# 2021-3355). The Applicant is requesting a 1-year extension to the time allowed for approvals granted by the Planning Commission on May 5, 2024. (Claudia Kath, Case Manager, cmkath@santafenm.gov)

MOTION: Commissioner McGhee moved, seconded by Commissioner Mirando, to approve the consent of Case #2024-8026 as is.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

G. OLD BUSINESS

H. NEW BUSINESS

1. **Case # 2025-10706. 1600 St. Michaels Dr, Master Plan Amendment.** NV5,Inc, Agent for Daniel Hernandez, Director of the Midtown Redevelopment Agency, applicant, request a master plan amendment to the Midtown Master Plan on 64.22 +/- acres. The property is zoned C-2 PUD (General Commercial Planned Unit Development) and within the Midtown Local Innovation Corridor (LINC) overlay district. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov)

MOTION: Commissioner McGhee moved, seconded by Commissioner Rieland, to table to a later point in the public meeting, Case #2025-10706, to revise the proposed amendments to Section 5.6 of the Midtown Master Plan.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

1. **Case # 2025-10706. 1600 St. Michaels Dr, Master Plan Amendment.** NV5,Inc, Agent for Daniel Hernandez, Director of the Midtown Redevelopment Agency, applicant, request a master plan amendment to the Midtown Master Plan on 64.22 +/- acres. The property is zoned C-2 PUD (General Commercial Planned Unit Development) and within the Midtown Local Innovation Corridor (LINC) overlay district. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov)

MOTION: Commissioner Rieland moved, seconded by Commissioner Mirando, to untable Case #2025-10706, to discuss staff and applicant changes to the proposed amendments in Section 5.6 of the Midtown Master Plan.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

1. **Case # 2025-10706. 1600 St. Michaels Dr, Master Plan Amendment.** NV5,Inc, Agent for Daniel Hernandez, Director of the Midtown Redevelopment Agency, applicant, request a master plan amendment to the Midtown Master Plan on 64.22 +/- acres. The property is zoned C-2 PUD (General Commercial Planned Unit Development) and within the Midtown Local Innovation Corridor (LINC) overlay district. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov)

MOTION: Commissioner Mirando moved, seconded by Commissioner McGhee, to approve Case #2025-10706, subject to the conditions of approval and technical corrections presented by Planning and Land Use Department Director.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

2. **Case #2025-10172. 4157 & 4161 Walking Rain Rd Special Use Permit.** JenkinsGavin, Inc., Agent for Charter Schools Development Corporation (CSDCPC Monte Del Sol, LLC), Applicant, requests approval of a special use permit for construction of a 20,432 square foot gymnasium, classrooms, office space, and outdoor amenities. The Property is approximately 6.30 acres and is identified as Tract Q-1 and Tract 16 of the Las Soleras Master Plan. The Property is located within the Suburban Archaeological Review district and zoned PRC (Planned Residential Community) and R-1 (Residential – one dwelling unit per acre). (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov) (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner Mirando moved, seconded by Commissioner Kapin, to approve Case #2025-10172, 4157 & 4161 Walking Rain Rd Special Use Permit, subject to conditions of approval and technical corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

3. **Case #2025-10189. 4157 & 4161 Walking Rain Rd Development Plan Amendment.** JenkinsGavin, Inc., Agent for Charter Schools Development Planning Commission July 17, 2025 Page 3 of 4 Corporation (CSDCPC Monte Del Sol, LLC), Applicant, requests approval of a development plan amendment for construction of a 20,432 square foot gymnasium, classrooms, office space, and outdoor amenities. The property is approximately 6.30 acres and is identified as Tract Q-1 and Tract 16 of the Las Soleras Master Plan. The Property is located within the Suburban Archaeological Review district and zoned PRC (Planned Residential Community) and R-1 (Residential – one dwelling unit per acre). (Joel CruzHaber, Case Manager, jacruzhaber@santafenm.gov) (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner Mirando moved, seconded by Commissioner McGhee, to approve Case #2025-10189, 4157 & 4161 Walking Rain Rd Development Plan Amendment, subject to conditions of approval and technical corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

4. **Case #2025-10037. 1111 Ocate Road.** Liaison Planning, Agent, for the Santa Fe Civic Housing Authority, Applicant, requests Development Plan approval to construct approximately 80,491 square feet of new construction for affordable housing on 5.64± acres. The site is zoned C-2 (General Commercial) and is located at 1111 Ocate Road. (Claudia Kath, Case Manager, cmkath@santafenm.gov)

MOTION: Commissioner Rieland moved, seconded by Commissioner McGhee, to approve Case #2025-10037, 1111 Ocate Road, subject to conditions of approval and technical corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

5. **Case #2024 – 8901. 2768 Agua Fria Rezoning.** JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Applicant, requests approval to rezone a 4.12 acre lot from its current land use designation of MU (Mixed Use) to C-2 (General Commercial). The property is located within the River and Trails Archaeological Review District. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov) (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner Kainpin moved, seconded by Commissioner McGhee, to approve Case #2024-8901, 2768 Agua Fria Rezoning, as is.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

6. **Case #2024 – 8902. 2768 Agua Fria Master Plan.** JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Applicant, requests approval of a master plan on a 4.12-acre lot to develop a 130-unit mixed-use residential and nonresidential community. The property is located within the River and Trails Archaeological Review District. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov) (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner McGhee moved, seconded by Commissioner Kapin, to approve Case #2024-8902, 2768 Agua Fria Master Plan, subject to conditions of approval and technical corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

I. STAFF COMMUNICATIONS

J. MATTERS FROM THE COMMISSION

K. ADJOURNMENT

11:26 P.M.

Geraldine Jurule
Liaison

Chair

City of Santa Fe Planning Commission
200 Lincoln Avenue
Santa Fe, NM 87501

RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Dear City of Santa Fe Planning Commission,

I am writing to urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices.

GENM supports this project for the following reasons: (1) promotes infill development on a currently underutilized property, (2) promotes housing growth, (3) the project has the potential to improve the local infrastructure in the neighborhood. This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area. I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis!

I respectfully request that you recommend approval of these requests.

Thank you!

Renn Halstead
GENM Founding Board Member

From: Bryan D <bryandombrowski3@yahoo.com>
Sent: Wednesday, July 16, 2025 3:44 PM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.com; info@letselevatenm.org
Subject: Support for Agua Fria Rezone & Agua Fria Masterplan

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am writing you to share my support for the Rezoning and Master plan proposed changes to along Agua Fria St. The residents of Santa Fe and all of NM need your support for Case #2024-8901 and #2024-8902 Aqua Fria Master Plan.

The Santa Fe housing and rental market is becoming increasingly unaffordable for working class New Mexicans. Per the Santa Fe Reporter the Santa Fe metro area is short over 7 Thousand units, and that number is only growing. Each day we delay building housing we are setting back the younger generations that seek to start their own independent adult lives. We block mid career professionals wanting to boost our workforce an affordable option to leave their current home. We prevent retirees from affordably enjoying the beauties of the New Mexican high desert.

The type of development these 2 cases are bringing are valuable, equitable, and much needed in New Mexico. Infill to prevent sprawl into our cherished wild lands and reduced utility costs to the city. Meeting impact report requirements to ensure neighbors aren't negatively effected. Adding to the housing supply to fight the critical shortage causing sky high rents and mortgages.

Having lived in apartments and mixed use neighborhoods in my past I know how important they are to the housing stock. These types of housing options are not just affordable but a very desirable option for individuals and families trying to not go broke putting a roof over their head. We can't afford to let the voices of those who have benefited in the past from better housing market states, prevent newcomers from having a fair shot at affordability, community, and achieving the American dream.

Thank you!

Bryan Dombrowski
GENM Member

From:	Dante Gonzalez <dantearmand1@gmail.com>
Sent:	Wednesday, July 16, 2025 3:27 PM
To:	CRUZ-HABER, JOEL A.; jennifer@jenkinsgavin.com; info@letselevatenm.org
Subject:	RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan
Follow Up Flag:	Follow up
Flag Status:	Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am writing to urge your support for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan.

GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices.

GENM supports this project for the following reasons: (1) promotes infill development on a currently underutilized property, (2) promotes housing growth, (3) the project has the potential to improve the local infrastructure in the neighborhood. This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area. I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis!

I respectfully request that you recommend approval of these requests.

Thank you!
Dante Armand Gonzalez
GENM Member

From: Jacob Maranda <jacob.maranda05@gmail.com>
Sent: Wednesday, July 16, 2025 6:27 PM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.com; GENM .
Subject: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Follow Up Flag: Flag for follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am writing to urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices.

GENM supports this project for the following reasons: (1) promotes infill development on a currently underutilized property, (2) promotes housing growth, (3) the project has the potential to improve the local infrastructure in the neighborhood. This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area. I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis!

I respectfully request that you recommend approval of these requests.

Thank you!

--
Jacob Maranda
Albuquerque, NM
jacob.maranda05@gmail.com
(309) 428-1436

City of Santa Fe Planning Commission
200 Lincoln Avenue
Santa Fe, NM 87501

RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Dear City of Santa Fe Planning Commission,

I'm writing to urge your support for Case#2024 8901 (Agua Fria Rezoning) and Case#2024 8902 (Agua Fria Master Plan).

GENM is a coalition of young leaders advocating for smart, sustainable, and resilient development in New Mexico. We support projects that improve quality of life, expand job opportunities, and make our communities more livable for all New Mexicans.

Santa Fe is in the midst of a housing crisis. Rents are rising fast and there is a severe shortage of rental units. Blocking new housing, affordable or market-rate, only makes the problem worse.

We support this project because it

1. Builds housing on underused land
2. Encourages growth where it is needed
3. Can lead to local infrastructure improvements

This development has the potential to bring new life to an area that has long needed investment. Please recommend approval of this much-needed project. Santa Fe cannot afford to miss this opportunity.

I respectfully request that you recommend approval of these requests.

Thank you!

JT Mitchell
GENM Founding Board Member

From: Kat Kincade <kkincade2@gmail.com>
Sent: Wednesday, July 16, 2025 8:49 PM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.com; info@letselevatenm.org
Subject: Support for Agua Fria multi-family project

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am writing to urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. According to a January Pew Report on housing in NM, "Median rents in New Mexico increased by 60% from October 2017 to October 2024, much more than the 27% recorded for the U.S. overall." The situation in Santa Fe is even more acute, so a multifamily project like that being proposed for the above Agua Fria Street site is a critical piece of the city-wide response needed.

What's more, much of the affordable housing being built is in the southern part of the city farther from public transportation and amenities. Sprawling development increases traffic, carbon emissions and isolation. The Agua Fria site is just the kind of infill development Santa Fe needs. It is close to bus routes, Cerrillos Road businesses and many workplaces.

I hope you will support the rezoning needed to move this project forward with all due speed. Thank you for your time and consideration.

Kat Kincade
she/her
240-476-4572

From: mmhall1025@gmail.com
Sent: Thursday, July 17, 2025 11:17 AM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.com
Subject: Support Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan.

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,
I am writing to strongly urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. I'm not going to waste your time repeating the facts about the critical shortage of housing in Santa Fe. You know all that. I will note that I am a resident of Santa Fe County because I could not find a home I could afford in the City.

And you know, that this project, with 130 residential units will make a notable dent in shat shortage. Even better, it is an infill project in an area that has so much going for it, but isn't quite there. With an established bus route nearby, the project provides a housing option for those who do not want to be dependant on cars to get around. In addition, rezoning from MU to C-2 will empower a higher density of housing (and neighborhood residents), which will benefit the restaurants and shops along Agua Fria and Cerillos with increased neighborhood support to those businesses. This will only enhance the character of the neighborhood, which is currently industrial and commercial.

I strongly urge you to support Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan.

Mary M Hall
Adult educator and community advocate

mmhall1025@gmail.com
916-844-4507

From: Ciaran Lithgow
To: CRUZ-HABER, JOEL A.; jennifer@jenkinsgavin.com; GENM .
Subject: RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan
Date: Tuesday, July 15, 2025 3:58:00 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am a young New Mexico resident. Recently, I've had many friends who were forced to leave Santa Fe due to unaffordable rents and lack of adequate housing opportunities. My friends range from service industry workers, healthcare providers, and sales & marketing professionals. They have left to a variety of places, including Albuquerque, Reno, and Philadelphia.

If the Santa Fe area welcomed more housing development opportunities, you could retain these bright and emerging workers and families. More units = less competition = lower rents and home costs (or at least slow rent and housing price growths).

Without more housing options, including both affordable and market rate housing, Santa Fe will continue to lose young people to other, more affordable cities.

I hope you vote yes to this rezone and master plan request, which would allow a mix of new housing options. Livability is a partnership we should all care about.

Thank you!
Ciaran Lithgow
GENM Board Member

GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

City of Santa Fe Planning Commission

RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Dear City of Santa Fe Planning Commission,

As Chair of the Board for Generation Elevate New Mexico ("GENM"), I am writing to urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices.

GENM supports this project for the following reasons: (1) promotes infill development on a currently underutilized property, (2) promotes housing growth, (3) the project has the potential to improve the local infrastructure in the neighborhood. This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area. I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis!

I respectfully request that you recommend approval of these requests.

Thank you!

Sal Perdomo

Sal Perdomo
Elevator In Charge
Generation Elevate New Mexico (GENM)

From: Sean Abeyta <sabeyta17@gmail.com>
Sent: Wednesday, July 16, 2025 9:37 AM
To: CRUZ-HABER, JOEL A.; jennifer@jenkinsgavin.com; info@letselevatenm.org
Subject: RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

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Dear City of Santa Fe Planning Commission,

I am writing to urge your support for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices. GENM supports this project for the following reasons:

(1) promotes infill development on a currently underutilized property,
(2) promotes housing growth,
(3) the project has the potential to improve the local infrastructure in the neighborhood.

This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area.

I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis! I respectfully request that you recommend approval of these requests.

Thank you!

Sean Abeyta
GENM Member

From: westinglass <westinglass@gmail.com>
Sent: Thursday, July 17, 2025 10:40 AM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.con; info@letselevatenm.org
Subject: Support for Agua Fría rezone & master plan 2024-8901; 2024-8902

Follow Up Flag: Flag for follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission—

Please give your support to the rezone and master plan for this project on Agua Fría. This is the kind of forward-thinking development that Santa Fe needs in order to address the desperate and worsening housing crisis. It will enhance the livability of the neighborhood and provide much-needed housing.

Thank you for your consideration.
Westin Glass

(date stamp)

MASTER PLAN APPLICATION

Parcel Information

Project Name: ~~Los Prados Master Plan~~ Agua Fria Multi Family Master Plan

Address: ~~3600 and 3740 South Meadows Road~~ 2768 Agua Fria Street

Property Size: ~~22.2 acres~~ 4.12 acres

Current Use of Land: vacant

Proposed Use of Land: ~~residential~~ Residential/ Commercial

Does a Rezoning application accompany this application? YES ☑ NO ☐

Are any variances required? YES ☐ NO ☑

Preapplication Conference Date: ~~June 2, 2022~~ 12/07/2023

Early Neighborhood Notice (ENN) meeting date: ~~June 28, 2022~~ #1 10/29/23 #2 12/23/24

Zoning: ~~Current: MU Mixed Use~~ R-1 (R-6 and R-21 proposed under separate applications) Proposed: C-2 General Commercial

Property Owner Information

Name: ~~Homewise, Inc.~~ Cold Water Development Fund QOZF, LLC

First *Last*

Address: ~~1301 Siler Road, Building D~~ 106 Faithway Street

Street Address *Suite/Unit #*

Santa Fe NM ~~87507~~ 87501

City *State* *ZIP Code*

Phone: ( ) E-mail Address:

Applicant/Agent Information (if different from owner)

Company Name: JenkinsGavin, Inc.

Name: Jennifer Jenkins

First *Last*

Address: 130 Grant Avenue Suite 101

Street Address *Suite/Unit #*

Santa Fe NM 87501

City *State* *ZIP Code*

Phone: (505) 820-7444 E-mail Address: jennifer@jenkinsgavin.com / angelica@jenkinsgavin.com

Correspondence Directed to: ☐ Owner ☒ Applicant ☐ Both

Agent Authorization (if applicable)

I am/We are the owner(s) and record title holder(s) of the property located at:

I/We authorize *<<See attached notarized owner authorization.>>* to act as my/our agent to execute this application.

Signed: Date:

Signed: Date:

Submittal Checklist (Requirements found in Section 14-3.8 SFCC 1987)

☐ *Six (6) 24"x36" plan sets and one (1) CD are required. Please include the following:*

☒	Letter of Application (intent, location, acreage)	☒	Statement addressing approval criteria	☒	Legal Lot of Record, Legal Description	☒	Los Prados Master Plan Set	☐	
☒	Archaeological Clearance (if applicable)	☒	Traffic Impact Analysis (if required)	☒	Proof of Compliance with Conditions of Annexation Approval (if applicable)	☒	Sewer and Water Plan (including profiles and details)	☐	
☐									

Master Plan Submittal Requirements, as defined by Section 14-3.9(C) SFCC 1987:

Applicants for developments that require master plans under this section shall submit plans and other documentation as required by the land use director that show compliance with the applicable provisions of the Santa Fe City Code as provided in Section 14-3.1(C) (Form of Application), including plans that show:

(a) existing conditions on the site and within the vicinity;
(b) proposed modifications to the site, including the locations of existing and new structures, grading, landscaping, lighting, pedestrian and vehicular circulation, parking and loading facilities;
(c) proposed changes to the zoning of land within the master plan area and the types, extent and intensity of land uses that are proposed;
(d) the proposed boundaries of tracts comprising the various land use areas and development phases;
(e) proposed modifications to the infrastructure serving the site, including locations of utilities and public and private streets and driveways and traffic control measures;
(f) the phases of development, if applicable;
(g) if public or private infrastructure is proposed to be constructed in phases, a plan for the timing, financing and responsibility for infrastructure construction;
(h) a development water budget as required by Section 14-8.13;
(i) for master plans involving five or more acres of land, the land use director may require an analysis of the fiscal impact to the city of providing utility and other municipal services to the area.

Signature

I hereby certify that the documents submitted for review and consideration by the City of Santa Fe have been prepared to meet the minimum standards outlined in the Land Development Code, Chapter 14 SFCC 1987. Failure to meet these standards may result in the rejection of my application. I also certify that I have met with the City's Current Planning staff in a preapplication meeting to verify that the attached proposal is in compliance with the City's zoning and development plan requirements.

Signature: _____ Date: August 12, 2024 ~~7/18/2022~~

A case manager will be assigned to your project and will notify you within 10 business days if any additional information is needed. After your application has been reviewed by City staff, you will be contacted by us regarding public notice requirements. A packet of information and instructions will be provided regarding the required mailing and sign posting. Thank you, and feel free to contact the Land Use Department staff at (505) 955-6585 with any questions.

[Type text]

Revised 12-11-12

(date stamp)

REZONING APPLICATION 14-3.5

Parcel Information

Project Name: ~~Agua Fria Multi Family~~ Homewise - South Meadows Property Size: ~~4.12 acres~~ 19.54 acres

Address: ~~2768 Agua Fria Street~~ ~~3600 and 3740~~ South Meadows Road - TRACT 4 (per proposed Lot Line Adjustment Plat)

Current Zoning: ~~(MU) Mixed Use~~ R-1 Proposed Zoning: ~~(C-2) General Commercial~~ R-6 (Tract 4, 19.54 acres)

Does a Development Plan application accompany this application? YES ☐ NO ☑

Preapplication Conference Date: ~~8/07/2023~~ Sept. 2, 2021 UPC Code Number: ~~1051097275431000000~~ 1-048-096-450-107 &

Early Neighborhood Notice (ENN) meeting date: ~~#1 2/29/24~~ Sept. 22 and ~~#2 4/23/24~~ Oct. 14, 2021 1-048-096-475-035

Property Owner Information

Name: ~~Cold Water Development Fund QOZF, LLC~~ Homewise, Inc.
First *Last*

Address: ~~1064 Fairview Street~~ 1301 Siler Road, Bldg D
Street Address *Suite/Unit #*

Santa Fe NM ~~87501~~ 87507
City *State* *ZIP Code*

Phone: _____ E-mail Address: _____

Applicant/Agent Information (if different from owner)

Company Name: Jenkins Gavin, Inc.

Name: Jennifer Jenkins
First *Last*

Address: 130 Grant Ave Suite 101
Street Address *Suite/Unit #*

Santa Fe, NM 87501
City *State* *ZIP Code*

Phone: 505-820-7444 E-mail Address: jennifer@jenkinsgavin.com / angelica@jenkinsgavin.com

Correspondence Directed to: ☐ Owner ☒ Applicant ☐ Both

Agent Authorization (if applicable)

I am/We are the owner(s) and record title holder(s) of the property located at: _____

I/We authorize See attached authorization letter to act as my/our agent to execute this application.

Signed: _____ Date: _____

Signed: _____ Date: _____

A case manager will be assigned to your project and will notify you within 10 business days if any additional information is needed. After your application has been reviewed by City staff, we will contact you regarding public notice requirements. A packet of information and instructions will be provided regarding the required mailing and sign posting. Please contact the Land Use Department staff at (505) 955-6585 with any questions.

Submittal Checklist (Requirements found in Section 14-3.5 SFCC 1987)

Six (6) 24"x36" or 11"x17" scalable plan sets and 1 CD with a PDF copy are required. Submittal requirements may vary based on the individual application and the requested zoning district. The City reserves the right to request additional information at any time during the review process. See Section 14-4 and 14-5 SFCC 1987 for rezoning regulations related to specific zones. Please include the following and check box to indicate submittal:

☑	Letter of Application (intent, location, acreage)	☑	Narrative addressing approval criteria (see below)	☑	Legal Lot of Record, Legal Description	☐	Development Plan (see Section 14-3.8 SFCC 1987)	☐	Landscape, Parking and Lighting Plan, Signage Specifications
☐	Terrain Management Plans (as required by Section 14-8.2 SFCC 1987)	☑	Traffic Impact Analysis (if required)	☐	Archaeological Clearance (if applicable)	☐	Sewer and Water Plan (including profiles and details), letter of availability (if applicable)	☐	Phasing Plan (if applicable)

Rezoning Approval Criteria, Sections 14-3.5(C) and (D) SFCC 1987

(C) Approval Criteria

(1) The planning commission and the governing body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approving any rezoning:

(a) one or more of the following conditions exist:
  (i) there was a mistake in the original zoning;
  (ii) there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or
  (iii) a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;

(b) all the rezoning requirements of Chapter 14 have been met;

(c) the rezoning is consistent with the applicable policies of the general plan, including the future land use map;

(d) the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city; and

(e) 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 proposed development.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

(D) Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

(2) If the proposed rezoning creates a need for additional streets, sidewalks or curbs necessitated by and attributable to the new development, the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Signature

I hereby certify that the documents submitted for review and consideration by the City of Santa Fe have been prepared to meet the minimum standards outlined in the Land Development Code, Chapter 14 SFCC 1987. Failure to meet these standards may result in the rejection of my application. I also certify that I have met with the City's Current Planning staff in a preapplication meeting to verify that the attached proposal is in compliance with the City's zoning requirements.

Signature: Jennifer Jenkins Date: ~~August 12, 2024~~ November 22, 2021

October 27, 2023

Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Avenue,
Santa Fe, New Mexico 87501

RE: Cold Water Development Fund QOZF, LLC
Agua Fria: Lot 38

To Whom It May Concern:

This letter shall serve as authorization for JenkinsGavin, Inc. to act on our behalf with respect to the referenced property regarding land use applications to be submitted to the City of Santa Fe.

Thank you.

Sincerely,

Cold Water Development Fund QOZF, LLC

By: Andrew Duetta, Manager

Signed: _____ Date NOV 2, 2023

ACKNOWLEDGMENT

State of New Mexico)
) ss
County of Santa Fe)

The foregoing instrument was acknowledged before me this 2nd day of November, 2023 by Andrew W. Werner Duetta.

Lori M. Vigil
Notary Public

06-01-2024
My Commission Expires

STATE OF NEW MEXICO
NOTARY PUBLIC
LORI M. VIGIL
Commission # 1091563
My Comm. Exp. 06/01/2024

SWTE Courtesy 2816-2022

e-Recorded 2007233 02/27/23 SFC

WARRANTY DEED

AGUA FRIA DEVELOPMENT QOZB, LLC, a New Mexico limited liability company, for consideration paid, grants to COLD WATER DEVELOPMENT FUND QOZF, LLC, a New Mexico limited liability company, the address for which is 154 W. Marcy Street, Suite 104, Santa Fe, New Mexico 87501, the following described real property in Santa Fe County, New Mexico:

> Lot Thirty-eight (38) as shown on "Boundary Survey Plat Prepared for Department of the Interior Bureau of Land Management, showing Section 33, T17N, R9E, N.M.P.M., Santa Fe County, N.M.", filed in the office of the County Clerk, Santa Fe County, New Mexico on October 18, 1995, in Plat Book 318, page 032, as Document No. 921,975

Subject to: Restrictions, reservations, easements of record and taxes for the year 2023 and thereafter

with warranty covenants

Dated: February 27, 2023

AGUA FRIA DEVELOPMENT QOZB, LLC
a New Mexico limited liability company

By: PIGEON HAWK QOZF, LLC
a New Mexico limited liability company

Its: Manager

By _____
Marc Bertram, Managing Member

COUNTY OF SANTA FE } WARRANTY DEED
STATE OF NEW MEXICO } ss PAGES: 1

I Hereby Certify That This Instrument Was e-Recorded for
Record On The 27TH Day Of February, A.D., 2023 at 01:28:52 PM
And Was Duly Recorded as Instrument # 2007233
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy - KVAUGHN County Clerk, Santa Fe, NM

COUNTY CLERK KATHARINE E. CLARK SANTA FE COUNTY NEW MEXICO

ACKNOWLEDGMENT

STATE OF NEW MEXICO)
COUNTY OF SANTA FE) SS.

The foregoing instrument was acknowledged before me on January 27th, 2023, by Marc Bertram, Managing Member of Pigeon Hawk QOZF, LLC, a New Mexico limited liability company, as Manager of Agua Fria Development QOZB, LLC, a New Mexico limited liability company, on behalf of said limited liability company.

STATE OF NEW MEXICO
NOTARY PUBLIC
KATARINA SOMMER
Commission # 1130609
My Comm. Exp. Sept. 21, 2024

Katarina Sommer
Notary Public
My Commission Expires

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

CERTIFICATE OF COMPLIANCE AS LEGAL LOT OF RECORD

RE: Legal Lot of Record status for a parcel identified as 2768 Agua Fria Street, depicted as Lot 38 on a boundary Survey Plat prepared for Department of the Interior Bureau of Land Management in 1995 **recorded in Book 318, Page 32 as instrument number 921.975, records of Santa Fe County, New Mexico** on October 18, 1995 (hereinafter, the "Property").

In compliance with Subsection 14-3.7(A)(7) of the Santa Fe City Code ("SFCC") this Certificate of Compliance documents status as a legal lot of record for the Property.

This Planning Commission ("Commission") considered the following documents:

1. Survey Plat prepared for Richard P. Cook showing the split of Lot 2 into 2-A, 2-B, and the consolidation of Lot 1 with the remainder of Lot 2 to form lot 1-2-C all within a portion of projected section 22, T/17N, R.9E, N.M.P.M. recorded by the Office of the Santa Fe County Clerk on September 16, 1994, recorded in Book 286, Page 2 as Instrument Number 877873.
2. Amended Cook's Industrial Subdivision recorded by the County of Santa Fe August 20, 1985, in Book 156, Page 12 as instrument number 574,639.
3. Lot Line Adjustment of Tract 3 Lot 2, tract 3 Lot 1A and PC 2838 TR. 5 recorded by the County of Santa Fe on May 1, 1998, in Book 385, Page 35, as instrument number 1022556.
4. Quitclaim Deed "Otila M. Quintana, daughter of Inex Montoya, and Juan B. Quintana, her husband for consideration paid, quitclaim to Maria Magdalena B. Montoya (now Arias)" recorded by the County of Santa Fe on August 24, 1962, as instrument number 258,868.
5. Lot Split Survey for Lawrence Boyd of Lot 36 recorded b the County of Santa Fe on September 16, 2008, on September 16, 2008, in Book 690, Page 4 as instrument number 1538,57.
6. Warranty Deed, "Santos I. Montoya, a married man dealing in his sole and separate property and Maclovio Montoya, a married man for consideration paid grant to Santos I. Montoya and Marie Montoya, husband and wife, and Maclovio Montoya and Juanita Montoya, husband and wife as joint tenants" recorded by the County of Santa Fe on April 30, 1998, in Book 1486, Page 202 as instrument 1022377.
7. Warranty Deed, "Maclovio B. Montoya and Juanita T. Montoya for consideration paid grant to Santos I. Montoya" recorded by the County of Santa Fe on August 5, 1974, in Book 314, Page 146.
8. Warranty Deed "Samarkand Properties Ltd. for consideration paid grants to Thanh Long Nguyen and Lan Kim Nguyen, husband and wife" recorded by the County of Santa Fe on May 10, 1994, in Book 1055, Page 112-113 as instrument number 862,179.

SFC CLERK RECORDED 09/11/2024

SFCC 1987, §14-3.7(A)(7)(b) allows the Planning Commission to issue a certificate of compliance "for a lot or contiguous lots that have been created in violation of the procedural requirements of this section if it determines that the lots comply with all other applicable standards of Chapter 14 or it imposes conditions of approval necessary to ensure such compliance."

Following a public hearing on April 4, 2024, in which the Commission considered the above-referenced documents, heard reports from city staff and the applicant, and opened the floor the public comment, the Commission found that the Property was "[a] lot that was created in such a manner that would today qualify for a lot split the City of Santa Fe's Family Transfer Subdivision Ordinance," and that it therefore met the applicable criteria under SFCC 1987, §14-3.7(A)(7)(b). The lot is granted compliance with the City of Santa Fe Zoning Ordinance.

Approval of the Certificate of Compliance makes no determination regarding the conformity or lack thereof pertaining to development or structures on the property.

Janet Clow 9/5/24

Janet Clow, Chair, City of Santa Fe Planning Commission Date

STATE OF NEW MEXICO)
) ss.
COUNTY OF SANTA FE)

SUBSCRIBED AND SWORN to before me this 5 day of September 2024.

By Janet Clow.

Notary Public

My Commission Expires:
5/30/28

DANIEL A ESQUIBEL
Notary Public
State of New Mexico
Comm. # 2003334
My Comm. Exp. May 30, 2028

SFC CLERK RECORDED 09/11/2024

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
CERTIFICATE OF COMPLIA
PAGES: 2

I Hereby Certify That This Instrument Was Filed for Record On The 11TH Day Of September, 2024 at 09:45:27 AM
And Was Duly Recorded as Instrument # 2041564
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy County Clerk, Santa Fe, NM

CITY OF SANTA FE, NEW MEXICO

ORDINANCE NO. 2007-29

AN ORDINANCE

AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SANTA FE; CHANGING THE CLASSIFICATION FROM R-2 TO MU; APPROVING A MASTER PLAN, AND PROVIDING AN EFFECTIVE DATE WITH RESPECT TO A CERTAIN PARCEL OF LAND COMPRISING 4.12 ACRES MORE OR LESS LOCATED WITHIN SECTION 33, T17N, R9E, N.M.P.M., GENERALLY LOCATED ON THE SOUTH SIDE OF AGUA FRIA ROAD APPROXIMATELY 500 FEET WEST OF HARRISON ROAD ("AGUA FRIA COMPOUND" ZONING CASE NO. ZA 2007-01)

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

Section 1. The following real property (the "Property") located within the municipal boundaries of the city of Santa Fe, which is restricted to and classified as R-2 (Residential, Two units per acre).

A parcel of land comprising 4.12 acres, Lot 38 within Section 33, T.17N., R.19E., N.M.P.M. as shown in the attached Boundary Survey "Exhibit A" attached hereto and incorporated by reference. Said Boundary Survey is recorded with the County of Santa Fe, State of New Mexico, October 18, 1995 in book 318, page 32 of the records of Santa Fe County.

Section 2. The official zoning map of the City of Santa Fe adopted by Ordinance No. 2001-27 is amended to conform to the changes of zoning classifications for the property set forth in Section 1 of this Ordinance.

Section 3. The rezoning action effected by this ordinance is subject to the conditions of approval set forth in "Exhibit B" attached hereto and incorporated by reference.

Section 4. The Master Plan for development of the property (Exhibit C, attached) is hereby approved.

Section 5. This Ordinance shall be published one time by the title and general summary and shall become effective five days after such publication.

Section 6. The rezoning action with respect to the Property affected by this Ordinance is subject to the time restrictions set forth in Section 14-3.5(D)(1) SFCC 2001 (Two-year Review/Rescission).

PASSED , APPROVED AND ADOPTED this 8th day of August, 2007.

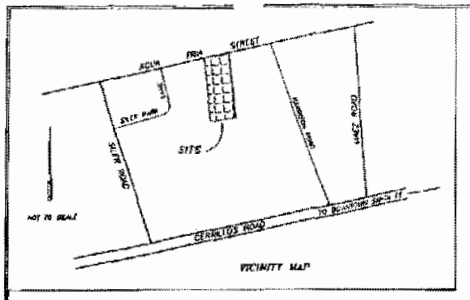
DAVID COSS, MAYOR

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

FRANK D. KATZ, CITY ATTORNEY





LINE	BEARING	DISTANCE
L1	N89°30'01"E	9.40'

PUBLIC NOTICE

THIS SURVEY IS BASED ON ONLINE RECORDED DOCUMENTS NOTED HEREON. CITY OF SANTA FE STAFF MUST APPROVE ALL DOCUMENTS SUBMITTED WITH AN APPLICATION FOR A BUILDING PERMIT AND ANY REQUIRE SUBMITTAL OF ADDITIONAL DOCUMENTATION TO PROVE LEGAL LOT OF RECORD

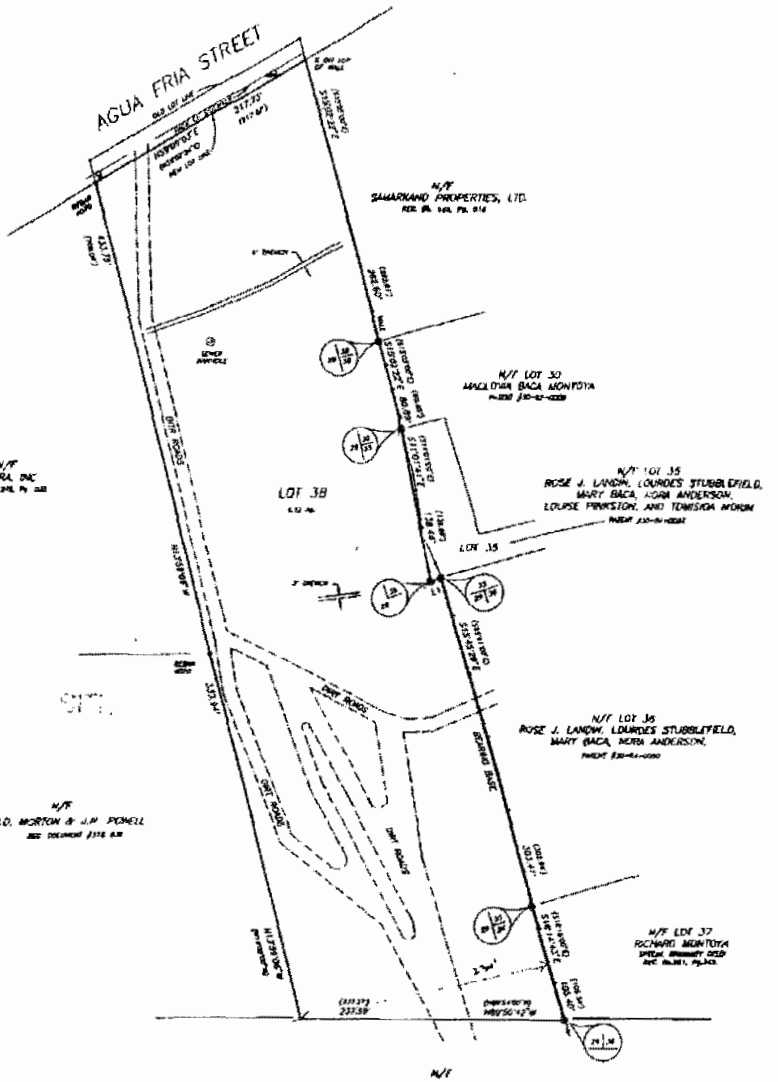
FLOOD ZONE

THIS PROPERTY LIES WITHIN ZONE "C" AREAS OF MINIMAL FLOODING AS SHOWN ON F.I.R.M. PANEL 350070 0001 B DATED JULY 2, 1980

COUNTY OF SANTA FE
STATE OF NEW MEXICO } ss
I hereby certify that this instrument was filed for record on the 18 day of MAY, 19 95 A.D. at 2:05 o'clock PM and was duly recorded in book 510, page(s) 092 of the records of Santa Fe County.
Witness my Hand and Seal of office
Linda G. Arnold
County Clerk, Santa Fe County, N.M.
By: _____ Deputy

921,975





REFERENCE DOCUMENTS

1. NEW MEXICO STATE HIGHWAY COMMISSION RIGHT-OF-WAY MAP NEW MEXICO PROJECT No. HES-41-4(78)(2) C.I.# 651 SANTA FE COUNTY, CONSIST 3 OF 67 FINAL MAP DATED 12/10/40 PREPARED BY LANDMARK SURVEYS, SANTA FE, NEW MEXICO.
2. BUREAU OF LAND MANAGEMENT SURVEY OF LOTS, T17N, R9E N.M.P.M. ACCEPTED MARCH 12, 1984.
3. BUREAU OF LAND MANAGEMENT DEPENDENT RESURVEY AND SURVEY OF LOTS, T17N, R9E, N.M.P.M. ACCEPTED SEPT. 16, 1981
4. BUREAU OF LAND MANAGEMENT SUPPLEMENTAL PLAT SHOWING SECTION 33 T17N, R9E, N.M.P.M. ACCEPTED OCT. 29, 1940.
5. THE UNITED STATES OF AMERICA TO RICHARD P. MONTOYA PATENT #30-82-0017, DATED JUNE 15th, 1982

318032

LEGEND

BEARINGS ARE DERIVED FROM T17N, R9E, N.M.P.M., SURVEY OF LOTS UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT, TOWNSHIP PLAT ACCEPTED MARCH 12, 1984.

- ● DENOTES REBAR, CAP AS SHOWN FOUND
- ○ DENOTES REBAR, CAP AS SHOWN SET
- ⊙ DENOTES CALCULATED POINT NOT SET
- ⊕ DENOTES BRASS CAP FOUND
- DENOTES FENCE
- DENOTES UTILITY METER/VALVE/PEDESTAL/POLE/ETC
- DENOTES SEWER MANHOLE
- DENOTES OVERHEAD LIGHT
- DENOTES TREE STANDING ALONE
- DENOTES BOUNDARY OF LANDS DEALT WITH BY THIS PLAT. INFORMATION OUTSIDE OF THIS BOUNDARY IS BACKGROUND INFORMATION ONLY, NOT VERIFIED FOR ACCURACY AND IS NOT PART OF THIS PLAT

NOTES

1. BOUNDARY SHOWN HEREON IS FROM PRIOR PLATS OR DOCUMENTS
2. THIS PLAT SUBJECT TO ANY RESTRICTIONS, COVENANTS AND EASEMENTS OF RECORD.

SURVEYORS CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT IS A TRUE REPRESENTATION OF A SURVEY COMPLETED UNDER MY PERSONAL SUPERVISION ON THIS 29th DAY OF MARCH, 1995, TO THE BEST OF MY KNOWLEDGE, THE SURVEY AND PLAT ARE CORRECT, TRUE AND MEET THE MINIMUM STANDARDS FOR LAND SURVEYS IN NEW MEXICO.

EDWARD M. TRUJILLO N.M.P.L.S. #12337

BOUNDARY SURVEY

PLAT PREPARED FOR

DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGMENT

SHOWING

LOT 38

WITHIN

SECTION 33, T17N, R9E, N.M.P.M.
SANTA FE COUNTY, N.M

DAWSON SURVEYS INC.
2714 I-25 B. FRONTAGE RD.
PROFESSIONAL LAND SURVEYORS
SANTA FE, N.M.
FILE: 2697P\BDY DATE: 03.21.95

2

Exhibit A
for Ordinance
No. 1997-1

EXHIBIT B:
CONDITIONS OF APPROVAL
ORDINANCE NO. 2007-29

AGUA FRIA REZONING

Exhibit B-1:	**Engineering Division Traffic Review**
Exhibit B-2:	**Subdivision Engineer**
Exhibit B-3:	**Solid Waste Division**
Exhibit B-4:	**Landscaping Review**
Exhibit B-5:	**Parks, Trails, and Open Space**
Exhibit B-6:	**Wastewater Division**
Exhibit B-7:	**Office of Affordable Housing**

City of Santa Fe, New Mexico

memo

DATE: March 29, 2007

TO: Donna Wynant, Planning and Land Use Department

FROM: John Romero, Public Works Dpt/Engineering Div/Traffic Impacts Section JR

SUBJECT: **Case #ZA-2007-01, Agua Fria Compound Rezoning**

ISSUE

Request to rezone 4.12 acres from R-2 (Residential, two units per acre) to MU (Mixed Use). The property is located on the south side of Agua Fria Road and west of Harrison Road.

RECOMMENDED ACTION:

Review comments are based on submittals received on March 14, 2007. The comments below should be considered as Conditions of Approval to be addressed in a satisfactory manner prior to subsequent submittals:

1. A Condition of approval imposed during General Plan Amendment approval recommended that the developer dedicate sufficient right-of-way to accommodate a Clark Road extension from Industrial Road to Agua Fria Road (see attached Traffic memo dated 11/3/2005). The Santa Fe Metropolitan Planning Organization has since determined that the extension of Clark Road to Agua Fria is not a recommended alternative (see attached MPO memo dated 03/29/06). In light of this, the Public Works Department rescinds their initial recommendation of dedicating right-of-way for the Clark Road extension.

If you have any questions or need any more information, feel free to contact me at 955-6638. Thank you.

Attachments: Traffic memo dated 11/3/2005
MPO memo dated 03/29/06

M:\Traffic Impacts\01-TIAs\2005\Agua Fria Compound\Agua Fria Compound 03-29-07.doc

Exhibit B-1
for Ordinance No. 2007-29

SS001 PM5 - 7/95

City of Santa Fe, New Mexico

memo

DATE: April 20, 2007

TO: Donna Wynant, Case Manager

FROM: Risana Zaxus, M.S., PE
City Engineer

RE: Case # ZA 2007-01
Agua Fria Compound Rezoning

I reviewed Sheet A-1, "Agua Fria Compound Concept & Landscape Plan," dated March 17, 2007.

This plan sheet does not show drainage ponds as did the previous drawings that I reviewed. Runoff control measures will be required when the property is developed, per Article 14-8.1(F)(2)(c)(ii).

Also of note is that when the property is developed, the Gunnison's Prairie Dogs shall be relocated per Article 14-8.12 of the Land Development Code.

A complete review of this project will be required when it proceeds to the Development Plan phase.

Exhibit B 2

for Ordinance No. 2007-29

SS001.PM5 - 7/95

City of Santa Fe
New Mexico

DEVELOPMENT REVIEW TEAM TRANSMITTAL FORM

RECEIVED
MAR 15 2007
DEVELOPMENT REVIEW

Case #ZA 2007-01. Agua Fria Compound Rezoning. Jim Hays and Associates, Inc., agent for Marc Bertram and Eric Enfield, requests rezoning of 4.12 acres from R-2 (Residential, two units per acre) to MU (Mixed Use). The property is located on the south side of Agua Fria Road and west of Harrison Road. (Donna Wynant, case manager)

Name: Jim Hays
Hays and Associates, Inc.
Agent/ Owner **# 982-5467 FAX 982-7944**

Submittal date **March 12, 2007**
Email hays@haysinc.com

DRT final Comments by **March 22, 2007**
Planning Commission date **May 03, 2007**

- ☐ **PDR Case File/Case Manager**
- ☐ **Fire Inspector(s)**
- ☐ **Traffic Division Engineer**
- ☐ **Waste Water Division Engineer**
- ☐ **PW/ Engineering Division**
- ☐ **Landscaping**
- ☐ **Water Division Engineer**
- ☐ **Subdivision Engineer**
- ☐ **Office of Affordable Housing**
- ☒ **Solid Waste Division Engineer** 3/15/07
- ☐ **Trails & Open Space**

COMMENTS: NO SOLID WASTE ISSUES at this Time.

Contact RANDALL MARCO @ 955-2228

Case Manager: Donna Wynant x6325

Lou Baker x 6656 lbaker@ci.santa-fe.nm.us
Daniel A. Esquibel x 6587 daesquibel@ci.santa-fe.nm.us
Gary G. Park x 6954 ggpark@ci.santa-fe.nm.us
Charlie D. Gonzales x 6955 cdgonzales@ci.santa-fe.nm.us
Wendy M. Blackwell x 6127 wmblackwell@ci.santa-fe.nm.us
Greg T. Smith x 6957 gtsmith@ci.santa-fe.nm.us
Donna J. Wynant x 6325 djwynant@ci.santa-fe.nm.us
RB Zaxus x 6658 rbzaxus-onaxis@ci.santa-fe.nm.us

Exhibit B-3
for Ordinance

City of Santa Fe, New Mexico

memo

DATE: April 17, 2007

TO: Donna Wynant, Land Use Senior Planner,
Planning Division

CC: R. B. Zaxus, City Subdivision Engineer,
Engineering Development Review Division

FROM: Charlie Gonzales, Land Use Senior Planner, CHARLIE
Engineering Development Review Division

RE: **Landscaping Comments for case #ZA 2007-01. Agua Fria Compound Rezoning**

Below are comments for the Agua Fria Compound Rezoning request. These comments are based on the plan set dated March 17, 2007. A Landscaping Plan shall be submitted, showing compliance with the following:

Landscaping : Sheet A-1

1. Show compliance with Section 14-8.4 (E) (1) (4). Water Harvesting and Irrigation Standards. Please provide explanation and coordinate with Grading and Drainage Plan.
2. Show compliance with Section 14-8.4 (F) (2) (a) – (i). Plant Material Standards. More information needs to be submitted in order to conduct a thorough review of the plans. (Preferably on a chart or table)
    - Plant size, (height and caliper, including trees)
    - Mature size, (height and spread).
    - Shrubs to be 5 gallons minimum,
    - 2" of mulch, seed mix and fertilization.
    - Landscaping of stormwater retention/detention ponds.
3. Show compliance with Section 14-8.4 (F) (5). Existing Vegetation. Explain and show how many trees/shrubs will be removed, replaced or added.
4. Show compliance with Section 14-8.4 (G) (2) (b). Street Tree Standards. Provide additional tree on perimeter of the South Boundary.
5. Show compliance with Section 14-8.4 (H). Open Space Landscaping Requirements.

A more complete review will be conducted upon receiving the additional information as mentioned above.

Exhibit B-4
for Ordinance
No. 2007-29

APPLICATION NAME: Agua Fria Compound Rezoning

CASE NO.: ZA 2007-01

REVIEW DATE: March 21, 2007

HEARING DATE: May 3, 2007

CASE MANAGER: Donna Wynant

REVIEWED BY: Anne McLaughlin

PARKS, OPEN SPACE & TRAILS REVIEW

No comment.

Exhibit B-5

for Ordinance No. 3007-1929

City of Santa Fe
New Mexico

MEMO

Wastewater Management Division
DEVELOPMENT REVIEW COMMENTS

E-MAIL DELIVERY

Date: March 21, 2007

To: Donna Wyatt, Planner
Planning and Land Use

From: Stan Holland, P.E.
Wastewater Management Division

Subject: Case #ZA 2007-01 Agua Fria Compound Rezoning

The Wastewater Division has no objection to the rezoning request. The Wastewater Division will require extension of sewer easements to the property line on the north and east side of the project boundaries on the proposed development plan.

Please contact me at 955-4637 if you have any questions.

cc: Jim Hays
File

Exhibit B6
for Ordinance No. 2007-27

FILE COPY

SANTA FE HOMES PROGRAM

PROPOSAL FOR SALE UNITS

Agua Fria Compound Live Work

This Santa Fe Homes Program Proposal ("SFHP Proposal") is made this 9 day of May, 2007 by Hays and Associates Inc. ("SFHP Developer").

RECITALS

A. SFHP Developer is the developer of 4.12 acres located on the south side of Agua Fria Road Approximately 600 feet west of Maes Road. SFHP Developer proposes to develop the property as described in the document attached hereto as Exhibit 1 (*Development Plan)* incorporated herein by reference, and hereinafter referred to as the "Property".

B. SFHP Developer desires to develop the Property, and seeks from the City, development incentives subject to the terms and conditions hereinafter set forth.

C. It is understood that all representations made herein are material to the City and that the City will rely upon these representations in permitting or approving development of the Property.

PROPOSAL

SFHP Developer proposes to comply with the SFHP requirements as follows:

A. DEVELOPMENT REQUEST.

1. SFHP Developer seeks a Re-zoning approval from R-2 to a Residential Mixed Use designation for thirty two (32) live/work homes.

2. The Property is to be developed with finished homes for rent and for sale.

B. SFHP PLAN. SFHP Developer proposes to build a total of thirty two (32) live work condominiums on 4.12 acres. This results in a SFHP unit requirement of 4.8 affordable

Exhibit B-7 page 1 of 8
for Ordinance
Page 1197 of 1997

homes. The unit requirement is based on a thirty percent requirement for the "live" portion of the project (1/2 x 32 = 16 x 30% = 4.8 SFHP homes). SFHP Developer proposes to construct four (4) SFHP live/work homes as indicated on the attached SFHP Plan (Exhibit 2). The .8 fraction of the requirement will be satisfied with a forty three thousand six hundred dollar ($43,600) fractional payment to the City's Investment Loan Fund (ILF) for affordable housing per the formula in the SFHP Ordinance. The prices stated on the SFHP Pricing Schedule (Exhibit 3) do not include a reduction for homeowner's dues. Should there be homeowners' dues, the price shall be reduced accordingly. SFHP Developer proposes to deliver the first two (2) SFHP live/work homes for sale before the first fourteen (14) market rate live/work homes have sold and the second two (2) SFHP live/work homes for sale before the final fourteen (14) live/work homes have been sold

C. SUCCESSORS IN TITLE. SFHP Developer proposes to develop the Property consistent with this SFHP Proposal. In the event that SFHP Developer sells, assigns, leases, conveys, mortgages, or encumbers the Property to any third party, the third party shall be required to execute a SFHP Agreement consistent with this Proposal prior to obtaining any City approvals. SFHP Developer proposes to record applicable regulatory agreements or liens in the public records that will ensure long-term affordability of the SFHP units.

D. REPORTING. SFHP Developer proposes to sign an affidavit declaring that the sale prices did not exceed the amount specified in the SFHP Agreement.

E. MONITORING. SFHP Developer proposes to provide such information and documentation as the City may reasonably require in order to insure that the actual sales were in compliance with the SFHP Agreement.

F. DEVELOPMENT INCENTIVES. SFHP Developer requests a reduction in the amount of submittal fees for development review applications, waivers of the building permit

Exhibit B-7
p. 2 of 8
to Ordinance
No. 2007-27

fees, capital impact fees, and sewer extension fees proportional to the number of SFHP units. SFHP Developer also requests a reduction to the water utility extension fee and an exemption from the retrofit and consumptive water rights requirements for the SFHP units.

G. REVISIONS, MODIFICATIONS AND SUPPLEMENTATION OF THIS PROPOSAL. In the event that the SFHP Developer or the City make material modifications, including modifications to the number of lots or units or the area covered by the Proposal, a revised SFHP Proposal shall be promptly submitted to the Office of Affordable Housing in order to provide a SFHP Proposal that is current and reflects the intended development.

H. CERTIFICATION. Income Certification of buyers of the SFHP units will be provided by the City's Agent, either Homewise or The Santa Fe Community Housing Trust.

I. ACCESS. SFHP Developer proposes to grant access to the City or its agent to inspect the following records of SFHP Developer for the SFHP units in order to determine compliance with the SFHP Ordinance and the SFHP Agreement: the sales agreement with the SFHP buyer, information relating to when the affordable unit was completed and made available for occupancy, permits and waivers of permits for affordable units and similar types of information regarding the affordable units and the relationship with the market units in terms of similar design and architecture.

IN WITNESS WHEREOF, this Proposal is made the day and year first written above.

SFHP DEVELOPER:

STATE OF NEW MEXICO)
)ss.

Exhibit B-7
p. 3 of 8
for Ordinance No. 2007-29

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this 10th day of May, 2007,

by Jim Hays

OFFICIAL SEAL
Gloria A Roybal
NOTARY PUBLIC
STATE OF NEW MEXICO
My Commission expires

NOTARY PUBLIC

Gloria A. Roybal

My Commission Expires:

9-21-2010

REVIEWED BY:

J R Pacheco
OFFICE OF AFFODABLE HOUSING

5/11/07
DATE

Attach: Exhibit 1 - Subdivision layout (proposed)
Exhibit 2 - Pricing Schedule
Exhibit 3 - SFHP unit obligation calculation worksheet
Exhibit 4 – Unit types and requirements

Exhibit B-7
p 4 of 7
for Ordinance 12 of 1997
Page 120 of 129

EXHIBIT 2

SANTA FE HOMES PROGRAM

PRICING SCHEDULE

Effective August 25, 2005*

Refer to Section 26-1.16 (B) and the SFHP Administrative Procedures
For specific requirements contact The Office of Affordable Housing

Income Range	Affordable Home Price Studio	Affordable Home Price 1 Bedroom	Affordable Home Price 2 Bedroom	Affordable Home Price 3 Bedroom	Affordable Home Price 4 Bedroom
Income Range 2	$74,500	$85,000	$97,000	$109,000	$122,000
Income Range 3	$100,500	$111,000	$126,000	$142,000	$158,000
Income Range 4	$125,500	$136,000	$155,000	$175,000	$194,000

*Prices are revised according to the most recent area median income published by HUD.
Household income based upon HUD area median incomes as of 2/24/2005.

AFFORDABLE PRICES AND BEDROOM SIZES REQUIRED

Income Range	Affordable Home Price **2 bedroom**	Affordable Home Price **3 Bedroom**	Affordable Home Price **4 Bedroom**
Income Range 2	**One Unit** $97,500		
Income Range 3		**Two Units** $142,000	
Income Range 4			**One Unit** $194,000

Exhibit B-7
p. 5 of 7
for Ordinance No. 2007-129

EXHIBIT 3

SFHP FOR SALE UNIT CALCULATION WORKSHEET

The project is proposed in a Transitional Mixed Use zoning district.

The project has an area of approximately 4.12 acres.

The project is proposing 32 live/work homes with the affordable homes requirement based on 30% of 16 homes (the "live" portion of the project).

Calculate SFHP Obligation

1. Total number of all units to be built in development	16
2. Multiply number from line 1 by 30%	4.8
3. Enter whole number result of line 2 calculation. **This is the total number of SFHP units that must be built in the development**	4
4. Determine how many units are required in each applicable Income Range. Divide number from line 3 by 3. Enter the **whole** number result in each of the following Income Ranges:	
4a. Income Range 2:	1
4b. Income Range 3:	2
4c. Income Range 4:	1
5. If the total of lines 4a, 4b and 4c does not equal the total required from line 3, add one unit to the requirement for Income Range 3 (line 4b). If the new total still does not equal the total required from line 3, add one unit to the requirement for Income Range 2 (line 4a). Enter new totals on lines 5a, 5b and 5c. The total of lines 5a, 5b, and 5c must equal this total from line 3. **This is the total number of SFHP units that must be provided in each Income Range.**	
5a. Income Range 2:	1
5b. Income Range 3:	2
5c: Income Range 4:	1
6. Determine fractional fee. Enter the remaining fraction resulting from the calculation in line 2:	.8
7. Multiply the fraction from line 6 by $54,500*. **This is the total fractional fee that is owed:**	**$43,600**

*The base fractional fee is updated when the AMI is updated and is equal to one-half the price of a 3 bedroom home for Income Range 2.

Exhibit B-7
6 of 7
for Ordinance No. 2007-29

EXHIBIT 4

SANTA FE HOMES PROGRAM

UNIT TYPES AND REQUIREMENTS

Refer to Section 26-1.17 and the SFHP Administrative Procedures
For specific requirements contact The Office of Affordable Housing

1. Total number of required SFHP Units	4
2. Required distribution: Apply the following percentages to the total from line 1 to determine the required number of units of each type. If a fraction results, round up for .5 or over, round down for .4 or under	
2a. Studio/One bedroom/Two Bedroom. 25% x Line 1	1
2 b. Three Bedroom: 50% x Line 1	2
2 c. Four Bedroom: 25% x Line 1	1
3. The sum of lines 2a, 2b, and 2c should equal the total from Line 1. If this total is greater than the total from line 1, drop one unit from Line 2a (Studio/One Bedroom/Two Bedroom). If the new total is still greater than the total from line 1, drop one unit from line 2c (Four Bedroom). This is the required distribution of unit sizes that must be provided, unless an alternate distribution is approved by the Office of Affordable Housing.	
3a. Studio/One Bedroom/Two Bedroom. 25% x Line 1*	1
3b. Three Bedroom: 50% x Line 1	2
3c. Four Bedroom: 25% x Line 1	1

* The Office of Affordable Housing shall have the authority to further specify the required percentage of Studio, One Bedroom and Two Bedroom homes, taking into consideration the type of non-SFHP units offered for sale in the development.

Exhibit B-7
P. 7 of 7
An Ordinance No. 29
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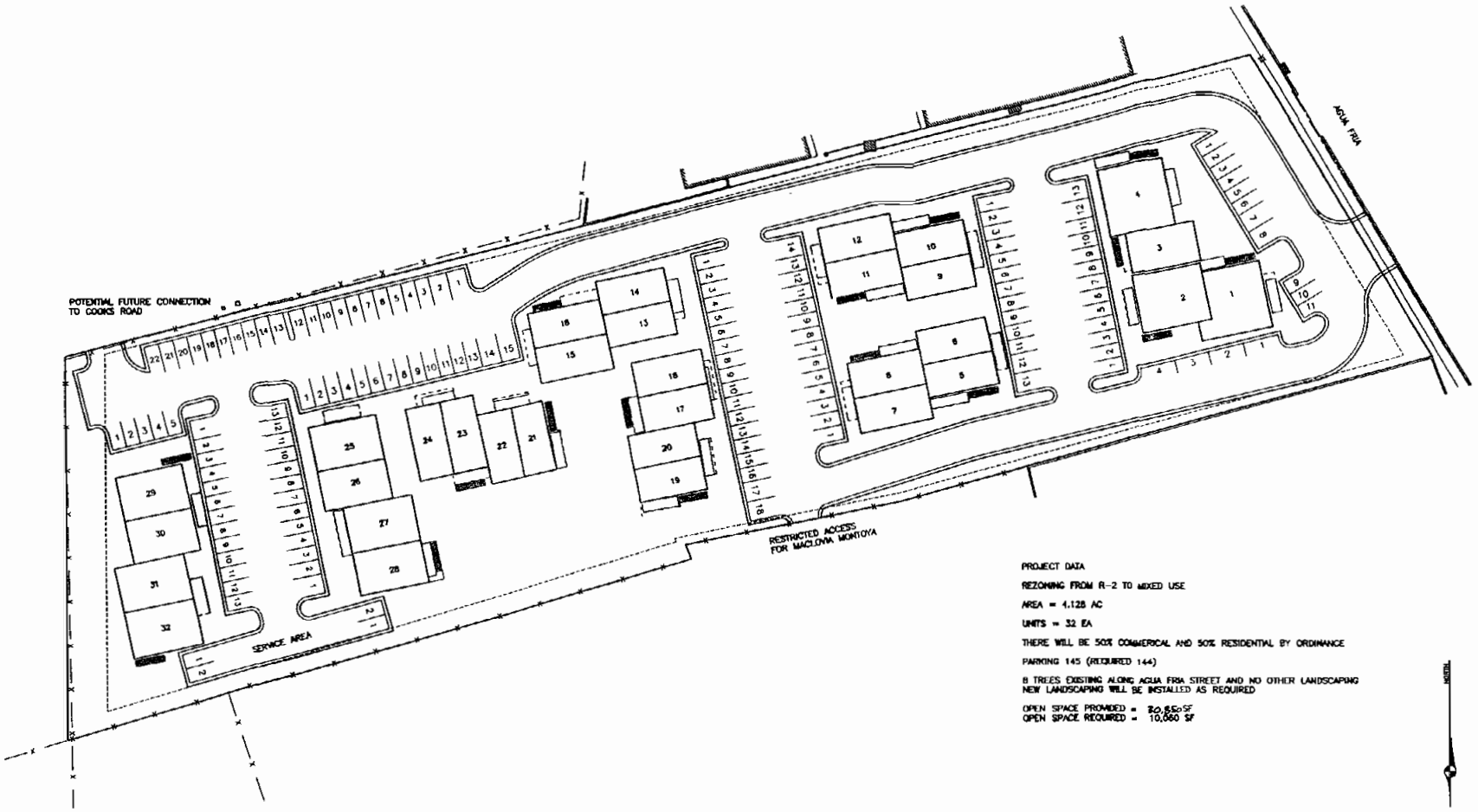


PROJECT DATA

REZONING FROM R-2 TO MIXED USE

AREA = 4.128 AC

UNITS = 32 EA

THERE WILL BE 50% COMMERICAL AND 50% RESIDENTIAL BY ORDINANCE

PARKING 145 (REQUIRED 144)

8 TREES EXISTING ALONG AGUA FRIA STREET AND NO OTHER LANDSCAPING NEW LANDSCAPING WILL BE INSTALLED AS REQUIRED

OPEN SPACE PROVIDED = 20,650 SF
OPEN SPACE REQUIRED = 10,060 SF

NORTH

SCALE: 1" = 30'

REVISIONS	
DATE	BY

CONCEPTUAL SITE PLAN / MASTERPLAN

AGUA FRIA COMPOUND

SCALE: 1"=30'	DATE: MARCH 12, 2007	DRAWN BY: YP

C.R. WALBRIDGE & ASSOCIATES, LLC
1421 LUISA STREET SUITE E
SANTA FE NEW MEXICO
(505) 982-9711

SHEET 4

Exhibit C
For Ordinance
NO. 2007-29

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

***Fill in all highlighted fields on this application. Applicant must sign and date application.**

Check one only:

- ✓ Sewer Service Technical Evaluation Request
- ✓ Water Service Technical Evaluation Request
- ___ Agreement for Metered Service (AMS)
- ___ Agreement to Construct and Dedicate Public Improvements (ACD)
- ___ Annexation Application Water Budget
- ✓ Water Offset Program/Water Rights Compliance Evaluation Request

WORK ORDER # _____

Applicant Name: Cold Water Development Fund QOZF, LLC Homewise, Inc.

Project Address: 2768 Agua Fria Street 3600 and 3740 South Meadows Road

***Required - Attach a Plat of the Property (legal lot of record and proposed development)**

* Certificate of Compliance: Approved at PC on 6.6.24

Plat Filing Information: Year_____ Book_____ Page_____ Township, Range, Section: S33 T17N R 9E T 16N, R 8E & 9E, S 6

Location: (check one only) Inside Corporate City Limits ✓ Outside Corporate City Limits ___

Property Uniform Property Code: _____ Existing Well: Yes ___ No ✓

Legal Description including lot size: LOT 38, 4.22 AC, S33 T17N R 9E, UPC 1051097275431000000

Short Description of Project: Master Plan and Rezone of a residential development with a small commercial space Master Plan, General Plan Amendments and Rezonings of residential and park development

Construction Start Date: 2025 2023

*RESIDENTIAL PROJECT - Complete the following

1. Type of project: (i.e. Single Family Residence, Subdivision, Lot split, Apartments) Mixed Multi Family Residential/ Commercial Mixed residential and park development
2. Total number of lots approved on final plat/development plan: N/A
3. Total number of homes existing or under construction: 0
4. Size of service requested: (5/8", 3/4", 1" or 2") 5/8" for single family and 2" for condos

***Please fill in all categories below that apply for which water service is requested:**

--- COMPLETED BY APPLICANT --- Number of Lots or Units		*--- COMPLETED BY STAFF ---* Water Use Factors	Annual Water Demand
__	Single Family Dwelling Unit, lot size less than 6,000 sq. ft.	.15 afy per d.u.	
_____	Single Family Dwelling Unit, lot size 6,000-10,890 sq. ft	.17 afy per d.u.	_____
_____	Single Family Dwelling Unit, lot size greater than 10,890 sq. ft.	.25 afy per d.u.	_____
_____	Mobile Home (in Mobile home park)	.17 afy per d.u.	_____
_____	Accessory Dwelling Unit	.09 afy per d.u.	_____
130__	Apartment/Condominium	.16 afy per d.u.	
_____	Senior Complex	.12 afy per d.u.	_____
130__	**Total**	**Total Residential Water Demand**	_____ **AFY**

City of Santa Fe,New Mexico
UTILITY SERVICE APPLICATION

*COMMERCIAL PROJECT - Complete the following

Type of Project: (i.e. Office, Retail, Mixed, etc.) Mixed: Multi Family + Small Scale Commercial Serving
Total gross floor area of building: Retail 1,450 square feet
Total area of lot, tract or parcel: 4.12 acres
Automatic Fire Sprinkler System: X Yes _____ No
Building Construction Type: _____
Building Square Footage: 115, 250 sf
Site Plan Attached: X Yes _____ No

*Please check all use categories below that are planned for the building and the gross floor areas of each use within the proposed building.

---- COMPLETED BY APPLICANT ----		---- COMPLETED BY STAFF ----	
Check Type of Use	Gross Floor Area	Water Use Factors	Annual Water Demand
Commercial			
____ Office – Non-medical	_____	(0.70 afy per 10,000 s.f.)	_____
____ Medical Office	_____	(0.72 afy per 10,000 s.f.)	_____
____ Office – City/State	_____	(0.58 afy per 10,000 s.f.)	_____
____ Research and Development Lab	_____	(1.18 afy per 10,000 s.f.)	_____
____ Manufacturing – Goods	_____	(0.21 afy per site)	_____
____ Manufacturing – Consumables	_____	(2.33 afy per site)	_____
____ Laundromat, Commercial	_____	(0.78 afy per machine)	_____
____ Laundromat, Other	_____	(0.22 afy per machine)	_____
____ Drycleaner	_____	(0.41 afy per site)	_____
____ Plant Nursery	_____	(0.56 afy per 10,000 s.f.)	_____
____ Gyms with showers	_____	(8.94 afy per site)	_____
____ Gyms without showers	_____	(0.77 afy per site)	_____
____ Salons	_____	(0.21 afy per site)	_____
____ Pet Grooming	_____	(0.52 afy per site)	_____
____ Pet Daycare	_____	(0.11 afy per site)	_____
____ Retail, Large (Individual stores or shopping areas > 75,000 sq ft)	_____	(0.45 afy per 10,000 s.f.)	_____
____ Neighborhood Center/Medium Retail (Individual stores or shopping areas 75,000-25,000 sq ft)		(0.43 afy per 10,000 s.f.)	_____
X Retail, Small (Individual stores or shopping areas < 25,000 sq ft)	1,450 sf	(0.06 afy per site)	_____
____ Gallery	_____	(0.60 afy per site)	_____
____ Grocery Store	_____	(1.27 afy per 10,000 s.f.)	_____
____ Restaurant (full service)	_____	(0.02 afy per seat)	_____
____ Restaurant (limited service)	_____	(1.63 afy per Site)	_____
____ Gasoline Station w/ Car Wash	_____	(6.56 afy per Site)	_____

____ Gasoline Station _____ (0.88 afy per Site) _____

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

____ Car Wash (full service) _____ (5.66 afy per Site) _____
____ Car Wash (limited service) _____ (0.94 afy per Wash Bay) _____
____ Auto Repair _____ (0.12 afy per site) _____
____ Car Rental _____ (0.12 afy per site) _____

____ Car Sales _____ (0.07 afy per 10,000 s.f.) _____

____ Self Storage _____ (0.13 afy per site) _____

____ Wholesale, Warehousing _____ (0.4 afy per 10,000 s.f.) _____
____ Industrial, Manufacturing _____ (applicant estimate of water use) _____

____ Church w/ day care or school) _____ (1.3 afy per Site) _____
____ Church w/o day care or school) _____ (0.6 afy per Site) _____

____ Hotel No. of rooms _____ (.13 afy per room) _____
____ Motel No. of rooms _____ (.09 afy per room) _____

Public Services

____ School, Elementary (0.53 afy per 100 students) _____
____ School, Middle or Junior High (1.68 afy per 100 students) _____
____ School, Senior High (2.64 afy per 100 students) _____
____ Schools, Daycare (0.85 afy per 100 kids) _____

____ Places of Worship (0.15 afy per site) _____
With Daycare and school (0.95 afy per site) _____

____ Parks (1.48 afy per acre) _____

____ **Other** (not listed above) Please attach (with attachment) _____

water demand calculations and assumptions used

Total Floor Area _____

APARTMENT BUILDING:
1ST FLOOR HEATED: 42,200 SF
2ND FLOOR HEATED: 42,200 SF
3RD FLOOR HEATED: 27,000 SF
TOTAL APARTMENT: 111,400 SF

RETAIL/FITNESS (2-STORY): 2,600 SF
(retail bottom floor, 1,450 sf)
(fitness upper floor, 1,150 sf)
CLUBHOUSE (1-STORY): 1,250 SF
TOTAL PROJECT HEATED: 115,250 SF

Total Commercial Water Demand _____ **AFY**

Total Residential Water Demand _____ **AFY**

TOTAL PROJECT WATER DEMAND _____ **AFY**

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

OWNER: Homewise, Inc. Cold Water Development Fund QOZF, LLC	*Only If Applicable
Mailing Address: 1301 Siler Road Building D Santa Fe, NM 87507 106 Fairview Street Santa Fe, NM 87501	AGENT: JenkinsGavin Inc. Angelica Reed
	Title: Project Assistant
	Mailing Address: 130 Grant Ave Suite 101 Santa Fe, NM 87501
Phone Number: 505-983-9473	Phone Number: 505-820-7444
Mobile Number:	Mobile Number: 505-386-6343

Information Provided By: Check one: Owner _____ Agent ✓

Signature: Angelica Reed Date: 7/18/2022 7/18/2024

Technical Evaluation to be Sent to: Check one: Owner _____ Agent ✓

COMMENTS: Water budget presented is conceptual and based on the Los Prados Master Plan site program.

APPLICANTS, PLEASE NOTE:

- Ordinance 2008-53, prohibits new connections outside the presumptive city limits including the Agua Fria traditional historic community (AFTHC) unless specific conditions are met. Applications for service outside the presumptive city limits and AFTHC must include documentation showing these conditions are met or the application will be rejected. The documents required are shown below.
- A map of the proposed project in relation to the existing city limits and the presumptive city limits
- A detailed description of the proposed develop0ment including the type and size of proposed land uses
- The health, safety and welfare or other legal reason for the connection
- A site water budget
- Documentation from the County of Santa Fe that county water service is not available
- Documentation from the wastewater division regarding sewer availability
- A certified Santa Fe Homes Proposal as set forth in Section 14-8.11 SFCC 1987 if applicable

SANTA FE HOMES PROGRAM

RENTAL PROPOSAL

"Cold Water Development Fund QOZF. LLC"
Santa Fe, New Mexico

This Santa Fe Homes Program Proposal ("SFHP Proposal") is made this _____ day of _____, 2024 by *Cold Water Development Fund QIZF, LLC* ("SFHP Developer").

RECITALS

A. SFHP Developer is the developer of *2768 Agua Fria Multi Family* hereinafter referred to as the "Property".

B. SFHP Developer desires to develop the Property.

C. It is understood that all representations made herein are material to the City and that the City will rely upon these representations in permitting or approving development of the Property.

PROPOSAL

SFHP Developer proposes to comply with the SFHP requirements as follows:

A. DEVELOPMENT REQUEST.

1. SFHP Developer seeks **Master Plan** and **Rezone** approval.

2. The Property is to be developed as a mixed-use project, which includes **130** rental units as described below:

Studio:	34 Units
1Bedroom:	76 Units
2 Bedroom:	18
3 Bedroom:	02 Units
Total	130 Multi Family Units

B. SFHP PLAN. Developer is proposing an alternate means of compliance with the Santa Fe Homes Program ordinance by setting aside 10% of the Project's total units for income-qualified tenants. Rents will be restricted to rates affordable to those earning no more than 80% of the Area Median Income (AMI), as determined by the Department of Housing and Urban Development (HUD)'s annual AMI statistic. The set-aside units will be substantially proportionate in bedroom type to the market rate units, with some flexibility permitted in response to market conditions, with rents calculated as described in **Exhibit 2**.

C. SUCCESSORS IN TITLE. SFHP Developer proposes to develop the Property consistent with this SFHP Proposal. In the event that SFHP Developer sells, assigns, leases, conveys, mortgages, or encumbers the Property to any third party, the third party shall be required to execute a SFHP Agreement consistent with this Proposal prior to obtaining any City approvals. SFHP Developer proposes to record applicable regulatory agreements or liens in the public records that will ensure long-term affordability of the SFHP units or fulfillment of the proposed alternate compliance.

D. DEVELOPMENT INCENTIVES. SFHP Developer requests the following development incentives:

Waiver of 100% of the following fees as calculated for the entire Project: Development Review Application Fees, Construction Permit Fees, Impact Fees, and Utility Expansion Charges. In addition, water offsets will be waived for the **13** affordable units per SFCC §14-8.13(B)(5).

E. MONITORING. SFHP Developer proposes to provide such information and documentation as the City may reasonably require in order to ensure that the actual rental

agreements were in compliance with the SFHP Agreement.

F. REVISIONS, MODIFICATIONS AND SUPPLEMENTATION OF THIS PROPOSAL. In the event that the SFHP Developer or the City make material modifications, including modifications to the number of lots or units or the area covered by the Proposal, a revised SFHP Proposal shall be promptly submitted to the Office of Affordable Housing in order to provide a SFHP Proposal that is current and reflects the intended development.

G. ACCESS. SFHP Developer proposes to grant access to the City or its agent to inspect the records of SFHP Developer for the SFHP units in order to determine compliance with the SFHP Ordinance and the SFHP Agreement.

IN WITNESS WHEREOF, this Proposal is made the day and year first written above.

SFHP DEVELOPER: ***Cold Water Development Fund QOZF. LLC***

_____
Title: _____

STATE OF NEW MEXICO)
)ss.
COUNTY OF SANTA FE)

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this ____day of _____, 2024, by_____ on behalf of *Cold Water Development Fund QOZF. LLC*.

_____
NOTARY PUBLIC

My Commission Expires:

_____

REVIEWED BY:

_____ _____
OFFICE OF AFFORDABLE HOUSING DATE

Attach: Exhibit 1 – Site Plan/Location Map (proposed)
Exhibit 2 - SFHP calculation worksheet

EXHIBIT 1

Site Plan/Location Map

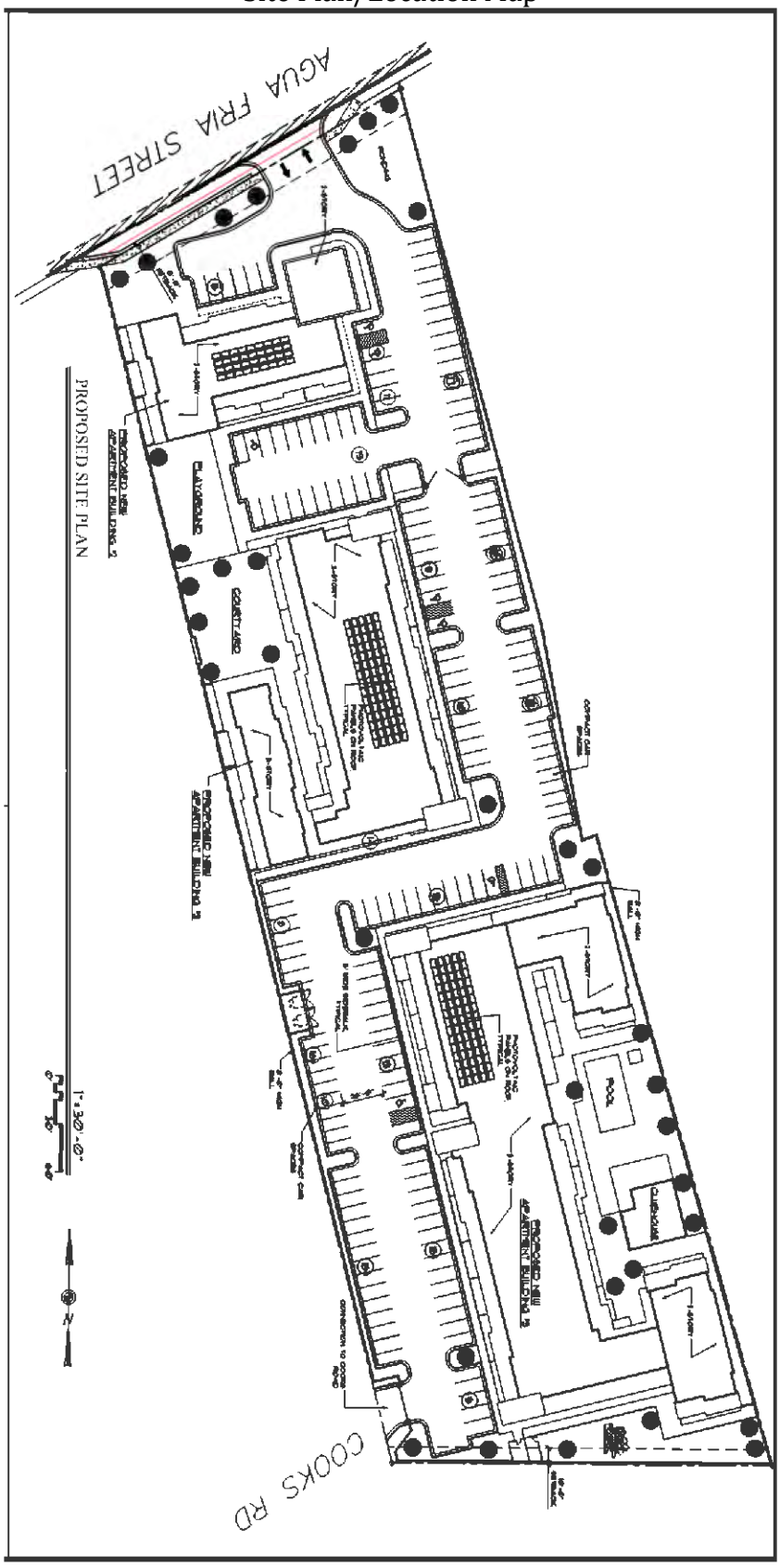


EXHIBIT 2

SFHP RENTAL UNIT CALCULATION WORKSHEET

The project is proposed as a ***C2-General Commercial zoning*** district, permitting ***no maximum*** units per acre. The project has an area of approximately ***4.12*** acres. The project is proposing ***130*** rental homes; studio ***34,*** one-bedroom units ***76,*** two-bedroom units ***18***, and ***2*** three-bedroom units. There are not additional land use requirements for this site.

The SFHP requirement is calculated below:

Total number of units multiplied by (0.15) = the number of SFHP rental units required

130 total units x 0.15 = ***19.50*** SFHP unit(s) is/are required.

13 SFHP units will be provided and a fractional fee paid for the **0.60 units.**

SFHP Rent/Unit Distribution

	HH Size	Max. Rent	80% AMI	Total # Units	# of Affordable Units
Studio	1	$ 1,065	$42,600	34	5
1 BR	1	$ 1,065		76	12
2 BR	2	$ 1,216	$48,650	18	3
3 BR	3	$ 1,318	$54,750	2	0
4 BR	4+	$ 1,464	$60,800	0	0

FRACTIONAL FEE-IN-LIEU CALCULATION WORKSHEET

In addition to providing affordable rental units, the Developer proposes to comply with SFHP through the payment of a fee based on 5% of the total units as per Ordinance 2019-30.

Proposed Project

Unit Type	% of Total	# of Units
Studio	26.2%	34
1 BR	58.5%	76
2 BR	13.8%	18
3 BR	1.5%	2
	100%	130

Steps for Calculation

1. enter # of each unit type
2. multiply # of units by 5%
3. multiply # of affordable units by fee/unit/month
4. multiply fee/month by 24 (months) = Project Fee
5. Sum Project Fee to get Total Project Fee

Affordability Gap Voucher Calculation

Bedrooms	# Units	Aff'd Units (5%)	Fee/Unit	Total Fee
0	34	5.1	$ 413	$50,551.20
1	76	11.4	$ 656	$179,481.60
2	18	2.7	$ 763	$49,442.40
3	2	0.3	$ 1,204	$8,668.80
TOTAL	130	19.5		$288,144.00

NOTE: The rents and fee schedule are modified by the City according to Section 8.7.3 of the SFHP Administrative Procedures to reflect annual changes in the median income levels. The current schedule in effect at the time the fees are paid, determines the amount of the fee. The prices are updated annually.

Santa Fe Public Schools

Property & Asset Management
Residential Development Impact Information Form
School Notification as required by City Ordinance 14-8.18 AFCC 1987

1. Project Name: Agua Fria: Multi Family
2. Location of Property: 2768 Agua Fria St.
3. Owner/Agent Name: JenkinsGavin Inc.

   Mailing Address: 130 Grant Ave Suite 101 Santa Fe, NM 87501

   Phone & Fax: 505-820-7444
4. Unit Matrix

PROJECT EFFECT ON STUDENT POPULATION		
Unit Type	**Unit Quantity**	**Average Price**
Single Family (detached) Single Family (attached) Townhome/ Apartment Multi-Family Commercial	150	

5. Elementary School Zone for Proposed Development: El Camino Real Elementary
6. Middle School Zone for Proposed Development: El Camino Real Middle School
7. High School Zone for Proposed Development: Santa Fe High School
8. Build out Rates (Year/s; #/yr): _____

Educational Services Center
610 Alta Vista
Santa Fe, NM 87505
Telephone (505) 467-2000
www.sfps.info

For questions & submittal, contact:
Santa Fe Public Schools, Property & Asset Management,
2195 Zia Road, Santa Fe NM 87505
505 467 3400

Agua Fria Master Plan and Rezone
Preliminary Water Budget
August 12, 2024

110 Apartments
1.25 Residents/unit
138 Residents

18 Apartments
1.5 Residents/ Units
27 Residents

2 Apartments
2.0 Residents/unit
4 Residents

TOTALS
130 Units
169 Residents
1.30 Residents/unit

USAGE PER UNIT	**GPY**	**AFY**
5 FLUSHES/DAY @ 1.26 GAL EACH	2,980.5	0.009
SHOWER - 10 MINUTES/DAY @ 1.5 GPM	7,096.4	0.022
BATHROOM SINK - 5 MIN/DAY @ 2.2 GPM	5,204.1	0.016
LAUNDRY - 0.3 LOADS /DAY @ 20 GAL/LOAD	3,154.0	0.010
DISHWASHER - 0.3 LOADS/DAY @ 13 GAL/LOAD	2,050.1	0.006
KITCHEN SINK - 10 MIN/DAY @ 2.0 GPM	9,461.9	0.029
SUBTOTAL PER UNIT	*29,947.0*	*0.092*
TOTAL DOMESTIC USAGE FOR 130 UNITS	3,893,108.3	11.95
LEASING OFFICE & COMMON AREAS	500,000.0	1.53
LANDSCAPE IRRIGATION	TBD	AFY
ANNUAL WATER BUDGET	**4,393,108.3**	13.48
9.8% Contingency per SFCC §14-8.13(E)(1)	**430,524.6**	1.32
TOTAL	**4,823,632.9**	**14.80**
ANNUAL WATER BUDGET PER DWELLING UNIT	37,104.9	0.114

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

AGUA FRIA MULTI FAMILY REZONE AND MASTER PLAN
EARLY NEIGHBORHOOD NOTIFICATION MEETING NOTES

Date: January 24, 2024
Time: 5:30 to 6:30 PM
Location: Virtual Meeting held via Zoom
Attendees: City Land Use Department Representative (Maggie Moore) (Daniel Alvarado)
JenkinsGavin, Inc. (Jennifer Jenkins) (Angelica Reed)
Project Team
±20 Attendees

A presentation was given by Jennifer Jenkins of JenkinsGavin, Inc. regarding upcoming Rezone and Master Plan application to the City of Santa Fe for the property located at 2768 Agua Fria Street.

Following the presentation, a Question & Answer session was held. The following notes capture the questions and concerns raised and the responses by the Project Team.

Questions/Comments	Responses
(Screen Share: Video of Scrap Yard) There is an industrial metal complex right against your project. EPA needs to shut this place down, it's not safe. It's polluted and full of toxic waste. They have had several violation notices.	Thank you for the information. Daniel Alvarado: Agua Fria is a transitional neighborhood and is quickly creating more residential properties. The city does not have the jurisdiction to regulate Capitol Scrap. Jennifer Jenkins: The residents are of the utmost importance and we are looking at all our options. We have a tall wall around the property to buffer against non-residential uses. This is a very diverse part of town.
Will there be ADA parking?	Absolutely, and it is already reflected in the plans for the commercial and residential.
Will you be paying the fee in lieu?	We are still addressing this and getting a better sense of the cost. We are looking at doing a fee in lieu or maybe even a mix.
As residents here we ask that you be a good neighbor and respect the surrounding neighborhoods.	Agua Fria Road is a very distinct location as it has several mixed uses from industrial, commercial and residential. We want to make sure we are respecting our neighbors while also creating housing, it's a balancing act.

As the President of the las Cienegita HOA, I represent over 250 households it's unfair to have the ENN online. We prefer face to face meetings. Most of the residents can't access this online due to age, technology or the time of day it is held.	Daniel Alvarado: Since Covid we found that doing these online is much more accessible for residents. Tech can be a barrier but even our phones have access to connect to Zoom.
The TIA is a very important process as the traffic on Agua Fria and Siler is already out of control. We have spoken up about it and nothing is ever done.	Noted.
There are Acequia' s on the property that need to be cared for, this is too high a density for the area and it's not affordable for anyone local.	Maggie Moore: Just for clarity affordable homes are never advertised at the affordable rate. They are advertised at market rate and the affordability takes place behind the senses so not as to effect the Market.
Are these for sale or rent?	These are rentals
This project is way out of line and this needs to stop. The Acequia Lofts were already too much and this is over the top. 3 stories is crazy and R-20 max.	Noted.
Our family owns the property to the east side and we worry about the height of the building. It needs to come down for privacy.	We hear your concerns and we would also love to discuss the height of the wall that will be near your home to make sure we give as much privacy as we possibly can. The wall can be anywhere from 5-6 Ft. or 8ft if you want to go taller.
We used to play baseball in that field and we would call it El Llanito. Maybe you can name it that?	We like that, thank you.
I am opposed to the 3story and density of this project. Most of us can't afford to live in the town we were born in and we are what add to the City Different. These need to be made affordable.	Noted.
Why the rezone?	We all know that more housing is needed in Santa Fe. The rezone will allow us to have a greater quantity of housing, as well as have the residential/ commercial space.
Can we see a copy of the Traffic Study?	Once we submit to the City of Santa Fe everything will be public record and at your disposal.
There is a huge difference between 2 and 3 stories, it needs to come down to 2 stories. It will fit the neighborhood better.	Thank you!

130 GRANT AVENUE, SUITE 101 SANTA FE, NEW MEXICO 87501 PHONE: 505.820.7444 FACSIMILE: 505.820.7445

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

AGUA FRIA MULTI FAMILY REZONE AND MASTER PLAN
EARLY NEIGHBORHOOD NOTIFICATION MEETING NOTES

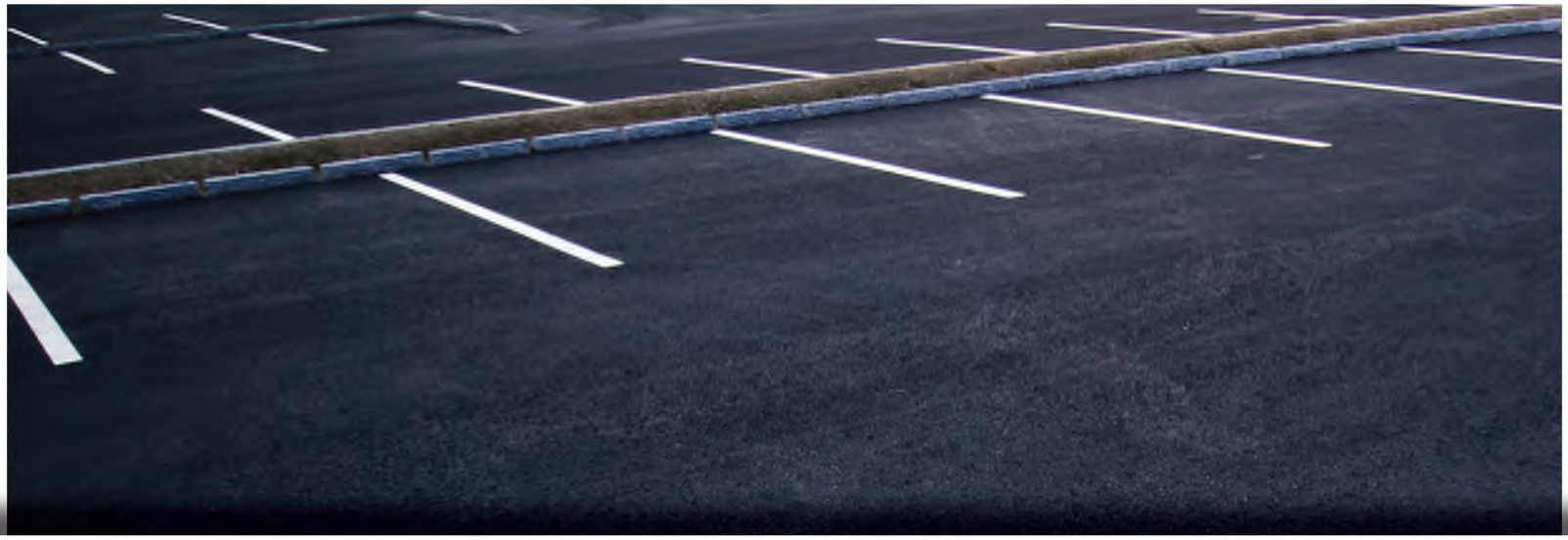
Date: April 23, 2024
Time: 5:30 to 6:30 PM
Location: Virtual Meeting held via Zoom
Attendees: City Land Use Department Representative (Maggie Moore) (Daniel Alvarado)
JenkinsGavin, Inc. (Jennifer Jenkins) (Angelica Reed)
Project Team
±17 Attendees

A presentation was given by Jennifer Jenkins of JenkinsGavin, Inc. regarding upcoming Rezone and Master Plan application to the City of Santa Fe for the property located at 2768 Agua Fria Street.

Following the presentation, a Question & Answer session was held. The following notes capture the questions and concerns raised and the responses by the Project Team.

Questions/Comments	**Responses**
Is there affordable housing provided?	This is a combo where 10% (13) affordable houses and a 5% fee in lieu.
There are concerns about the location of this project and the industrial site to the west.	We took that into consideration and shifted the buildings to give a better buffer.
Will the Traffic Impact Analysis be made public? You should look at Osage as well.	When we submit to the City of Santa Fe everything will become public record. We will be looking at the Agua Fria and Siler intersection. Noted.
There are several traffic issues on Agua Fria that need to be addressed.	There is a road redesign that has been adopted for Agua Fria that includes road improvements but I don't have a precise date on when that is to begin.
Daniel Alvarado: Can you let people know what a Conceptual Plan is and its intent?	A Conceptual Plan creates an envelope for what is acceptable to be developed in the area. It's a high level/ conceptual level.
Could the street be named El Llanito?	Noted, we like that.
What is the closest transit and trail connectivity?	Frenchie's Park is ½ mile, which is a bike able distance. There is also an existing bike lane on Agua Fria and you can connect to the River trail via Siler Rd. Bus transit is Route 1, East to West.

What will the sizes of these apartments be?	Likely there will be a variety of studio, 1, 2 & a few 3 bedroom apartments.
What size will the affordable housing apartments be?	They will match in proportion of the market rate units.
Who had this zoned Transitional Mixed Use?	The previous owner did so in 2007 with a plan to develop however the recession hit and it did not move forward.
Why are we switching from Transitional Mixed Use to C-2?	For the unit count, we can only achieve this density for our housing needs with a C-2 zoning. It also includes the neighborhood/ commercial aspect for us to utilize.
Could you have done a variance?	We cannot do a variance for density.
This is an opportunity zone how does that help the project?	Yes, it incentivizes projects to generate economic developments, there are great tax benefits after 10 years.
How are you handling the industrial side of this?	We are proposing a significant wall on the South and West side as well as placing the parking on the West side nearest the industrial yard.
Does the 3 story building meet the criteria for this neighborhood?	Context is important, this is a very diverse neighborhood and we want to respect our neighbors. But because this is a residential and industrial it's a balancing act.
What is the highest point for the building?	C2 Zoning is 42' and our building will be between 36-38'.
Why was R29 not acceptable for this?	C2 does not have a maximum density and it will allow for the commercial space which R29 does not.
What will the rental rate be?	That depends, we are about 3 years away from that. We will need to see what the market is doing at that time.
The Cooks Road connection is not maintained by the city, this a concern for more congestion on the street.	Thank you we will research further.





2768 Agua Fria Street Parking Demand Study

PREPARED FOR: COLD WATER DEVELOPMENT FUND

PREPARED BY: BOHANNAN HUSTON INC



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INTRODUCTION

This parking study supports Cold Water Development Fund's multi-family residential development at 2768 Agua Fria Street in Santa Fe, New Mexico (referred to in this study as the Agua Fria Development). Although the development plans include 31 fewer parking spaces than are required by the City of Santa Fe's Municipal Code, the City allows parking to be supplied below required minimums if supported by a parking demand study.[1] This study estimates the future parking demand at the site taking into account parking generation rates, the planning and policy context within the City of Santa Fe, the site's proximity to multimodal transportation options, and parking demand reduction strategies that will be included within the development.

Background

The Agua Fria Development will be a three-story multifamily housing complex consisting of three buildings and outdoor amenities for residents. There will be 25 studio units, 70 one-bedroom units, 19 two-bedroom units, and 16 three-bedroom units for a total of 130 units. There will also be a small 1000 square foot retail space.

Development plans for site lay out 160 parking spaces. However, the developer is providing a roadway easement at the south end of the site. If the roadway is built, it would remove six parking spaces. For the purposes of this parking study, the amount of provided parking is assumed to be 154 spaces to estimate parking needs if the easement is needed in the future. Figure 1 shows the location of the project site.

Figure 1: 2768 Agua Fria Development Location Map



[1] Santa Fe Municipal Code 14-8.6 (B)(4)

Study Considerations

This study considers the following factors in assessing potential future parking demand:

- **Santa Fe's Context:** Santa Fe has a severe housing shortage.[2] Higher than necessary parking requirements decrease the supply of housing while increasing housing costs. Santa Fe plans and policies support increasing the supply of housing while decreasing space set aside for parking.
- **Site Characteristics and Location Benefits:** Due to the site's proximity to transit and bicycle facilities, as well as the numerous employment opportunities and destinations within walking distance, residents have ample transportation options that reduce their need for owning vehicles and visitors can access the site without driving. In addition, demographic data show higher rates of zero-vehicle households near the project site and low rates of households owning more than two vehicles, indicating that future residents may also have low rates of vehicle ownership.
- **Parking Management Strategies:** Strategies that will be included in the Agua Fria Development - such as unbundling parking costs from rent costs, providing affordable units, and shared parking - are proven strategies that can reduce the demand for parking and allow for more efficient use of space.
- **ITE Parking Generation Rates:** This study includes parking generation rates from the Institute of Transportation Engineers' (ITE) Parking Generation Manual (6th Edition). These estimates show that the developer's parking plan will exceed expected demand at the site.

Parking generation rates, coupled with an analysis of the site's context, demonstrate that the proposed parking supply of 154 spaces will be sufficient and appropriate for the Agua Fria Development.

PROPOSED AND REQUIRED PARKING

The Santa Fe municipal code sets parking requirements for multifamily housing based on the square footage of the unit. Table 1 demonstrates Santa Fe's parking minimums as applied to the Agua Fria Development.

[2] Draft City of Santa Fe Five Year Affordable Housing Strategic Plan. 2024.

Table 1: Santa Fe Parking Minimums for 2768 Agua Fria Street Development

	Units <800 SF	Units 800 SF – 1199 SF	Units 1200 SF and over	Retail
Number of Units	95	19	16	1000 SF NLA
Parking Spaces Required per Unit	1.25	1.5	2	1 per 200 SF NLA*
Required Parking Spaces	118.75	28.5	32	5
Total Required Parking Spaces	**185****			

Net Leasable Area

***Rounded up to the nearest whole number*

Table 2 describes the difference between required and proposed parking spaces. The developer plans to provide 31 fewer parking spaces than are required, or 17% below requirements.

Table 2: Required and Proposed Parking Spaces at 2768 Agua Fria Street Development

Dwelling Units	130
Required Parking	185
Provided Parking	154
Percent Below Requirements	17%

SANTA FE CONTEXT

Santa Fe has a severe housing shortage: from 2015 -2021, the City of Santa Fe added 6,462 households but only 4,925 housing units. By 2030, the city will need at least 1,045 more rental units to accommodate household growth.

The housing shortage is especially acute for low-income households. There is a shortage of 1,210 units affordable for households with income at 30% Area Median Income (AMI) or below, and a shortage of 1,087 units affordable for households with income between 30% and 50% AMI.[3]

As of June 2023, Santa Fe had a 4% rental vacancy rate, with an even lower rate (3%) for rental units priced below $2000. According to the City of Santa Fe Five Year Affordable Housing Strategic Plan, “low vacancy rates reflect the inability of supply to keep pace with demand for housing across the region.” In Santa Fe, the lack of supply causes higher-income households to occupy homes affordable to lower-income households, which further exacerbates the affordable housing crisis.[4]

The Agua Fria Development will help ease the affordable housing crisis by setting aside 10 percent of its units as affordable. In addition, the market-rate units can address the housing shortage and affordability issues by increasing the overall supply of housing.

However, parking costs can drive up the cost of housing development, which are passed on to renters through higher rents and decreased housing supply. Providing one parking space per unit increases

[3] Draft City of Santa Fe Five Year Affordable Housing Strategic Plan. 2024.

[4] Ibid

development costs by 12.5% and providing two spaces per unit increases the cost by 25%.[5] Meanwhile, parking lots at many locations are rarely, if ever, full.

While much of Santa Fe's land uses and roadways are auto-oriented, the City is shifting towards a more multi-modal environment that provides better walking, biking, and transit facilities. Overly large parking lots contribute to sprawl and make multi-modal environments difficult to implement. Reducing the size of the parking lot will support a multi-modal environment and allow Cold Water Development Fund to construct more housing units, which are needed to address Santa Fe's housing shortage.

The following Santa Fe plans and policies support parking management and appropriately sized parking areas at the Agua Fria Development.

Multimodal Transition Plan (2022)

The Santa Fe Multimodal Transition Plan provides strategies to reduce auto dependency and move towards a multimodal transportation system. The Parking Strategy Plan (2022) recommends adjusting parking space requirements to better match current parking demand patterns. The Plan further recommends implementing parking minimum reductions for projects that include other mobility strategies. As the Agua Fria Development provides mobility strategies in the form of unbundled parking, shared parking, and affordable housing, parking minimum reductions would be appropriate for the site under the Multimodal Transition Plan's recommendations.

Santa Fe General Plan (1999)

The Santa Fe General Plan identifies themes that guide policy development and planning within the City. Two of the themes support the idea of reduced parking for infill housing developments:

- **Transportation alternatives:** Reduce automobile dependence and dominance.
- **Urban form:** Promote a compact urban form and encourage sensitive/compatible infill development.

The development at Agua Fria Development will promote transportation alternatives through parking management practices and providing residents with options to walk, bike, and take transit. As an infill development with an appropriately sized parking area, the project also represents progress towards developing a compact urban form.

City of Santa Fe Land Use & Urban Design Plan

The City of Santa Fe Land Use & Urban Design Plan recommends reducing minimum parking requirements and states that "One of the biggest contributors to sprawl and poor land management can be found in the amount of land devoted to massive parking lots that are rarely, if ever, full."

[5] Todd Litman. *Parking Requirement Impacts on Housing Affordability*. Victoria Transport Policy Institute. 2021.

City of Santa Fe Five Year Affordable Housing Strategic Plan (2024)

The City of Santa Fe Affordable Housing Plan identifies outdated parking restrictions as a barrier to housing production.

SITE CHARACTERISTICS AND LOCATION BENEFITS

The Agua Fria Development's location is well-suited for residents and visitors who prefer multi-modal transportation options. Due to the site's proximity to transit, biking facilities, daily destinations, and employment opportunities, residents will be able to own fewer cars, reducing the demand for parking at the site. Research has shown that employment density and access to destinations is associated with reduced parking demand at multifamily developments.[6]

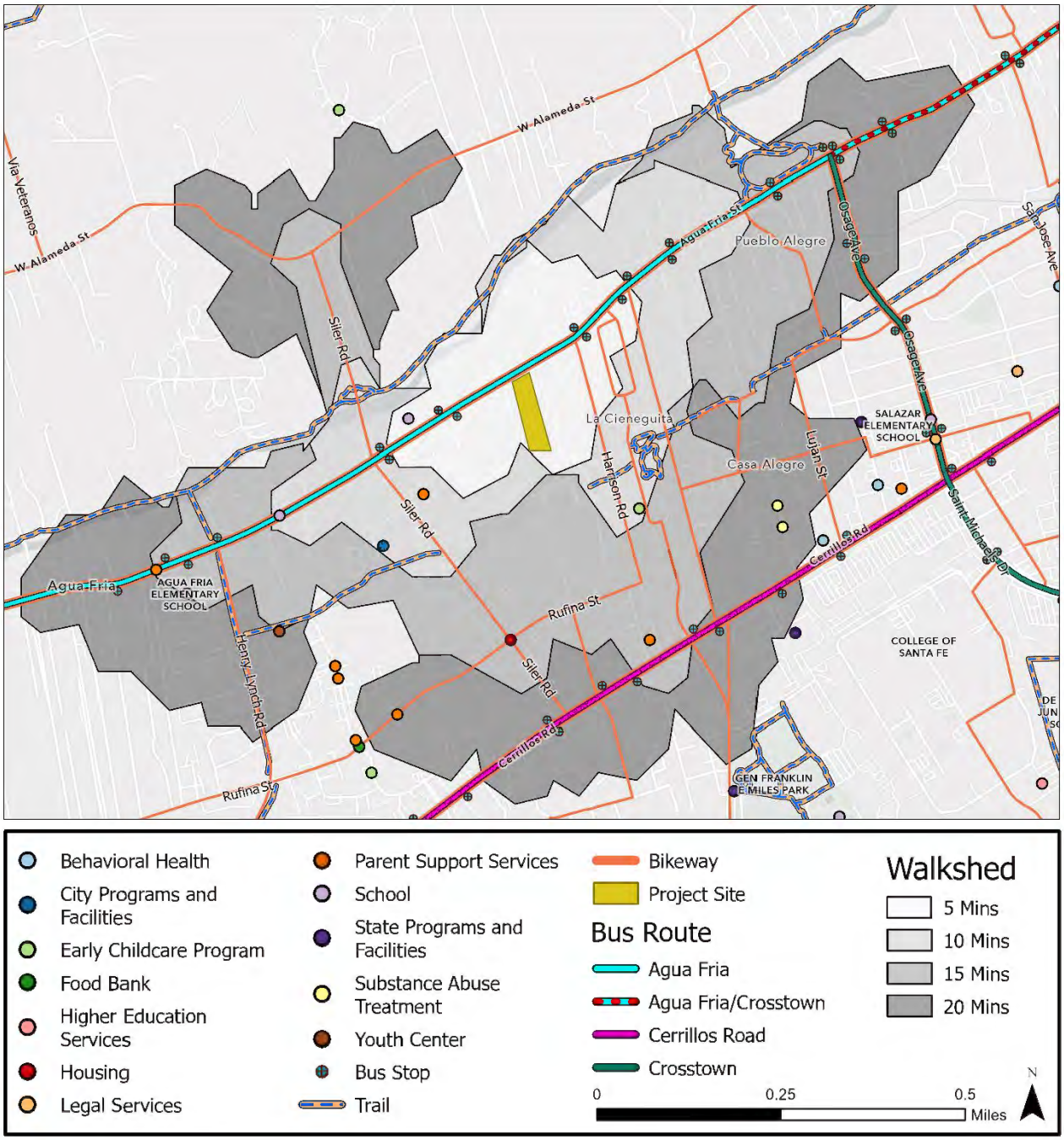
Walking

Residents of the Agua Fria Development will be able to access many daily destinations within a 20-minute walk. Figure 2 depicts public facilities that can be accessed within a five-, ten-, and twenty-minute walk from the site. In addition, within a twenty-minute walk, residents can access:

- Several restaurants and breweries
- Latinos Unidos Mini Market
- CVS pharmacy
- Three city parks

[6] McCahill, C. (2017). Factors affecting residential parking occupancy in Madison, Wisconsin. *Transportation Research Record*, *2651*(1), 71-79.
Rowe, D., Morse, S., Ratchford, C., Haas, P., & Becker, S. (2014). Modeling of multifamily residential parking use in King County, Washington. *Transportation Research Record*, *2469*(1), 57-64.

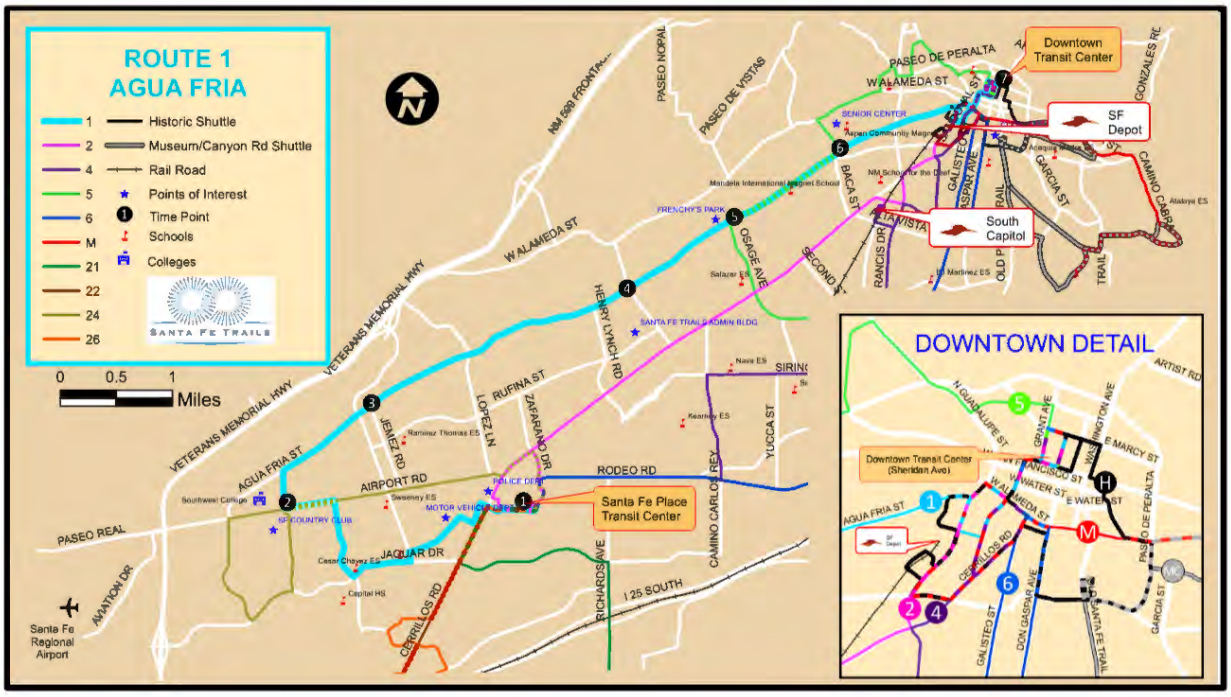
Figure 2: Walkshed and Transportation Map



Transit

The development will be located within a three-minute walk of bus stops on Agua Fria Street (Santa Fe Trails Route 1). Route 1 provides hourly bus service from 8:30 am to 6:00 pm every day of the week, with on-demand service from 7:00 am to 8:00 am and 6:30 pm to 7:30 pm. The route runs from the Downtown Transit Center along Agua Fria Street to the Santa Fe Place Transit Center (see Figure 3).

Figure 3: Santa Fe Trails Route 1 Map



In addition, 2768 Agua Fria Street is located about a twenty-minute walk from Route 2 bus stops. Route 2 provides more frequent transit service along Cerrillos Road, running every 30 minutes from 7:00 am to 8:00 pm daily.

Biking

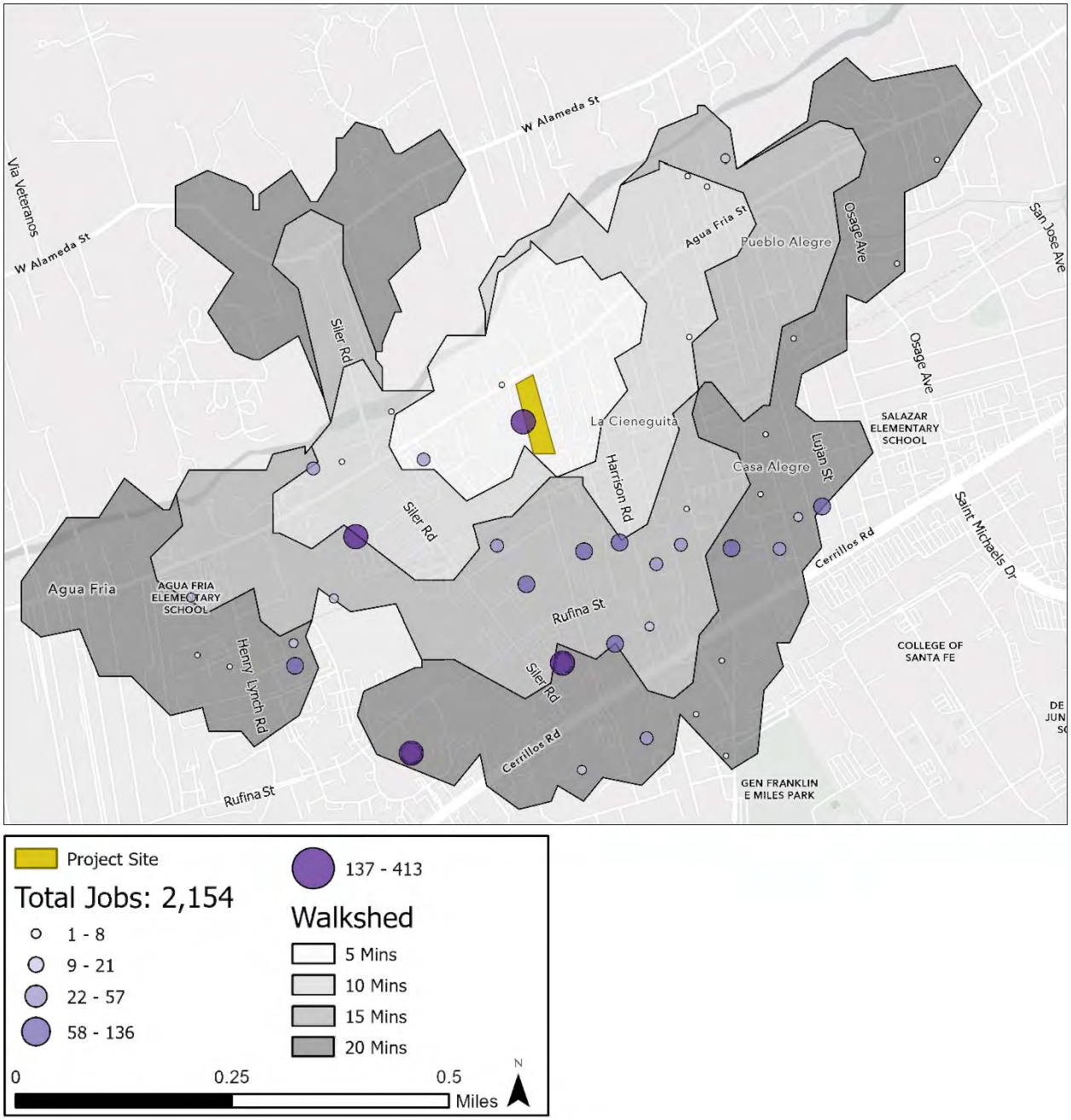
The Agua Fria Development is ideally located for bicycle travel. Comfortable and high-quality bicycle facilities allow residents to access a wide range of destinations in Santa Fe.

Agua Fria Street has bike lanes from Siler Road to Saint Francis Drive. The River Trail, a high-quality multi-use trail separated from cars, can be accessed via a five-minute bike ride on the bike lanes on Agua Fria Street. The River Trail connects three miles further to downtown Santa Fe. There are also many neighborhood bike routes that can be taken to connect to destinations, such as Wal-Mart and Smith's, along Cerrillos Road and further south.

Employment Access

Future residents of the Agua Fria Development will be able to access employment opportunities within walking distance, further reducing the need for vehicle ownership. Figure 4 shows employment density within walking distance of the Agua Fria Development. There are 2,154 jobs within a 20-minute walk of the project site, including a large cluster directly adjacent to the site.

Figure 4: Employment Access Map



Vehicle Availability

Vehicle availability is directly related to parking demand, as households with low vehicle availability require fewer parking spaces for their vehicles. The Agua Fria Development is in Census Tract 12.02, which has lower vehicle availability for renter-occupied households than the City of Santa Fe as a whole. 14 percent of renter-occupied households do not have a vehicle (4 percent higher than the City of Santa Fe). Renters in Census Tract 12.02 are also less likely to have access to three or more vehicles (4 percent for Census Tract 12.02 vs 8 percent for the City of Santa Fe).

Table 3: Vehicles Available, Renter-Occupied Households

	Census Tract 12.02		Santa Fe	
	Count	Percent	Count	Percent
No Vehicle Available	230	14%	1,448	10%
1 Vehicle Available	829	51%	8,134	54%
2 Vehicles Available	504	31%	4,297	28%
3 or More Vehicles Available	60	4%	1,261	8%
Total Renter-Occupied Housing Units	1,623		15,140	

Source: Social Explorer Tables: ACS 2023 (5-Year Estimates)(SE), ACS 2023 (5-Year Estimates), Social Explorer; U.S. Census Bureau

PARKING MANAGEMENT STRATEGIES

Shared Parking

Shared parking allows for adjacent uses with offset peak hours to share parking facilities, reducing the total number of parking spaces needed to meet demand for both uses. The five spaces required for the Agua Fria Development's retail space can be shared between shoppers and residents because of offset peak hours. Residential peak hours are from 10 pm to 7 am, when most residents are at home. Retail peak hours are from 1 pm to 6 pm, when many residential parking spaces will be vacant.[7] For a detailed analysis of shared parking at the site, reference the Parking Demand Estimate section.

Affordable Housing

Affordable housing tends to have lower parking demand than market-rate housing. As 10 percent of the Agua Fria Development will be affordable units, lower parking demand can be expected at the site.

Affordable housing developments have been shown to have significantly lower parking demand than market-rate housing. A study from San Diego conducted in 2011 researched how income levels, transit access, land use context, and housing size contribute to vehicle ownership and parking demand. The study found that:

- Parking demand for affordable projects is about one half of typical rental units in San Diego.
- Parking demand is lower in areas with many walkable destinations and more transit service.
- In all of the projects studied, the amount of peak overnight parking used was less than the amount supplied.[8]

[7] ITE Parking Generation Manual, 6th Edition. Land Use Code 220 and 814 Time of Day Distributions.
[8] Willson, R., O'connor, T., & Hajjiri, S. (2012). Parking at affordable housing: Study results in San Diego, California. *Transportation research record*, *2319*(1), 13-20.

A 2014 study in King County, Washington, came to a similar conclusion, finding that as the percentage of affordable units in a development went up, parking use went down.[9]

Unbundled Parking Costs

Costs for parking spaces can be unbundled from rent costs to create a more equitable fee structure for tenants and can reduce parking demand at residential developments.[10] Parking costs can be unbundled either by charging renters an additional fee per parking space, or by offering a discount to residents who do not need a parking space. Unbundling parking costs can reduce parking demand by 10% - 20%[11], as residents may choose to not own a vehicle, or own fewer vehicles, to save money on housing costs. Providing tenants the option to opt out of paying for parking not only reduces parking demand, but also improves housing affordability and provides a more equitable fee structure.

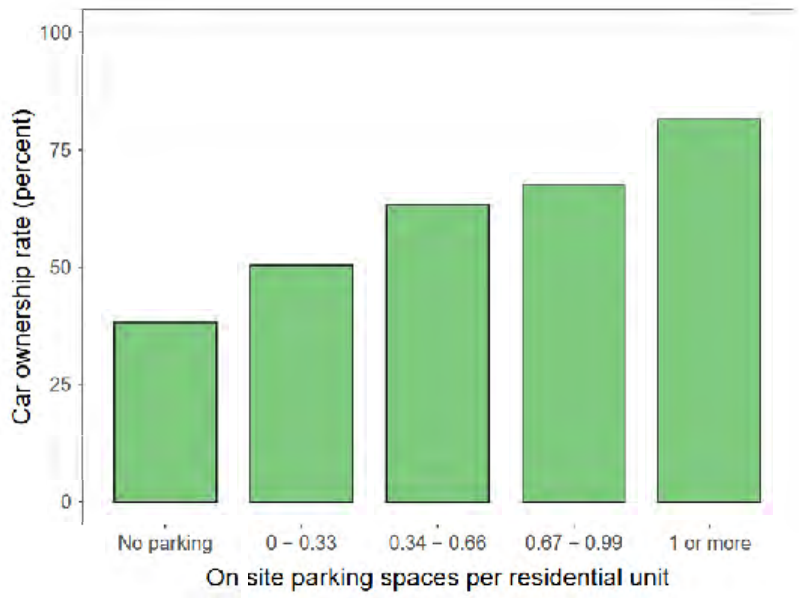
Induced Demand

Research on transportation behavior indicates that supplying high amounts of parking leads to an increase in vehicle ownership. A study based in San Francisco analyzed the relationship between parking availability and vehicle ownership at affordable housing developments. Researchers selected apartment complexes that use affordable housing lotteries, meaning that residents were assigned housing randomly and did not select it based on parking availability or other transportation-related preferences.

The study found that tenants at apartment buildings with less parking owned fewer vehicles, and that parking availability did not affect employment or job mobility.[12] Figure 5 shows that the percent of households who owned a vehicle increased with parking availability.

[9] Rowe, D., Morse, S., Ratchford, C., Haas, P., & Becker, S. (2014). Modeling of multifamily residential parking use in King County, Washington. *Transportation Research Record*, *2469*(1), 57-64.
[10] Ibid
[11] Litman, Todd. *Parking Management: Strategies, Evaluation and Planning*. Victoria Transport Policy Institute, 2023.
[12] Millard-Ball, A., West, J., Rezaei, N., & Desai, G. *What do residential lotteries show us about transportation choices?*. 2022. *Urban Studies*, *59*(2), 434-452.

Figure 5: Car Ownership by Parking Availability



Source: Millard-Ball et al., 2022

Demand for parking is flexible, as residents will change their transportation behaviors based on parking availability. The result of providing fewer parking spaces at the Agua Fria Development will likely be reduced rates of vehicle ownership and higher use of alternative transportation modes such as walking, biking, or riding transit.

PARKING DEMAND ESTIMATE

The ITE Parking Generation Manual (6th Edition) compiles parking studies for a wide variety of land uses and contexts in order to provide parking demand estimates. Parking demand for multifamily residential uses can be estimated using either the number of dwelling units or the number of bedrooms. This study uses bedrooms to calculate parking demand, as parking generation rates tend to be more accurate when assessed on a per-bedroom rate rather than by unit.[13]

Table 4 shows the number of bedrooms at the Agua Fria Development and Table 5 describes ITE parking generation rates for the development.

Table 4: Agua Fria Street Development Bedrooms

	Studio Units	One-Bedroom Units	Two-Bedroom Units	Three-Bedroom Units	Total
Number of Units	25	70	19	16	130
Number of Bedrooms	25	70	38	48	181

[13] Smith, Mary S. Shared Parking. 3rd ed. Washington, DC: Urban Land Institute, ICSC, and National Parking Association, 2020.

Table 5: ITE Parking Demand Estimates for Agua Fria Development (181 Bedrooms)

Weighted Average	123 spaces
Fitted Curve	119 space
85th Percentile	156 spaces
Average Rate	0.68 spaces per bedroom

ITE Land Use Code 220: Multifamily Housing 2+ Bedrooms (Low-Rise), General Urban/Suburban Context, not close to rail transit

The average parking demand for a multifamily residential development with 181 bedrooms is 123 spaces. The developer plans on providing 154 spaces at the development, 31 more spaces than the ITE's estimated average parking demand. The development will provide parking at rates close to the conservative 85th percentile estimated parking demand.

The development will also include a small retail space, which could generate additional parking demand. The ITE Parking Generation Manual does include parking demand estimates for retail land uses; however, studies are limited and data quality is poor for small retail spaces like the one proposed at the Agua Fria Development. For this analysis, Santa Fe's parking requirement of five spaces was used to assess retail demand.

Shared Parking

Parking can be shared between the residential use and the retail use due to offset peak hours. Table 6 estimates the parking demand at the site at various times of day. ITE parking generation rates were used to estimate demand at the site for residential uses, and Santa Fe's requirement of five parking spaces was used to estimate demand for the retail use.[14]

[14] Land Use Code 220 (Low-Rise Multifamily Residential) was used to calculate residential parking generation rates and utilization rates. Utilization rates for Land Use Code 814 (Variety Store) was used for the shared parking analysis. Due to the lack of studies on small retail spaces, ITE parking generation rates were not used to estimate retail parking demand. Instead, the analysis assumes that the five required parking spaces will reflect demand for the retail use. Weekend rates were omitted due to low data quality.

Table 6: Estimated Parking Utilization By Time of Day

	Residential (123 spaces)		Retail (5 spaces)		Total Utilized Parking Spaces
Hour	Weekday Utilization Rate	Utilized Parking Spaces	Weekday Utilization Rate	Utilized Parking Spaces	
12:00-4:00 AM	97%	119	—	0	119
5:00 AM	100%	123	—	0	123
6:00 AM	96%	118	3%	0	118
7:00 AM	85%	105	5%	0	105
8:00 AM	67%	82	22%	1	84
9:00 AM	54%	66	58%	3	69
10:00 AM	48%	59	56%	3	62
11:00 AM	45%	55	64%	3	59
12:00 PM	45%	55	63%	3	59
1:00 PM	42%	52	80%	4	56
2:00 PM	42%	52	88%	4	56
3:00 PM	47%	58	81%	4	62
4:00 PM	49%	60	81%	4	64
5:00 PM	56%	69	100%	5	74
6:00 PM	64%	79	78%	4	83
7:00 PM	72%	89	49%	2	91
8:00 PM	77%	95	41%	2	97
9:00 PM	85%	105	32%	2	106
10:00 PM	92%	113	—	0	113
11:00 PM	95%	117	—	0	117

Peak demand hours between the two uses do not overlap; no more than 123 spaces are needed at any given time of day to meet demand for both uses. The peak demand time at the site is at 5:00 am, when the retail space is likely to be closed.

CONCLUSION

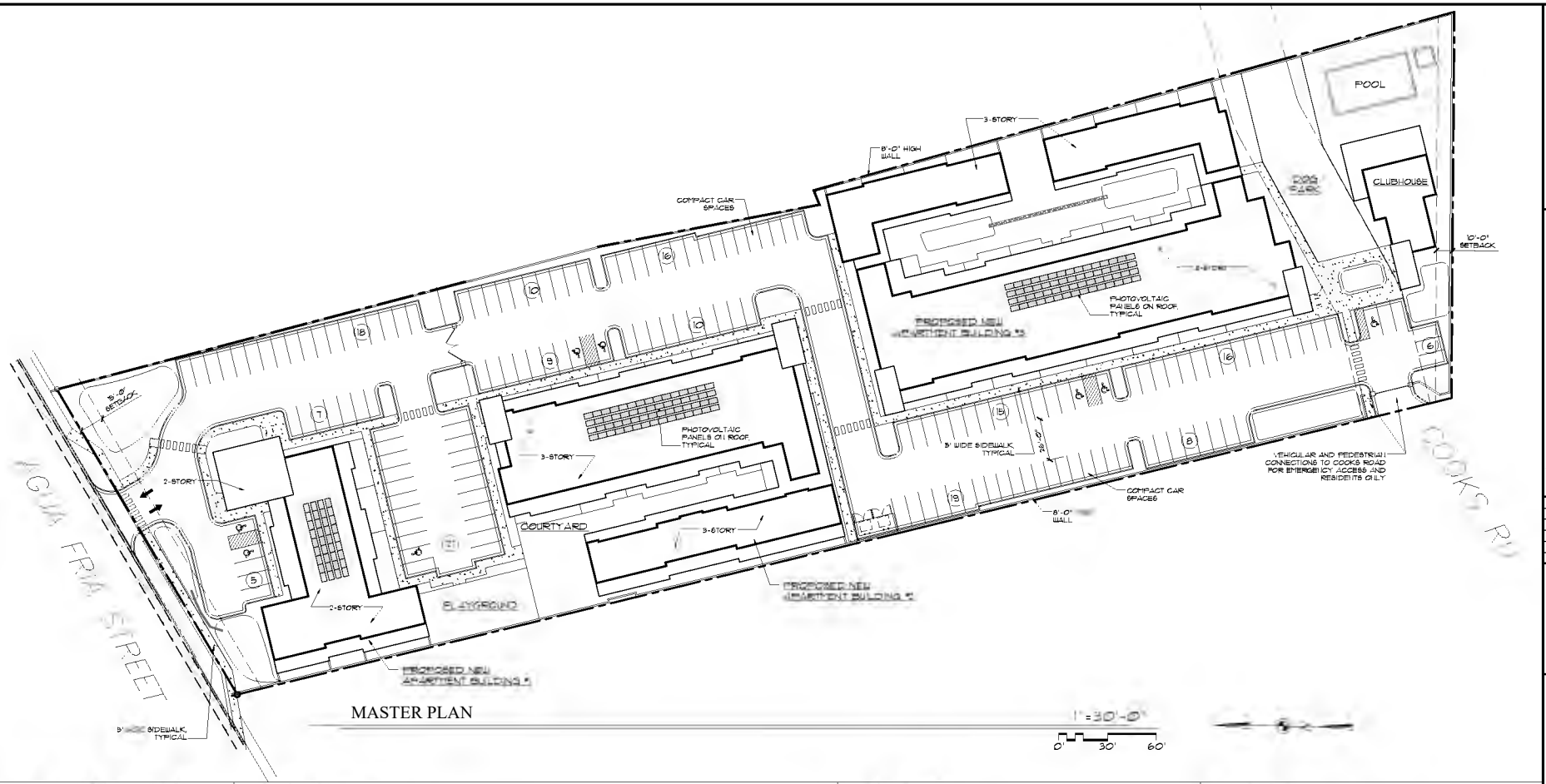
Although the proposed site plan for the Agua Fria Development has 31 fewer parking spaces than are required by Santa Fe Municipal Code, this study demonstrates that there will be ample parking to meet the needs of residents and retail customers.

1. Santa Fe's policies and plans support appropriately-sized parking lots and aim to increase housing supply and affordability. As an infill, mixed-use development, the Agua Fria Street Development will help the City meet their housing, land-use, and transportation goals.
2. The project's location provides residents with multimodal transportation options, including walking, transit, and biking. The site is especially well-suited for bicycle transportation.

3. There are currently high rates of zero-vehicle renter households in the development's census tract, and low rates of renter households that own more than two vehicles.
4. The developer is employing parking management strategies that will reduce parking demand, including setting aside 10 percent of the units as affordable housing, sharing parking with the retail use, and unbundling parking costs from rent costs. These strategies have been shown through robust academic research to reduce parking demand.
5. ITE parking demand estimates indicate that an average of 123 spaces and a conservative 85th percentile rate of 156 spaces will be needed. These estimates indicate that the site plan's 154 parking spaces will be appropriate for the site's needs.
6. As retail hours do not overlap with peak parking demand hours for residential uses, the five spaces required for the retail use can be effectively shared with residents.

By building an appropriately-sized parking lot, the Agua Fria Development will help contribute to Santa Fe's goals of building infill development that addresses the City's housing needs.

APPENDIX A: SITE PLAN



MASTER PLAN

1" = 30'-0"

0' 30' 60'

PERMISSIBLE USES:

RESIDENTIAL:
- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL

COMMERCIAL:
- FOOD AND BEVERAGE
- RETAIL
- STUDIO
- ARTS ACTIVITIES
- SERVICE ESTABLISHMENTS

GENERAL NOTES:

1. PROPERTY WILL BE SUBJECT TO THE WATER ALLOCATION AND/OR WATER OFFSET RETROFIT PROVISIONS OF ORDINANCE NO 2002-39 AND RESOLUTION 2002-95 AT THE TIME OF PERMIT APPLICATION OR WATER HOOKUP REQUEST. COMPLIANCE SHALL BE ACHIEVED BY USE OF RETROFIT CREDITS OR WATER TRANSFERS, IF APPLICABLE.
2. COMPLIANCE WITH PROVISIONS OF GUNNISON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
3. AMERICANS WITH DISABILITIES ACT (ADA) INSPECTION SHALL BE CONDUCTED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. THE CONTRACTOR SHALL COMPACT CITY STAFF TO SCHEDULE AN INSPECTION.
4. FENCES, WALLS OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
5. UTILITY EXPANSION CHARGES (UEC) SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
6. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE.
7. COMPLY WITH THE CURRENT CODE WATER CONSERVATION STAGE.
8. LANDSCAPE DESIGN SHALL COMPLY WITH APPLICABLE PROVISIONS OF SFCC SECTION 14-8.4.
9. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8.4(F)(5), "PLANT MATERIAL STANDARDS," WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF CODE ORDINANCE 110, 2008-02 (IMPACT FEES)
11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE CODE ORDINANCE 110, 2003-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14 LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLANS BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF [illegible] PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE:
4.784 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,780 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
(49) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL	95 UNITS x 1.25	= 118.75
LESS THAN 800 SQ. FT. RESIDENTIAL	19 UNITS x 1.5	= 28.5
800-1,200 SQ. FT. RESIDENTIAL	16 UNITS x 2	= 32
OVER 1,200 SQ. FT.		

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-986-5269
FAX 505-986-1270
www.archallinc.com

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CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS- NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO BEGINNING CONSTRUCTION

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE
MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO.
97-15

CHECKED BY	HR	DATE 03/20/25
DRAWN BY	HR	DATE 03/20/25

SHEET TITLE
MASTER PLAN

SHEET NO.
C-2

2768 AGUA FRIA STREET PARKING DEMAND SUPPLEMENTAL RESPONSE

This supplement was prepared in response to City of Santa Fe comments on the 2768 Agua Fria Street Parking Demand Study. It includes an analysis of peer city parking practices, availability of on-demand rideshare and delivery services, and an explanation of how ITE's parking generation methodology is context-sensitive and reflects the characteristics of Santa Fe.

PEER CITY PARKING PRACTICES

While academic research on residential parking demand is largely focused on dense, urban cities, hundreds of smaller communities have eliminated or reduced parking requirements. More small cities and towns have eliminated parking minimums than large or mid-sized cities (see Figure 1). Many of these communities have low densities and are without high-frequency transit service.

Figure 1: Count of US Jurisdictions that have eliminated parking minimums

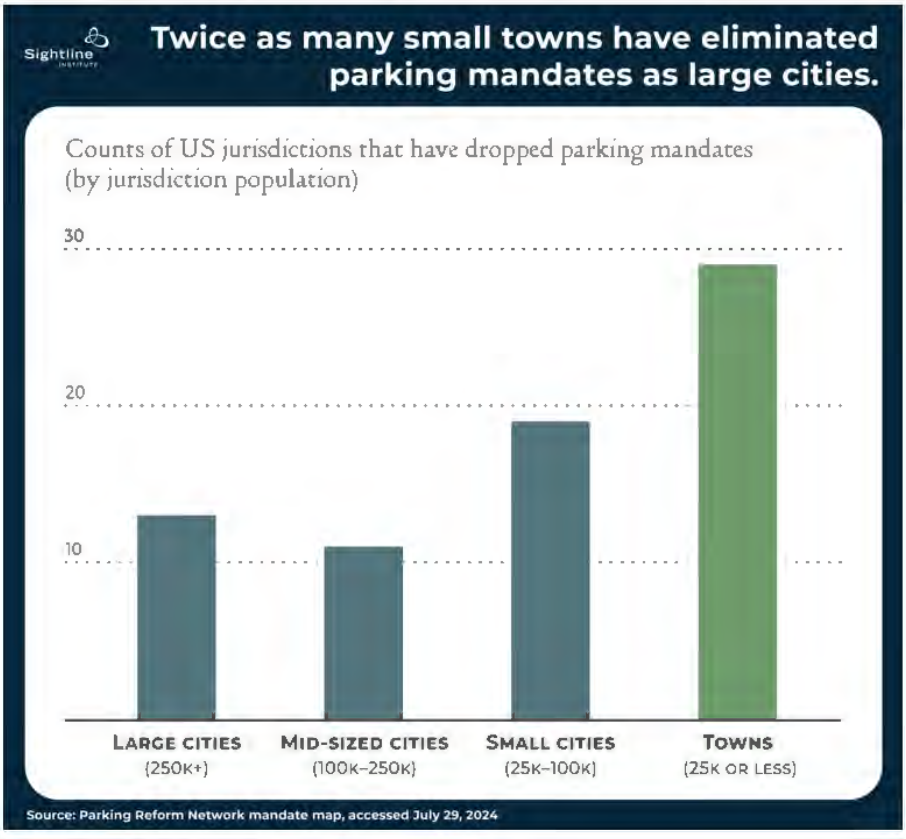

Chart source: Sightline Institute: https://www.sightline.org/2024/09/04/twice-as-many-small-towns-have-eliminated-parking-mandates-as-large-cities/

Table 1 shows parking minimums for peer cities. All of the cities included in the table have eliminated parking minimums, with the exception of Sandpoint, which has lower residential parking minimums than Santa Fe.[1]

Table 1: Population, Population Density, and Transit for Cities with Reduced or Eliminated Parking Minimums

City	Population	Population Density (residents per square mile)	Fixed- Route Transit Availability	Highest-Frequency Transit Service
Santa Fe, NM	~89,000	1,689	Yes	30 min
Sandpoint, ID	~10,000	2,161	Yes	Hourly
Jackson, TN	~68,000	1,147	Yes	30 min
Lansing, KS	~11,000	913	No	None
Bend, OR	~100,000	2,949	Yes	30 min
Portsmouth, OH	~18,000	1,701	No	None
Ecorse, MI	~9,000	3,279	No	None
Chattahoochee Hills, GA	~3,000	48	No	None
Seabrook, NH	~8,000	936	No	None
Gastonia, NC	~84,000	1,600	Yes	Hourly
Rogers, AR	~70,000	1,800	Yes	30 min

Many of the cities presented have lower population densities than Santa Fe. None of the cities have more frequent transit service than Santa Fe, and several of the cities have no fixed-route transit at all. Reducing or eliminating parking minimums is not only possible, but is becoming common practice among smaller communities with low population density and limited transit availability.

ON-DEMAND SERVICES

On-demand services in Santa Fe include rideshare such as Uber and Lyft and grocery delivery services.

- Uber and Lyft both provide rides on-demand and can be utilized 24/7 depending on the availability of drivers.
- Food delivery services available in Santa Fe include Uber Eats, DoorDash, and GrubHub.
- Grocery delivery services are provided by Instacart, DoorDash, Wal-Mart, and Uber Eats.

The availability of on-demand rideshare and food delivery services provides more options for Santa Fe residents who do not own vehicles or who share a vehicle with others in their household. These services can reduce the need for car ownership at the Agua Fria Development.

[1] 1 space required per unit <12,000 sf; 1.4 spaces required for units >12,000 sf

ITE PARKING GENERATION RATES

The ITE Parking Generation peak hour demand estimate is context-sensitive and backed by a large number of parking studies.

The ITE Parking Generation Manual is a compilation of parking count studies taken in a variety of land use contexts. On average, a development of the same size and in the same land use context as the Agua Fria Development will need 123 spaces to accommodate peak hour parking demand. The Agua Fria Development's proposed parking plan will have 31 more spaces than are estimated to be needed. This weighted average peak hour parking demand estimate reflects industry best practice in determining how many spaces will be needed.

The original parking study submittal also included the 85th percentile parking demand estimate of 156 spaces. Of the sites studied by ITE, 85 percent had peak hour parking demand of less than 156 spaces. Only 15 percent of developments had peak hour parking demand higher than 156 spaces. ITE does not recommend using the 85th percentile estimate as a tool to determine the level of parking that should be supplied. The 85th percentile estimate was included to show that the vast majority of developments have peak hour parking demand below this level.

Only studies taken from contexts similar to Santa Fe's were used in generating the ITE estimate, and the parking demand estimate is aligned with Santa Fe's land use and transportation context. Parking counts from 97 sites with the same context factors were compiled by ITE to generate the peak hour parking demand estimate. The three context factors used for the analysis are described below:

1. Type of development
    a. Low-rise (2-3 levels) multifamily housing with at least one dwelling unit with two or more bedrooms
2. Proximity to rail transit
    a. Not within ½ mile of rail transit
3. Land use context

a. General urban/suburban (see call-out box for detailed description)

General Urban/Suburban Land Use Context

An area associated with **almost homogeneous vehicle-centered access**. Nearly all person trips that enter or exit a development site are by personal passenger or commercial vehicle. The area can be fully developed (or nearly so) at low-medium density with a mix of residential and commercial uses. The commercial land uses are typically concentrated at intersections or spread along commercial corridors, often surrounded by low-density, almost entirely residential development. Most commercial buildings are located behind the parking area or surrounded by parking. The mixing of land uses is only in terms of their proximity, not in terms of function. A retail land use may focus on serving a regional clientele whereas a service land use may target motorists or pass-by vehicle trips for its customers. Even if the land uses are complementary, **a lack of pedestrian, bicycling, and transit facilities or services limit non-vehicle travel.**

The Agua Fria Street Development's location is more multi-modal than the general urban/suburban context used for the ITE analysis, as described in the Locations Benefits section of the parking study submittal. In addition, parking demand reduction strategies (unbundled parking and affordable housing) will reduce demand at the site further. **Given these factors, it is reasonable to expect that parking demand at the site will be below the average peak hour demand estimate of 123 spaces.**

AGUA FRIA LOT 38 DEVELOPMENT

TRAFFIC IMPACT ANALYSIS

FINAL SUBMITTAL

OCTOBER 17, 2024



Prepared For:

Cold Water Development Fund QOZF, LLC

106 Faithway St

Santa Fe, NM 87501

Prepared By:

Bohannan Huston

Engineering

Spatial Data

Advanced Technologies

AGUA FRIA, LOT 38 DEVELOPMENT
TRAFFIC IMPACT ANALYSIS

FINAL SUBMITTAL

Date:

October 17, 2024

Prepared by:

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Carl D. Vermillion, PE, PTOE, RSP1 **Date**

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Appendix B 2024 Existing Intersection Capacity Analysis

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Appendix G 2042 Build Intersection Capacity Analysis

I. INTRODUCTION AND SUMMARY

Cold Water Development Fund QOZF proposes to develop Lot 38, situated southwest of the Agua Fria and Broadmoor Blvd intersection. The proposed development will include 130 multi-family housing units.

A. STUDY PURPOSE

The purpose of the traffic study is to determine the impacts of the proposed development on the surrounding roadway network, evaluate the operation of the proposed site entrances, and to recommend any mitigation measures that may be necessary to support additional traffic generated by the new development.

B. EXECUTIVE SUMMARY

1. SITE LOCATION AND STUDY AREA

The site is located northeast of the Agua Fria and Siler intersection in Santa Fe, New Mexico. A vicinity map and proposed site plan are shown in Figure 1.

The study area consists of the following intersections:

- Agua Fria Street and Siler Road (existing 4-way signalized intersection)
- Agua Fria Street and Harrison Road (existing 4-way unsignalized intersection)
- Agua Fria Street and Siler Park Lane (existing 3-way unsignalized intersection)
- Siler Road & Siler Park Lane (existing 3-way unsignalized intersection)
- Agua Fria Street and North Site Entrance (future 3-way unsignalized intersection)

The intersection evaluations include analysis for the AM and PM peak hours for the following traffic conditions:

- Existing traffic (2024)
- 2027 Completion Year without the proposed site development (2027 No Build)
- 2027 Completion Year with the proposed site development (2027 Build)
- 2042 Horizon Year without the proposed site development (2042 No Build)
- 2042 Horizon Year with the proposed side development (2042 Build)

2. PRINCIPAL FINDINGS

The traffic analysis found that all intersections operate overall acceptably in the 2024 Existing, 2027 No Build and 2027 Build conditions.

In the 2042 No Build and Build scenarios, the westbound thru movement at the signalized intersection, Agua Fria and Siler, will operate at LOS F in the PM peak hour. Since the first occurrence of this appears in the no build scenario, the development is not responsible for this and further assessments as the horizon year nears is recommended.

A dedicated right turn lane was evaluated based on the SAMM, the Santa Fe TIA Guidelines, and AASHTO. A right turn lane on Agua Fria and the proposed access point is required based on the SAMM, but is not required based on the Santa Fe TIA Guidelines. Based on AASHTO requirements, if a turn lane is provided it specifies a desirable deceleration distance of 205 feet for a speed of 35 MPH. It also describes that it is not practical on many facilities to provide the full length of deceleration length in the turn lane due to constraints such as right-of-way, distance available between adjacent intersections, and storage needs. As right-of-way constraints exist along Agua Fria, this concern was evaluated to determine a length of right turn deceleration distance that could be included along the frontage of the development property. From the edge of the property to the access point an approximately 110-foot-long deceleration lane would be able to be constructed. If the adjacent properties are ever developed in the future, the City of Santa Fe may extend this turn lane to the full 205 feet if determined appropriate at that time. It is our professional recommendation that a right turn lane should be constructed at the access point of the proposed development and that this deceleration lane should be 110 feet in length.

Additionally left turn lanes were evaluated based on the SAMM, Santa Fe TIA Guidelines, and AASHTO. The westbound left on Agua Fria at the proposed access point does not meet the SAMM volumes during the AM peak hour but does meet the guidance in the PM peak hour. The Santa Fe TIA Guidelines show this left turn lane being warranted due to the high volume on Agua Fria in this area. As a two-way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

3. RECOMMENDATIONS

- Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site.

- An eastbound dedicated right turn lane is recommended at the proposed access point. This right turn lane shall be 110 feet in length along the frontage of the proposed development property.
- All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements.



Bohannan Huston
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AGUA FRIA, LOT 38 DEVELOPMENT
SANTA FE, NEW MEXICO
SITE TRAFFIC ANALYSIS

FIGURE 1
SITE PLAN

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II. PROPOSED DEVELOPMENT

A. LAND USE AND INTENSITY

The proposed development is a 130-unit multi-family residential subdivision.

The development is located east of the Agua Fria and Siler intersection. The study area is not developed.

B. DEVELOPMENT PHASING AND TIMING

The project is expected to be developed by 2027.

III. STUDY AREA CONDITIONS

A. STUDY AREA

The study area consists of the following intersections:

- Agua Fria Street and Siler Road (existing 4-way signalized intersection)
- Agua Fria Street and Harrison Road (existing 3-way unsignalized intersection)
- Agua Fria Street and Siler Park Lane (existing 3-way unsignalized intersection)
- Siler Road & Siler Park Lane (existing 3-way unsignalized intersection)
- Agua Fria Street and North Site Entrance (future 3-way unsignalized intersection)

B. SITE ACCESSIBILITY

The development will include the main access on Agua Fria Street, approximately 0.3 miles east of the Agua Fria and Siler intersection. The development will also have a gated emergency access off of Cooks Road. This emergency access will not have assigned use as part of this study. The site access location on Agua Fria Street is an existing roadway with one lane in each direction and center two-way left turning lane, future 3-way intersection.

The primary routes to the site are anticipated to be either Agua Fria Street, Siler Road or Harrison Road.

C. DATA SOURCES

The data used in this report consist of the traffic volumes described below, aerial photography and mapping from Google Earth®, as well as information provided by Cleland Traffic Counts.

IV. EXISTING CONDITIONS ANALYSIS

A. BACKGROUND

Roadway federal classification is updated approximately every four years. The classification process involves local governments, the Mid Region Council of Governments (MRCOG), New Mexico Department of Transportation (NMDOT), and the Federal Highway Administration (FHWA). The 2024 MRCOG Roadway Functional Classification Map classifies roadways based on their function. Roadways are subject to design guidance based on their functional classification, design speed, or based on Comprehensive Plan corridor designations.

1. ADJACENT ROADWAYS

The following are adjacent roadways:

- Agua Fria Street is a minor arterial with one lane in each direction and a two-way left turn lane. Agua Fria has a posted speed limit of 35 miles per hour (MPH). Agua Fria provides regional connectivity within the greater Santa Fe area, serving as a link between major/minor roadways which travel north-south directions, including Highway 285 and I-25. Sidewalks and bicycle lanes exist along Agua Fria in this area.
- Siler Road is a minor arterial, with one lane in each direction and a two-way left turn lane. Siler Road has a posted speed limit of 30 MPH. Siler provides regional connectivity within Santa Fe, serving as a connector roadway to NM 14 which leads to Tijeras and I-40 to the south, or I-25 to the south, or US 285 to the northeast. Sidewalks and bicycle lanes exist along Agua Fria in this area.
- Harrison Road is a local roadway with speedhumps no centerline striping. Harrison Road has a posted speed limit of 25 MPH. Sidewalk, curb and gutter exist along Harrison Road in this area.
- Siler Park Lane is a local roadway with no centerline striping or posted speed limit. It has an assumed speed limit of 25 MPH. Siler Park Lane has curb and gutter. No sidewalk or bike paths exist along Siler Park Lane.
- Cooks Road is a local roadway with no centerline striping or posted speed limit. Cooks Road has sidewalk, curb and gutter. Bike lanes/paths do not exist along Cooks Road.

2. MULTI-MODAL CONDITIONS

The Santa Fe Bikeways and Trails map includes designated bicycle lanes on both sides of Agua Fria from Siler to Avenida Cristobal Colon. This map also includes Agua Fria

as a shared use-higher traffic roadway where it does not denote bike lanes or shoulders. Siler Road also includes a bike lane/shoulders from Cerrillos Road to Alameda. Additionally, the bikeways and trails map shows Rufina and Harrison as shared use with lower traffic/speed.

The Santa Fe river trail is located along the north banks of the Santa Fe river, which runs parallel to the north of Agua Fria through the project limits. The nearest access to this trail is currently at Siler Road with many additional access points along the 10 mile trail. Additional access points are in discussion at the City but are not yet under construction.

The Santa Fe Trails bus system currently has an active route along Agua Fria Street, which passes the proposed development. The system map denotes this route as route 1 with the nearest bus stop being located east of the intersection of Agua Fria and Siler.

Additionally, Cerrillos Road has route 2 running along it within a mile of the proposed development. This route has the closest bus stop located at Cerrillos Road and Siler.

B. EXISTING TRAFFIC CONDITIONS

Traffic counts for the intersections analyzed in the study area were collected on March 19, 2024, and March 20, 2024. Existing traffic counts are included in Appendix A. The counts included 6-hour turning movement counts. Build traffic for the proposed subdivisions was estimated by counting the houses, developing trip generation, and distributing those trips onto the Build roadway network, similar to a normal traffic study.

C. LEVEL OF SERVICE DEFINITIONS

The *Highway Capacity Manual Seventh Edition* (HCM) defines Level of Service (LOS) for signalized and un-signalized intersections in Table 1 as follows:

Table 1 | LOS Definitions

Level of Service	Definition	Signalized (sec/veh)	Unsignalized (sec/veh)
A	Most vehicles do not stop	<10	<10
B	Some vehicles stop	>10 and <20	>10 and <15
C	Significant numbers of vehicles stop	>20 and <35	>15 and <25
D	Many vehicles stop	>35 and <55	>25 and <35
E	Limit of acceptable delay	>55 and <80	>35 and <50
F	Unacceptable delay	>80	>50

The City of Santa Fe has established LOS D as the generally acceptable level of service in urban areas. When intersections operate below this level, improvements are considered, where feasible. Other critical movements are also desired to have LOS D or better if possible.

D. EXISTING INTERSECTION CAPACITY ANALYSIS

The traffic volume for all existing intersections were analyzed using Highway Capacity Software version 7 (HCS7), which uses the intersection methodology from the Seventh Edition of the Highway Capacity Manual (HCM). Existing traffic volumes are shown in Figure 2. Individual intersection output for the existing conditions analysis is included in Appendix B. The results are summarized in Table 2 and Table 3.

The signalized intersection of Agua Fria Street and Siler Road operates at an acceptable level of service in the AM and PM peak hours.

Table 2 | Existing Signalized Intersection Results

Intersection/Movement	2024 AM Peak			2024 PM Peak		
	Delay (sec)	V/C	LOS	Delay (sec)	V/C	LOS
Agua Fria & Siler	21.8	0.80	C	28.1	0.88	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

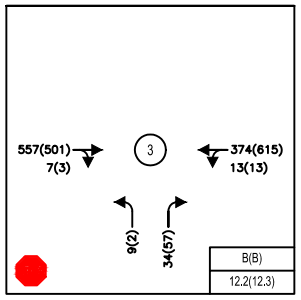
The unsignalized intersections operate at acceptable levels of service in the AM and PM peak hours with a LOS no worse than C. The Results for the unsignalized intersections are shown in Table 3.

Table 3| Existing Unsignalized Intersection Results

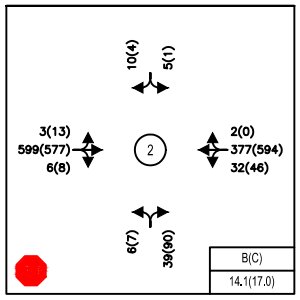
Intersection/Movement	2024 AM Peak				2024 PM Peak			
	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.8	0.01	0	A
Westbound Approach	8.9	0.04	25	A	8.9	0.05	25	A
Northbound Approach	14.1	0.11	25	B	15.3	0.23	25	C
Southbound Approach	13.3	0.04	25	B	17.0	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.7	0.01	0	A	8.7	0.01	0	A
Northbound Approach	12.2	0.02	25	B	12.3	0.02	25	B
Siler Road & Siler Park Lane								
Westbound Approach	16.4	0.13	25	C	19.0	0.23	25	C
Southbound Approach	0.4	0.01	0	A	0.4	0.01	0	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

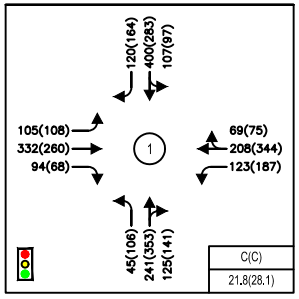
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



AGUA FRIA ST / SILER PARK LN



AGUA FRIA ST / HARRISON RD



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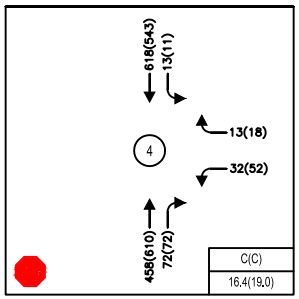

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SITE TRAFFIC ANALYSIS

FIGURE 2
2024 EXISTING

V. PROJECTED TRAFFIC

A. SITE TRAFFIC FORECASTING

1. TRIP GENERATION

Generated trips are broken down into three types; 1) primary, 2) pass-by trips, and 3) diverted link. The Trip Generation report defines these trips as follows:

- **Primary Trips** – These trips are made for the specific purpose of visiting the generator. The stop at that generator is the primary reason for the trip. For example, a home to shopping to home combination of trips is a primary trip set.
- **Pass-by Trips** – These trips are made as intermediate stops on the way from an origin to a primary trip generation. Pass-by trips are attracted from the traffic passing the site on an adjacent street that contains direct access to the generator site. These trips do not require a diversion from another roadway. For example, stopping at the store on the way home from work is an example of a pass-by trip. No pass-by trips we used in this analysis.
- **Diverted Linked Trips –** These trips are attracted from the traffic volume on the roadway within the vicinity of the generator, but which require a diversion from that roadway to another roadway to gain access to the site. The roadways could include streets or freeways adjacent to the generator, but without access to the generator. For this study, the diverted link trips have been included in with the primary trips.

This study evaluates primary trips only.

The trip generation based on the 10th Edition of the Institute of Transportation engineer's (ITE) Trip Generation Manual is shown in Table 4 below with the following considerations. The trip generation is based on the peak hour of the adjacent street traffic.

Table 4| Trip Generation

Land Use	ITE Code	Size	Daily	AM Enter	AM Exit	PM Enter	PM Exit
Multi-Family Housing (Low-Rise)	220	130	909	15	48	48	28

2. TRIP DISTRIBUTION AND ASSIGNMENT

The trip distribution was determined using a modified gravity model that considered a region-wide travel shed for employment trips. As the development is residential, standard traffic analysis assumes the trips in the peak hour to be primarily employment trips, so the destinations for the AM trips are employment locations, with the origins the site. In the PM peak hour, the destination is the site, and the origins are the employment locations.

The gravity model uses the locations of employment, which are weighted by the number of jobs in the Subareas in the Albuquerque and Santa Fe Metropolitan area divided by their distance from the site. This means that employment locations closer to the site are considered more likely, with those farther away to be less likely, depending on how many jobs are in each Subarea.

The gravity model utilized socioeconomic data obtained from the Mid Region Council of Governments (MRCOG), which included population and employment estimates for each subarea within the Albuquerque and Santa Fe Metropolitan Planning Area to develop the trip distribution.

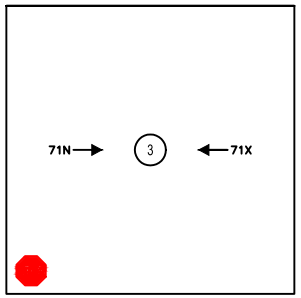
Spreadsheets showing the development of the trip distribution are included in Appendix C. Trip distribution percentages are shown in Figure 3.

3. TRAFFIC PROJECTIONS

A background growth rate of 1% was applied to provide an estimate of potential future growth of traffic at all intersections evaluated. The growth rate determination and data are summarized in the spreadsheets included in Appendix C.

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- N — Entering
- X — Exiting



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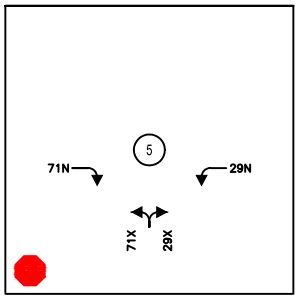
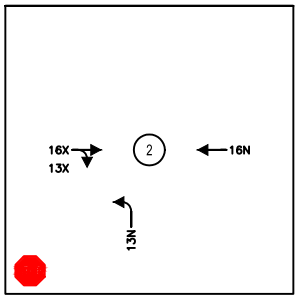


AGUA FRIA ST / NORTH SITE ENTRANCE



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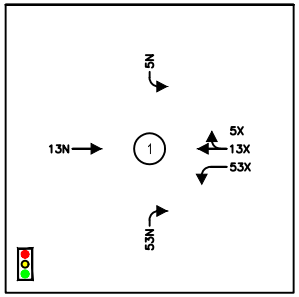

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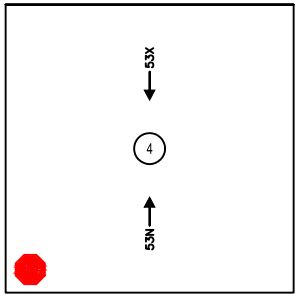

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FIGURE 3
RESIDENTIAL TRIP DISTRIBUTION PERCENTAGES

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VI. TRAFFIC AND IMPROVEMENT ANALYSIS

The following section will discuss the results of the future year traffic analysis. The intersection capacity analysis was completed using HCS7 which implements the Highway Capacity Manual procedures.

1. 2027 NO BUILD INTERSECTION CAPACITY ANALYSIS

The 2027 No Build analysis assumes that the proposed development is not completed in the 2027 and 2042 time periods. Figure 4 shows the 2027 No Build Results. Table 5 and Table 6 show the No Build results. The HCS outputs are included in Appendix D.

The study found that the signalized intersection, Agua Fria Street and Siler Road, operates at acceptable levels of service, LOS C in the AM and PM peak hours for the 2027 No Build condition.

For the 2027 No Build scenario the signalized intersection of Agua Fria Street and Siler operates at LOS C in both the AM and PM peak hours. Table 5 shows the No Build Signalized Results.

Table 5 | 2027 No Build Signalized Intersection Results

Intersection	2027 AM Peak			2027 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	22.6	0.81	C	30.0	0.90	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

The study found that all unsignalized intersections operate at acceptable levels of service in the 2027 No Build condition with all movements at LOS C or better for both AM and PM peak hours.

For the 2027 No Build condition, the Agua Fria and Harrison intersection has eastbound and westbound approaches that are expected to operate at a LOS A in the AM and PM peak hours. The northbound and southbound approaches are expected to operate at a LOS B in the AM peak hour and LOS C in the PM peak hour.

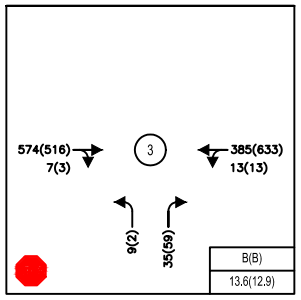
The Agua Fria and Siler Park Lane intersection produced results that the westbound approach is expected to operate at a LOS A in the AM and PM peak hour while the northbound approach is expected to operate at a LOS B during both peak hours.

The Siler and Siler Park Lane intersection is expected to operate at a LOS C for the westbound approach in both the AM and PM peak hour. The Southbound approach is expected to operate at a LOS A in both the AM and PM peak hour.

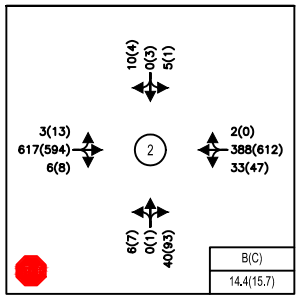
Table 6 | 2027 No Build Unsignalized Intersection Results								
	2027 AM Peak				2027 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.9	0.01	0	A
Westbound Approach	9.0	0.04	25	A	9.0	0.05	25	A
Northbound Approach	14.4	0.11	25	B	15.7	0.24	25	C
Southbound Approach	13.6	0.04	25	B	17.4	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.8	0.01	0	A	8.6	0.01	0	A
Northbound Approach	13.6	0.10	25	B	12.9	0.13	25	B
Siler Road & Siler Park Lane								
Westbound Approach	16.7	0.14	25	C	19.7	0.25	50	C
Southbound Approach	8.7	0.01	0	A	0.4	0.01	0	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



AGUA FRIA ST / SILER PARK LN



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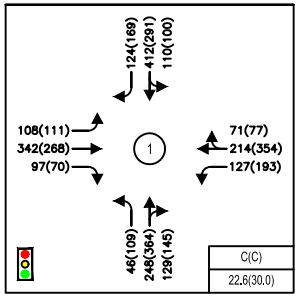

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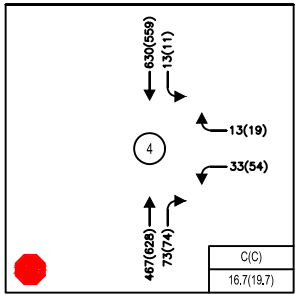

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FIGURE 4
2027 AM(PM) NO BUILD
PEAK HOUR TRAFFIC VOLUMES

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2. 2027 BUILD INTERSECTION CAPACITY ANALYSIS

The trips generated by the site (Table 4) were assigned to the intersections using the trip percentages and associated volumes, shown in Figure 3. These trips were added to the 2027 No Build traffic projections.

The study found that the signalized intersection, Agua Fria and Siler will operate at acceptable levels of service in the 2027 Build condition with a LOS C in both the AM and PM peak hour.

The 2027 Build capacity analysis is shown in Table 7 and Table 8. The individual intersection output is included in Appendix E.

Table 7 | 2027 Build Signalized Intersection Results

Intersection	2027 AM Peak			2027 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	23.4	0.82	C	32.1	0.92	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

For the 2027 Build condition at Agua Fria and Harrison Road, the eastbound and westbound approaches are expected to operate at LOS A in the AM and PM peak hour. The northbound and southbound movements are expected to operate at LOS B in the AM peak hour and LOS C in the PM peak hour.

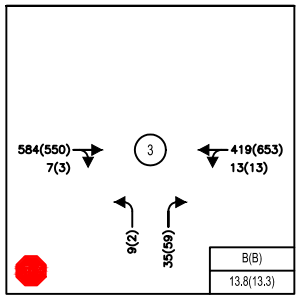
Under the 2027 Build condition at Agua Fria and Siler Park Lane the westbound approach is expected to operate at a LOS A in both the AM and PM peak hour while the northbound approach is expected to operate at LOS B in both the AM and PM peak hours.

At the Siler Road & Siler Park Lane intersection the westbound approach is expected to degrade to LOS C in the PM peak hour. All other movements operate at acceptable Levels of Service in both the AM and PM peak hour.

Table 8 | 2027 Build Unsignalized Intersection Results								
	2027 AM Peak				2027 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.9	0.01	0	A
Westbound Approach	9.1	0.04	25	A	9.0	0.05	25	A
Northbound Approach	14.8	0.12	25	B	16.9	0.27	50	C
Southbound Approach	13.7	0.04	25	B	17.6	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.8	0.01	0	A	8.7	0.01	0	A
Northbound Approach	13.8	0.10	25	B	13.3	0.13	25	B
Siler Road & Siler Park Lane								
Westbound Approach	17.0	0.14	25	C	20.4	0.26	25	C
Southbound Approach	8.7	0.01	0	A	9.4	0.01	0	A
Agua Fria & North Site Entrance								
Westbound Approach	8.9	0.00	0	A	9.0	0.02	0	A
Northbound Approach	15.6	0.13	25	C	16.8	0.09	25	C
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



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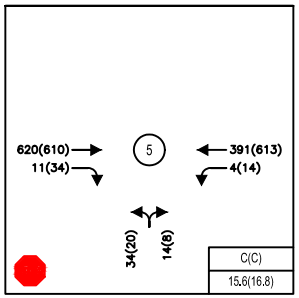
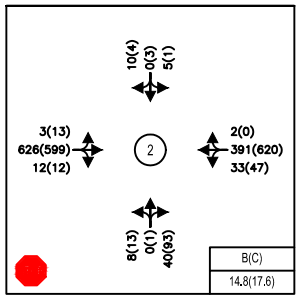


AGUA FRIA ST / NORTH SITE ENTRANCE



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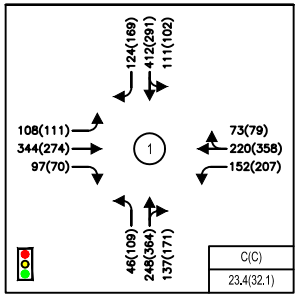

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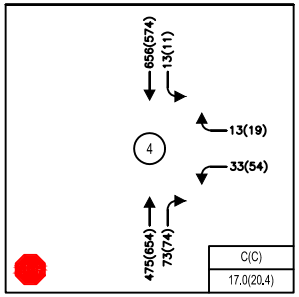

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FIGURE 5
2027 AM(PM) BUILD
PEAK HOUR TRAFFIC VOLUMES

3. 2042 NO BUILD INTERSECTION CAPACITY ANALYSIS

The 2042 Horizon Year No Build analysis assumes the proposed development is completed in the 2027 time period. Figure 6 shows the 2042 Horizon Year No Build Results. Table 9 and Table 10 show a summary of the No Build results. The HCS outputs are included in Appendix F.

The traffic analysis found that the signalized intersection, Agua Fria Street and Siler Road operate overall acceptably for the 2042 No Build condition in the AM and PM peak hours however, during the PM peak hour the westbound movement degrades to LOS F due to the background traffic growth. This decline in operation is not due to the development traffic.

Table 9 | 2042 Horizon Year No Build Signalized Intersection Results

Intersection	2042 AM Peak			2042 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	31.8	0.87	C	51.9	1.16	D**

* – HCM 95th percentile queue rounded to next 25-foot increment
** - Movements of LOS F

The traffic analysis found in the 2042 No Build condition all unsignalized intersections operate at acceptable Levels of Service in both the AM and PM peak hours.

For the 2042 No Build condition the Agua Fria Street and Harrison Road is expected to continue to operate at acceptable conditions. All movements at this intersection are expected to continue to operate at acceptable levels of service.

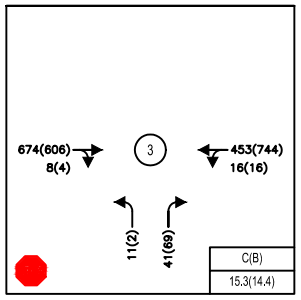
For the Agua Fria Street and Siler Park Lane intersection also continues to operate acceptably. All movement continue to operate at acceptable level of service.

The Siler Road & Siler Park Lane intersection continues to operate with all movements operating at acceptable Levels of Service in both the AM and PM peak hours.

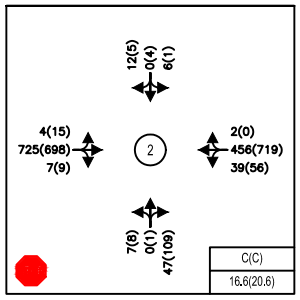
Table 10 | 2042 Horizon Year No Build Unsignalized Intersection Results								
	2042 AM Peak				2042 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.3	0.00	0	A	9.3	0.02	25	A
Westbound Approach	9.5	0.05	25	A	9.5	0.07	25	A
Northbound Approach	16.6	0.15	25	C	19.2	0.33	50	C
Southbound Approach	15.4	0.05	25	C	20.6	0.04	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	9.1	0.02	25	A	8.9	0.02	25	A
Northbound Approach	15.3	0.14	25	C	14.4	0.17	25	B
Siler Road & Siler Park Lane								
Westbound Approach	19.6	0.19	25	C	22.3	0.26	25	C
Southbound Approach	9.1	0.02	25	A	9.9	0.02	25	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

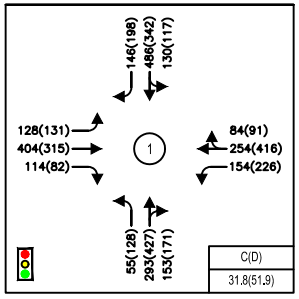
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



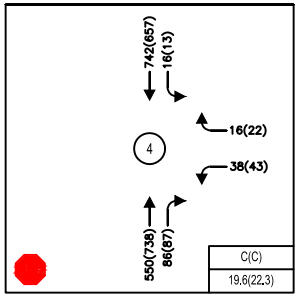
AGUA FRIA ST / SILER PARK LN



AGUA FRIA ST / HARRISON RD



AGUA FRIA ST / SILER RD



SILER RD / SILER PARK LN



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Bohannan Huston
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AGUA FRIA, LOT 38 DEVELOPMENT
SANTA FE, NEW MEXICO
SITE TRAFFIC ANALYSIS

FIGURE 6
2042 HORIZON YEAR
AM(PM) NO BUILD
PEAK HOUR TRAFFIC VOLUMES

4. 2042 BUILD INTERSECTION CAPACITY ANALYSIS

The trips generated by the site (Table 4) were assigned to the intersections using the trip percentages and associated volumes, shown in Figure 3. These trips were added to the 2042 Horizon Year No Build traffic projections shown in Appendix G 2042 Build Intersection Capacity Analysis. Figure 7 shows the 2042 Build Traffic Volumes and a summary of the results are shown in Table 11 and Table 12. The individual intersection output is included in Appendix G.

The 2042 Horizon Year Build traffic analysis found that the signalized intersection, Agua Fria and Siler continues to have a deficient movement during the PM peak hour. The westbound thru movement operates at a LOS F in the PM peak hour with a delay of 151.4 seconds per vehicle. This deficiency is also noted in the No build scenario and therefore is not caused by the development traffic.

Table 11 | 2042 Horizon Year Build Signalized Intersection Results

Intersection	2042 AM Peak			2042 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	33.2	0.88	C	56.8	1.20	E**

* – HCM 95th percentile queue rounded to next 25-foot increment
** - Movements of LOS F

For the 2042 Build condition, the study found that all unsignalized intersections operate at an acceptable Level of Service in both the AM and PM peak hours.

The eastbound and westbound approaches at the Agua Fria and Harrison intersection operate at a LOS A in the AM and PM peak hour. The northbound and southbound approaches operate at a LOS C in the AM and PM peak hour.

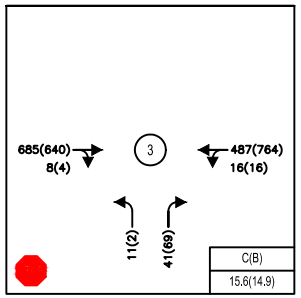
At the Agua Fria Street and Siler Park Lane intersection, all movements operate at acceptable Levels of Service in both the AM and PM peak hours.

At the Siler Road & Siler Park Lane intersection, the westbound approach is expected to degrade to LOS D in the PM peak hour. All other movements operate better than LOS D in both the AM and PM peak hours.

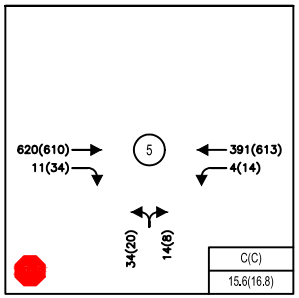
Table 12 | 2042 Horizon Year Build Unsignalized Intersection Results								
	2042 AM Peak				2042 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.3	0.00	0	A	9.3	0.02	25	A
Westbound Approach	9.5	0.05	25	A	9.5	0.07	25	A
Northbound Approach	17.1	0.17	25	C	21.5	0.38	50	C
Southbound Thru Approach	15.5	0.05	25	C	20.9	0.04	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	9.2	0.02	25	A	9.0	0.02	25	A
Northbound Approach	15.6	0.14	25	C	14.9	0.17	25	B
Siler Road & Siler Park Lane								
Westbound Approach	20.1	0.20	25	C	26.1	0.36	50	D
Southbound Approach	9.1	0.02	25	A	10.0	0.02	25	A
Agua Fria & North Site Entrance								
Westbound Approach	8.9	0.00	0	A	9.0	0.02	25	A
Northbound Approach	15.6	0.13	25	C	16.8	0.09	25	C
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

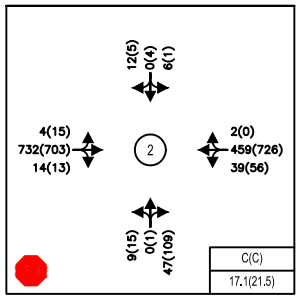
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



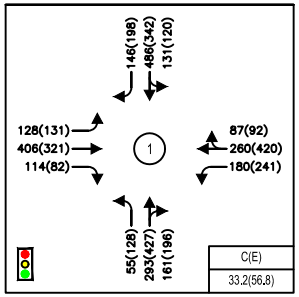
AGUA FRIA ST / SILER PARK LN



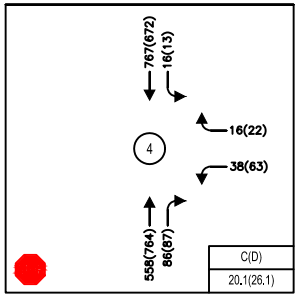
AGUA FRIA ST / NORTH SITE ENTRANCE



AGUA FRIA ST / HARRISON RD



AGUA FRIA ST / SILER RD



SILER RD / SILER PARK LN



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AGUA FRIA, LOT 38 DEVELOPMENT
SANTA FE, NEW MEXICO
SITE TRAFFIC ANALYSIS

FIGURE 7
2042 HORIZON YEAR
AM(PM) BUILD
PEAK HOUR TRAFFIC VOLUMES

B. TURN LANE EVALUATION

Analyses of the state access management manual (SAMM), comparisons to Transportation Impact Analysis (TIA) Guidelines by the City of Santa Fe, and AASHTO documentation were completed to determine the need to install new right turn or left turn lanes at several of the intersections included in the study area.

Included in decision making for these deceleration lanes was the safety analysis for the Agua Fria Street Corridor Study that was recently completed. This section of the study is included in Appendix C for reference. This safety analysis showed 308 accidents over a 10-year period with 71% of those accidents being rear-end collisions. The FHWA Highway Safety Programs suggests countermeasures that address specific types of crashes. A counter measure that is suggested to help address rear end crashes attributed to turning vehicles hit from behind is providing turning lanes at intersections. As the turn lane evaluation looked at several guidance documents based on national standards, New Mexico standards, and City of Santa Fe standards, a recommendation will take all available information and follow a best practice to help decrease the amount of rear end collisions along Agua Fria creating a safer environment for the traveling public.

Agua Fria has a posted speed limit of 35 MPH, and the development will see a volume of 11 vehicles in the AM peak hour and 34 vehicles during the PM peak hour taking an eastbound right into the site. During both peak hours, a dedicated right turn lane is required based on the SAMM criteria. The Santa Fe TIA Guidelines have different vehicle volumes for the requirement of dedicated right turn lanes, and therefore the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. For this right turn lane, the deceleration length is calculated based on AASHTO recommendations. With a speed of 35 MPH, AASHTO states that a deceleration distance of 205 feet is needed. The Santa Fe guidelines and AASHTO also state that a moderate amount of deceleration within the through lanes is acceptable. Due to existing right-of-way constraints along Agua Fria, the length from the edge of the property to the access point is the limiting factor without requiring right of way acquisitions to adjacent property owners. The length of deceleration lane, which includes the taper, that would fit into this area is approximately 110 feet. This would mean that a vehicle would slow to 25 MPH in the through lane with the remainder of deceleration occurring in the dedicated right turn lane. Since the SAMM criteria warrants this right turn lane, it is recommended to install this dedicated right turn lane with a length of 110 feet along the frontage of the proposed development. If development of the adjacent property occurs in the future, the City of Santa Fe may recommend extending this turn lane to the full 205-foot requirement.

The development will also see a volume of 4 vehicles in the AM peak hour and 14 vehicles during the PM peak hour entering the development via a westbound left movement. The AM peak hour does not require a dedicated turn lane although the

PM peak hour does meet the threshold requiring a left turn lane per the SAMM. The Santa Fe TIA Guidelines show the volume criteria is met for a left turn lane for a two-lane roadway at 35 MPH. As a two way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

The signalized intersection of Agua Fria and Siler Road was also looked at closer to determine the need for dedicated right turning lanes. The SAMM states that one of the purposes of speed change lanes at signalized intersections are to improve intersection operational efficiency. The intersection operates acceptably during the opening year of 2027 but the westbound includes declines in 2042 due to background growth even without the additional traffic generated by the development. In the horizon year it may be beneficial to take a closer look at this movement to determine if a dedicated westbound right turning lane should be installed at this intersection. Using the Santa Fe TIA Guidelines, the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. Alternative mitigation efforts should be explored prior to 2042.

According to the SAMM, the intersection of Siler Road and Siler Park Lane meets the threshold for a dedicated northbound right turning lane in existing conditions during both AM and PM peak hours. The Santa Fe TIA Guidelines show the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. Since this turn lane is not required based on the Santa Fe TIA Guidelines, we recommend this not be installed. Additionally, since this is in existing conditions this right turn lane should not be the responsibility of the developer.

Agua Fria and Siler Park Lane was also evaluated and does not require an eastbound dedicated right turn lane at the intersection based on the SAMM. A westbound dedicated left turn lane is required based on the SAMM. There is an existing westbound left turn lane at this intersection with a length of approximately 50 feet. Additionally, this area includes a two way left turn lane that could be used to extend this left turn lane if needed. The Santa Fe TIA Guidelines for turning lane requirements indicated the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. The traffic volume is met for a dedicated left turn lane for a two-way roadway at 35 MPH. The operational analysis shows that the westbound left at this location will not see a queue develop during either peak hour. The Santa Fe TIA Guidelines state that the minimum turn bay length of 50 feet shall be provided. Since this is met for the westbound left turn lane, additional length is not required. Additionally, no trips associated with the development are assigned to this movement, so these turn lanes at this intersection should not be the responsibility of the developer.

The applicable tables from the SAMM and Santa Fe TIA Guidelines criteria is included in Appendix C for reference

VII. CONCLUSIONS AND RECOMMENDATIONS

A. CONCLUSIONS

The traffic analysis found that all intersections operate overall acceptably in the 2024 Existing, 2027 No Build and 2027 Build conditions.

In the 2042 No Build and Build scenarios, the westbound thru movement at the signalized intersection, Agua Fria and Siler, will operate at LOS F in the PM peak hour. Since the first occurrence of this appears in the no build scenario, the development is not responsible for this and further assessments as the horizon year nears is recommended.

A dedicated right turn lane was evaluated based on the SAMM, the Santa Fe TIA Guidelines, and AASHTO. A right turn lane on Agua Fria and the proposed access point is required based on the SAMM, but is not required based on the Santa Fe TIA Guidelines. AASHTO requirements state that if a turn lane is provided it specifies a desirable deceleration distance of 205 feet for a speed of 35 MPH. It states that it is not practical on many facilities to provide the full length of deceleration length in the turn lane due to constraints such as right-of-way, distance available between adjacent intersections, and storage needs. As right-of-way constraints exist along Agua Fria, this concern was evaluated to determine a length of right turn deceleration distance that could be included along the frontage of the development property. From the edge of the property to the access point an approximately 110-foot-long deceleration lane would be able to be constructed. If the adjacent properties are ever developed in the future, the City of Santa Fe may extend this turn lane to the full 205 feet if determined appropriate at that time. It is our professional recommendation that a right turn lane should be constructed at the access point of the proposed development and that this deceleration lane should be 110 feet in length.

Additionally left turn lanes were evaluated based on the SAMM, Santa Fe TIA Guidelines, and AASHTO. The westbound left on Agua Fria at the proposed access point does not meet the SAMM volumes during the AM peak hour but does meet the guidance in the PM peak hour. The Santa Fe TIA Guidelines show this left turn lane being warranted due to the high volume on Agua Fria in this area. As a two-way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

B. RECOMMENDATIONS

- Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site.

- An eastbound dedicated right turn lane is required at the proposed access point. This right turn lane shall be 110 feet in length along the frontage of the proposed development property.
- All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements.

APPENDIX A
EXISTING DATA

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	2	15	2	0	0	19	1	4	2	0	1	8	3	7	10	0	0	20	1	7	2	0	0	10	57
06:15 AM	8	21	12	0	0	41	5	9	6	0	0	20	2	6	7	0	0	15	1	22	4	0	0	27	103
06:30 AM	5	25	19	0	0	49	9	9	3	0	0	21	1	27	8	0	0	36	5	22	5	0	0	32	138
06:45 AM	9	44	13	0	0	66	7	14	5	0	0	26	3	14	18	0	0	35	10	26	5	0	0	41	168
Total	24	105	46	0	0	175	22	36	16	0	1	75	9	54	43	0	0	106	17	77	16	0	0	110	466
07:00 AM	11	25	7	0	0	43	11	17	5	0	0	33	3	27	13	0	0	43	9	36	10	0	0	55	174
07:15 AM	8	51	17	0	0	76	20	25	13	0	0	58	6	32	21	0	0	59	15	45	15	0	0	75	268
07:30 AM	27	54	21	0	0	102	21	33	15	0	0	69	9	57	30	0	0	96	17	73	18	0	0	108	375
07:45 AM	25	89	23	0	0	137	35	63	16	0	1	115	11	64	28	0	0	103	26	99	35	1	1	162	517
Total	71	219	68	0	0	358	87	138	49	0	1	275	29	180	92	0	0	301	67	253	78	1	1	400	1334
08:00 AM	25	77	23	0	0	125	33	46	16	0	0	95	11	52	27	0	1	91	32	112	33	0	0	177	488
08:15 AM	23	79	27	0	0	129	25	52	18	0	0	95	12	65	25	0	0	102	31	102	24	0	0	157	483
08:30 AM	32	87	21	0	0	140	30	47	19	1	0	97	11	60	45	0	0	116	18	87	28	0	0	133	486
08:45 AM	29	78	16	0	0	123	24	42	6	1	0	73	14	69	41	0	1	125	20	72	18	0	0	110	431
Total	109	321	87	0	0	517	112	187	59	2	0	360	48	246	138	0	2	434	101	373	103	0	0	577	1888
*** BREAK ***																									
03:00 PM	35	60	15	0	0	110	40	78	13	1	1	133	19	82	38	0	0	139	18	75	33	0	0	126	508
03:15 PM	35	53	19	0	0	107	43	85	19	1	0	148	29	74	43	1	0	147	18	61	30	0	0	109	511
03:30 PM	21	67	12	0	0	100	40	72	18	0	0	130	15	65	38	0	0	118	19	93	37	0	0	149	497
03:45 PM	19	72	24	0	0	115	30	65	13	0	0	108	27	69	36	0	0	132	28	92	35	1	0	156	511
Total	110	252	70	0	0	432	153	300	63	2	1	519	90	290	155	1	0	536	83	321	135	1	0	540	2027
04:00 PM	16	76	13	0	0	105	38	74	17	0	0	129	18	67	39	0	0	124	24	77	19	0	0	120	478
04:15 PM	22	66	21	0	0	109	38	83	15	0	0	136	25	87	40	0	0	152	24	67	40	0	0	131	528
04:30 PM	25	77	11	0	0	113	36	77	18	0	0	131	21	81	43	0	1	146	21	56	40	0	0	117	507
04:45 PM	31	59	23	1	0	114	57	88	15	0	0	160	26	79	31	2	1	139	23	87	37	0	0	147	560
Total	94	278	68	1	0	441	169	322	65	0	0	556	90	314	153	2	2	561	92	287	136	0	0	515	2073
05:00 PM	24	63	14	0	0	101	38	92	16	1	0	147	33	91	38	0	0	162	29	64	36	0	0	129	539
05:15 PM	28	61	20	0	0	109	56	87	26	0	0	169	26	102	29	0	1	158	24	76	51	0	0	151	587
05:30 PM	30	54	18	0	0	102	43	78	14	0	0	135	21	76	38	0	0	135	22	68	36	1	0	127	499
05:45 PM	30	63	8	0	0	101	45	85	16	0	0	146	16	62	35	1	0	114	19	55	21	0	0	95	456
Total	112	241	60	0	0	413	182	342	72	1	0	597	96	331	140	1	1	569	94	263	144	1	0	502	2081
Grand Total	520	1416	399	1	0	2336	725	1325	324	5	3	2382	362	1415	721	4	5	2507	454	1574	612	3	1	2644	9869
Apprch %	22.3	60.6	17.1	0	0		30.4	55.6	13.6	0.2	0.1		14.4	56.4	28.8	0.2	0.2		17.2	59.5	23.1	0.1	0		
Total %	5.3	14.3	4	0	0	23.7	7.3	13.4	3.3	0.1	0	24.1	3.7	14.3	7.3	0	0.1	25.4	4.6	15.9	6.2	0	0	26.8	
Cars	517	1404	395	1	0	2317	722	1315	324	5	3	2369	356	1402	706	4	5	2473	451	1557	610	3	1	2622	9781
% Cars	99.4	99.2	99	100	0	99.2	99.6	99.2	100	100	100	99.5	98.3	99.1	97.9	100	100	98.6	99.3	98.9	99.7	100	100	99.2	99.1

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	2	4	3	0	0	9	0	1	0	0	0	1	5	12	5	0	0	22	1	15	0	0	0	16	48
% Trucks	0.4	0.3	0.8	0	0	0.4	0	0.1	0	0	0	0	1.4	0.8	0.7	0	0	0.9	0.2	1	0	0	0	0.6	0.5
Buses	1	8	1	0	0	10	3	9	0	0	0	12	1	1	10	0	0	12	2	2	2	0	0	6	40
% Buses	0.2	0.6	0.3	0	0	0.4	0.4	0.7	0	0	0	0.5	0.3	0.1	1.4	0	0	0.5	0.4	0.1	0.3	0	0	0.2	0.4

Cleland Counts

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File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 3

	Agua Fria St. Eastbound				Agua Fria St. Westbound				Siler Rd. Northbound				Siler Rd. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	25	89	23	137	35	63	16	114	11	64	28	103	26	99	35	160	514
08:00 AM	25	77	23	125	33	46	16	95	11	52	27	90	32	112	33	177	487
08:15 AM	23	79	27	129	25	52	18	95	12	65	25	102	31	102	24	157	483
08:30 AM	32	87	21	140	30	47	19	96	11	60	45	116	18	87	28	133	485
Total Volume	105	332	94	531	123	208	69	400	45	241	125	411	107	400	120	627	1969
% App. Total	19.8	62.5	17.7		30.8	52	17.2		10.9	58.6	30.4		17.1	63.8	19.1		
PHF	.820	.933	.870	.948	.879	.825	.908	.877	.938	.927	.694	.886	.836	.893	.857	.886	.958
Cars	103	329	92	524	123	207	69	399	45	239	121	405	105	396	119	620	1948
% Cars	98.1	99.1	97.9	98.7	100	99.5	100	99.8	100	99.2	96.8	98.5	98.1	99.0	99.2	98.9	98.9
Trucks	2	2	2	6	0	0	0	0	0	2	2	4	1	4	0	5	15
% Trucks	1.9	0.6	2.1	1.1	0	0	0	0	0	0.8	1.6	1.0	0.9	1.0	0	0.8	0.8
Buses	0	1	0	1	0	1	0	1	0	0	2	2	1	0	1	2	6
% Buses	0	0.3	0	0.2	0	0.5	0	0.3	0	0	1.6	0.5	0.9	0	0.8	0.3	0.3
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	25	77	11	113	36	77	18	131	21	81	43	145	21	56	40	117	506
04:45 PM	31	59	23	113	57	88	15	160	26	79	31	136	23	87	37	147	556
05:00 PM	24	63	14	101	38	92	16	146	33	91	38	162	29	64	36	129	538
05:15 PM	28	61	20	109	56	87	26	169	26	102	29	157	24	76	51	151	586
Total Volume	108	260	68	436	187	344	75	606	106	353	141	600	97	283	164	544	2186
% App. Total	24.8	59.6	15.6		30.9	56.8	12.4		17.7	58.8	23.5		17.8	52	30.1		
PHF	.871	.844	.739	.965	.820	.935	.721	.896	.803	.865	.820	.926	.836	.813	.804	.901	.933
Cars	108	259	68	435	186	342	75	603	106	353	138	597	97	281	164	542	2177
% Cars	100	99.6	100	99.8	99.5	99.4	100	99.5	100	100	97.9	99.5	100	99.3	100	99.6	99.6
Trucks	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1
% Trucks	0	0	0	0	0	0	0	0	0	0	0.7	0.2	0	0	0	0	0.0
Buses	0	1	0	1	1	2	0	3	0	0	2	2	0	2	0	2	8
% Buses	0	0.4	0	0.2	0.5	0.6	0	0.5	0	0	1.4	0.3	0	0.7	0	0.4	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Harrison Rd.
Site Code : 03202024
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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Harrison Rd. Northbound						Boylan Ln. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	1	16	0	0	0	17	0	14	0	0	0	14	2	0	0	0	0	2	0	0	0	0	0	0	33
06:15 AM	1	27	0	0	0	28	1	15	0	0	0	16	0	0	2	0	0	2	0	0	0	0	0	0	46
06:30 AM	0	35	2	0	0	37	0	15	1	0	0	16	0	0	1	0	0	1	0	0	0	0	0	0	54
06:45 AM	9	48	0	0	0	57	0	36	1	0	0	37	1	0	4	0	0	5	1	0	2	0	0	3	102
Total	11	126	2	0	0	139	1	80	2	0	0	83	3	0	7	0	0	10	1	0	2	0	0	3	235
07:00 AM	5	46	0	0	0	51	4	37	1	0	0	42	1	1	1	0	0	3	1	0	0	0	0	1	97
07:15 AM	1	76	1	0	0	78	4	46	1	0	0	51	0	0	4	0	0	4	3	0	3	0	0	6	139
07:30 AM	0	70	0	0	0	70	3	48	0	0	0	51	1	0	6	0	0	7	1	0	5	0	0	6	134
07:45 AM	2	151	2	0	0	155	13	97	1	0	0	111	3	0	9	0	0	12	1	0	4	0	0	5	283
Total	8	343	3	0	0	354	24	228	3	0	0	255	5	1	20	0	0	26	6	0	12	0	0	18	653
08:00 AM	0	148	1	0	0	149	8	94	0	0	0	102	0	0	13	0	0	13	2	0	3	0	0	5	269
08:15 AM	1	132	1	0	0	134	6	93	0	0	0	99	1	0	6	0	0	7	1	0	3	0	0	4	244
08:30 AM	0	168	2	0	0	170	5	93	1	1	0	100	2	0	11	0	0	13	1	0	0	1	0	2	285
08:45 AM	1	150	2	0	0	153	7	83	0	0	0	90	2	0	9	0	0	11	0	0	1	0	0	1	255
Total	2	598	6	0	0	606	26	363	1	1	0	391	5	0	39	0	0	44	4	0	7	1	0	12	1053
*** BREAK ***																									
03:00 PM	2	125	1	0	0	128	5	108	0	0	0	113	0	1	12	0	0	13	0	0	1	0	0	1	255
03:15 PM	4	108	3	0	0	115	8	133	1	0	0	142	3	0	13	0	0	16	0	0	1	0	0	1	274
03:30 PM	9	130	2	0	0	141	7	149	2	0	0	158	3	1	10	0	0	14	3	0	6	0	0	9	322
03:45 PM	2	129	2	0	1	134	8	135	2	0	0	145	2	0	15	0	0	17	2	0	4	0	0	6	302
Total	17	492	8	0	1	518	28	525	5	0	0	558	8	2	50	0	0	60	5	0	12	0	0	17	1153
04:00 PM	1	141	4	0	0	146	16	133	1	0	0	150	0	0	16	0	0	16	0	1	4	0	0	5	317
04:15 PM	0	131	1	1	0	133	7	159	0	0	0	166	2	0	12	0	0	14	0	0	2	0	0	2	315
04:30 PM	0	131	2	0	0	133	7	150	0	0	0	157	1	1	24	0	0	26	0	1	1	0	0	2	318
04:45 PM	11	141	3	0	0	155	13	126	0	0	0	139	1	0	29	0	0	30	1	0	0	0	0	1	325
Total	12	544	10	1	0	567	43	568	1	0	0	612	4	1	81	0	0	86	1	2	7	0	0	10	1275
05:00 PM	2	150	1	0	0	153	12	156	0	1	1	170	3	0	20	0	0	23	0	0	0	0	0	0	346
05:15 PM	0	155	2	0	0	157	14	162	0	0	1	177	2	0	17	0	0	19	0	2	3	0	0	5	358
05:30 PM	0	128	4	1	0	133	3	121	0	0	1	125	2	1	13	0	0	16	0	0	0	0	0	0	274
05:45 PM	0	114	2	0	0	116	7	114	0	1	0	122	1	0	8	0	0	9	0	0	0	0	0	0	247
Total	2	547	9	1	0	559	36	553	0	2	3	594	8	1	58	0	0	67	0	2	3	0	0	5	1225
Grand Total	52	2650	38	2	1	2743	158	2317	12	3	3	2493	33	5	255	0	0	293	17	4	43	1	0	65	5594
Apprch %	1.9	96.6	1.4	0.1	0		6.3	92.9	0.5	0.1	0.1		11.3	1.7	87	0	0		26.2	6.2	66.2	1.5	0		
Total %	0.9	47.4	0.7	0	0	49	2.8	41.4	0.2	0.1	0.1	44.6	0.6	0.1	4.6	0	0	5.2	0.3	0.1	0.8	0	0	1.2	
Cars	52	2620	37	2	1	2712	158	2294	12	3	3	2470	33	5	251	0	0	289	17	4	43	1	0	65	5536
% Cars	100	98.9	97.4	100	100	98.9	100	99	100	100	100	99.1	100	100	98.4	0	0	98.6	100	100	100	100	0	100	99

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
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File Name : Agua Fria St. and Harrison Rd.
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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Harrison Rd. Northbound						Boylan Ln. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	0	11	1	0	0	12	0	7	0	0	0	7	0	0	1	0	0	1	0	0	0	0	0	0	20
% Trucks	0	0.4	2.6	0	0	0.4	0	0.3	0	0	0	0.3	0	0	0.4	0	0	0.3	0	0	0	0	0	0	0.4
Buses	0	19	0	0	0	19	0	16	0	0	0	16	0	0	3	0	0	3	0	0	0	0	0	0	38
% Buses	0	0.7	0	0	0	0.7	0	0.7	0	0	0	0.6	0	0	1.2	0	0	1	0	0	0	0	0	0	0.7

Cleland Counts

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File Name : Agua Fria St. and Harrison Rd.
Site Code : 03202024
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	Agua Fria St. Eastbound				Agua Fria St. Westbound				Harrison Rd. Northbound				Boylan Ln. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	2	151	2	155	13	97	1	111	3	0	9	12	1	0	4	5	283
08:00 AM	0	148	1	149	8	94	0	102	0	0	13	13	2	0	3	5	269
08:15 AM	1	132	1	134	6	93	0	99	1	0	6	7	1	0	3	4	244
08:30 AM	0	168	2	170	5	93	1	99	2	0	11	13	1	0	0	1	283
Total Volume	3	599	6	608	32	377	2	411	6	0	39	45	5	0	10	15	1079
% App. Total	0.5	98.5	1		7.8	91.7	0.5		13.3	0	86.7		33.3	0	66.7		
PHF	.375	.891	.750	.894	.615	.972	.500	.926	.500	.000	.750	.865	.625	.000	.625	.750	.953
Cars	3	590	6	599	32	371	2	405	6	0	37	43	5	0	10	15	1062
% Cars	100	98.5	100	98.5	100	98.4	100	98.5	100	0	94.9	95.6	100	0	100	100	98.4
Trucks	0	5	0	5	0	3	0	3	0	0	1	1	0	0	0	0	9
% Trucks	0	0.8	0	0.8	0	0.8	0	0.7	0	0	2.6	2.2	0	0	0	0	0.8
Buses	0	4	0	4	0	3	0	3	0	0	1	1	0	0	0	0	8
% Buses	0	0.7	0	0.7	0	0.8	0	0.7	0	0	2.6	2.2	0	0	0	0	0.7
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	0	131	2	133	7	150	0	157	1	1	24	26	0	1	1	2	318
04:45 PM	11	141	3	155	13	126	0	139	1	0	29	30	1	0	0	1	325
05:00 PM	2	150	1	153	12	156	0	168	3	0	20	23	0	0	0	0	344
05:15 PM	0	155	2	157	14	162	0	176	2	0	17	19	0	2	3	5	357
Total Volume	13	577	8	598	46	594	0	640	7	1	90	98	1	3	4	8	1344
% App. Total	2.2	96.5	1.3		7.2	92.8	0		7.1	1	91.8		12.5	37.5	50		
PHF	.295	.931	.667	.952	.821	.917	.000	.909	.583	.250	.776	.817	.250	.375	.333	.400	.941
Cars	13	574	8	595	46	589	0	635	7	1	90	98	1	3	4	8	1336
% Cars	100	99.5	100	99.5	100	99.2	0	99.2	100	100	100	100	100	100	100	100	99.4
Trucks	0	1	0	1	0	1	0	1	0	0	0	0	0	0	0	0	2
% Trucks	0	0.2	0	0.2	0	0.2	0	0.2	0	0	0	0	0	0	0	0	0.1
Buses	0	2	0	2	0	4	0	4	0	0	0	0	0	0	0	0	6
% Buses	0	0.3	0	0.3	0	0.7	0	0.6	0	0	0	0	0	0	0	0	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Park Ln. Northbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	0	23	0	0	0	23	0	7	0	0	0	7	0	0	0	0	0	0	30
06:15 AM	0	34	0	0	0	34	0	22	0	0	0	22	0	0	0	0	0	0	56
06:30 AM	0	43	1	0	1	45	1	23	0	0	0	24	0	0	2	0	0	2	71
06:45 AM	0	60	7	0	0	67	3	24	0	0	0	27	0	0	1	0	0	1	95
Total	0	160	8	0	1	169	4	76	0	0	0	80	0	0	3	0	0	3	252
07:00 AM	0	42	6	0	0	48	4	38	0	0	0	42	1	0	2	0	0	3	93
07:15 AM	0	88	0	0	0	88	3	64	0	0	0	67	1	0	0	0	0	1	156
07:30 AM	0	96	2	0	2	100	5	75	0	0	0	80	0	0	3	0	0	3	183
07:45 AM	0	149	0	0	0	149	3	102	0	0	0	105	1	0	9	0	0	10	264
Total	0	375	8	0	2	385	15	279	0	0	0	294	3	0	14	0	0	17	696
08:00 AM	0	132	3	0	0	135	5	100	0	0	0	105	2	0	9	0	0	11	251
08:15 AM	0	134	2	0	0	136	3	88	0	0	0	91	3	0	7	0	0	10	237
08:30 AM	0	142	2	0	0	144	2	84	0	1	0	87	3	0	9	0	0	12	243
08:45 AM	0	139	2	0	1	142	4	78	0	0	0	82	1	0	10	0	0	11	235
Total	0	547	9	0	1	557	14	350	0	1	0	365	9	0	35	0	0	44	966
*** BREAK ***																			
03:00 PM	0	108	1	0	0	109	4	136	0	1	0	141	2	0	6	0	0	8	258
03:15 PM	0	116	2	0	1	119	6	149	0	2	0	157	3	0	10	0	0	13	289
03:30 PM	0	123	1	0	2	126	5	132	0	1	0	138	0	0	18	0	0	18	282
03:45 PM	0	146	1	0	0	147	5	99	0	0	0	104	6	0	13	0	0	19	270
Total	0	493	5	0	3	501	20	516	0	4	0	540	11	0	47	0	0	58	1099
04:00 PM	0	138	3	0	0	141	4	138	0	0	0	142	9	0	19	0	0	28	311
04:15 PM	0	127	2	0	1	130	5	151	0	0	0	156	1	0	16	0	0	17	303
04:30 PM	0	140	0	0	2	142	3	147	0	0	0	150	0	0	16	0	1	17	309
04:45 PM	0	104	2	1	0	107	4	141	0	0	0	145	1	0	7	0	0	8	260
Total	0	509	7	1	3	520	16	577	0	0	0	593	11	0	58	0	1	70	1183
05:00 PM	0	130	0	1	0	131	1	156	0	1	0	158	0	0	17	0	0	17	306
05:15 PM	0	127	1	0	1	129	5	171	0	0	0	176	1	0	17	0	1	19	324
05:30 PM	0	130	1	0	0	131	1	154	0	0	0	155	0	0	5	0	0	5	291
05:45 PM	0	119	1	0	1	121	2	127	0	0	0	129	2	0	6	0	1	9	259
Total	0	506	3	1	2	512	9	608	0	1	0	618	3	0	45	0	2	50	1180
Grand Total	0	2590	40	2	12	2644	78	2406	0	6	0	2490	37	0	202	0	3	242	5376
Apprch %	0	98	1.5	0.1	0.5		3.1	96.6	0	0.2	0		15.3	0	83.5	0	1.2		
Total %	0	48.2	0.7	0	0.2	49.2	1.5	44.8	0	0.1	0	46.3	0.7	0	3.8	0	0.1	4.5	
Cars	0	2562	40	2	12	2616	78	2392	0	6	0	2476	37	0	200	0	3	240	5332
% Cars	0	98.9	100	100	100	98.9	100	99.4	0	100	0	99.4	100	0	99	0	100	99.2	99.2

Cleland Counts

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File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Park Ln. Northbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	0	7	0	0	0	7	0	2	0	0	0	2	0	0	2	0	0	2	11
% Trucks	0	0.3	0	0	0	0.3	0	0.1	0	0	0	0.1	0	0	1	0	0	0.8	0.2
Buses	0	21	0	0	0	21	0	12	0	0	0	12	0	0	0	0	0	0	33
% Buses	0	0.8	0	0	0	0.8	0	0.5	0	0	0	0.5	0	0	0	0	0	0	0.6

Cleland Counts

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Site Code : 03192024
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	Agua Fria St. Eastbound				Agua Fria St. Westbound				Siler Park Ln. Northbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:45 AM													
07:45 AM	0	149	0	149	3	102	0	105	1	0	9	10	264
08:00 AM	0	132	3	135	5	100	0	105	2	0	9	11	251
08:15 AM	0	134	2	136	3	88	0	91	3	0	7	10	237
08:30 AM	0	142	2	144	2	84	0	86	3	0	9	12	242
Total Volume	0	557	7	564	13	374	0	387	9	0	34	43	994
% App. Total	0	98.8	1.2		3.4	96.6	0		20.9	0	79.1		
PHF	.000	.935	.583	.946	.650	.917	.000	.921	.750	.000	.944	.896	.941
Cars	0	548	7	555	13	373	0	386	9	0	34	43	984
% Cars	0	98.4	100	98.4	100	99.7	0	99.7	100	0	100	100	99.0
Trucks	0	5	0	5	0	0	0	0	0	0	0	0	5
% Trucks	0	0.9	0	0.9	0	0	0	0	0	0	0	0	0.5
Buses	0	4	0	4	0	1	0	1	0	0	0	0	5
% Buses	0	0.7	0	0.7	0	0.3	0	0.3	0	0	0	0	0.5
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:30 PM													
04:30 PM	0	140	0	140	3	147	0	150	0	0	16	16	306
04:45 PM	0	104	2	106	4	141	0	145	1	0	7	8	259
05:00 PM	0	130	0	130	1	156	0	157	0	0	17	17	304
05:15 PM	0	127	1	128	5	171	0	176	1	0	17	18	322
Total Volume	0	501	3	504	13	615	0	628	2	0	57	59	1191
% App. Total	0	99.4	0.6		2.1	97.9	0		3.4	0	96.6		
PHF	.000	.895	.375	.900	.650	.899	.000	.892	.500	.000	.838	.819	.925
Cars	0	497	3	500	13	611	0	624	2	0	57	59	1183
% Cars	0	99.2	100	99.2	100	99.3	0	99.4	100	0	100	100	99.3
Trucks	0	0	0	0	0	1	0	1	0	0	0	0	1
% Trucks	0	0	0	0	0	0.2	0	0.2	0	0	0	0	0.1
Buses	0	4	0	4	0	3	0	3	0	0	0	0	7
% Buses	0	0.8	0	0.8	0	0.5	0	0.5	0	0	0	0	0.6

Cleland Counts

1441 Camino Cerritos S.E.
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Counter R.C.

File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
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Groups Printed- Cars - Trucks - Buses

	Siler Park Ln. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	0	0	0	0	0	0	0	24	3	0	0	27	0	11	0	0	0	11	38
06:15 AM	0	0	0	0	0	0	0	18	3	0	0	21	2	34	0	0	0	36	57
06:30 AM	1	0	3	0	0	4	0	36	5	0	0	41	3	50	0	0	0	53	98
06:45 AM	1	0	0	0	0	1	0	38	7	0	1	46	2	47	0	0	0	49	96
Total	2	0	3	0	0	5	0	116	18	0	1	135	7	142	0	0	0	149	289
07:00 AM	2	0	0	0	0	2	0	44	9	0	0	53	0	55	0	0	0	55	110
07:15 AM	3	0	0	0	0	3	0	66	4	0	0	70	1	78	0	0	0	79	152
07:30 AM	6	0	0	0	0	6	0	103	9	0	1	113	0	117	0	0	0	117	236
07:45 AM	8	0	3	0	0	11	0	121	17	0	0	138	4	153	0	0	0	157	306
Total	19	0	3	0	0	22	0	334	39	0	1	374	5	403	0	0	0	408	804
08:00 AM	5	0	3	0	0	8	0	97	15	0	2	114	5	165	0	0	0	170	292
08:15 AM	9	0	4	0	0	13	0	99	16	0	1	116	2	149	0	0	0	151	280
08:30 AM	10	0	3	0	0	13	0	141	24	0	0	165	2	151	0	0	0	153	331
08:45 AM	7	0	2	0	0	9	0	121	16	0	3	140	3	103	0	0	0	106	255
Total	31	0	12	0	0	43	0	458	71	0	6	535	12	568	0	0	0	580	1158
*** BREAK ***																			
03:00 PM	15	0	5	0	0	20	0	143	19	0	0	162	7	121	0	0	0	128	310
03:15 PM	15	0	3	0	0	18	0	146	19	1	2	168	2	122	0	0	0	124	310
03:30 PM	20	0	3	0	0	23	0	127	21	0	0	148	5	143	0	0	0	148	319
03:45 PM	13	0	4	0	0	17	0	136	16	0	0	152	1	134	0	1	0	136	305
Total	63	0	15	0	0	78	0	552	75	1	2	630	15	520	0	1	0	536	1244
04:00 PM	18	0	6	0	0	24	0	135	14	0	0	149	5	130	0	0	0	135	308
04:15 PM	18	0	7	0	0	25	0	147	14	0	1	162	6	119	0	0	0	125	312
04:30 PM	17	0	3	0	0	20	0	143	21	0	0	164	4	114	0	0	0	118	302
04:45 PM	7	0	7	0	0	14	0	144	15	1	2	162	1	158	0	1	0	160	336
Total	60	0	23	0	0	83	0	569	64	1	3	637	16	521	0	1	0	538	1258
05:00 PM	13	0	3	0	0	16	0	172	19	1	1	193	1	122	0	0	0	123	332
05:15 PM	15	0	5	0	0	20	0	151	17	0	1	169	5	149	0	0	0	154	343
05:30 PM	14	0	2	0	0	16	0	146	3	0	0	149	2	128	0	1	0	131	296
05:45 PM	5	0	1	0	0	6	0	113	9	0	1	123	1	102	0	0	0	103	232
Total	47	0	11	0	0	58	0	582	48	1	3	634	9	501	0	1	0	511	1203
Grand Total	222	0	67	0	0	289	0	2611	315	3	16	2945	64	2655	0	3	0	2722	5956
Apprch %	76.8	0	23.2	0	0		0	88.7	10.7	0.1	0.5		2.4	97.5	0	0.1	0		
Total %	3.7	0	1.1	0	0	4.9	0	43.8	5.3	0.1	0.3	49.4	1.1	44.6	0	0.1	0	45.7	
Cars	219	0	64	0	0	283	0	2582	311	3	13	2909	63	2630	0	3	0	2696	5888
% Cars	98.6	0	95.5	0	0	97.9	0	98.9	98.7	100	81.2	98.8	98.4	99.1	0	100	0	99	98.9

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Siler Park Ln. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	3	0	3	0	0	6	0	18	3	0	3	24	1	19	0	0	0	20	50
% Trucks	1.4	0	4.5	0	0	2.1	0	0.7	1	0	18.8	0.8	1.6	0.7	0	0	0	0.7	0.8
Buses	0	0	0	0	0	0	0	11	1	0	0	12	0	6	0	0	0	6	18
% Buses	0	0	0	0	0	0	0	0.4	0.3	0	0	0.4	0	0.2	0	0	0	0.2	0.3

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

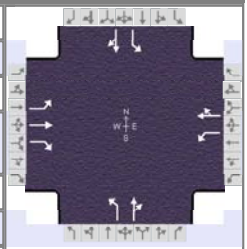
File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 3

	Siler Park Ln. Westbound				Siler Rd. Northbound				Siler Rd. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:45 AM													
07:45 AM	8	0	3	11	0	121	17	138	4	153	0	157	306
08:00 AM	5	0	3	8	0	97	15	112	5	165	0	170	290
08:15 AM	9	0	4	13	0	99	16	115	2	149	0	151	279
08:30 AM	10	0	3	13	0	141	24	165	2	151	0	153	331
Total Volume	32	0	13	45	0	458	72	530	13	618	0	631	1206
% App. Total	71.1	0	28.9		0	86.4	13.6		2.1	97.9	0		
PHF	.800	.000	.813	.865	.000	.812	.750	.803	.650	.936	.000	.928	.911
Cars	31	0	12	43	0	452	72	524	13	614	0	627	1194
% Cars	96.9	0	92.3	95.6	0	98.7	100	98.9	100	99.4	0	99.4	99.0
Trucks	1	0	1	2	0	4	0	4	0	4	0	4	10
% Trucks	3.1	0	7.7	4.4	0	0.9	0	0.8	0	0.6	0	0.6	0.8
Buses	0	0	0	0	0	2	0	2	0	0	0	0	2
% Buses	0	0	0	0	0	0.4	0	0.4	0	0	0	0	0.2
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:30 PM													
04:30 PM	17	0	3	20	0	143	21	164	4	114	0	118	302
04:45 PM	7	0	7	14	0	144	15	159	1	158	0	159	332
05:00 PM	13	0	3	16	0	172	19	191	1	122	0	123	330
05:15 PM	15	0	5	20	0	151	17	168	5	149	0	154	342
Total Volume	52	0	18	70	0	610	72	682	11	543	0	554	1306
% App. Total	74.3	0	25.7		0	89.4	10.6		2	98	0		
PHF	.765	.000	.643	.875	.000	.887	.857	.893	.550	.859	.000	.871	.955
Cars	52	0	18	70	0	608	72	680	11	539	0	550	1300
% Cars	100	0	100	100	0	99.7	100	99.7	100	99.3	0	99.3	99.5
Trucks	0	0	0	0	0	0	0	0	0	1	0	1	1
% Trucks	0	0	0	0	0	0	0	0	0	0.2	0	0.2	0.1
Buses	0	0	0	0	0	2	0	2	0	3	0	3	5
% Buses	0	0	0	0	0	0.3	0	0.3	0	0.6	0	0.5	0.4

APPENDIX B
2024 EXISTING INTERSECTION CAPACITY ANALYSIS

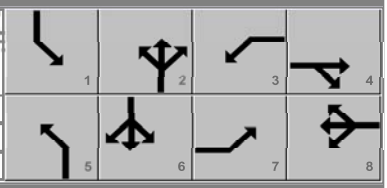
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	EXISTING AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2024	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_EXAM AF-S.xus		
Project Description	EXISTING				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	105	332	94	123	208	69	45	241	125	107	400	120

Signal Information			
Cycle, s	64.6	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	2.9	1.5	22.6	5.1	0.2	15.4
Yellow	3.0	0.0	3.0	3.0	0.0	4.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

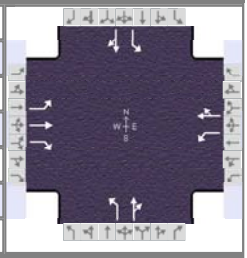
Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.3	20.6	9.1	20.4	6.9	26.6	8.3	28.0
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	5.9	13.1	5.4	11.3	3.0	13.5	4.5	19.4
Green Extension Time (g_e), s	0.2	2.5	0.3	2.6	0.1	4.6	0.3	4.5
Phase Call Probability	0.86	1.00	0.90	1.00	0.57	1.00	0.87	1.00
Max Out Probability	0.00	0.14	0.00	0.09	0.00	0.00	0.00	0.01

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	109	346	98	128	289		47	381		111	542	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1776		1781	1810	
Queue Service Time (g_s), s	3.9	11.1	3.2	3.4	9.3		1.0	11.5		2.5	17.4	
Cycle Queue Clearance Time (g_c), s	3.9	11.1	3.2	3.4	9.3		1.0	11.5		2.5	17.4	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.32	0.24		0.40	0.35		0.42	0.37	
Capacity (*c*), veh/h	147	455	383	297	434		256	621		404	674	
Volume-to-Capacity Ratio (*X*)	0.744	0.760	0.256	0.431	0.665		0.183	0.614		0.276	0.804	
Back of Queue (*Q*), ft/ln (95 th percentile)	85	212	52	60	175		18	200		43	284	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.3	8.4	2.0	2.4	7.0		0.7	8.0		1.7	11.3	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.68	1.69	0.42	0.50	1.46		0.14	1.49		0.48	3.16	
Uniform Delay (d_1), s/veh	29.1	22.9	19.9	17.7	22.3		14.8	17.5		12.9	18.2	
Incremental Delay (d_2), s/veh	7.2	2.6	0.3	1.0	2.1		0.3	1.2		0.4	2.3	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	36.3	25.5	20.2	18.7	24.5		15.2	18.7		13.3	20.5	
Level of Service (LOS)	D	C	C	B	C		B	B		B	C	
Approach Delay, s/veh / LOS	26.7	C		22.7	C		18.3	B		19.3	B	
Intersection Delay, s/veh / LOS	21.8						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.91	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.40	A	1.18	A	1.19	A	1.57	B

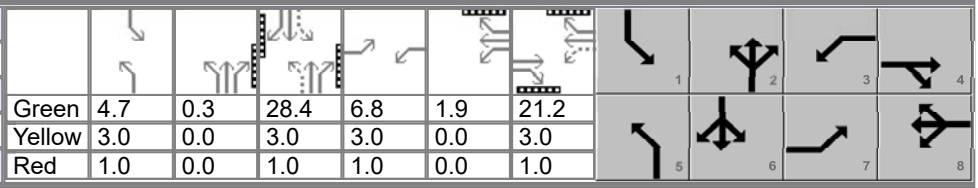
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2024	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_EXPM AF-S.xus		
Project Description	EXISTING				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	260	68	187	344	75	106	353	141	97	283	164

Signal Information			
Cycle, s	79.3	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	4.7	0.3	28.4	6.8	1.9	21.2
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	10.8	25.2	12.7	27.2	9.0	32.7	8.7	32.4
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.1	12.3	8.3	20.6	5.1	23.4	4.9	21.0
Green Extension Time (g_e), s	0.2	3.0	0.5	1.6	0.3	5.2	0.3	5.3
Phase Call Probability	0.92	1.00	0.99	1.00	0.92	1.00	0.90	1.00
Max Out Probability	0.00	0.16	0.01	0.98	0.00	0.03	0.00	0.02

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	116	280	73	201	451		114	531		104	481	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	5.1	10.3	2.9	6.3	18.6		3.1	21.4		2.9	19.0	
Cycle Queue Clearance Time (g_c), s	5.1	10.3	2.9	6.3	18.6		3.1	21.4		2.9	19.0	
Green Ratio (*g/C*)	0.09	0.26	0.26	0.37	0.28		0.42	0.36		0.42	0.36	
Capacity (*c*), veh/h	153	481	405	430	515		314	649		255	633	
Volume-to-Capacity Ratio (*X*)	0.761	0.581	0.181	0.467	0.875		0.363	0.819		0.409	0.759	
Back of Queue (*Q*), ft/ln (95 th percentile)	112	202	48	115	365		57	352		54	312	
Back of Queue (*Q*), veh/ln (95 th percentile)	4.4	8.0	1.9	4.6	14.6		2.3	14.0		2.1	12.4	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.89	1.61	0.38	0.96	3.04		0.42	2.61		0.60	3.46	
Uniform Delay (d_1), s/veh	35.5	25.9	23.1	18.8	27.3		16.8	23.0		18.1	22.5	
Incremental Delay (d_2), s/veh	7.6	1.1	0.2	0.8	13.3		0.7	3.1		1.1	1.9	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	43.1	27.0	23.3	19.6	40.6		17.5	26.1		19.2	24.4	
Level of Service (LOS)	D	C	C	B	D		B	C		B	C	
Approach Delay, s/veh / LOS	30.4	C		34.1	C		24.6	C		23.5	C	
Intersection Delay, s/veh / LOS	28.1						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.26	A	1.56	B	1.55	B	1.45	A

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HCS Two-Way Stop-Control Report

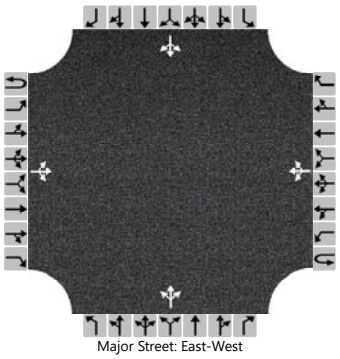
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	599	6		32	377	2		6	0	39		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				34					47				16	
Capacity, c (veh/h)		1162				950					442				449	
v/c Ratio		0.00				0.04					0.11				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		8.9	0.4	0.4			14.1				13.3	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.1				13.3			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

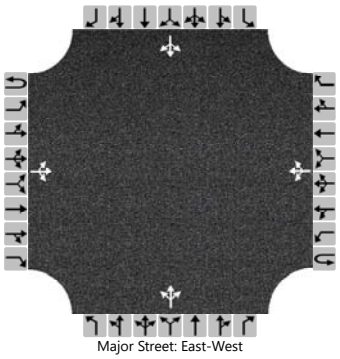
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	577	8		46	594	0		7	1	90		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				49					104				9	
Capacity, c (veh/h)		958				964					452				309	
v/c Ratio		0.01				0.05					0.23				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.9				0.1	
95% Queue Length, Q_{95} (ft)											22.5				2.5	
Control Delay (s/veh)		8.8	0.2	0.2		8.9	0.7	0.7			15.3				17.0	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				15.3				17.0			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

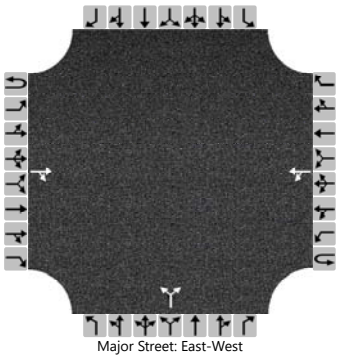
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			557	7		13	374			0		9				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					10					
Capacity, c (veh/h)						985					507					
v/c Ratio						0.01					0.02					
95% Queue Length, Q_{95} (veh)						0.0					0.1					
95% Queue Length, Q_{95} (ft)						0.0					2.5					
Control Delay (s/veh)						8.7	0.2				12.2					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				12.2						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

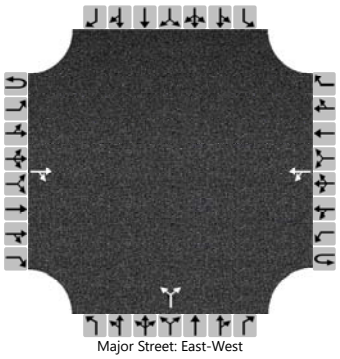
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			557	7		13	374			0		9				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					10					
Capacity, c (veh/h)						980					503					
v/c Ratio						0.01					0.02					
95% Queue Length, Q_{95} (veh)						0.0					0.1					
95% Queue Length, Q_{95} (ft)						0.0					2.5					
Control Delay (s/veh)						8.7	0.2				12.3					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				12.3						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

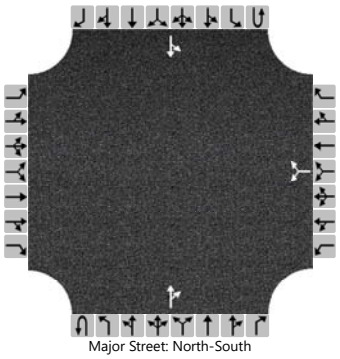
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	EXISTING

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						32		13			458	72		13	618	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							49							14		
Capacity, c (veh/h)							366							999		
v/c Ratio							0.13							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							16.4							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						16.4								0.4		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

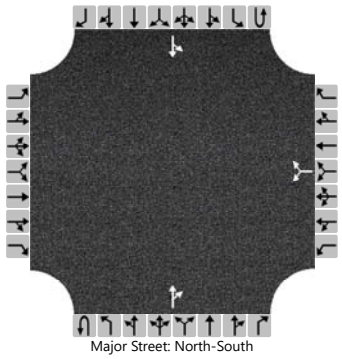
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	EXISTING

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						52		18			610	72		11	543	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							77							12		
Capacity, c (veh/h)							334							866		
v/c Ratio							0.23							0.01		
95% Queue Length, Q_{95} (veh)							0.9							0.0		
95% Queue Length, Q_{95} (ft)							22.6							0.0		
Control Delay (s/veh)							19.0							9.2	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						19.0								0.4		
Approach LOS						C								A		

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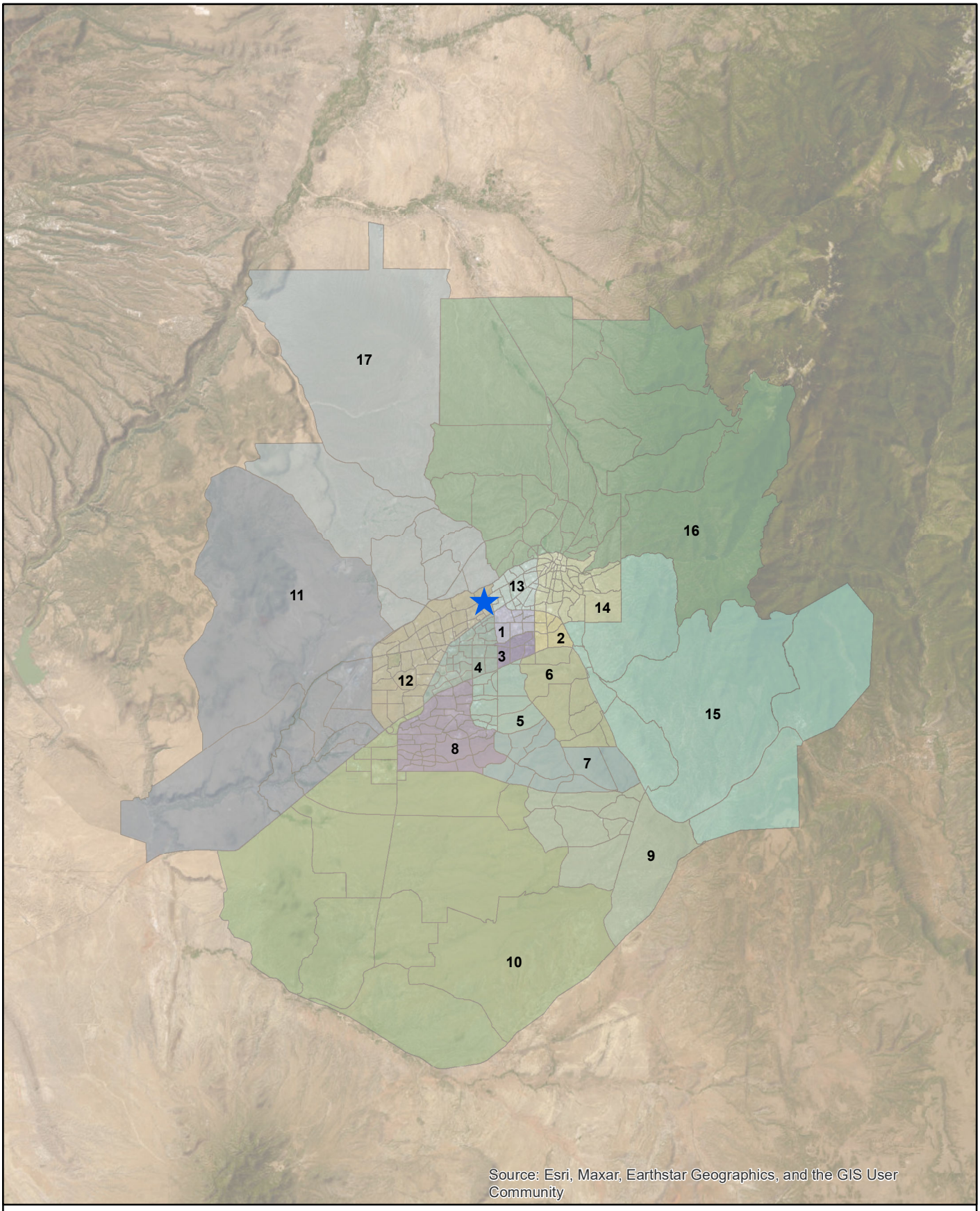
APPENDIX C
TURNING MOVEMENT DEVELOPMENT



Bohannan Huston
www.bhinc.com 800.877.5332

N
W E
S

0 13,750 27,500 Feet
1 in = 27,992 ft

Agua Fria

Santa Fe Region
Traffic Analysis Zones

P:\20240415\TRANS\Study\Analysis\Programs\GIS\SantaFe_BaseMap.mxd
Author: magarcia

April 2024

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Agua Fria Road - To/From East		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	5%	0.58%	112
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%			
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%			
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%			
9	655	654	655	11.01	59	0.31%	15%	0.05%	9
10	1,082	1,094	1,086	10.13	107	0.55%			
11	399	1,984	927	7.4	125	0.65%			
12	6,827	8,904	7,519	3.25	2,314	11.95%			
13	5,956	4,456	5,456	1.39	3,925	20.27%	30%	6.08%	1,178
14	23,927	18,392	22,082	3.76	5,873	30.33%	30%	9.10%	1,762
15	552	551	552	7.18	77	0.40%	30%	0.12%	23
16	2,748	2,613	2,703	5.65	478	2.47%	20%	0.49%	96
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		16%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Agua Fria Road - To/From West		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%			
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%	25%	3.07%	594
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%	5%	0.01%	3
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%	60%	0.83%	161
9	655	654	655	11.01	59	0.31%			
10	1,082	1,094	1,086	10.13	107	0.55%	80%	0.44%	86
11	399	1,984	927	7.4	125	0.65%	65%	0.42%	81
12	6,827	8,904	7,519	3.25	2,314	11.95%	65%	7.77%	1,504
13	5,956	4,456	5,456	1.39	3,925	20.27%			
14	23,927	18,392	22,082	3.76	5,873	30.33%			
15	552	551	552	7.18	77	0.40%			
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%	70%	0.20%	40
TOTALS =	55,357	56,072	55,595		19,362	100.00%		13%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Siler Road - To/From North		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%			
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%			
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%			
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%			
9	655	654	655	11.01	59	0.31%			
10	1,082	1,094	1,086	10.13	107	0.55%			
11	399	1,984	927	7.4	125	0.65%	5%	0.03%	6
12	6,827	8,904	7,519	3.25	2,314	11.95%	5%	0.60%	116
13	5,956	4,456	5,456	1.39	3,925	20.27%	5%	1.01%	196
14	23,927	18,392	22,082	3.76	5,873	30.33%	5%	1.52%	294
15	552	551	552	7.18	77	0.40%	10%	0.04%	8
16	2,748	2,613	2,703	5.65	478	2.47%	80%	1.98%	383
17	326	376	343	6.07	56	0.29%	30%	0.09%	17
TOTALS =	55,357	56,072	55,595		19,362	100.00%		5%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Siler Road - To/From South		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	50%	5.77%	1,117
2	1,986	1,822	1,931	2.88	671	3.46%	70%	2.42%	469
3	1,298	1,776	1,457	2.25	648	3.35%	70%	2.34%	453
4	4,183	8,318	5,561	2.34	2,377	12.27%	60%	7.36%	1,426
5	325	417	356	4.03	88	0.46%	70%	0.32%	62
6	248	345	280	5.02	56	0.29%	75%	0.22%	42
7	42	38	41	7.09	6	0.03%	70%	0.02%	4
8	1,350	1,792	1,497	5.57	269	1.39%	25%	0.35%	67
9	655	654	655	11.01	59	0.31%	60%	0.18%	36
10	1,082	1,094	1,086	10.13	107	0.55%	15%	0.08%	16
11	399	1,984	927	7.4	125	0.65%	25%	0.16%	31
12	6,827	8,904	7,519	3.25	2,314	11.95%	25%	2.99%	578
13	5,956	4,456	5,456	1.39	3,925	20.27%	60%	12.16%	2,355
14	23,927	18,392	22,082	3.76	5,873	30.33%	60%	18.20%	3,524
15	552	551	552	7.18	77	0.40%	55%	0.22%	42
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		53%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Harrison Road - To/From South		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	45%	5.19%	1,005
2	1,986	1,822	1,931	2.88	671	3.46%	30%	1.04%	201
3	1,298	1,776	1,457	2.25	648	3.35%	30%	1.00%	194
4	4,183	8,318	5,561	2.34	2,377	12.27%	15%	1.84%	356
5	325	417	356	4.03	88	0.46%	30%	0.14%	26
6	248	345	280	5.02	56	0.29%	20%	0.06%	11
7	42	38	41	7.09	6	0.03%	30%	0.01%	2
8	1,350	1,792	1,497	5.57	269	1.39%	15%	0.21%	40
9	655	654	655	11.01	59	0.31%	25%	0.08%	15
10	1,082	1,094	1,086	10.13	107	0.55%	5%	0.03%	5
11	399	1,984	927	7.4	125	0.65%	5%	0.03%	6
12	6,827	8,904	7,519	3.25	2,314	11.95%	5%	0.60%	116
13	5,956	4,456	5,456	1.39	3,925	20.27%	5%	1.01%	196
14	23,927	18,392	22,082	3.76	5,873	30.33%	5%	1.52%	294
15	552	551	552	7.18	77	0.40%	5%	0.02%	4
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		13%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees 2015	Employees 2040	Employees 2024	DISTANCE (D)	EMP./DIST. 2024	% 2024			
1	3,453	2,540	3,149	1.41	2,233	11.53%	11.53%	0.00%	100%
2	1,986	1,822	1,931	2.88	671	3.46%	3.46%	0.00%	100%
3	1,298	1,776	1,457	2.25	648	3.35%	3.35%	0.00%	100%
4	4,183	8,318	5,561	2.34	2,377	12.27%	12.27%	0.00%	100%
5	325	417	356	4.03	88	0.46%	0.46%	0.00%	100%
6	248	345	280	5.02	56	0.29%	0.29%	0.00%	100%
7	42	38	41	7.09	6	0.03%	0.03%	0.00%	100%
8	1,350	1,792	1,497	5.57	269	1.39%	1.39%	0.00%	100%
9	655	654	655	11.01	59	0.31%	0.31%	0.00%	100%
10	1,082	1,094	1,086	10.13	107	0.55%	0.55%	0.00%	100%
11	399	1,984	927	7.4	125	0.65%	0.65%	0.00%	100%
12	6,827	8,904	7,519	3.25	2,314	11.95%	11.95%	0.00%	100%
13	5,956	4,456	5,456	1.39	3,925	20.27%	20.27%	0.00%	100%
14	23,927	18,392	22,082	3.76	5,873	30.33%	30.33%	0.00%	100%
15	552	551	552	7.18	77	0.40%	0.40%	0.00%	100%
16	2,748	2,613	2,703	5.65	478	2.47%	2.47%	0.00%	100%
17	326	376	343	6.07	56	0.29%	0.29%	0.00%	100%
TOTALS =	55,357	56,072	55,595		19,362	100.00%	100.00%	0.00%	0%

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

New Mexico Department of Transportation

MS2 Transportation Data Management System

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Record 1 of 1 Goto Record go

Location ID	22874	MPO ID	181811
Type	SPOT	HPMS ID	
On NHS	No	On HPMS	No
LRS ID	FL4735P	LRS Loc Pt.	2.501431
SF Group	09	Route Type	Two-Way Roadway
AF Group	09	Route	FL4735
GF Group	09	Active	Yes
Class Dist Grp	09	Category	
Seas Clss Grp	Statewide		
WIM Group	FC-NOT-1		
QC Group	Perm		
Fnct'l Class	(4) Minor Arterial	Milepost	
Located On	AGUA FRIA ST		
Loc On Alias	JCT. MAEZ		

More Detail

STATION DATA Show Data

Directions: 2-WAY | NEG 1 | POS 1

AADT

Year	AADT	DHV-30	K %	D %	PA	BC	Src
2022	10,417	1,166	11	52	9,782 (94%)	635 (6%)	
2021	11,217	1,180	11	50	10,578 (94%)	639 (6%)	
2020	10,021	1,120	11	52	9,320 (93%)	701 (7%)	
2019	11,705		11	53	11,213 (96%)	492 (4%)	
2018	11,416	1,236	11	53	11,019 (97%)	397 (3%)	

1-5 of 18

Travel Demand Model

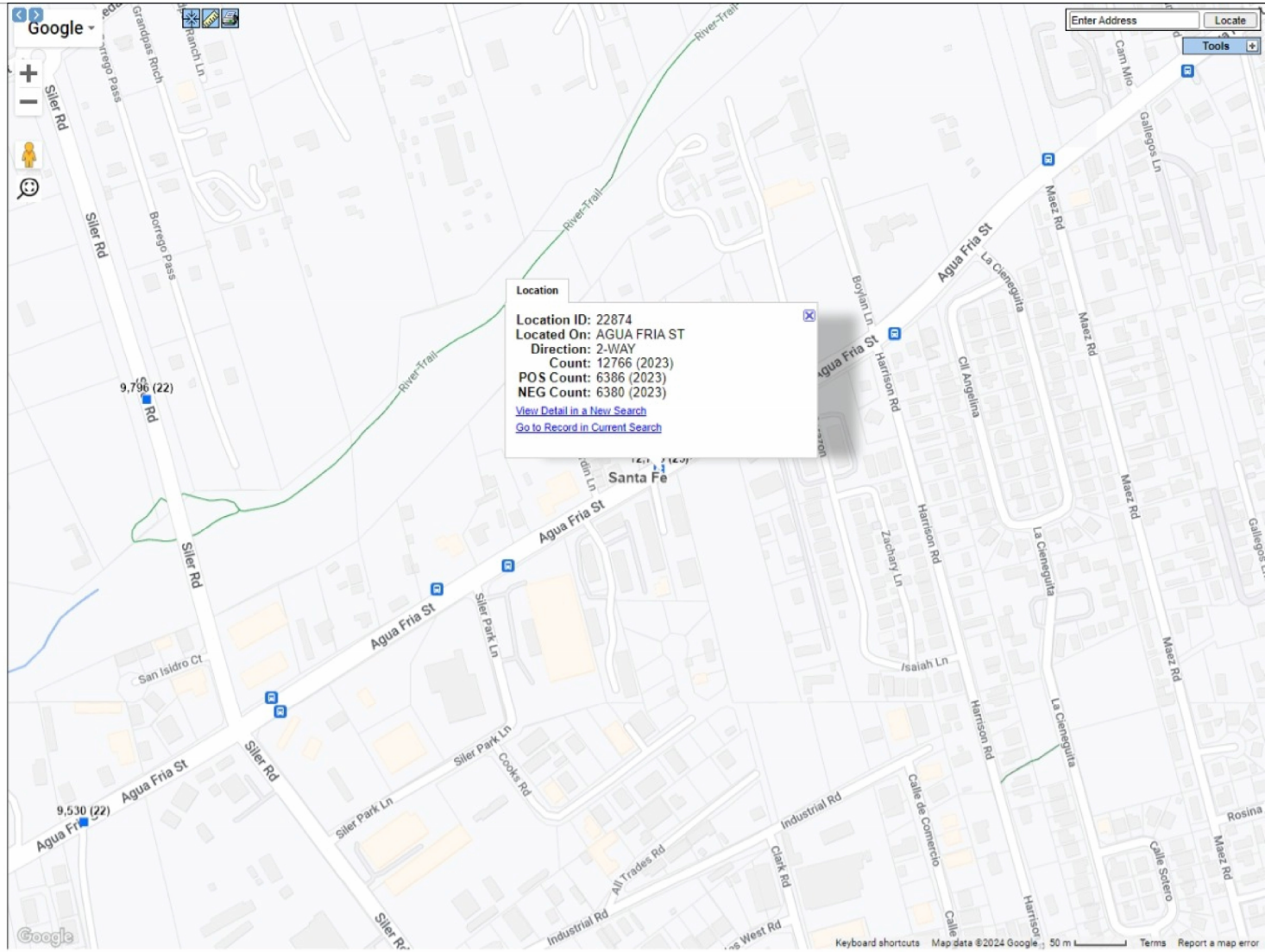
Model Year	Model AADT	AM PHV	AM PPV	MD PHV	MD PPV	PM PHV	PM PPV	NT PHV	NT PPV

VOLUME COUNT

Date	Int	Total
Sun 4/30/2023	15	12,459
Sun 4/23/2023	15	12,088
Sun 4/16/2023	15	12,508
Sun 4/9/2023	15	10,864
Sat 4/8/2023	15	14,235
Wed 3/29/2023	15	12,766
Tue 3/28/2023	15	12,725
Mon 3/27/2023	15	12,421
Sun 3/26/2023	15	7,825
Sat 3/25/2023	15	10,093

VOLUME TREND

Year	Annual Growth
2022	-7%
2021	12%
2020	-14%
2019	3%
2018	-6%
2017	-13%
2016	21%
2015	0%
2014	-3%
2013	-7%



AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Siler Road

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	105	332	94	123	208	69	45	241	125	107	400	120
Background Growth	3	10	3	4	6	2	1	7	4	3	12	4
No Build (2027)	108	342	97	127	214	71	46	248	129	110	412	124
Entering		2							8	1		
Exiting				25	6	2						
Build (2027)	108	344	97	152	220	73	46	248	137	111	412	124
Background Growth	19	62	17	27	40	13	8	45	25	20	74	22
No Build (2042 Horizon Year)	128	404	114	154	254	84	55	293	153	130	486	146
Entering		2							8	1		
Exiting				25	6	2						
Build (2042 Horizon Year)	128	406	114	180	260	87	55	293	161	131	486	146
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*1.3*			*0.3*			*1.5*			*1.1*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	108	260	68	187	344	75	106	353	141	97	283	164
Background Growth	3	8	2	6	10	2	3	11	4	3	8	5
No Build (2027)	111	268	70	193	354	77	109	364	145	100	291	169
Entering		6							25	2		
Exiting				15	4	1						
Build (2027)	111	274	70	207	358	79	109	364	171	102	291	169
Background Growth	19	47	12	34	62	14	19	64	25	17	51	30
No Build (2042 Horizon Year)	131	315	82	226	416	91	128	427	171	117	342	198
Entering		6							25	2		
Exiting				15	4	1						
Build (2042 Horizon Year)	131	321	82	241	420	92	128	427	196	120	342	198
PHF	*0.93*			*0.93*			*0.93*			*0.93*		
HV %		*0.2*			*0.5*			*0.5*			*0.4*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter		13.0%							53.0%	5.0%		
Trip Distribution % Exit				53.0%	13.0%	5.0%						

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Harrison Road

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Harrison			Southbound Harrison		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	3	599	6	32	377	2	6		39	5		10
Background Growth		18	0	1	11	0	0		1	0		
No Build (2027)	3	617	6	33	388	2	6		40	5		10
Entering					2		2					
Exiting		8	6									
Build (2027)	3	625	12	33	391	2	8		40	5		10
Background Growth	1	108	1	6	68		1		7	1		2
No Build (2042 Horizon Year)	4	725	7	39	456	2	7		47	6		12
Entering					2		2					
Exiting		8	6									
Build (2042 Horizon Year)	4	732	14	39	459	2	9		47	6		12
PHF	*0.95*			*0.95*			*0.95*			*0.95*		
HV %		*1.5*			*1.4*			*4.4*			*0*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Harrison			Southbound Harrison		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	13	577	8	46	594		7	1	90	1	3	4
Background Growth		17		1	18				3			
No Build (2027)	13	594	8	47	612		7	1	93	1	3	4
Entering					8		6					
Exiting		4	4									
Build (2027)	13	599	12	47	620		13	1	93	1	3	4
Background Growth	2	104	1	8	107		1		16		1	1
No Build (2042 Horizon Year)	15	698	9	56	719	0	8	1	109	1	4	5
Entering					8		6					
Exiting		4	4									
Build (2042 Horizon Year)	15	703	13	56	726	0	15	1	109	1	4	5
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*0.5*			*0.8*			*0*			*0*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter					16.0%		13.0%					
Trip Distribution % Exit		16.0%	13.0%									

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Siler Park Lane

AM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Agua Fria			Southbound Agua Fria		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		557	7	13	374		9		34			
Background Growth		17			11				1			
No Build (2027)		574	7	13	385		9		35			
Entering		11										
Exiting					34							
Build (2027)		584	7	13	419		9		35			
Background Growth		100	1	2	67		2		6			
No Build (2042 Horizon Year)		674	8	16	453		11		41			
Entering		11										
Exiting					34							
Build (2042 Horizon Year)		685	8	16	487		11		41			
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*1.6*			*0.3*			*0*			*2*	

PM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Agua Fria			Southbound Agua Fria		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		501	3	13	615		2		57			
Background Growth		15	0	0	18		0		2			
No Build (2027)		516	3	13	633		2		59			
Entering		34										
Exiting					20							
Build (2027)		550	3	13	653		2		59			
Background Growth		90	1	2	111				10			
No Build (2042 Horizon Year)		606	4	16	744		2		69			
Entering		34										
Exiting					20							
Build (2042 Horizon Year)		640	4	16	764	0	2	0	69	0	0	0
PHF	*0.93*			*0.93*			*0.93*			*0.93*		
HV %		*0.8*			*0.7*			*0*			*2*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter		71.0%										
Trip Distribution % Exit					71.0%							

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Siler Road & Siler Park Lane

AM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)				32		13		458	72	13	618	
Background Growth				1				9	1		12	
No Build (2027)				33		13		467	73	13	630	
Entering								8				
Exiting											25	
Build (2027)				33		13		475	73	13	656	
Background Growth				6		2		82	13	2	111	
No Build (2042 Horizon Year)				38		16		550	86	16	742	
Entering								8				
Exiting											25	
Build (2042 Horizon Year)				38		16		558	86	16	767	
PHF	*0.91*			*0.91*			*0.91*			*0.91*		
HV %		*4.4*			*1.2*			*2*			*0.6*	

PM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)				52		18		610	72	11	543	
Background Growth				2		1		18	2	0	16	
No Build (2027)				54		19		628	74	11	559	
Entering								25				
Exiting											15	
Build (2027)				54		19		654	74	11	574	
Background Growth				9		3		110	13	2	98	
No Build (2042 Horizon Year)				63		22		738	87	13	657	
Entering								25				
Exiting											15	
Build (2042 Horizon Year)				63		22		764	87	13	672	
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*0*			*0.3*			*2*			*0.7*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter								53.0%				
Trip Distribution % Exit											53.0%	

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria & North Site Entrance

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound North Site Entrance			Southbound		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		608			383							
Background Growth		12			8							
No Build (2027)		620			391							
Entering			11	4								
Exiting							34		14			
Build (2027)		620	11	4	391		34		14			
Background Growth												
No Build (2042 Horizon Year)		620			391							
Entering			11	4								
Exiting							34		14			
Build (2042 Horizon Year)		620	11	4	391		34		14			
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*2*			*2*			*2*			*2*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound North Site Entrance			Southbound		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		598			601							
Background Growth		12			12							
No Build (2027)		610			613							
Entering			34	14								
Exiting							20		8			
Build (2027)		610	34	14	613		20		8			
Background Growth												
No Build (2042 Horizon Year)		610	0	0	613		0		0			
Entering			34	14								
Exiting							20		8			
Build (2042 Horizon Year)		610	34	14	613		20		8			
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*2*			*2*			*2*			*2*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter			71.0%	29.0%								
Trip Distribution % Exit							71.0%		29.0%			

Table 17.B-1
Criteria for Deceleration Lanes on
URBAN TWO-LANE HIGHWAYS

Turning Volume [1] (vph)	LEFT-TURN DECELERATION LANE			RIGHT-TURN DECELERATION LANE		
	Minimum Directional Volume in the Through Lane (vphpl) [2]			Minimum Directional Volume in the Through Lane (vphpl) [2]		
	≤ 30 mph	35 to 45 mph	45 to 55 mph	≤ 30 mph	35 to 40 mph	45 to 55 mph
< 5	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required
5	510	450	330	1,080	610	360
10	390	330	210	700	400	240
15	320	250	150	500	280	170
20	270	200	120	380	210	140
25	230	160	100	300	180	120
30	200	130	Required	250	160	110
35	170	110	Required	220	150	100
40	150	Required	Required	200	140	Required
45	130	Required	Required	190	Required	Required
≥ 46	Required	Required	Required	Required	Required	Required
	Left-turn Deceleration Lanes are Required on Urban Two-lane Highways for the following Left-turn Volumes: • ≤ 30 mph : 46 vph or more • 35 to 40 mph : 36 vph or more • 45 to 55 mph : 26 vph or more			***Right-turn Deceleration Lanes are Required on Urban Two-lane Highways for the following Right-turn Volumes:*** • ≤ 30 mph : 46 vph or more • 35 to 40 mph : 41 vph or more • 45 to 55 mph : 36 vph or more		

Notes:

1. *Use linear interpolation for turning volumes between 5 and 45 vph.*
2. *The directional volume in the through lane includes through vehicles and turning vehicles.*

FIGURE 1. LEFT TURN LANE WARRANT CRITERIA

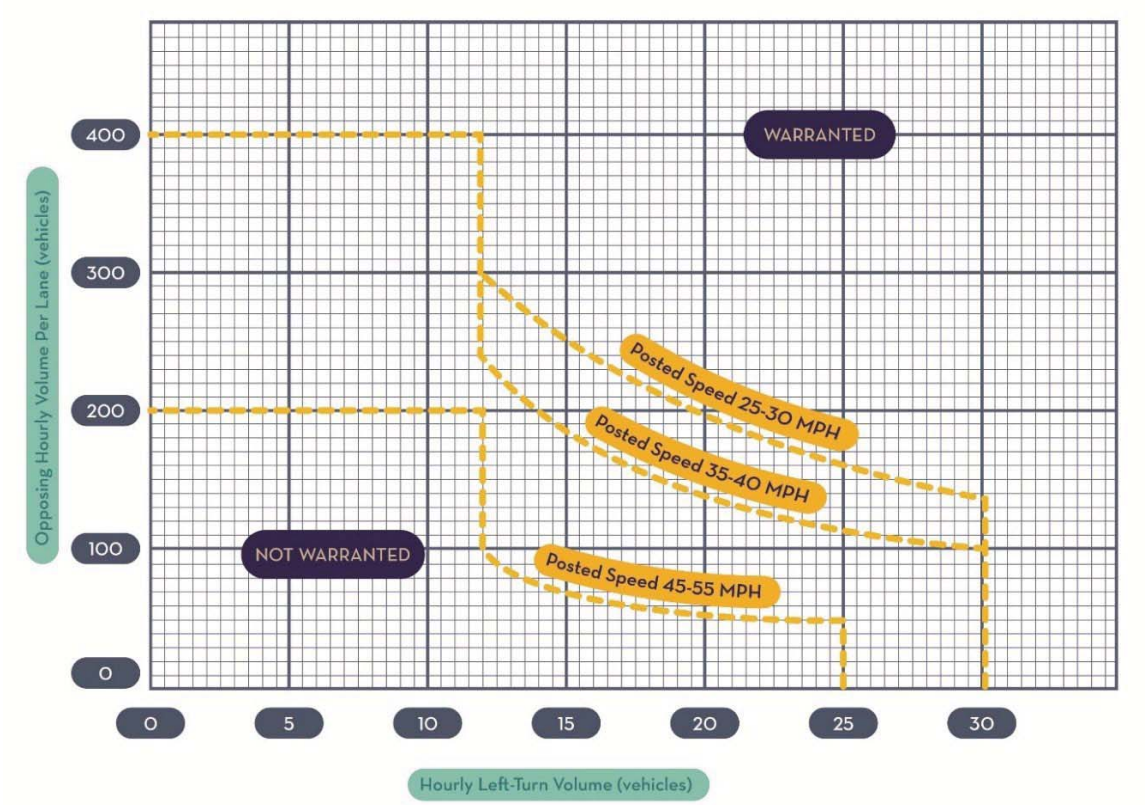
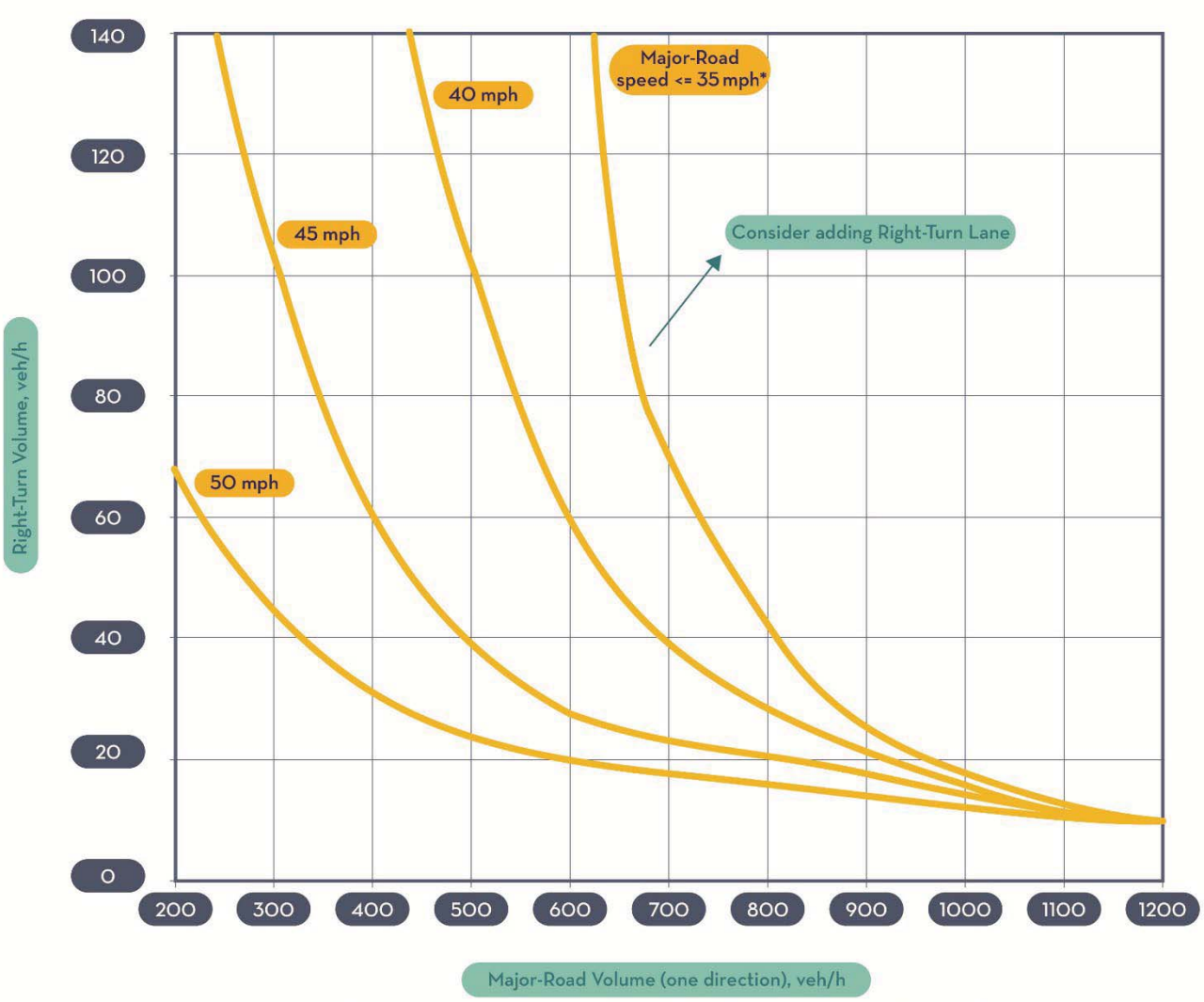
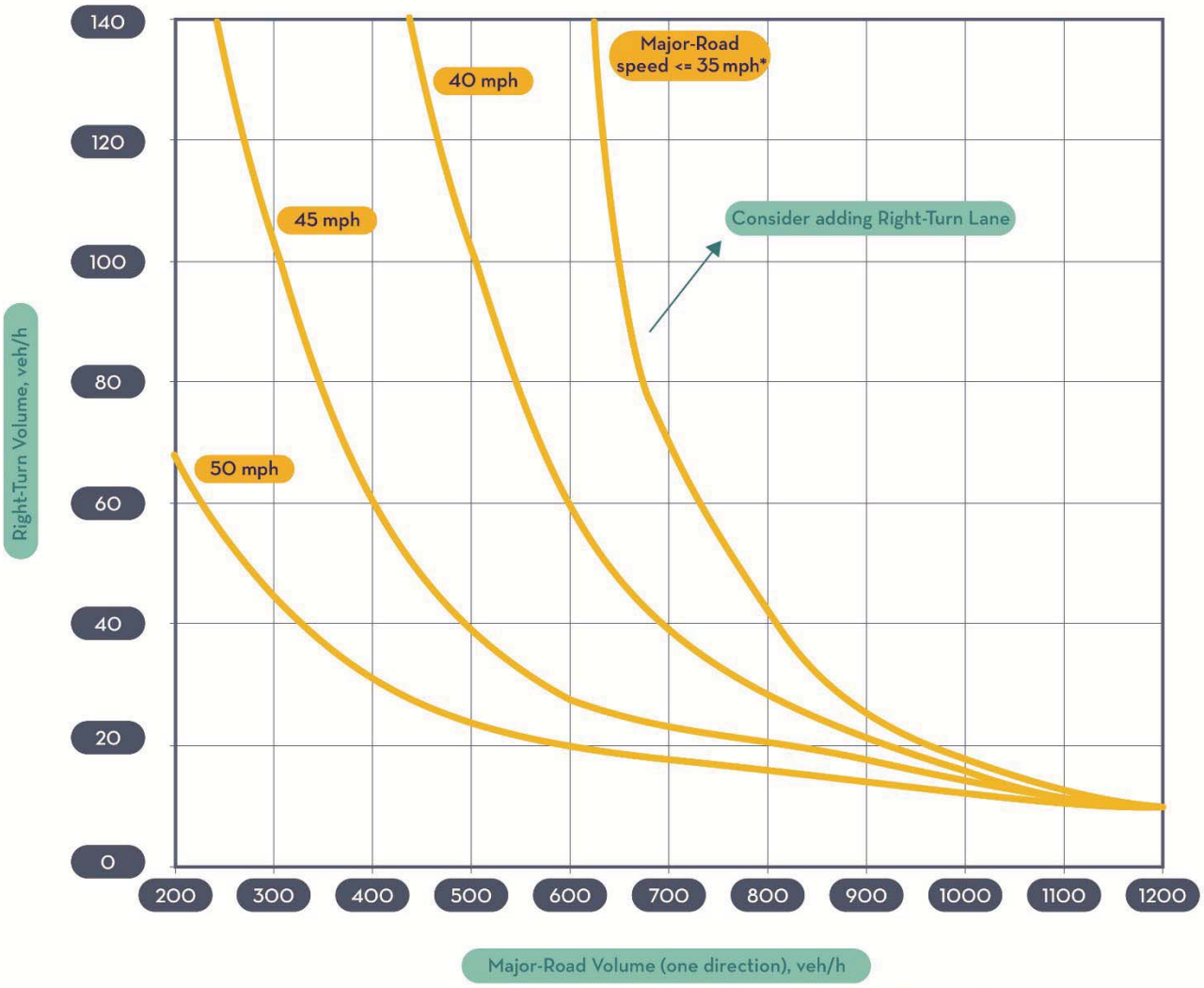


FIGURE 2. RIGHT TURN LANE CRITERIA FOR TWO-LANE ROADWAY



**Right-turn lanes are not typically considered for roadways posted at 25 mph, but certain circumstances may warrant their consideration:*
• Right-turning volume of 50 vph or greater
• At the City Traffic Engineer, or designee's discretion

FIGURE 3. RIGHT TURN LANE CRITERIA FOR FOUR+ LANE ROADWAY



**Right-turn lanes are not typically considered for roadways posted at 25 mph, but certain circumstances may warrant their consideration:*
• Right-turning volume of 50 vph or greater
• At the City Traffic Engineer, or designee's discretion

Turn Lane Dimensions

The minimum turn lane width is 10 feet unless approved by City Staff. A separate turn lane consists of a taper plus a full width auxiliary lane. The design of turn lanes is to be based on the speed at which drivers turn into the lane, the speed to which drivers must reduce to turn into the driveway, and the required vehicular storage length. Other special considerations include the volume of trucks that will use the turn lane and the steepness of an ascending or descending grade. The TIA should recommend turn lane location and provide the required turn lane length associated with each, demonstrating that turn lane design objectives can be achieved within known current and future anticipated constraints.

Required turn lane length elements are outlined in **Table 1**.

TABLE 1. TURN LANE LENGTH REQUIREMENTS

Posted speed limit	Left turn deceleration lane	Right turn deceleration lane
<40mph (See Note 1.)	Taper + storage	Taper + storage
≥40mph (See Note 2.)	Decel. Length	Decel. Length

Notes for Table 1:

Note 1: Storage length should be provided from operational analyses. Storage length should be provided from operational analyses. Storage length should be calculated as the 95th percentile queue length rounded up to the nearest 25 feet with a 50-foot minimum length.

When operational analyses are not applicable (e.g., for turning movements that are uncontrolled), utilize the deceleration distance for the auxiliary lane length. Using guidance from the latest AASHTO Green Book for "Deceleration Lanes", accept a moderate amount of deceleration within the through lanes and utilize the taper length as part of the deceleration within the through lanes. Deceleration rates greater than 6.5 ft/s^2 may be used where practical. A minimum bay length of 50 feet shall be provided.

Note 2: Deceleration length should be calculated based on the distance required to brake from the posted speed of the roadway to a stop and includes the appropriate taper based upon the posted speed. Utilize recommended deceleration distances for "Lane Change and Deceleration Distance" provided by the latest AASHTO Green Book.

If the noted design requirements for full movement access spacing and/or turn lanes cannot be met, driveway turning movement restrictions may be imposed. The restriction may be for left-turn movements in or out of the driveway or right-turns in or out. Turning restrictions may be imposed for driveways that are too close to signalized intersections, or where existing driveways or roadway characteristics may increase accident potential or at locations with a history of high accident rates.

17. MULTIMODAL REVIEW

The 2022 City of Santa Fe Multimodal Transition Plan includes two overarching goals:

Goal 1. Move Santa Fe towards a city where all elements of an active life can be achieved without the need for a private automobile.

2.3 Safety Analysis

2.3.1 Crash Records (2010-2020)

Historical crash data was provided by the City of Santa Fe for the most recent ten years available (2010 to 2020). The crash data requested was for the study area on Agua Fria Street from Siler Road to Osage Avenue. The crash data was analyzed to identify any crash trends within the study limits.

There was a total of 308 reported crashes within the study limits. **Table 9** summarizes the total crash severity. The full crash data can be found in **Appendix C**.

Table 9: Total Crashes (2010-2020)

Year	Crash Severity			Total
	Fatal	Injury	PDO*	
2010	0 (0%)	10 (33%)	20 (67%)	30 (100%)
2011	0 (0%)	12 (37%)	20 (63%)	32 (100%)
2012	0 (0%)	5 (28%)	13 (72%)	18 (100%)
2013	0 (0%)	6 (29%)	15 (71%)	21 (100%)
2014	0 (0%)	4 (17%)	19 (83%)	23 (100%)
2015	0 (0%)	17 (53%)	15 (47%)	32 (100%)
2016	0 (0%)	23 (42%)	32 (58%)	55 (100%)
2017	0 (0%)	7 (30%)	16 (70%)	23 (100%)
2018	0 (0%)	6 (21%)	22 (79%)	28 (100%)
2019	0 (0%)	9 (35%)	17 (65%)	26 (100%)
2020	0 (0%)	4 (20%)	16 (80%)	20 (100%)
Total	**0 (0%)**	**103 (33%)**	**205 (67%)**	**308 (100%)**

*PDO – Property Damage Only

The following observations were concluded from the historical crash data:

- Out of the total crashes in the ten-year period, none of them resulted in a fatal crash, 33% (103 crashes) resulted in injury with no fatalities and 67% (205 crashes) resulted in property damage only (PDO).
- Approximately 88% (272 crashes) of all the crashes had as classification collision with other vehicle, and 7% (21 crashes) were classified as collision with a fixed object.
- About 80% (246 crashes) of all the crashes occurred during daylight conditions, 11% (35 crashes) occurred during dark-lighted conditions, 3% (11 crashes) occurred in unknown conditions, 3% (10 crashes) occurred during dusk conditions, 2% (5 crashes) occurred during dark-not-lighted conditions, and 1% (1 crashes) occurred during dawn conditions.
- Close to 94% (290 crashes) of all crashes occurred during clear weather conditions, 3% (9 crashes) occurred in unknown weather conditions, 1.3% (4 crashes) occurred in snowing weather conditions, 1.3% (4 crashes) occurred in raining weather conditions, and 0.4% (1 crashes) occurred in other weather conditions.
- From the total crashes, 6% (18 crashes) were alcohol related and 1% (2 crashes) were related to drug involvement.

Physical conditions during crashes such as lighting, and weather did not indicate any strong influence on crashes.

Table 10: Lighting Conditions

Lighting Conditions	Crash Count
Daylight	246 (80%)
Dark & Low Light*	51 (17%)
Unknown	11 (3%)
Total	**308 (100%)**

*Dark & Low Light include the following light conditions: Dark-Not Lighted, Dark-Lighted, Dawn and Dusk.

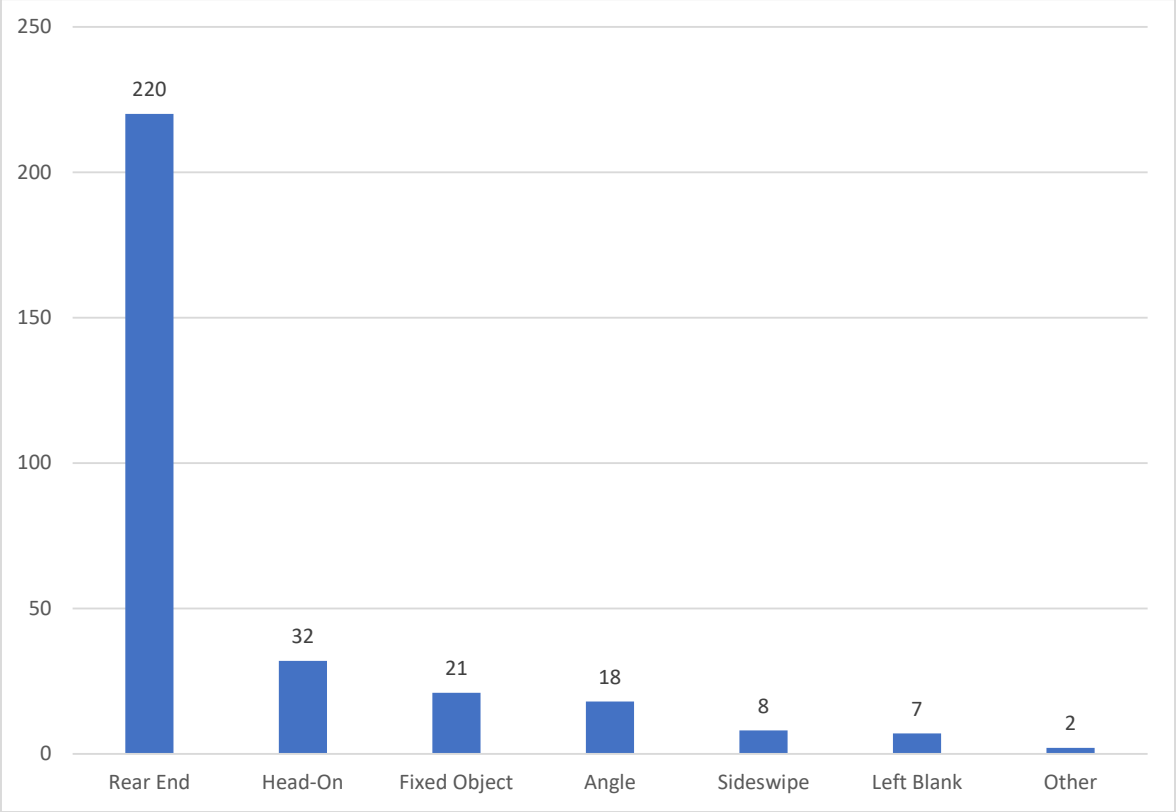


Figure 7: Crash Type Summary

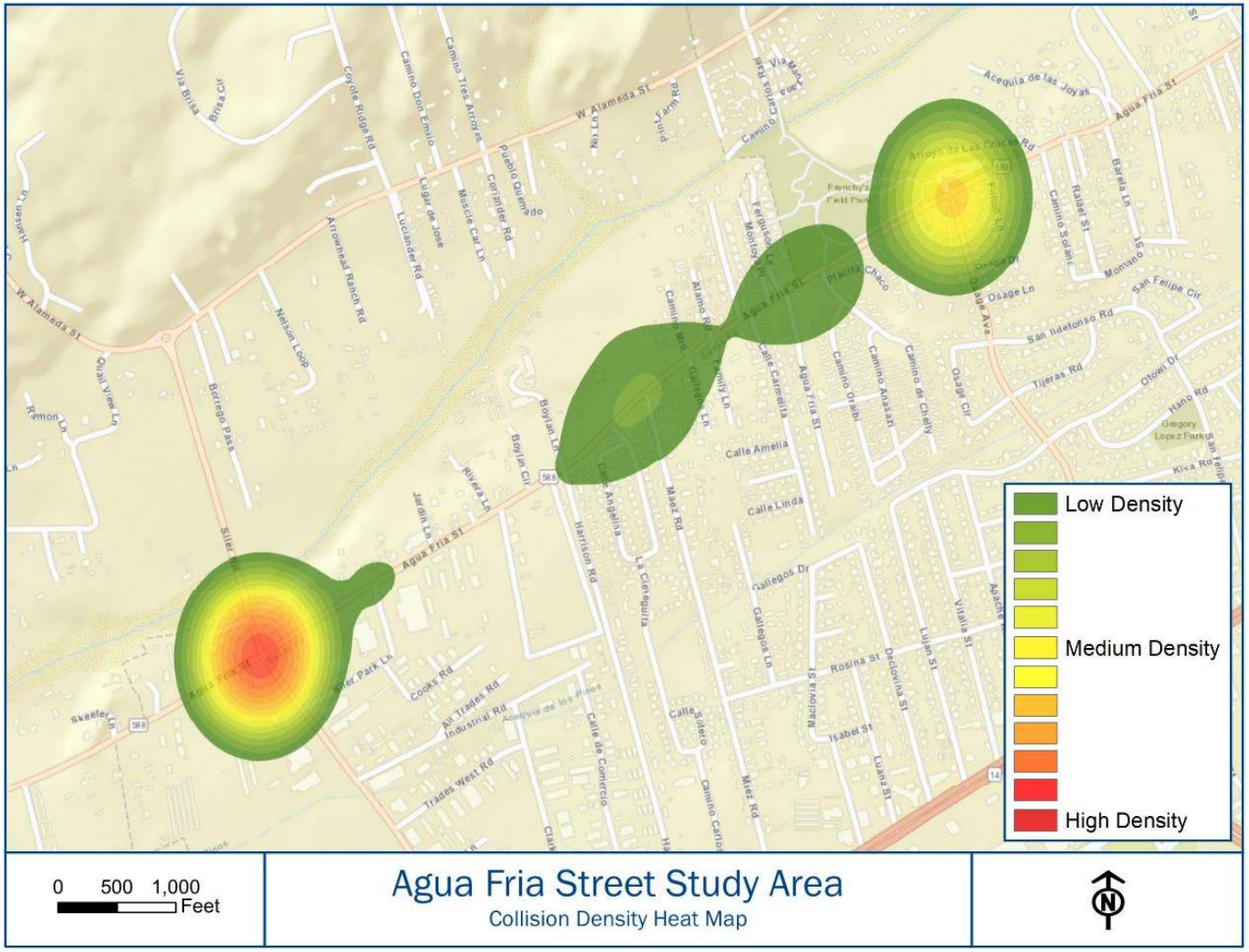


Figure 8: Crash Heat Map

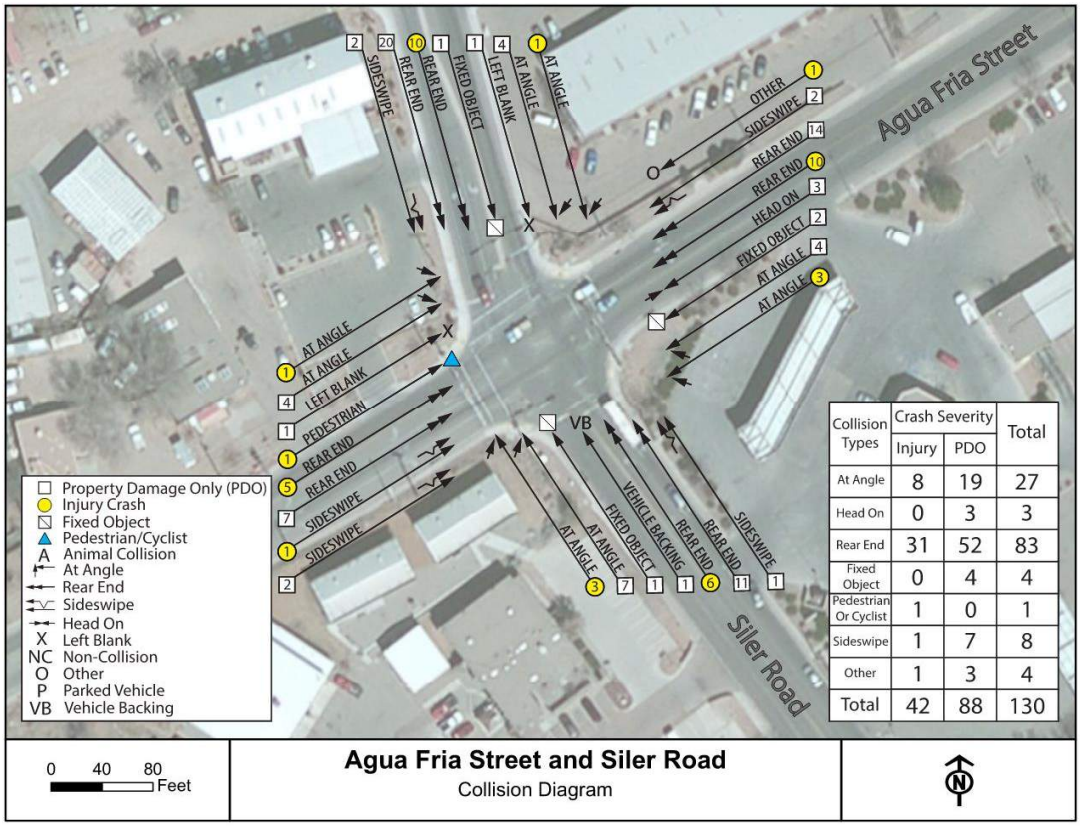
The following intersections were analyzed further based on the historical crash data provided:

1. Agua Fria Street and Siler Road
2. Agua Fria Street and Siler Park Lane
3. Agua Fria Street and Harrison Road
4. Agua Fria Street and La Cieneguita
5. Agua Fria Street and Maez Road
6. Agua Fria Street and Camino Carlos Rael
7. Agua Fria Street and Calle Carmilita
8. Agua Fria Street and Ferguson Lane
9. Agua Fria Street and Camino de Chelly
10. Agua Fria Street and Osage Avenue

In addition, sight triangles were analyzed for Intersections #2 through #8. The AASHTO *2018 Policy on Geometric Design of Highways and Streets, 7th Edition*, has standards for departure sight triangles. Measured from the stop bar on the side street for instance on one end and to the center of the through lane on the other end. These were used to determine if a stopped vehicle on a minor roadway has sufficient sight distance from the intersection to enter or cross a major roadway.

Intersection #1 – Agua Fria Street and Siler Road

The intersection of Agua Fria Street and Siler Road had a total of 130 reported crashes. From the crash data, it was reported that 83 of the crashes were rear end and 27 crashes were angle. The pedalcyclist car crash happened in 2015 and was contributed to following too closely, it occurred on a clear day during daylight, information provided did not indicate any strong influences. From the total, 88 of the collisions were reported as property damage only and 42 were injury only. Seven crashes at this intersection were alcohol related.

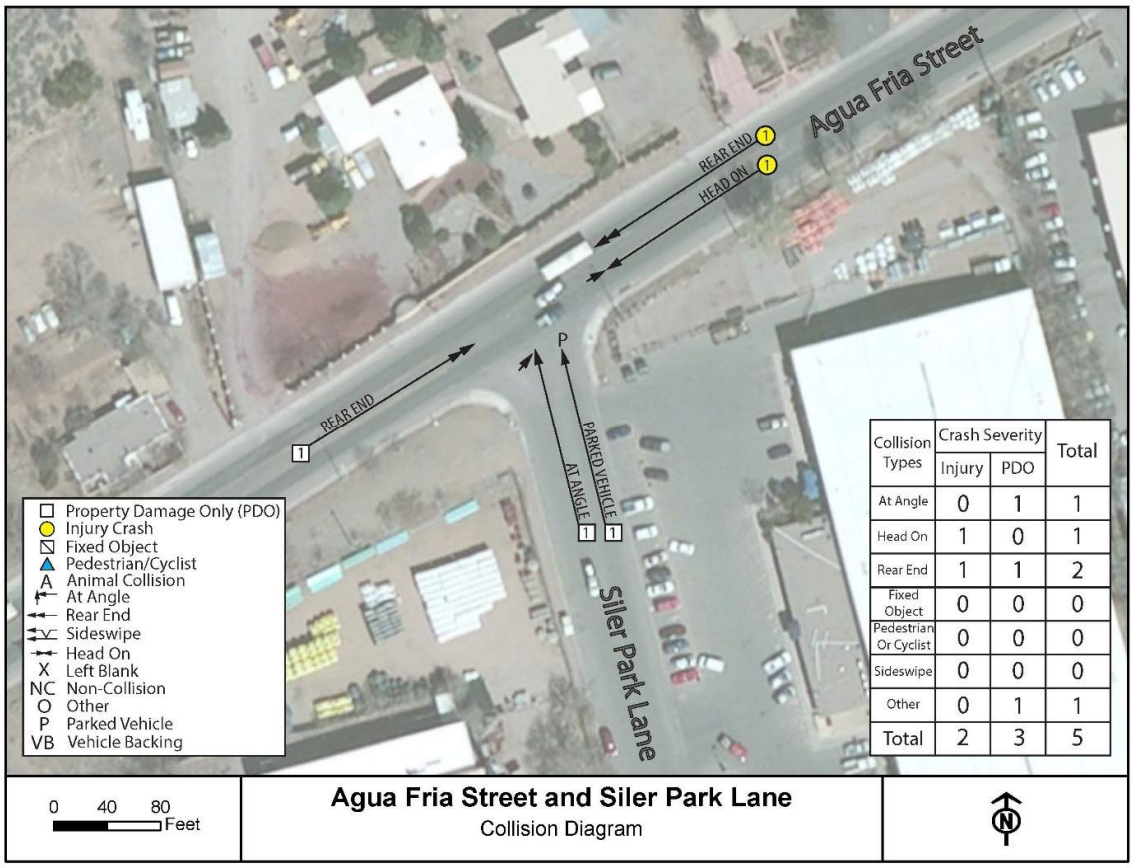


Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	8	19	27
Head On	0	3	3
Rear End	31	52	83
Fixed Object	0	4	4
Pedestrian Or Cyclist	1	0	1
Sideswipe	1	7	8
Other	1	3	4
Total	42	88	130

Figure 9: Intersection #1 – Agua Fria Street and Siler Road – Crash Types and Crash Severity

Intersection #2 – Agua Fria Street and Siler Park Lane

Five crashes were reported at the intersection of Agua Fria Street and Siler Park Lane, two were reported as rear end, one as entering at an angle, one as head-on and one as a collision with a parked vehicle. Two crashes were reported as injury with no fatalities and three were reported as property damage only. Two crashes at this intersection were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	1	1
Head On	1	0	1
Rear End	1	1	2
Fixed Object	0	0	0
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	0	0
Other	0	1	1
Total	2	3	5

Figure 10: Intersection #2 – Agua Fria Street and Siler Park Lane – Crash Types and Crash Severity

Intersection #2 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance since according to AASHTO, "if the available sight distance for an entering or crossing vehicle is at least equal to the appropriate stopping sight distance for the major road, then drivers have sufficient distance to anticipate and avoid collisions." Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Siler Park Lane. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 11 shows the sight triangles for the Siler Park Lane northbound approach. The vegetation at the corner reduces and inhibits the view of the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 11 shows the sight triangles for the Siler Park Lane northbound approach. There are trees and a fence at the corner property that obstructs the sight triangle (see Figure 37).

It is recommended that objects within the sight triangle will need to be kept below 3-ft.

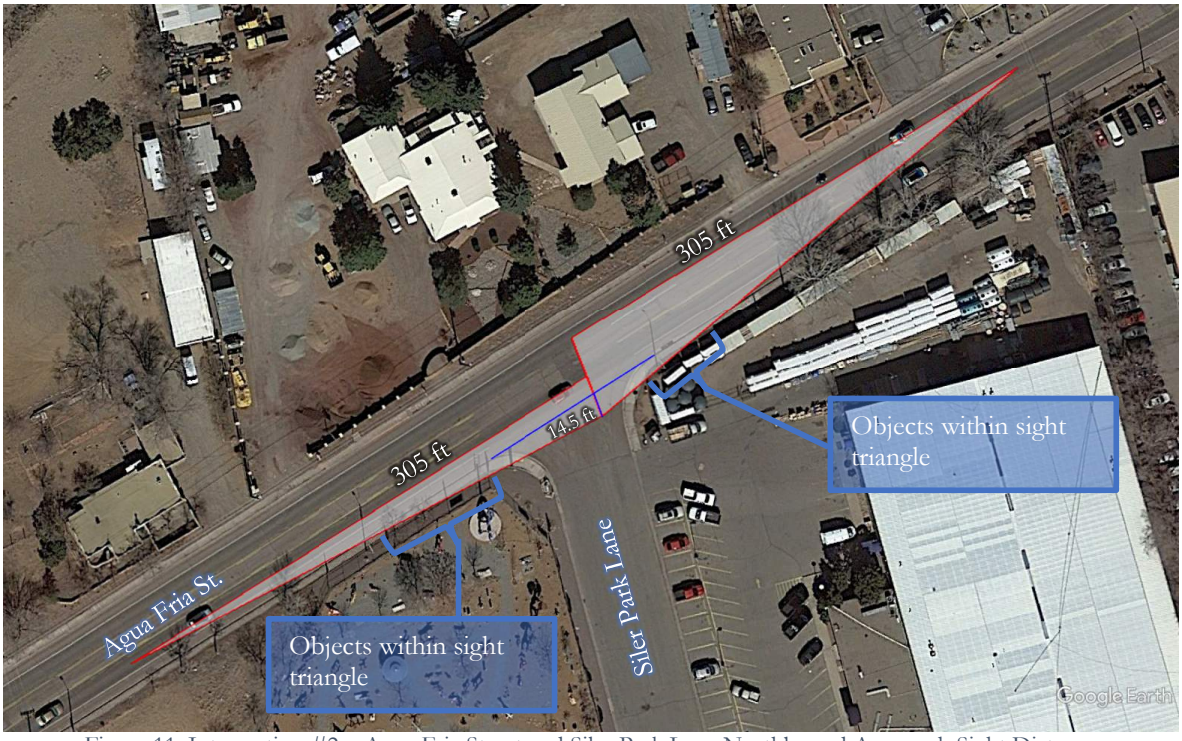
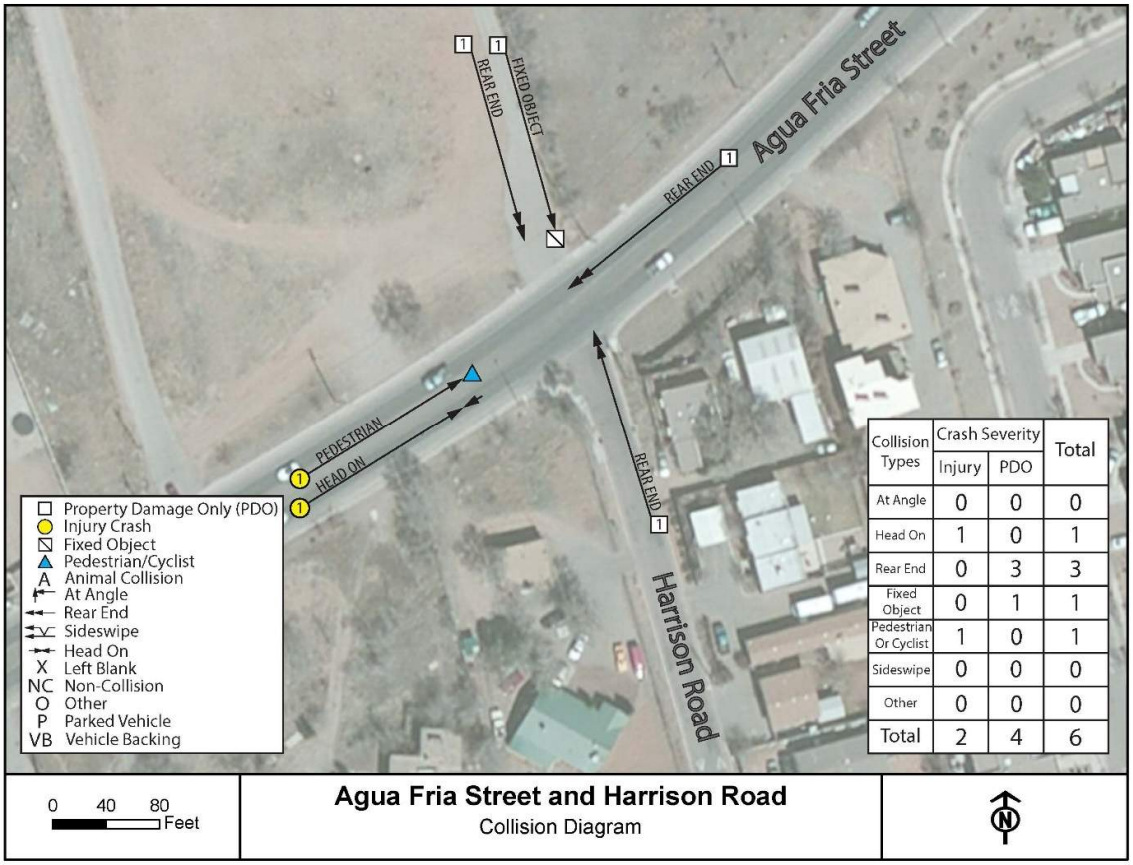


Figure 11: Intersection #2 – Agua Fria Street and Siler Park Lane Northbound Approach Sight Distance

Intersection #3 – Agua Fria Street and Harrison Road

Six total crashes were reported at the intersection of Agua Fria Street and Harrison Road, three were reported as rear end, one as a collision with a fixed object, one as head-on, and one as a collision with a parked vehicle. The crash involving a cyclist was in 2013 and contributed to the driver disregarding the traffic signal, it occurred on a clear day during daylight, information provided did not indicate any strong influences. Two crashes were reported as injury with no fatalities and four were reported as property damage only. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	1	0	1
Rear End	0	3	3
Fixed Object	0	1	1
Pedestrian Or Cyclist	1	0	1
Sideswipe	0	0	0
Other	0	0	0
Total	2	4	6

Figure 12: Intersection #3 – Agua Fria Street and Harrison Road – Crash Types and Crash Severity

Intersection #3 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Harrison Road. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 13 shows the sight triangles for the Harrison Road northbound approach. There are no objects within the sight triangle. Figure 14 shows the sight triangles for the Boylan Lane southbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 13 shows the sight triangles for the Harrison Road northbound approach. There are no objects within the sight triangle. **Figure 14** shows the sight triangles for the Boylan Lane southbound approach. A bus stop sign can be found within the sight triangle that is over 3-ft in height, however, it does not block the view of the driver.



Figure 13: Intersection #3 – Agua Fria Street and Harrison Road Southbound Approach Sight Distance

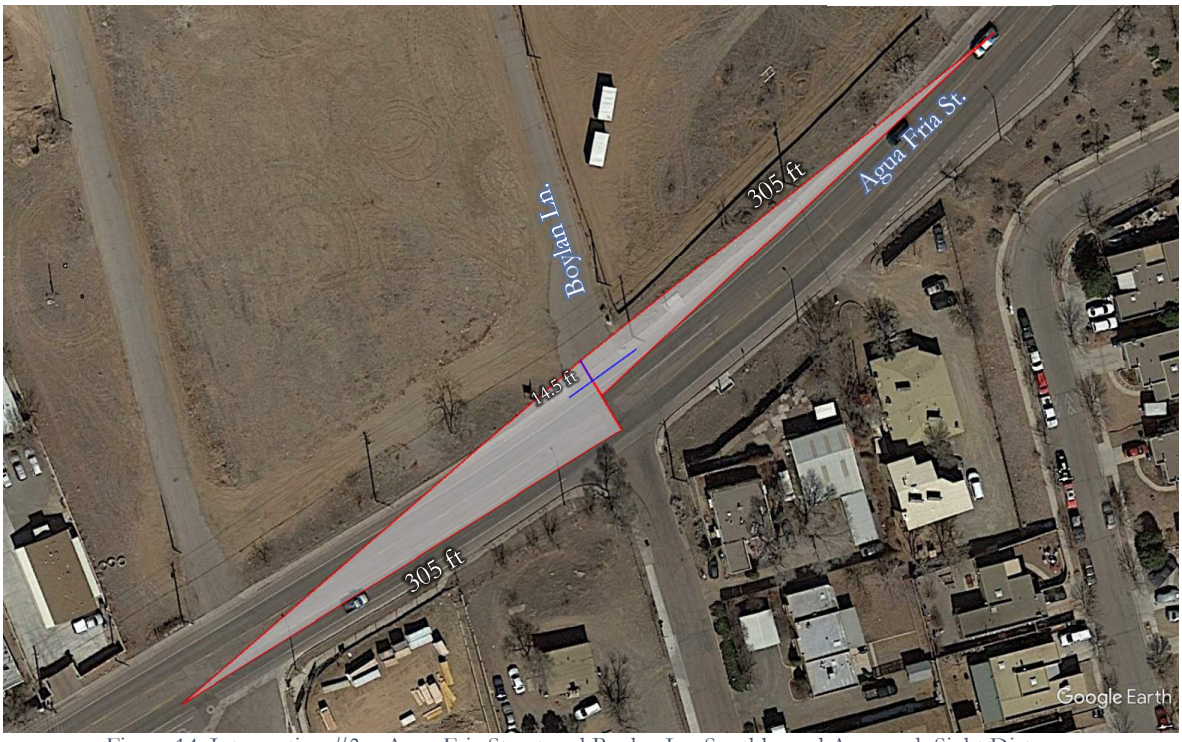


Figure 14: Intersection #3 – Agua Fria Street and Boylan Ln. Southbound Approach Sight Distance

Intersection #4 – Agua Fria Street and La Cieneguita

Four total crashes were reported at the Agua Fria Street and La Cieneguita intersection, one was reported as rear end, one as head-on and one crash with no information regarding crash classification or analysis (left blank), and one as a collision with a parked vehicle. One crash was reported as injury with no fatalities and three were reported as property damage only. For this intersection, none of the crashes were alcohol related.

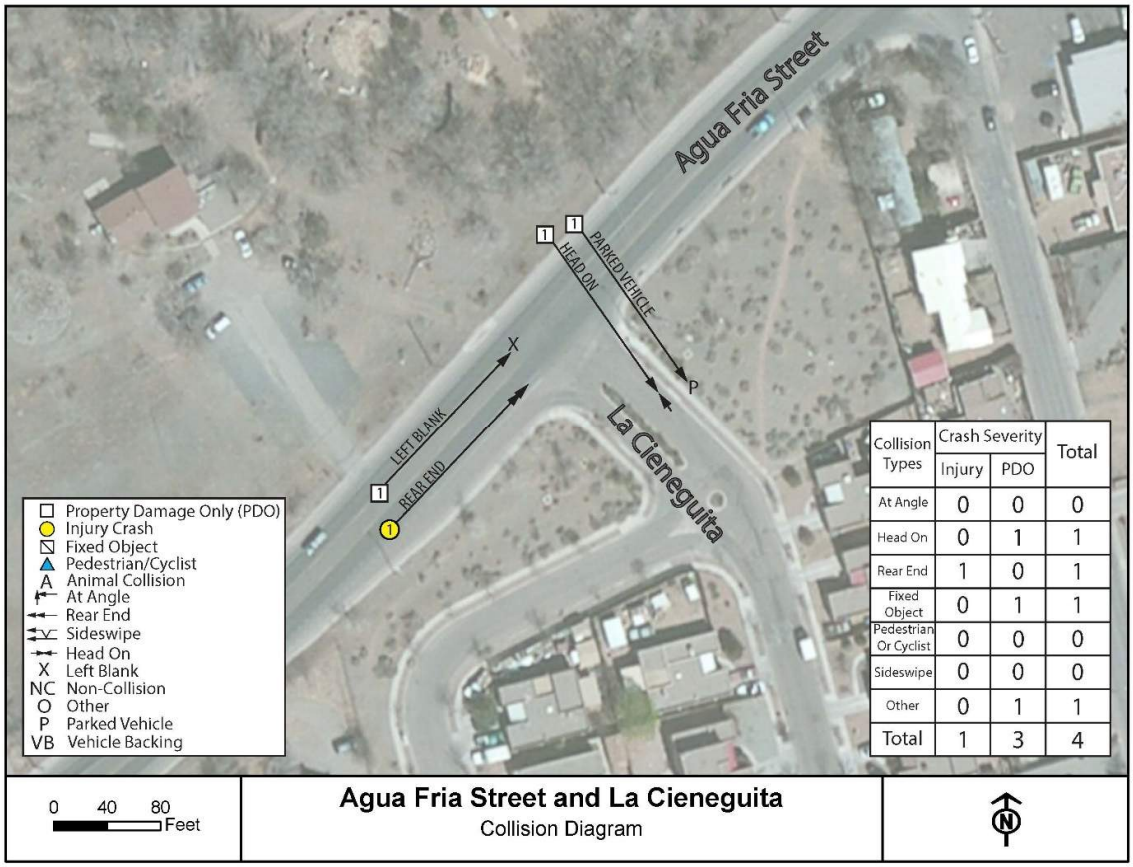


Figure 15: Intersection #4 – Agua Fria Street and La Cieneguita– Crash Types and Crash Severity

Intersection #4 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and La Cieneguita. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 16 shows the sight triangles for the La Cieneguita northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 16 shows the sight triangles for the La Cieneguita northbound approach. There are no objects within the sight triangle.

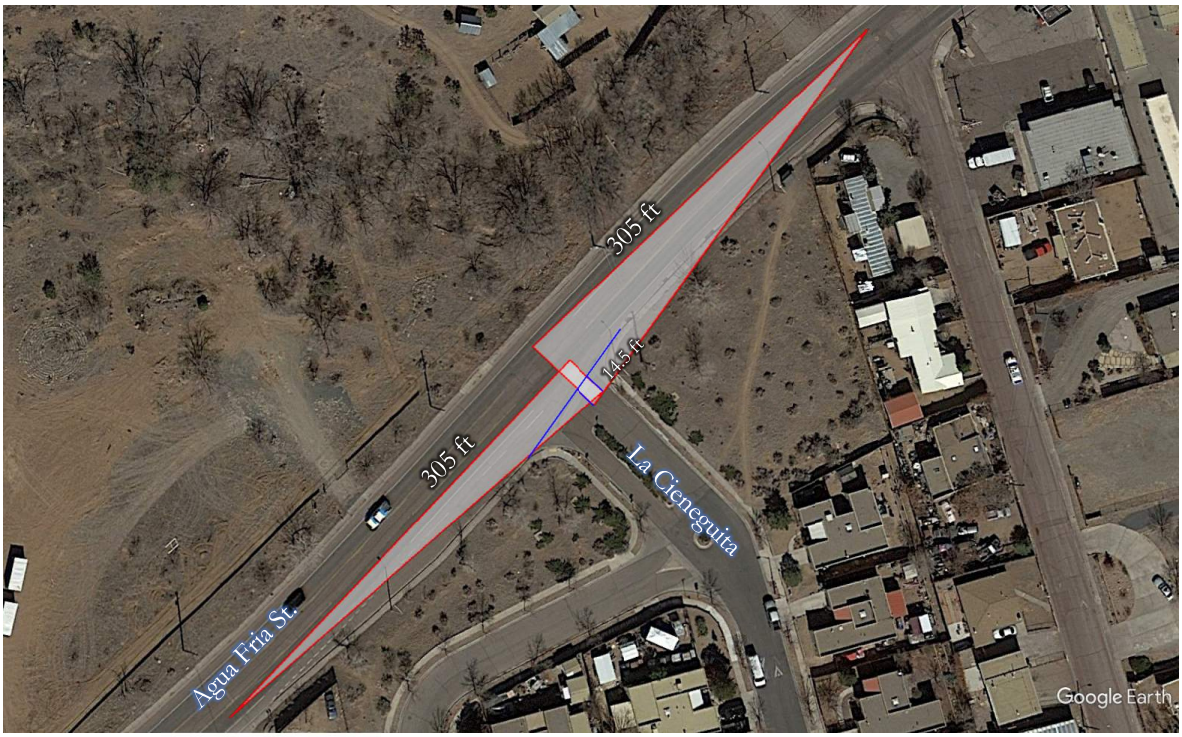
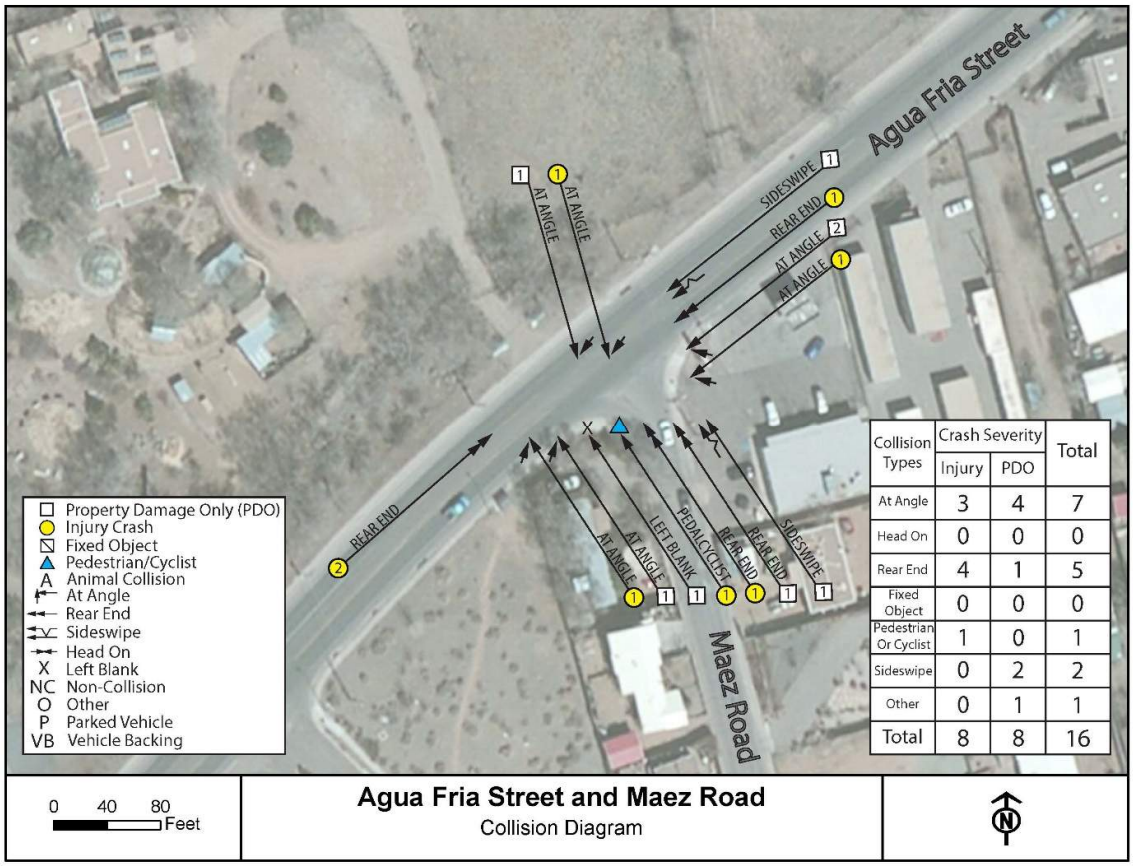


Figure 16: Intersection #4 – Agua Fria Street and La Cieneguita Northbound Approach Sight Distance

Intersection #5 – Agua Fria Street and Maez Road

The intersection of Agua Fria Street and Maez Road had a total of sixteen (16) crashes. Seven crashes were reported as entering at an angle, five as rear end, two as sideswipe, one as a collision with a pedalcyclist and one crashes with no information regarding crash classification or analysis (left blank). The crash that involved a cyclist happened in 2016 with a contributing factor of driver inattention, it occurred on a clear day during daylight, information provided did not indicate any strong influences. Eight of these collisions were property damage only and eight were injury only. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	3	4	7
Head On	0	0	0
Rear End	4	1	5
Fixed Object	0	0	0
Pedestrian Or Cyclist	1	0	1
Sideswipe	0	2	2
Other	0	1	1
Total	8	8	16

Figure 17: Intersection #5 – Agua Fria Street and Maez Road – Crash Types and Crash Severity

Intersection #5 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Maez Road. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 18 shows the sight triangles for the Maez Road northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 18 shows the sight triangles for the Maez Road northbound approach. There are objects over 3-ft in height within the sight triangle, which reduces and inhibits the view of the sight triangle.

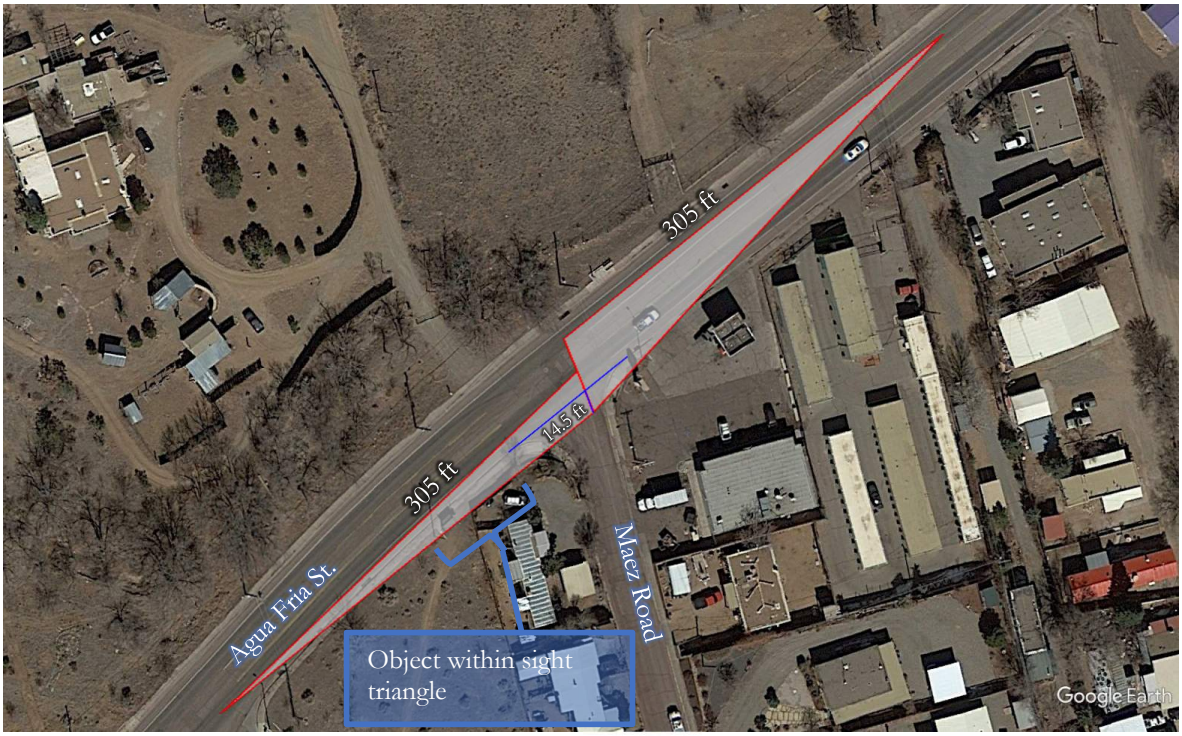


Figure 18: Intersection #5 – Agua Fria Street and Maez Road Northbound Approach Sight Distance

Intersection #6 – Agua Fria Street and Camino Carlos Rael

Two crashes were observed at the intersection of Agua Fria Street and Camino Carlos Rael, one was reported as a rear end collision, and one as a collision with a fixed object. Both crashes were reported as property damage only. One of the crashes was alcohol related.

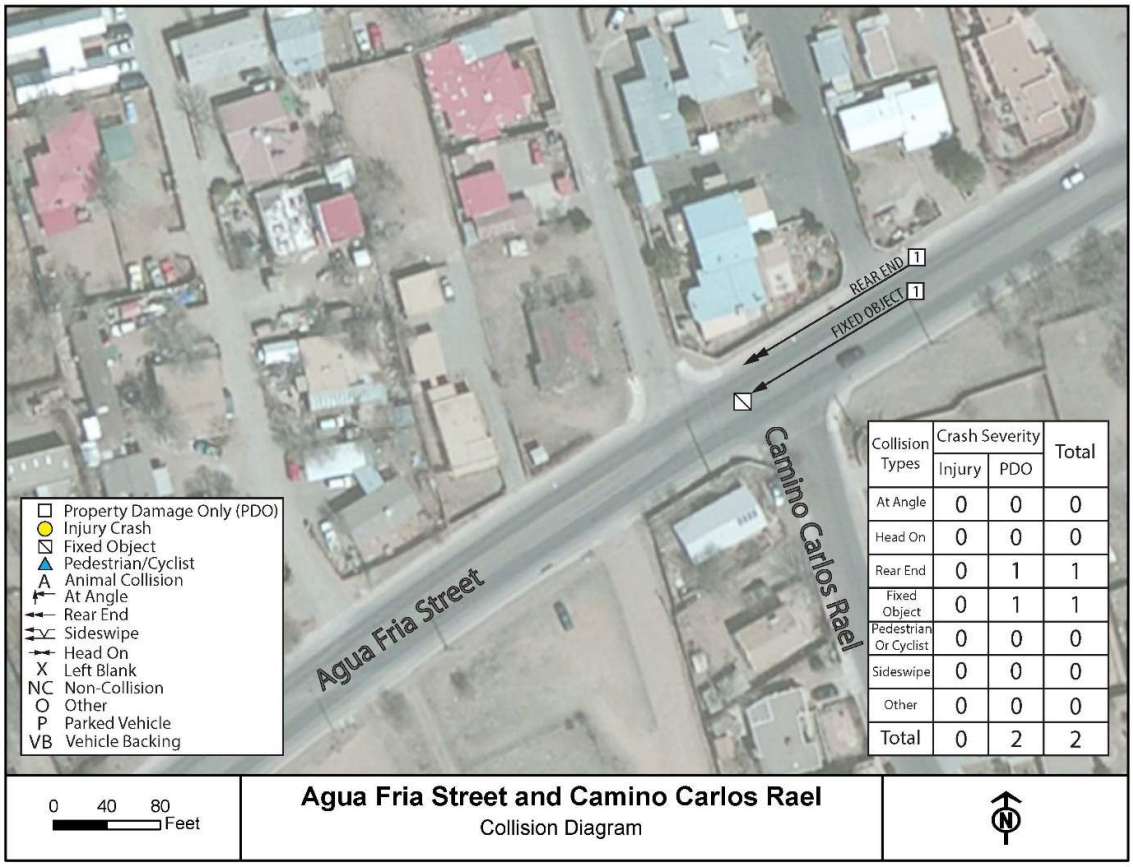


Figure 19: Intersection #6 – Agua Fria Street and Camino Carlos Rael – Crash Types and Crash Severity

Intersection #6 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Camino Carlos Rael. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 20 shows the sight triangles for the Camino Carlos Rael southbound approach. There is a rock wall at the corner property that obstructs the sight triangle.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 20 shows the sight triangles for the Camino Carlos Rael southbound approach. There is a wood fence at the corner property that obstructs the sight triangle (see **Figure 39**).

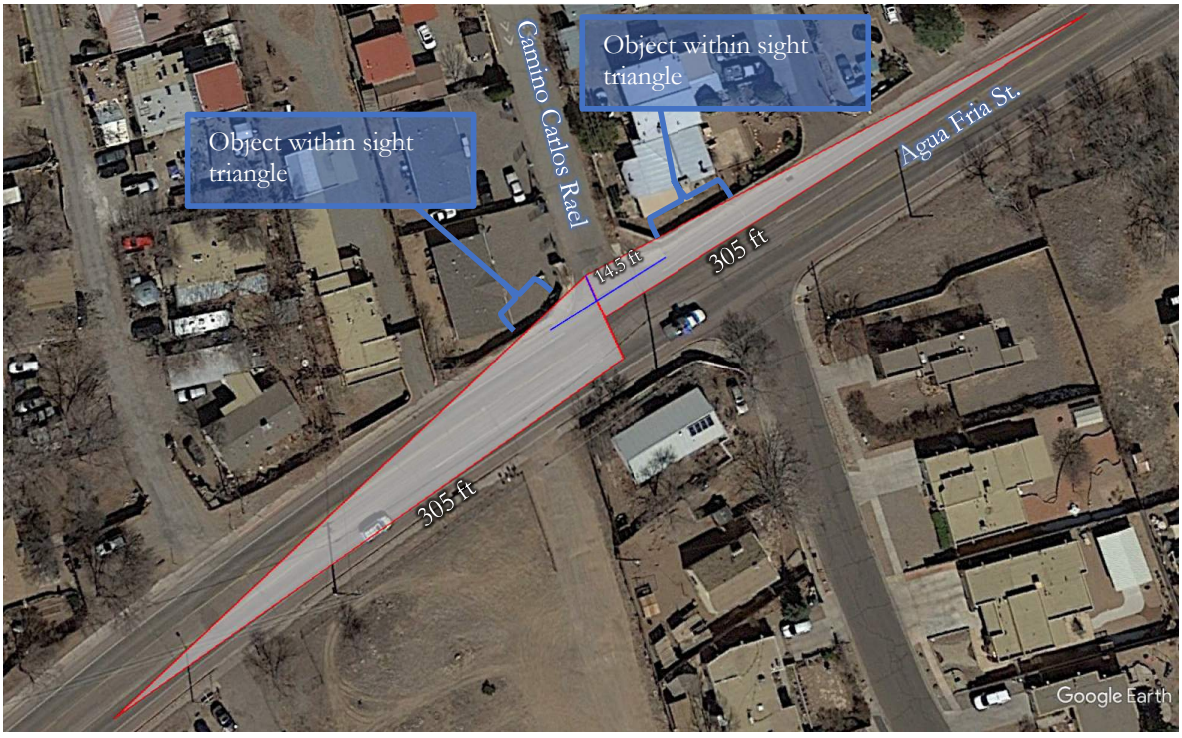
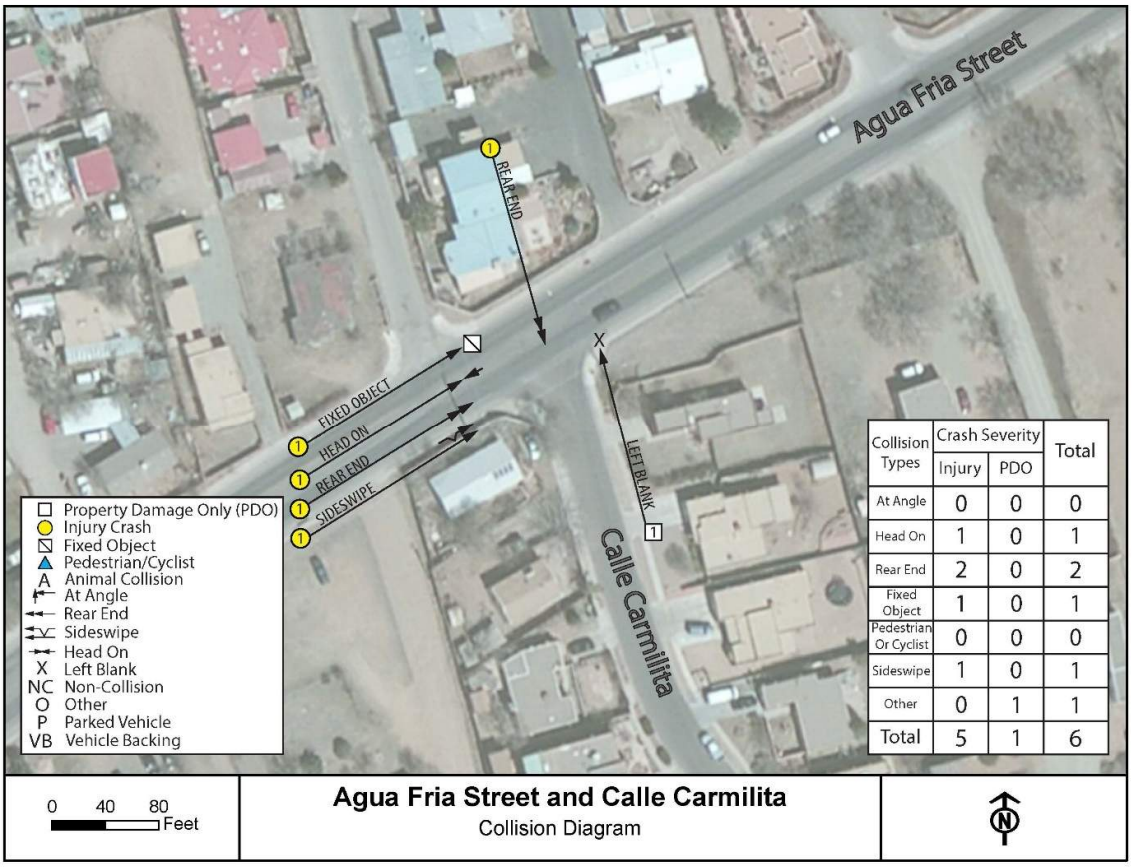


Figure 20: Intersection #6 – Agua Fria Street and Camino Carlos Rael Southbound Approach Sight Distance

Intersection #7 – Agua Fria Street and Calle Carmilita

Six crashes were reported at the intersection of Agua Fria Street and Calle Carmilita. Two were reported as rear end, one as sideswipe, one as head-on, one as a collision with a fixed object and one crash had no information regarding crash classification or analysis (left blank). Five crashes were reported as injury with no fatalities and one was reported as property damage only. One crash at this intersection was alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	1	0	1
Rear End	2	0	2
Fixed Object	1	0	1
Pedestrian Or Cyclist	0	0	0
Sideswipe	1	0	1
Other	0	1	1
Total	5	1	6

Figure 21: Intersection #7 – Agua Fria Street and Calle Carmilita – Crash Types and Crash Severity

Intersection #7 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Calle Carmilita. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 22 shows the sight triangles for the Calle Carmilita northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 22 shows the sight triangles for the Calle Carmilita northbound approach. There is a concrete wall at the corner property that obstructs the sight triangle (see **Figure 40**).



Figure 22: Intersection #7 – Agua Fria Street and Calle Carmilita. Northbound Approach Sight Distance

Intersection #8 – Agua Fria Street and Ferguson Lane

No crashes were reported at this intersection during the ten-year timeframe that was analyzed.

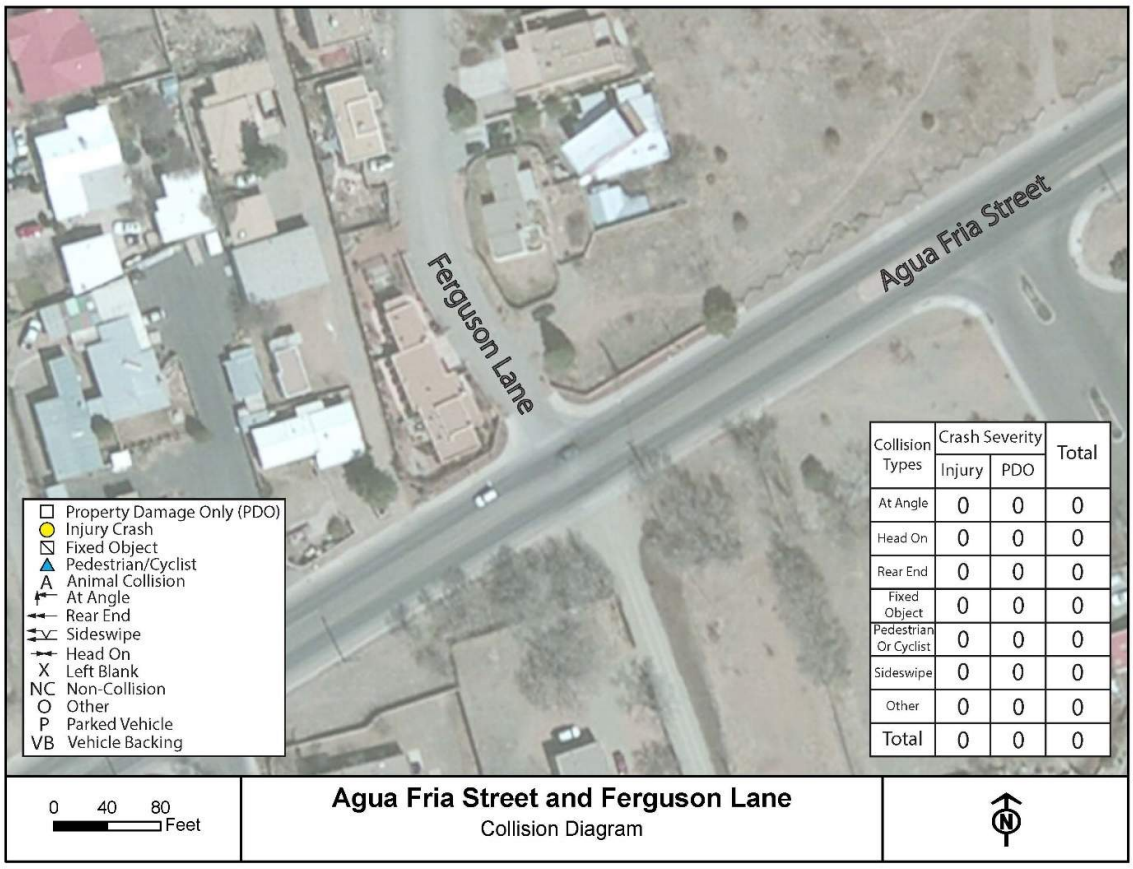


Figure 23: Intersection #8 – Agua Fria Street and Ferguson Lane – Crash Types and Crash Severity

Intersection #8 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Ferguson Lane. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 24 shows the sight triangles for the Ferguson Lane southbound approach. There is a block wall that obstructs the sight triangle (see Figure 41). **Figure 25** shows the sight triangles for the Agua Fria Street northbound approach.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 24 shows the sight triangles for the Ferguson Lane southbound approach. There is a block wall within the sight triangle. **Figure 25** shows the sight triangles for the Agua Fria Street northbound approach. There are no objects within the sight triangle.



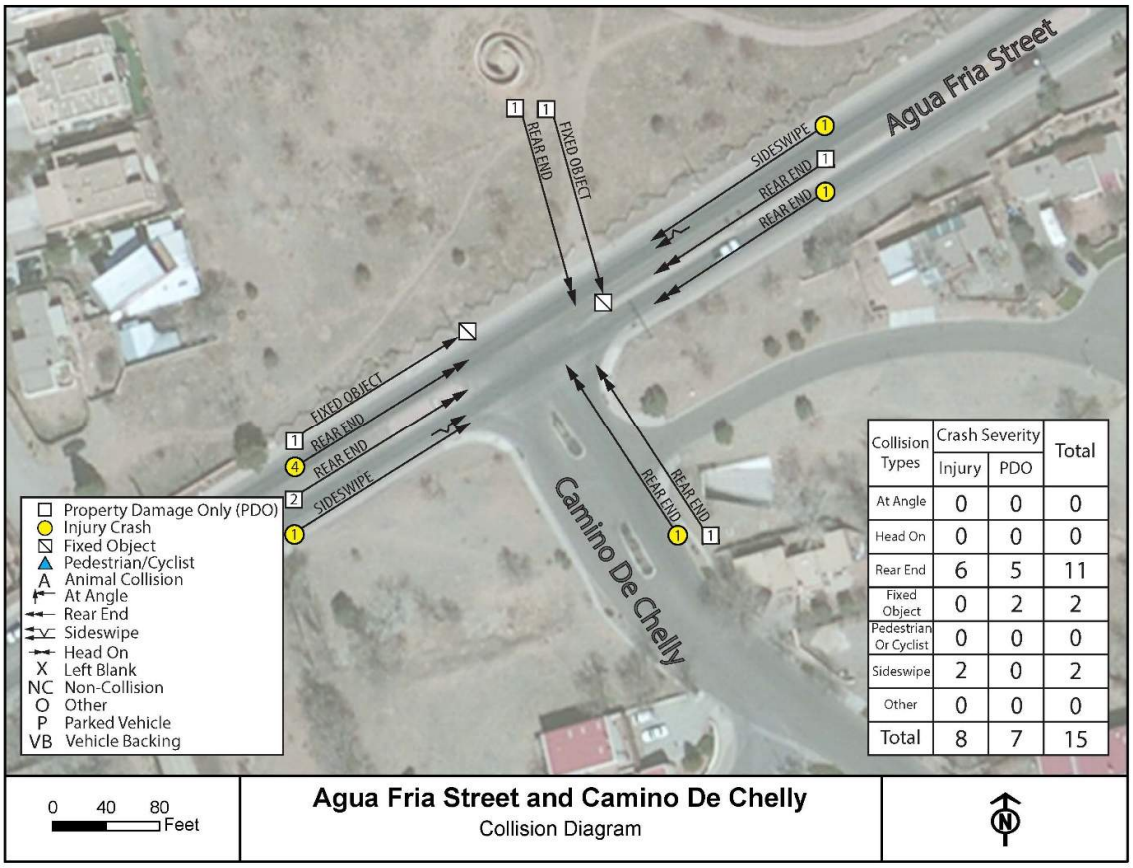
Figure 24: Intersection #8 – Agua Fria Street and Ferguson Lane Southbound Approach Sight Distance



Figure 25: Intersection #8 – Agua Fria Street and Agua Fria Street Northbound Approach Sight Distance

Intersection #9 – Agua Fria Street and Camino de Chelly

The intersection of Agua Fria Street and Camino de Chelly had a total of fifteen (15) crashes. It was reported that 11 of the crashes were classified as rear end, two as sideswipe and two as a collision with a fixed object. Eight of the crashes were classified as injury crash only and seven as property damage crashes. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	0	0	0
Rear End	6	5	11
Fixed Object	0	2	2
Pedestrian Or Cyclist	0	0	0
Sideswipe	2	0	2
Other	0	0	0
Total	8	7	15

Figure 26: Intersection #9 – Agua Fria Street and Camino de Chelly – Crash Types and Crash Severity

Intersection #9 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Camino De Chelly. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 27 shows the sight triangles for the Camino De Chelly northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

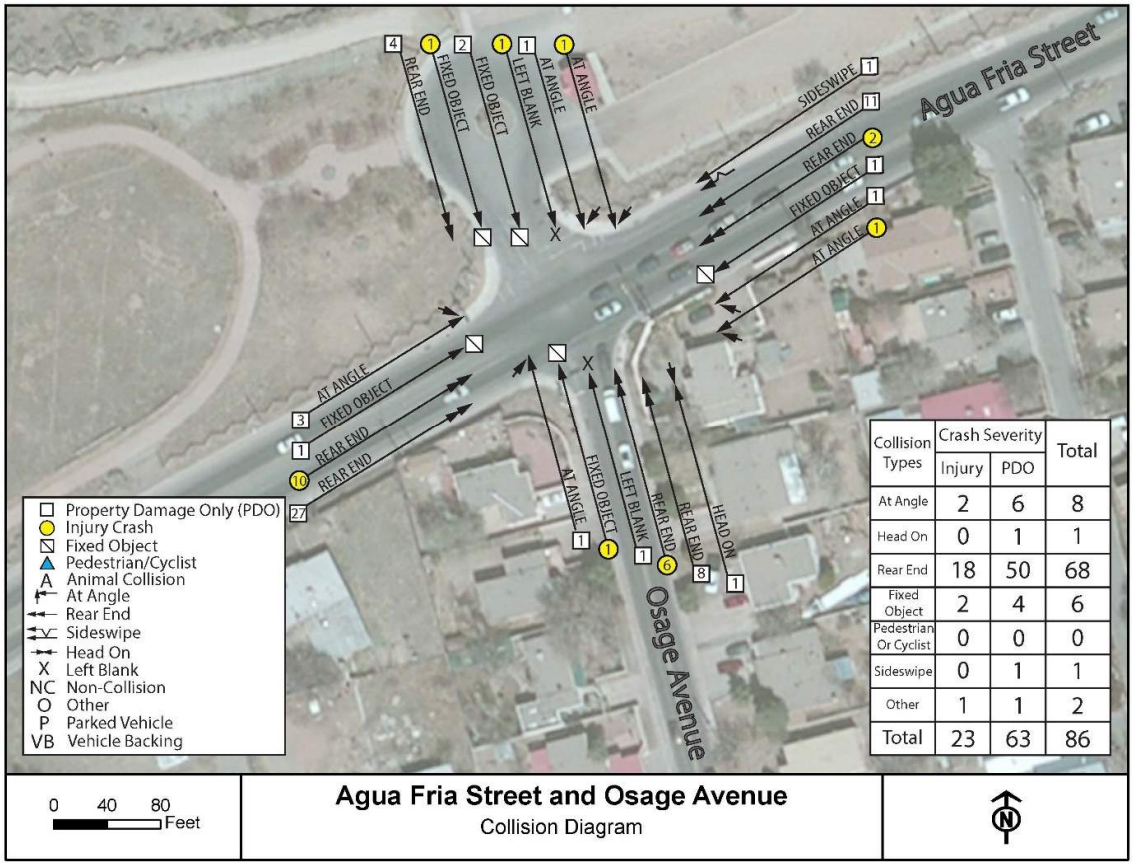
Figure 27 shows the sight triangles for the Camino De Chelly northbound approach. There are no objects within the sight triangle.



Figure 27: Intersection #9 – Agua Fria Street and Camino De Chelly Northbound Approach Sight Distance

Intersection #10 – Agua Fria Street and Osage Avenue

The intersection of Agua Fria Street and Osage Avenue had a total of 86 reported crashes. From the crash data, it was reported that 68 of the crashes were rear end, eight crashes were entering at an angle, six crashes were with fixed objects, and two had no information regarding crash classification or analysis (left blank). Out of the total crashes, 63 of the crashes were reported at property damage only and 23 were reported at injury only. Six crashes at this intersection were alcohol related.



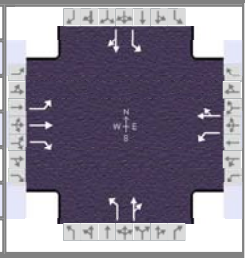
Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	2	6	8
Head On	0	1	1
Rear End	18	50	68
Fixed Object	2	4	6
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	1	1
Other	1	1	2
Total	23	63	86

Figure 28: Intersection #10 – Agua Fria Street and Osage Avenue – Crash Types and Crash Severity

APPENDIX D
2027 NO BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

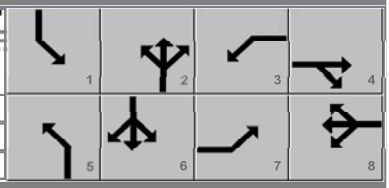
General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027NBAM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	342	97	127	214	71	46	248	129	110	412	124

Signal Information			
Cycle, s	67.5	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Green	3.0	1.5	24.1	5.5	0.2	16.3
Yellow	3.0	0.0	3.0	3.0	0.0	4.0
Red	1.0	0.0	1.0	1.0	0.0	1.0



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.7	21.5	9.5	21.3	7.0	28.1	8.4	29.6
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	6.2	13.9	5.6	12.0	3.1	14.4	4.7	20.8
Green Extension Time (g_e), s	0.2	2.5	0.3	2.6	0.1	4.8	0.3	4.7
Phase Call Probability	0.88	1.00	0.92	1.00	0.59	1.00	0.88	1.00
Max Out Probability	0.00	0.19	0.00	0.12	0.00	0.00	0.00	0.01

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	113	356	101	132	297		48	393		115	558	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1776		1781	1810	
Queue Service Time (g_s), s	4.2	11.9	3.5	3.6	10.0		1.1	12.4		2.7	18.8	
Cycle Queue Clearance Time (g_c), s	4.2	11.9	3.5	3.6	10.0		1.1	12.4		2.7	18.8	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.32	0.24		0.40	0.36		0.42	0.38	
Capacity (*c*), veh/h	151	460	387	293	438		250	635		399	686	
Volume-to-Capacity Ratio (*X*)	0.747	0.774	0.261	0.451	0.678		0.192	0.618		0.287	0.813	
Back of Queue (*Q*), ft/ln (95 th percentile)	91	228	56	66	190		20	214		46	304	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.6	9.0	2.2	2.6	7.6		0.8	8.5		1.8	12.1	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.73	1.82	0.45	0.55	1.59		0.15	1.58		0.51	3.38	
Uniform Delay (d_1), s/veh	30.3	23.9	20.7	18.4	23.3		15.3	17.9		13.3	18.9	
Incremental Delay (d_2), s/veh	7.2	3.1	0.4	1.1	2.2		0.4	1.2		0.4	2.4	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	37.5	26.9	21.0	19.5	25.5		15.7	19.1		13.7	21.3	
Level of Service (LOS)	D	C	C	B	C		B	B		B	C	
Approach Delay, s/veh / LOS	27.9	C		23.7	C		18.8	B		20.0	B	
Intersection Delay, s/veh / LOS	22.6						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.91	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.43	A	1.20	A	1.21	A	1.60	B

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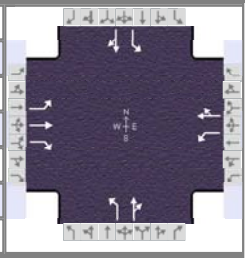
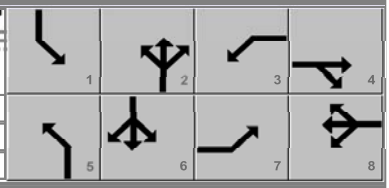
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027NBPM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	111	268	70	193	354	77	109	364	145	100	291	169

Signal Information			
Cycle, s	83.0	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	4.9	0.3	30.3	7.2	2.0	22.3
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	11.2	26.3	13.3	28.3	9.2	34.5	8.9	34.3
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.5	13.2	8.8	22.1	5.3	25.1	5.1	22.5
Green Extension Time (g_e), s	0.3	3.0	0.5	1.1	0.3	5.4	0.3	5.5
Phase Call Probability	0.94	1.00	0.99	1.00	0.93	1.00	0.92	1.00
Max Out Probability	0.00	0.20	0.01	1.00	0.00	0.05	0.00	0.03

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	119	288	75	208	463		117	547		108	495	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	5.5	11.2	3.1	6.8	20.1		3.3	23.1		3.1	20.5	
Cycle Queue Clearance Time (g_c), s	5.5	11.2	3.1	6.8	20.1		3.3	23.1		3.1	20.5	
Green Ratio (*g/C*)	0.09	0.26	0.26	0.37	0.28		0.43	0.37		0.42	0.36	
Capacity (*c*), veh/h	156	484	407	424	517		309	660		250	645	
Volume-to-Capacity Ratio (*X*)	0.767	0.596	0.185	0.489	0.897		0.380	0.829		0.431	0.767	
Back of Queue (*Q*), ft/ln (95 th percentile)	120	217	52	126	404		61	378		58	333	
Back of Queue (*Q*), veh/ln (95 th percentile)	4.7	8.6	2.0	5.0	16.2		2.4	15.0		2.3	13.2	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.96	1.73	0.42	1.05	3.37		0.45	2.80		0.65	3.70	
Uniform Delay (d_1), s/veh	37.1	27.1	24.1	19.7	28.8		17.5	23.9		18.9	23.3	
Incremental Delay (d_2), s/veh	7.7	1.3	0.2	0.9	16.8		0.8	3.5		1.2	2.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	44.8	28.4	24.4	20.5	45.6		18.2	27.4		20.1	25.3	
Level of Service (LOS)	D	C	C	C	D		B	C		C	C	
Approach Delay, s/veh / LOS	31.8	C		37.9	D		25.8	C		24.3	C	
Intersection Delay, s/veh / LOS	30.0						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.28	A	1.59	B	1.58	B	1.48	A

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HCS Two-Way Stop-Control Report

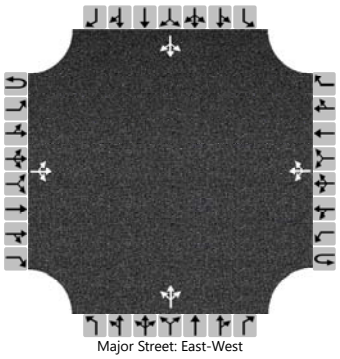
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	617	6		33	388	2		6	0	40		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				35					48				16	
Capacity, c (veh/h)		1151				934					431				437	
v/c Ratio		0.00				0.04					0.11				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		9.0	0.4	0.4			14.4				13.6	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.4				13.6			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

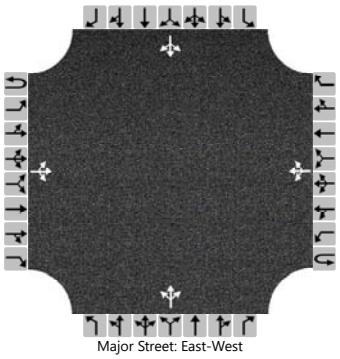
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	594	8		47	612	0		7	1	93		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				50					107				9	
Capacity, c (veh/h)		942				950					442				299	
v/c Ratio		0.01				0.05					0.24				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.9				0.1	
95% Queue Length, Q_{95} (ft)											22.5				2.5	
Control Delay (s/veh)		8.9	0.2	0.2		9.0	0.7	0.7			15.7				17.4	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				15.7				17.4			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

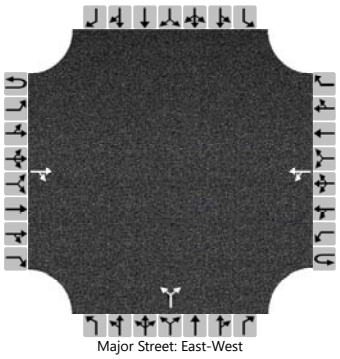
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			574	7		13	385			9		35				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					47					
Capacity, c (veh/h)						970					467					
v/c Ratio						0.01					0.10					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.5					
Control Delay (s/veh)						8.8	0.2				13.6					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				13.6						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

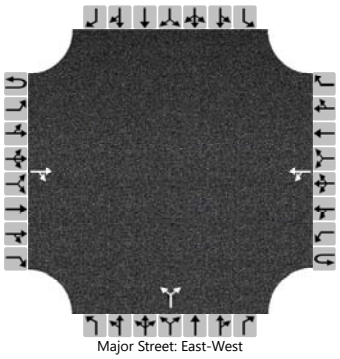
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			516	3		13	633			2		59				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					66					
Capacity, c (veh/h)						1021					523					
v/c Ratio						0.01					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.0					
Control Delay (s/veh)						8.6	0.2				12.9					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				12.9						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

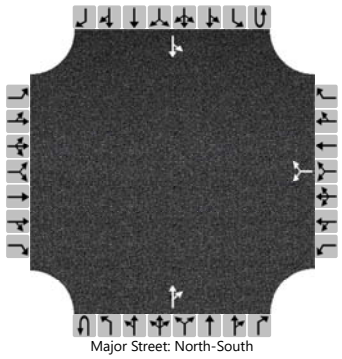
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						33		13			467	73		13	630	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							51							14		
Capacity, c (veh/h)							359							990		
v/c Ratio							0.14							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							16.7							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						16.7								0.4		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

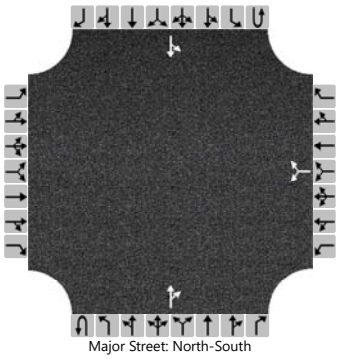
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						54		19			628	74		11	559	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							80							12		
Capacity, c (veh/h)							325							850		
v/c Ratio							0.25							0.01		
95% Queue Length, Q_{95} (veh)							1.0							0.0		
95% Queue Length, Q_{95} (ft)							25.1							0.0		
Control Delay (s/veh)							19.7							9.3	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						19.7								0.4		
Approach LOS						C								A		

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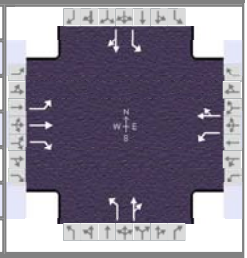
APPENDIX E
2027 BUILD INTERSECTION CAPACITY ANALYSIS

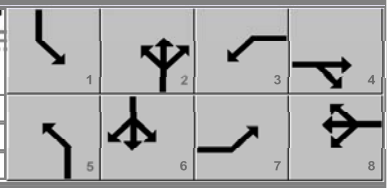
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027BAM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	344	97	152	220	73	46	248	137	111	412	124

Signal Information			
Cycle, s	70.0	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	3.0	1.6	24.8	5.9	0.7	18.0
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.9	22.0	10.6	22.7	7.0	28.8	8.6	30.4
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (*g s*), s	6.3	14.5	6.5	12.6	3.1	15.3	4.8	21.5
Green Extension Time (*g e*), s	0.2	2.4	0.4	2.6	0.1	4.9	0.3	4.8
Phase Call Probability	0.89	1.00	0.95	1.00	0.61	1.00	0.90	1.00
Max Out Probability	0.00	0.22	0.00	0.14	0.00	0.01	0.00	0.02

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	113	358	101	158	305		48	401		116	558	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1772		1781	1810	
Queue Service Time (*g s*), s	4.3	12.5	3.6	4.5	10.6		1.1	13.3		2.8	19.5	
Cycle Queue Clearance Time (*g c*), s	4.3	12.5	3.6	4.5	10.6		1.1	13.3		2.8	19.5	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.34	0.25		0.40	0.35		0.42	0.38	
Capacity (*c*), veh/h	150	458	385	340	460		243	628		385	683	
Volume-to-Capacity Ratio (*X*)	0.749	0.782	0.262	0.465	0.664		0.197	0.638		0.301	0.818	
Back of Queue (*Q*), ft/ln (95 th percentile)	95	240	59	81	198		21	228		49	317	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.7	9.5	2.3	3.2	7.9		0.8	9.0		1.9	12.6	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.76	1.92	0.47	0.67	1.65		0.15	1.68		0.55	3.52	
Uniform Delay (*d 1*), s/veh	31.4	24.8	21.5	18.2	23.6		16.0	18.9		14.0	19.7	
Incremental Delay (*d 2*), s/veh	7.3	3.7	0.4	1.0	2.0		0.4	1.3		0.4	2.5	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	38.7	28.5	21.8	19.2	25.6		16.4	20.2		14.4	22.2	
Level of Service (LOS)	D	C	C	B	C		B	C		B	C	
Approach Delay, s/veh / LOS	29.3	C		23.4	C		19.8	B		20.8	C	
Intersection Delay, s/veh / LOS	23.4						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.43	A	1.25	A	1.23	A	1.60	B

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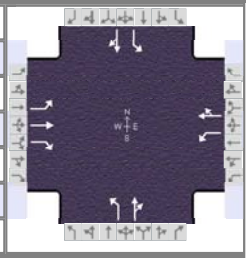
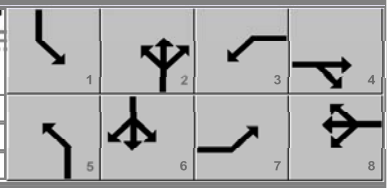
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027BPM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	111	274	70	207	358	79	109	364	171	102	291	169

Signal Information												
Cycle, s	87.2	Reference Phase	2									
Offset, s	0	Reference Point	End	Green	5.1	0.2	33.0	7.6	2.6	22.6		
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0	3.0	3.0	0.0	3.0		
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0	1.0	1.0	0.0	1.0		



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	11.6	26.6	14.2	29.3	9.3	37.3	9.1	37.0
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.7	14.2	9.7	23.6	5.4	27.7	5.2	23.1
Green Extension Time (g_e), s	0.3	2.9	0.5	0.6	0.3	5.5	0.3	5.7
Phase Call Probability	0.94	1.00	1.00	1.00	0.94	1.00	0.93	1.00
Max Out Probability	0.00	0.26	0.02	1.00	0.00	0.08	0.00	0.04

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	119	295	75	223	470		117	575		110	495	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1840		1810	1783		1781	1768	
Queue Service Time (g_s), s	5.7	12.2	3.3	7.7	21.6		3.4	25.7		3.2	21.1	
Cycle Queue Clearance Time (g_c), s	5.7	12.2	3.3	7.7	21.6		3.4	25.7		3.2	21.1	
Green Ratio (*g/C*)	0.09	0.25	0.25	0.37	0.28		0.44	0.38		0.44	0.38	
Capacity (*c*), veh/h	155	467	393	414	512		320	680		241	670	
Volume-to-Capacity Ratio (*X*)	0.772	0.630	0.191	0.538	0.918		0.366	0.846		0.455	0.738	
Back of Queue (*Q*), ft/ln (95 th percentile)	127	236	56	144	444		63	421		61	340	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.0	9.4	2.2	5.8	17.8		2.5	16.7		2.4	13.5	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.02	1.89	0.45	1.20	3.70		0.46	3.12		0.68	3.78	
Uniform Delay (d_1), s/veh	39.0	29.3	25.9	20.8	30.6		17.5	24.7		19.7	23.4	
Incremental Delay (d_2), s/veh	7.9	1.9	0.2	1.1	21.1		0.7	4.8		1.3	1.6	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	47.0	31.1	26.2	21.9	51.6		18.2	29.5		21.0	25.0	
Level of Service (LOS)	D	C	C	C	D		B	C		C	C	
Approach Delay, s/veh / LOS	34.2	C		42.1	D		27.6	C		24.3	C	
Intersection Delay, s/veh / LOS	32.1						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.29	A	1.63	B	1.63	B	1.48	A

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HCS Two-Way Stop-Control Report

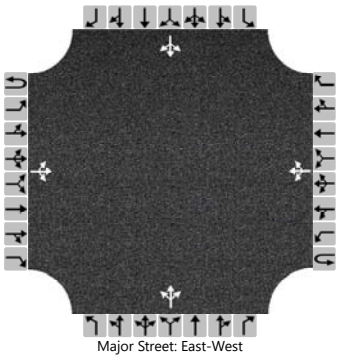
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	626	12		33	391	2		8	0	40		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				35					51				16	
Capacity, c (veh/h)		1148				922					416				432	
v/c Ratio		0.00				0.04					0.12				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		9.1	0.4	0.4			14.8				13.7	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.8				13.7			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

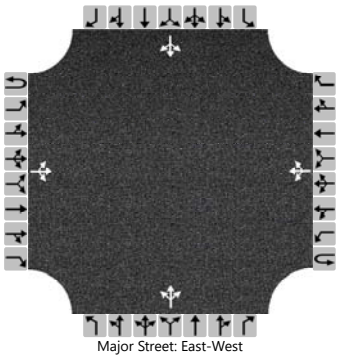
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	599	12		47	620	0		13	1	93		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				50					114				9	
Capacity, c (veh/h)		936				942					414				295	
v/c Ratio		0.01				0.05					0.27				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					1.1				0.1	
95% Queue Length, Q_{95} (ft)											27.5				2.5	
Control Delay (s/veh)		8.9	0.2	0.2		9.0	0.8	0.8			16.9				17.6	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				16.9				17.6			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

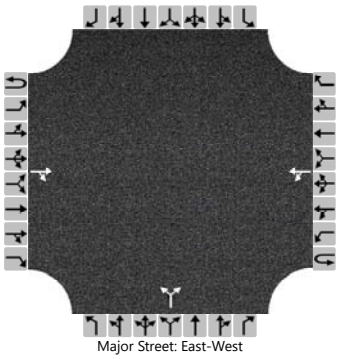
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			584	7		13	419			9		35				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					47					
Capacity, c (veh/h)						962					458					
v/c Ratio						0.01					0.10					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.5					
Control Delay (s/veh)						8.8	0.2				13.8					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				13.8						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

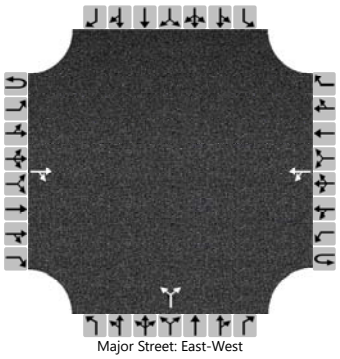
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			550	3		13	653			2		59				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					66					
Capacity, c (veh/h)						990					499					
v/c Ratio						0.01					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.5					
95% Queue Length, Q_{95} (ft)						0.0					12.5					
Control Delay (s/veh)						8.7	0.2				13.3					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)							0.4				13.3					
Approach LOS							A				B					

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HCS Two-Way Stop-Control Report

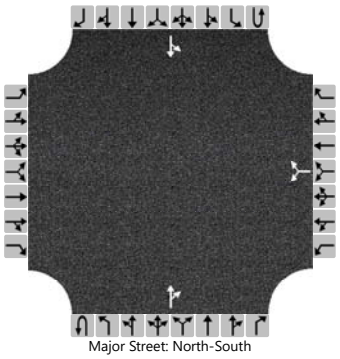
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						33		13			475	73		13	656	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							51							14		
Capacity, c (veh/h)							350							982		
v/c Ratio							0.14							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							17.0							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						17.0								0.4		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

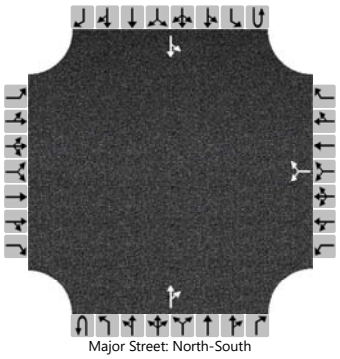
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						54		19			654	74		11	574	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							80							12		
Capacity, c (veh/h)							314							829		
v/c Ratio							0.26							0.01		
95% Queue Length, Q_{95} (veh)							1.0							0.0		
95% Queue Length, Q_{95} (ft)							25.1							0.0		
Control Delay (s/veh)							20.4							9.4	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						20.4								0.4		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

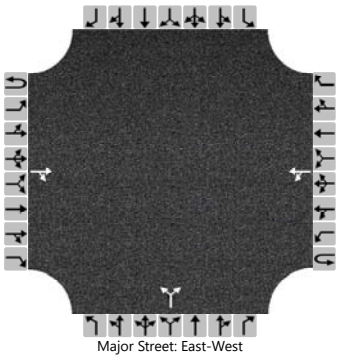
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			620	11		4	391			34		14				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						4					51					
Capacity, c (veh/h)						919					390					
v/c Ratio						0.00					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.2					
Control Delay (s/veh)						8.9	0.1				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.1				15.6							
Approach LOS					A				C							

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HCS Two-Way Stop-Control Report

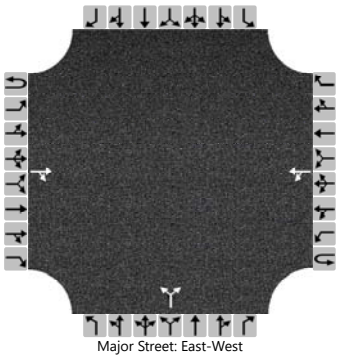
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			610	34		14	613			20		8				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left Only						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						15					30					
Capacity, c (veh/h)						908					335					
v/c Ratio						0.02					0.09					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.6					
Control Delay (s/veh)						9.0	0.2				16.8					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.4				16.8						
Approach LOS						A				C						

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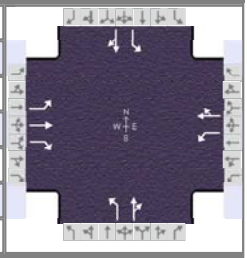
APPENDIX F
2042 NO BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

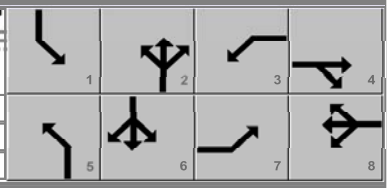
General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042NBAM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	128	404	114	154	254	84	55	293	153	130	486	146

Signal Information			
Cycle, s	87.8	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Green	3.8	2.3	34.4	7.9	0.5	21.9
Yellow	3.0	0.0	3.0	3.0	0.0	4.0
Red	1.0	0.0	1.0	1.0	0.0	1.0



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	12.4	27.5	11.9	26.9	7.8	38.4	10.1	40.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	8.4	20.8	7.6	17.8	3.6	21.0	5.9	31.3
Green Extension Time (g_e), s	0.3	1.6	0.4	2.3	0.1	5.9	0.4	5.3
Phase Call Probability	0.96	1.00	0.98	1.00	0.75	1.00	0.96	1.00
Max Out Probability	0.00	1.00	0.00	0.56	0.00	0.03	0.00	0.14

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	133	421	119	160	352		57	465		135	658	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1819		1810	1776		1781	1810	
Queue Service Time (g_s), s	6.4	18.8	5.3	5.6	15.8		1.6	19.0		3.9	29.3	
Cycle Queue Clearance Time (g_c), s	6.4	18.8	5.3	5.6	15.8		1.6	19.0		3.9	29.3	
Green Ratio (*g/C*)	0.10	0.26	0.26	0.34	0.25		0.44	0.39		0.46	0.42	
Capacity (*c*), veh/h	171	482	406	263	455		209	696		369	756	
Volume-to-Capacity Ratio (*X*)	0.780	0.872	0.293	0.610	0.775		0.275	0.668		0.367	0.870	
Back of Queue (*Q*), ft/ln (95 th percentile)	142	383	90	110	300		31	311		71	478	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.6	15.2	3.6	4.4	12.0		1.2	12.4		2.8	19.0	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.13	3.06	0.72	0.92	2.50		0.23	2.31		0.79	5.32	
Uniform Delay (d_1), s/veh	38.9	31.3	26.3	23.7	30.7		19.7	22.0		16.1	23.4	
Incremental Delay (d_2), s/veh	7.5	13.7	0.4	2.3	6.7		0.7	1.3		0.6	6.3	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	46.4	45.0	26.7	26.0	37.4		20.4	23.4		16.7	29.7	
Level of Service (LOS)	D	D	C	C	D		C	C		B	C	
Approach Delay, s/veh / LOS	42.1	D		33.8	C		23.0	C		27.5	C	
Intersection Delay, s/veh / LOS	31.8						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.60	B	1.33	A	1.35	A	1.80	B

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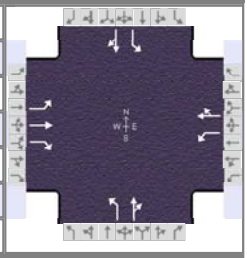
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042NBPM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	131	315	82	226	416	91	128	427	171	117	342	198

Signal Information			
Cycle, s	97.8	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	6.1	0.3	39.7	9.7	2.6	23.4
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	13.7	27.4	16.2	30.0	10.4	44.0	10.1	43.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	9.6	18.5	11.7	27.0	6.3	34.3	6.0	30.4
Green Extension Time (g_e), s	0.3	2.5	0.5	0.0	0.3	5.7	0.4	6.2
Phase Call Probability	0.98	1.00	1.00	1.00	0.98	1.00	0.97	1.00
Max Out Probability	0.01	0.69	0.07	1.00	0.00	0.28	0.00	0.18

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	141	339	88	243	545		138	643		126	581	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	7.6	16.5	4.4	9.7	25.0		4.3	32.3		4.0	28.4	
Cycle Queue Clearance Time (g_c), s	7.6	16.5	4.4	9.7	25.0		4.3	32.3		4.0	28.4	
Green Ratio (*g/C*)	0.10	0.23	0.23	0.36	0.26		0.47	0.41		0.47	0.41	
Capacity (*c*), veh/h	176	432	363	363	470		291	734		231	718	
Volume-to-Capacity Ratio (*X*)	0.801	0.784	0.243	0.669	1.159		0.473	0.876		0.544	0.809	
Back of Queue (*Q*), ft/ln (95 th percentile)	168	327	78	189	838		81	536		77	456	
Back of Queue (*Q*), veh/ln (95 th percentile)	6.6	13.0	3.1	7.6	33.5		3.2	21.2		3.0	18.1	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.34	2.61	0.62	1.58	6.98		0.60	3.97		0.86	5.07	
Uniform Delay (d_1), s/veh	43.1	35.4	30.8	25.1	36.4		19.7	26.6		21.9	25.7	
Incremental Delay (d_2), s/veh	8.1	7.5	0.3	2.1	92.9		1.2	8.4		2.0	4.4	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	51.3	42.9	31.1	27.2	129.3		20.9	35.0		23.9	30.1	
Level of Service (LOS)	D	D	C	C	F		C	D		C	C	
Approach Delay, s/veh / LOS	43.1	D		97.9	F		32.5	C		29.0	C	
Intersection Delay, s/veh / LOS	51.9						D					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.42	A	1.79	B	1.78	B	1.65	B

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HCS Two-Way Stop-Control Report

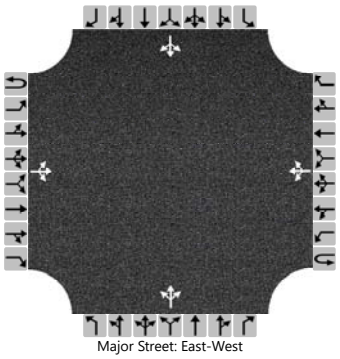
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		4	725	7		39	456	2		7	0	47		6	0	12
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		4				41					57				19	
Capacity, c (veh/h)		1083				847					368				366	
v/c Ratio		0.00				0.05					0.15				0.05	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.5				0.2	
95% Queue Length, Q_{95} (ft)											12.9				5.0	
Control Delay (s/veh)		8.3	0.1	0.1		9.5	0.6	0.6			16.6				15.4	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.1				1.3				16.6				15.4			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

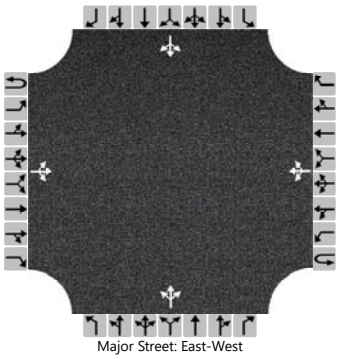
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		15	698	9		56	719	0		8	1	109		1	4	5
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		16				60					126				11	
Capacity, c (veh/h)		855				863					377				241	
v/c Ratio		0.02				0.07					0.33				0.04	
95% Queue Length, Q_{95} (veh)		0.1				0.2					1.4				0.1	
95% Queue Length, Q_{95} (ft)											35.0				2.5	
Control Delay (s/veh)		9.3	0.3	0.3		9.5	1.1	1.1			19.2				20.6	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.5				1.7				19.2				20.6			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

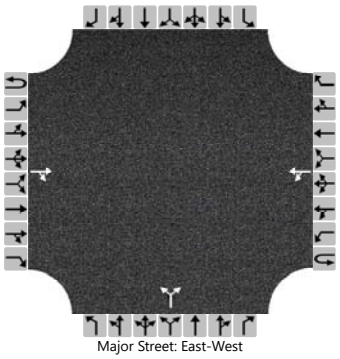
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			674	8		16	453			11		41				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage																
	Left + Thru									1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					55					
Capacity, c (veh/h)						885					404					
v/c Ratio						0.02					0.14					
95% Queue Length, Q_{95} (veh)						0.1					0.5					
95% Queue Length, Q_{95} (ft)						2.5					12.5					
Control Delay (s/veh)						9.1	0.2				15.3					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.5				15.3							
Approach LOS					A				C							

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HCS Two-Way Stop-Control Report

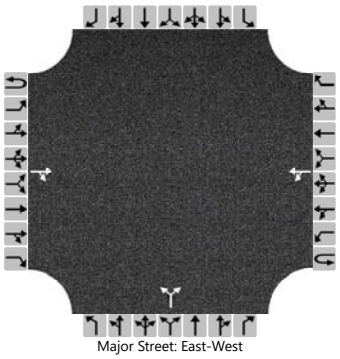
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			606	4		16	744			2		69				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					76					
Capacity, c (veh/h)						940					461					
v/c Ratio						0.02					0.17					
95% Queue Length, Q_{95} (veh)						0.1					0.6					
95% Queue Length, Q_{95} (ft)						2.5					15.0					
Control Delay (s/veh)						8.9	0.3				14.4					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.5				14.4						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

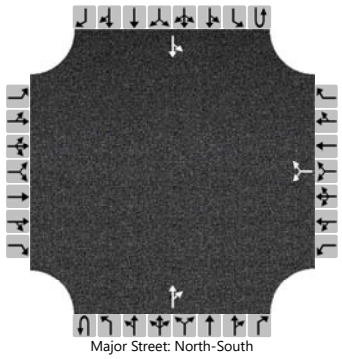
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						38		16			550	86		16	742	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							59							18		
Capacity, c (veh/h)							305							904		
v/c Ratio							0.19							0.02		
95% Queue Length, Q_{95} (veh)							0.7							0.1		
95% Queue Length, Q_{95} (ft)							17.7							2.5		
Control Delay (s/veh)							19.6							9.1	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						19.6								0.5		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

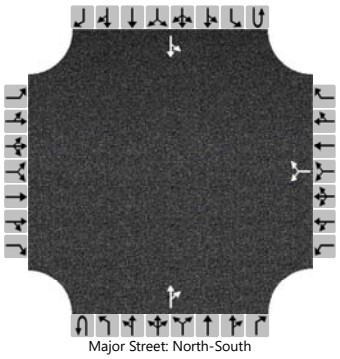
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						43		22			738	87		13	657	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							71							14		
Capacity, c (veh/h)							279							756		
v/c Ratio							0.26							0.02		
95% Queue Length, Q_{95} (veh)							1.0							0.1		
95% Queue Length, Q_{95} (ft)							25.1							2.5		
Control Delay (s/veh)							22.3							9.9	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						22.3								0.5		
Approach LOS						C								A		

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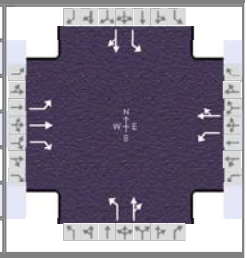
APPENDIX G
2042 BUILD INTERSECTION CAPACITY ANALYSIS

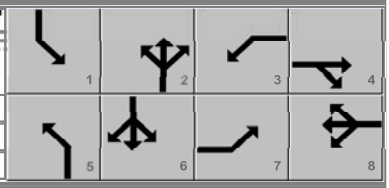
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042BAM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	128	406	114	180	260	87	55	293	161	131	486	146

Signal Information			
Cycle, s	90.7	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	3.8	2.4	35.3	8.6	0.5	24.0	
Yellow	3.0	0.0	3.0	3.0	0.0	3.0	
Red	1.0	0.0	1.0	1.0	0.0	1.0	

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	12.6	28.0	13.2	28.5	7.8	39.3	10.2	41.7
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (*g s*), s	8.6	21.6	8.8	18.7	3.7	22.2	6.1	32.3
Green Extension Time (*g e*), s	0.3	1.4	0.4	2.2	0.1	6.0	0.4	5.3
Phase Call Probability	0.97	1.00	0.99	1.00	0.76	1.00	0.97	1.00
Max Out Probability	0.00	1.00	0.01	0.67	0.00	0.04	0.00	0.17

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	133	423	119	188	361		57	473		136	658	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1772		1781	1810	
Queue Service Time (*g s*), s	6.6	19.6	5.5	6.8	16.7		1.7	20.2		4.1	30.3	
Cycle Queue Clearance Time (*g c*), s	6.6	19.6	5.5	6.8	16.7		1.7	20.2		4.1	30.3	
Green Ratio (*g/C*)	0.10	0.25	0.25	0.36	0.26		0.43	0.39		0.46	0.42	
Capacity (*c*), veh/h	170	479	402	299	472		203	689		356	752	
Volume-to-Capacity Ratio (*X*)	0.784	0.883	0.295	0.627	0.766		0.283	0.686		0.384	0.875	
Back of Queue (*Q*), ft/ln (95 th percentile)	146	403	94	132	314		32	331		75	499	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.8	16.0	3.7	5.3	12.6		1.3	13.1		2.9	19.8	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.17	3.22	0.75	1.10	2.62		0.24	2.45		0.83	5.55	
Uniform Delay (*d 1*), s/veh	40.2	32.6	27.3	23.7	31.1		20.5	23.1		16.9	24.4	
Incremental Delay (*d 2*), s/veh	7.7	15.6	0.4	2.2	6.9		0.8	1.5		0.7	7.0	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	47.9	48.2	27.7	25.8	38.0		21.2	24.6		17.6	31.4	
Level of Service (LOS)	D	D	C	C	D		C	C		B	C	
Approach Delay, s/veh / LOS	44.5	D		33.8	C		24.2	C		29.0	C	
Intersection Delay, s/veh / LOS	33.2						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.60	B	1.39	A	1.36	A	1.80	B

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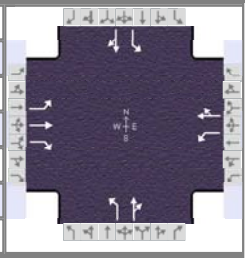
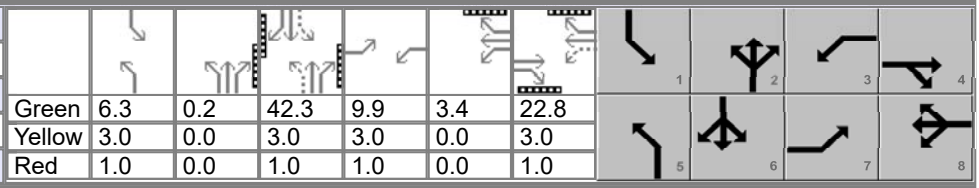
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042BPM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	131	321	82	241	420	92	128	427	196	120	342	198

Signal Information			
Cycle, s	100.8	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	6.3	0.2	42.3	9.9	3.4	22.8
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	13.9	26.8	17.3	30.1	10.5	46.5	10.3	46.3
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	9.8	19.7	12.8	27.2	6.3	37.1	6.1	30.6
Green Extension Time (g_e), s	0.3	2.0	0.5	0.0	0.3	5.3	0.4	6.4
Phase Call Probability	0.98	1.00	1.00	1.00	0.98	1.00	0.97	1.00
Max Out Probability	0.01	0.86	0.15	1.00	0.00	0.40	0.00	0.20

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	141	345	88	259	551		138	670		129	581	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1840		1810	1784		1781	1768	
Queue Service Time (g_s), s	7.8	17.7	4.7	10.8	25.2		4.3	35.1		4.1	28.6	
Cycle Queue Clearance Time (g_c), s	7.8	17.7	4.7	10.8	25.2		4.3	35.1		4.1	28.6	
Green Ratio (*g/C*)	0.10	0.22	0.22	0.36	0.25		0.48	0.42		0.48	0.42	
Capacity (*c*), veh/h	175	407	342	352	459		303	752		224	742	
Volume-to-Capacity Ratio (*X*)	0.803	0.849	0.258	0.737	1.200		0.455	0.891		0.577	0.783	
Back of Queue (*Q*), ft/ln (95 th percentile)	173	363	82	212	914		81	582		80	457	
Back of Queue (*Q*), veh/ln (95 th percentile)	6.8	14.4	3.2	8.5	36.6		3.3	23.1		3.2	18.2	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.39	2.90	0.66	1.76	7.62		0.60	4.31		0.89	5.08	
Uniform Delay (d_1), s/veh	44.5	38.0	32.9	26.3	37.9		19.4	27.0		22.6	25.3	
Incremental Delay (d_2), s/veh	8.3	12.4	0.4	4.1	109.2		1.1	10.4		2.3	4.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	52.8	50.4	33.2	30.4	147.1		20.5	37.4		25.0	29.3	
Level of Service (LOS)	D	D	C	C	F		C	D		C	C	
Approach Delay, s/veh / LOS	48.3	D		109.8	F		34.5	C		28.5	C	
Intersection Delay, s/veh / LOS	56.8						E					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.44	A	1.82	B	1.82	B	1.66	B

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HCS Two-Way Stop-Control Report

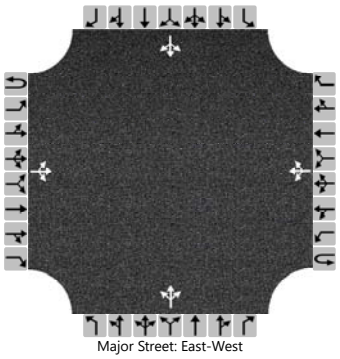
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		4	732	14		39	459	2		9	0	47		6	0	12
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		4				41					59				19	
Capacity, c (veh/h)		1080				836					356				362	
v/c Ratio		0.00				0.05					0.17				0.05	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.6				0.2	
95% Queue Length, Q_{95} (ft)											15.5				5.0	
Control Delay (s/veh)		8.3	0.1	0.1		9.5	0.6	0.6			17.1				15.5	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.1				1.3				17.1				15.5			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

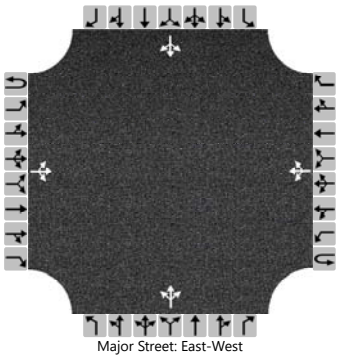
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		15	703	13		56	726	0		15	1	109		1	4	5
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		16				60					133				11	
Capacity, c (veh/h)		850				856					350				237	
v/c Ratio		0.02				0.07					0.38				0.04	
95% Queue Length, Q_{95} (veh)		0.1				0.2					1.7				0.1	
95% Queue Length, Q_{95} (ft)											42.5				2.5	
Control Delay (s/veh)		9.3	0.3	0.3		9.5	1.2	1.2			21.5				20.9	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.5				1.8				21.5				20.9			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

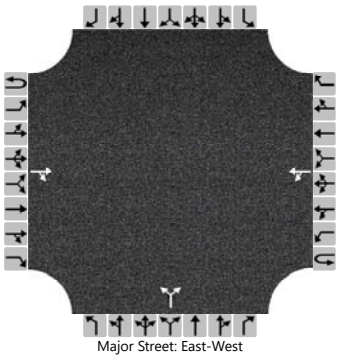
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			685	8		16	487			11		41				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					55					
Capacity, c (veh/h)						876					396					
v/c Ratio						0.02					0.14					
95% Queue Length, Q_{95} (veh)						0.1					0.5					
95% Queue Length, Q_{95} (ft)						2.5					12.5					
Control Delay (s/veh)						9.2	0.3				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.5				15.6						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

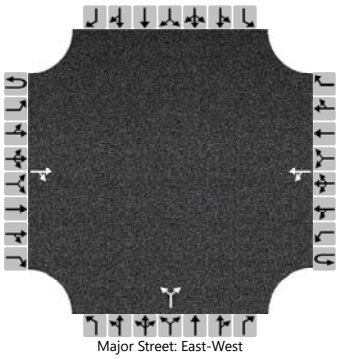
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			640	4		16	764			2		69				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					76					
Capacity, c (veh/h)						911					439					
v/c Ratio						0.02					0.17					
95% Queue Length, Q_{95} (veh)						0.1					0.6					
95% Queue Length, Q_{95} (ft)						2.5					15.0					
Control Delay (s/veh)						9.0	0.3				14.9					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.5				14.9						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

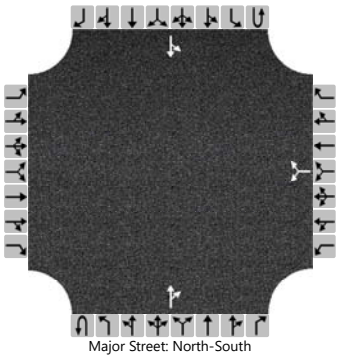
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						38		16			558	86		16	767	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							59							18		
Capacity, c (veh/h)							297							897		
v/c Ratio							0.20							0.02		
95% Queue Length, Q_{95} (veh)							0.7							0.1		
95% Queue Length, Q_{95} (ft)							17.7							2.5		
Control Delay (s/veh)							20.1							9.1	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						20.1								0.5		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

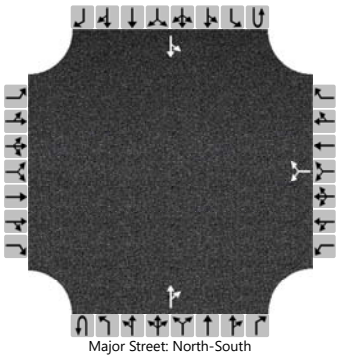
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						63		22			764	87		13	672	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							93							14		
Capacity, c (veh/h)							262							738		
v/c Ratio							0.36							0.02		
95% Queue Length, Q_{95} (veh)							1.5							0.1		
95% Queue Length, Q_{95} (ft)							37.6							2.5		
Control Delay (s/veh)							26.1							10.0	0.3	
Level of Service (LOS)							D							A	A	
Approach Delay (s/veh)						26.1								0.5		
Approach LOS						D								A		

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HCS Two-Way Stop-Control Report

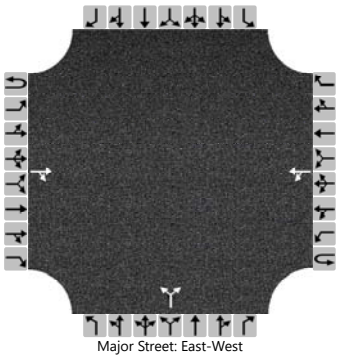
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			620	11		4	391			34		14				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left Only						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						4					51					
Capacity, c (veh/h)						919					390					
v/c Ratio						0.00					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.2					
Control Delay (s/veh)						8.9	0.1				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.1				15.6						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

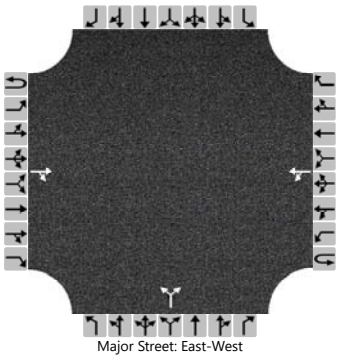
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			610	34		14	613			20		8				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left Only						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						15					30					
Capacity, c (veh/h)						908					335					
v/c Ratio						0.02					0.09					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.6					
Control Delay (s/veh)						9.0	0.2				16.8					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.4				16.8						
Approach LOS						A				C						

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CITY OF SANTA FE

NOTICE AFFIDAVIT PLUD-03

PROJECT INFORMATION

Project Name:	Agua Fria Multi Family (Master Plan + Rezone)
Project Location:	2768 Agua Fira
Case Number(s)	2024-8901 + 2024-8902
Early Neighborhood Notice (ENN) Meeting Date:	Feb 29, 2024 / April 23, 2024
Public Hearing Date:	June 5, 2025

NOTICE AFFIDAVIT

I hereby certify that the attached notice was mailed to property owners, tenants, and registered neighborhood associations within 300 feet of the proposed project site. Notices were mailed on May 21, 2025 (Date)

I hereby certify that the attached notice was sent via email to registered neighborhood associations within 300 feet of the proposed project site. Notices were emailed on May 21, 2025 (Date)

I hereby certify that the subject property was posted with a sign provided by the City on May 21, 2025 (Date)

The sign was placed in a prominent position in public view, according to instructions provided by Land Use Department staff.

Applicant printed name: Angelica Wolff

Applicant Signature:

NOTARIZATION

The foregoing instrument was acknowledged before me this 28 day of May,

20 25, by Angelica Wolff

KIMBERLY I COLLINS-GOMEZ
Notary Public
State of New Mexico
Comm. # 2005731
My Comm. Exp. Mar 12, 2029

Kimberly I. Collins Gomez
Notary Public

My Commission Expires: March 12, 2029

City of Santa Fe

Land Use Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909

Public Notice Procedures - Planning Commission (Rezoning 1 Block or Less)

CASE INFORMATION

Case Number: 2024-8901 & 8902
Case Title: 2768 Agua Fria Master Plan and Rezoning
Applicant: JenkinsGavin
Case Manager: Joel Cruz-Harber
Email: jacruzharber@santafenm.gov
Date: May 19, 2025
Public hearing Date: June 5, 2025

POSTING AND NOTIFICATION PROCEDURES

The following posting and notification procedures are the responsibility of the applicant as required by Section 14-3.1(H) SFCC 1987. ***Failure to comply with these requirements could result in the postponement or denial of the application.*** *Please initial the boxes below (Steps 1-7) and sign at the bottom of the page.* If you have any questions, please contact the Case Manager or Land Use administrative staff at gagurule@santafenm.gov.

☑ **1.** At least one poster shall be prominently displayed and visible from each public and private street and road abutting the property, and securely placed on the property at least fifteen calendar days prior to the scheduled public hearing. Placement of the posters shall be in such a manner as to not compromise public safety. Sign(s) must remain posted from May 21, 2025 to June 5, 2025.

☑ **2.** Send the attached notice via certified mail with return receipt to all property owners within 100 feet of the project boundary, excluding public right of way, by May 21, 2025. **Write the case number on the outside of this and all other correspondence.** (Certified Mailing is required due to state statute requirements for public notice for proposed zone district changes.)

☑ **3.** Send the attached notice via first class mail to property owners between 100 feet and 300 feet of the property boundary, including public right of way, by May 21, 2025. If there are multiple tenants at an address, send additional copies of the notice addressed to each tenant or to "Occupant."

☑ **4.** Send the attached notice by first class mail to all neighborhood associations within 300 feet by May 21, 2025.

☑ **5.** Send the attached notice by first-class mail to all properties (Residents/Occupants) within 300 feet by May 21, 2025.

☑ **6.** Send the attached notice by e-mail to the neighborhood associations by May 21, 2025.

☑ **7.** Sign and Return this form to the Case Manager and Land Use administration staff no later than 3 PM on May 21, 2025. Include a signed copy of the attached City of Santa Fe Notification Affidavit including a list of the owners, addresses and owners' associations who were notified, USPS white and green certified mailing receipts, and staple everything together. *Please include the Case Number on the cover of the packet.*

ADDITIONAL INFORMATION

☑ Please note that public notice signs must be removed no later than 30 days after the final action on your application. Failure to remove the sign may result in removal by City staff and a charge of $50 (Section 14-3.1(H)(1)(c)(ii) SFCC 1987).

CERTIFICATION

I hereby certify that the above instructions have been explained to me and I understand the posting and notice requirements. Failure to complete the above requirements will result in rescheduling of the public hearing and additional required notice to advertise the new hearing date.

Applicant Signature: Angelica Wolff **Date:** May 19, 2025

City Staff Signature: _____ **Date:** _____

City of Santa Fe

Land Use Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909

NOTICE OF PLANNING COMMISSION PUBLIC HEARING

Notice is hereby given that the Planning Commission of the City of Santa Fe will hold a public hearing at the City Council Chambers, 200 Lincoln Avenue (City Hall) on June 5, 2025 **at 6:00 PM**, to consider the following request:

Case #2024 – 8901. 2768 Agua Fria Rezoning. JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Applicant, requests approval to rezone a 4.12 acre lot from its current land use designation of MU (Mixed Use) to C-2 (General Commercial). The property is located within the River and Trails Archaeological Review District. (Joel Cruz-Harber, Case Manager, jacruzhaber@santafenm.gov)

Case #2024 – 8902. 2768 Agua Fria Master Plan. JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Applicant, requests approval of a master plan on a 4.12-acre lot to develop a 130-unit mixed-use residential and nonresidential community. The property is located within the River and Trails Archaeological Review District. (Joel Cruz-Harber, Case Manager, jacruzhaber@santafenm.gov)

Viewing: Members of the public may stream the meeting live on the City of Santa Fe's YouTube channel at https://www.youtube.com/user/cityofsantafe . The YouTube live stream can be accessed at this address from most smartphones, tablets, or computers.

Live Public Comment: Members of the public may provide public comment in person during the public comment portion of the public hearing.

Virtual Public Comment: Members of the public may provide public comment virtually during the public comment portion of the public hearing by joining the Zoom meeting by internet or phone using the following link: https://santafenm-gov.zoom.us/j/83301820731 By phone: +1 669 444 9171 US +1 669 900 6833 US (San Jose) +1 719 359 4580 US +1 253 205 0468 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 312 626 6799 US (Chicago) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 646 931 3860 US +1 689 278 1000 US +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US

Webinar ID: 833 0182 0731

Written Comment: Members of the public may submit public comments by 5 p.m. on the Monday before the meeting via https://santafenm.gov/land-use/current- planning/public-comment. Comments will then be published after this deadline. The agenda and packet for the meeting will be posted athttps:// santafenm.portal.civicclerk.com/

*Persons with disabilities in need of special accommodations or the hearing impaired needing an interpreter please contact the Land Use Department gagurule@santafenm.gov 5 days prior to the hearing dat

NAME	ADDRESS
ROMERO, EMELECIO L	2749 B AGUA FRIA ST
DEALERS ELECTRICAL SUPPLY	P O BOX 2676
ROMERO, ARCHIE	2749-B AGUA FRIA
ROMERO, EMELECIO	2749 B AGUA FRIA
ESPARZA, MARGARITA T OR HORACIO T	2747 AGUA FRIA ST
TERRAZAS, HORACIO	2747 AGUA FRIA ST
SANTA FE WATER GARDENS	2791 AGUA FRIA ST
SANTANA, GERTRUDE A	2746 AGUA FRIA ST
SHORTLE JAMES & MICHELLE TRUST	26 A PASEO NOPAL
RIVERA, STELLA	2791 AGUA FRIA ST
ROMERO, ANTHONY MARTIN & ETAL	2775 A AGUA FRIA ST
CHACON, SANDRA	2764 AGUA FRIA
COOK SIX LLC	PO BOX 4282
BORGES, STEVEN P & EDWARD R LOBAUGH	1135 PASEO CORAZON
VOIGTLANDER, JURGEN & MARY BRONSTETER	50 WELLINGTON ST
ROMERO, EMELECIO L	2749-B AGUA FRIA
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
NIESEN, MICHELLE	1128 PASEO CORAZON LN
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
VIGIL, MAXINE	2762 AGUA FRIA ST
PERRY, NATALIE ANN & TIMOTHY JAMES	1120 PASEO CORAZON
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
HOMEWISE INC	1301 SILER RD BLDG D
LOPEZ, KIMBERLY MARRON	1118 PASEO CORAZON
BLACK, WILLIAM STANFORD	1108 PASEO CORAZON STE 5
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
ROMERO, EMELICIO L	2749 B AGUA FRIA
COLD WATER DEVELOPMENT FUND QOZF LLC	106 E FAITHWAY ST
MONTOYA, SANTOS I	1638 CAMINO MCMILLIN
MONTOYA, SANTOS I	1638 CAMINO MCMILLAN
PUBLIC SERVICE COMPANY OF NM	PO BOX 1268
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
RAEL, ANTONIO & TAMMY ORTEGA-RAEL	1114 PASEO CORAZON
CHACON, MARCOS & SANDRA	2764 AGUA FRIA ST
HOMEWISE INC	8500 JEFFERSON ST NE STE B
HOMEWISE INC	1301 SILER RD BLDG D
COBLENTZ, MIGUEL	4010 A RUFINA ST
MONTOYA, SANTOS I & ETAL	1638 CAMINO MCMILLIN
MARK SULEIMAN LLC	3025 GOVERNOR MECHEM RD
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
SAMARKAND PROPERTIES LTD	4333 PAN AMERICAN FREEWAY NE
MADRID, KRYSHANA S	2807 ISAIAH LN
SUAREZ, AIDA MARTINEZ	1124 PASEO CORAZON
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO

WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
AVANT GARDENS INCORPORATED	PO BOX 8311
VALDEZ, LIBRADA	1108 PASO CORAZON UNIT 8
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
RMS INVESTMENTS LLC	PO BOX 23502
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
VALDEZ, JAVIER HERNANDEZ	1122 PASEO CORAZON LN
BLACK, DAVID	2812 ISAIAH LN
NM PEST CONTROL	815 EARLY ST
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
MEININGER, DANIEL J	1116 PASEO CORAZON
TERREZAS, HORACIO E &	2747 AGUA FRIA ST
ORTIZ, JENNIFER A	1108 PASEO CORAZON STE 7
ROMO, FERNANDO	1108 PASEO CORAZON STE 4
CONNOR, KERRY K	1133 PASEO CORAZON
DEALERS ELECTRICAL SUPPLY CO	2320 COLUMBUS AVE
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
HOMEWISE INC	1301 SILER RD BLDG D
HOMEWISE INC	1301 SILER RD BLDG D
HOMEWISE INC	1301 SILER RD BLDG D
FINK, DANA MAUREEN	1108 PASEO CORAZON STE 3
LUJAN, JAYLENA S	1126 PASEO CORAZON
HOPE, ETHAN W & AMY W	2810 ISAIAH LN
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
HOMEWISE INC	1301 SILER RD BLDG D
ITALIANO, DONNA & ROBERT	113 RITO GUICU
ROMERO, ANTHONY MARTIN & ETAL	2775 A AGUA FRIA ST
RIVERA, TEOFILO JR	PO BOX 23144
ORTIZ, DANNY & BEATRICE	PO BOX 4882
BOYLAN, LARRY	2743 BOYLAN CIR UNIT 11
HOMEWISE INC	1301 SILER RD BLDG D
Brian Nguyen	PO BOX 30626

CITY	STATE	ZIP CODE
SANTA FE	NM	87507
WACO	TX	76701
SANTA FE	NM	87507
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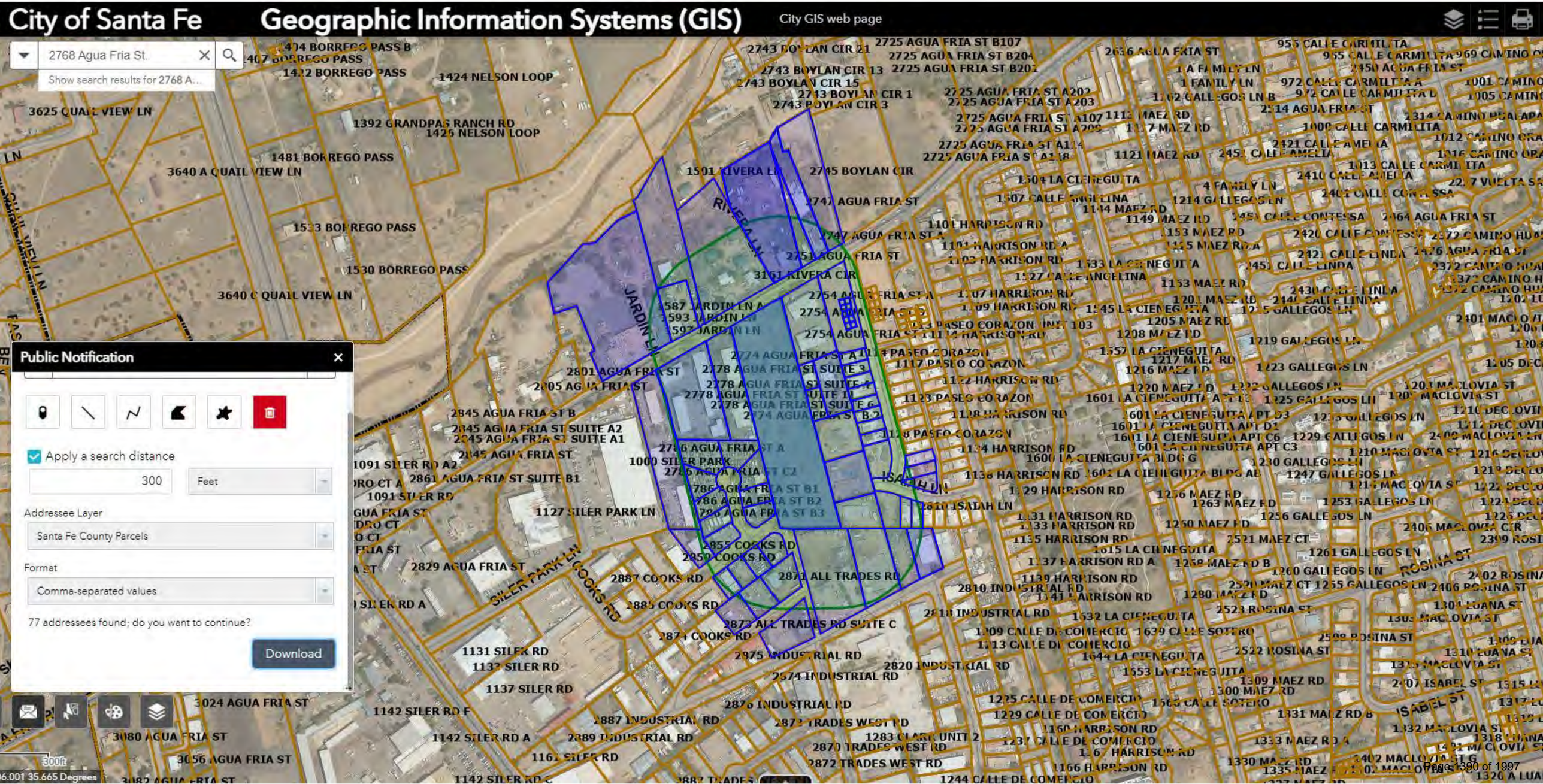
ALBUQUERQUE	NM	87190


City of Santa Fe
Geographic Information Systems (GIS)
City GIS web page
2768 Agua Fria St.
Show search results for 2768 A...
Public Notification
Apply a search distance
300
Feet
Addressee Layer
Santa Fe County Parcels
Format
Comma-separated values
77 addressees found; do you want to continue?
Download
RIVERA LN
JARDIN CT
ISAIAH LN
SILER PARK LN
COOKS RD
ROSINA ST
ISABEL ST
2745 BOYLAN CIR
2747 AGUA FRIA ST
3151 RIVERA CIR
2778 AGUA FRIA ST SUITE 3
2778 AGUA FRIA ST SUITE 4
2778 AGUA FRIA ST SUITE 5
2778 AGUA FRIA ST SUITE 6
2774 AGUA FRIA ST B2
2774 AGUA FRIA ST A
2754 AGUA FRIA ST A
2754 AGUA FRIA ST B
2751 AGUA FRIA ST
2801 AGUA FRIA ST
2805 AGUA FRIA ST
2845 AGUA FRIA ST B
2845 AGUA FRIA ST SUITE A2
2845 AGUA FRIA ST SUITE A1
2845 AGUA FRIA ST
2861 AGUA FRIA ST SUITE B1
2829 AGUA FRIA ST
1000 SILER PARK
1127 SILER PARK LN
1091 SILER RD A2
1091 SILER RD
2855 COOKS RD
2859 COOKS RD
2887 COOKS RD
2885 COOKS RD
2874 COOKS RD
2871 ALL TRADES RD
2873 ALL TRADES RD SUITE C
2975 INDUSTRIAL RD
2574 INDUSTRIAL RD
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2887 INDUSTRIAL RD
2889 INDUSTRIAL RD
2870 TRADES WEST RD
2872 TRADES WEST RD
2873 TRADES WEST RD
1283 CLARK UNIT 2
1131 SILER RD
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3024 AGUA FRIA ST
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1587 JARDIN LN A
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1597 JARDIN LN
1000 SILER PARK
1810 ISAIAH LN
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1128 PASEO CORAZON
1134 HARRISON RD
1136 HARRISON RD
1129 HARRISON RD
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1244 CALLE DE COMERCIO
1225 CALLE DE COMERCIO
1229 CALLE DE COMERCIO
1237 CALLE DE COMERCIO
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1313 CALLE DE COMERCIO
1639 CALLE SOTERO
1563 CALLE SOTERO
1532 LA CIENEGUITA
1544 LA CIENEGUITA
1553 LA CIENEGUITA
1600 LA CIENEGUITA BLDG G
1601 LA CIENEGUITA BLDG AB
1601 LA CIENEGUITA APT C3
1601 LA CIENEGUITA APT C6
1601 LA CIENEGUITA APT D3
1601 LA CIENEGUITA APT D5
1615 LA CIENEGUITA
1504 LA CIENEGUITA
1507 CALLE ANGELINA
1527 CALLE ANGELINA
1533 LA CIENEGUITA
1545 LA CIENEGUITA
1552 LA CIENEGUITA
2636 AGUA FRIA ST
2725 AGUA FRIA ST B107
2725 AGUA FRIA ST B204
2725 AGUA FRIA ST B201
2725 AGUA FRIA ST A202
2725 AGUA FRIA ST A203
2725 AGUA FRIA ST A107
2725 AGUA FRIA ST A202
2725 AGUA FRIA ST A114
2725 AGUA FRIA ST A118
2743 BOYLAN CIR 21
2743 BOYLAN CIR 13
2743 BOYLAN CIR 15
2743 BOYLAN CIR 1
2743 BOYLAN CIR 3
1424 NELSON LOOP
1425 NELSON LOOP
1392 GRANDPAS RANCH RD
1481 BORREGO PASS
1523 BORREGO PASS
1530 BORREGO PASS
3625 QUAIL VIEW LN
3640 A QUAIL VIEW LN
3640 C QUAIL VIEW LN
1 FAMILY LN
4 FAMILY LN
1102 GALLEGOS LN B
1214 GALLEGOS LN
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1121 MAEZ RD
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2464 AGUA FRIA ST
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2598 ROSINA ST
2406 ROSINA ST
2402 ROSINA ST
2399 ROSINA ST
2406 MACLOVIA CIR
1300 MACLOVIA ST
1301 MACLOVIA ST
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1332 MACLOVIA ST
1402 MACLOVIA ST G
1401 MACLOVIA ST
1203 MACLOVIA ST
1210 MACLOVIA ST
1216 MACLOVIA ST
1214 MACLOVIA ST
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1226 MACLOVIA ST
1310 LUANA ST
1320 LUANA ST
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1005 CAMINO
1012 CAMINO ORA
1016 CAMINO ORA
1314 CAMINO REAL APA
1372 CAMINO HUA
1376 CAMINO HUA
1202 LU
1205 DEC
1210 DECLOVIS
1212 DECLOVIS
1216 DECLOVIS
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1222 DECLOVIS
1224 DECLOVIS
1226 DECLOVIS
1202 VUELTA SA
1013 CALLE CARMELITA
1009 CALLE CARMELITA
972 CALLE CARMELITA A
972 CALLE CARMELITA D
955 CALLE CARMELITA
969 CAMINO
2450 AGUA FRIA ST
2451 CALLE CONTESSA
2420 CALLE CONTESSA
2421 CALLE LINDA
2430 CALLE LINDA
2441 CALLE LINDA
2451 CALLE LINDA
2410 CALLE AMELIA
2421 CALLE AMELIA
2451 CALLE AMELIA
2401 CALLE CONTESSA
2407 ISABEL ST
2402 MACLOVIA ST G
2403 MACLOVIA ST
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2426 MACLOVIA ST

Outlook

RE: HOA + NA_ 2768 Agua Fria St

From PADILLA, LEONARD P. <lppadilla@santafenm.gov>
Date Fri 4/5/2024 4:05 PM
To Angelica Wolff <angelica@jenkinsgavin.com>

Closest HOA's or NA's is 540'



Leonard Padilla (GIS Coordinator)
(O)505-955-5516, (C)505-660-2261
Email - lppadilla@santafenm.gov
GIS Servises and Products - https://santafenm.gov/information-technology-telecommunications/gis

E-911 Addresses – https://santafenm.gov/information-technology-telecommunications/gis/e-911-addressing
Address Request - https://survey123.arcgis.com/share/563c40445ef74b4da24406515e2180c7

City of Santa Fe ITT/GIS
Midtown Campus (Mouton Hall)
1600 St Michaels Dr Bldg 24
Santa Fe, NM 87505
35.657390, -105.978701
35° 39' 27", -105° 58' 43"

From: Angelica Reed <angelica@jenkinsgavin.com>
Sent: Friday, April 5, 2024 4:00 PM
To: PADILLA, LEONARD P. <lppadilla@santafenm.gov>
Subject: HOA + NA_ 2768 Agua Fria St

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

HI sweet Leonard-

Can you tell me if there are any HOA's or NA's within 100' of this address?

2768 Auga Fria St.

Thank you,

Angelica Reed

JENKINSGAVIN
Angelica Reed
130 Grant Avenue, Suite 101
Santa Fe, New Mexico 87501
Ph. (505) 820-7444
Cell (505) 386-6343
angelica@jenkinsgavin.com
www.jenkinsgavin.com

City of Santa Fe, New Mexico

PUBLIC MEETING NOTICE

Rezone for 4.12 acre lot from its current land use designation of MU (Mixed Use) to C-2 (General Commercial) and Master Plan to develop a 130-unit mixed-use residential and nonresidential community.The property is located within the River and Trails Archaeological Review District.

Type of project

2768 Agua Fria

Project Location

Planning Commission	6:00 pm	06/05/2025
Type of Meeting	**Time**	**Date**

City Council Chambers, City Hall, 200 Lincoln Ave or Virtual at: https://santafenm.portal.civicclerk.com/

Meeting Location

JenkinsGavin, Inc., Agent

Applicant / Agent

For information call Joel Cruz-Harber, jacruzhaber@santafenm.gov)

Phone #

Refer to Case #2024-8901 & 8902

Required to be posted and visible from a public street from (5/21/25) **to** (6/5/25)

POST 15 DAYS PRIOR TO HEARING

Clear Form

City of Santa Fe, New Mexico
PUBLIC MEETING NOTICE

MASTER PLAN

2768 Agua Fria Street
Santa Fe NM, 87507

Building Criteria

SITE: 2768 Agua Fria Street, Santa Fe, New Mexico

Building Code Information

2021 IBC & SANTA FE CITY

LAND DEVELOPMENT CODE

ZONING:	CURRENT MU; PROPOSED C2
LOT SIZE:	4.1194 ACRES (179,445.2635 SQ. FT.)
SETBACKS:	STREET= 15'-0" SIDE= 0'-0" REAR= 10'-0" NOTE 2: 25'-0" IF ABUT RESIDENTIAL
LANDSCAPE REQUIREMENTS:	Per Santa Fe City Code 14-8.4
FLOOD PLAIN:	Proposed Structures out of flood plain

Project Team:

Architect:

Architectural Alliance, LLC
612 Old Santa Fe Trail
Santa Fe, NM 87505
505-988-5269

Planner:

JenkinsGavin
130 Grant Avenue Ste 101
Santa Fe, NM 87501
505-820-7444

Civil Engineer:

Civil Design Group, LLC
617 West Alameda Street
Santa Fe, NM 87501
575-571-5164

Surveyor:

Dawson Surveys Inc.
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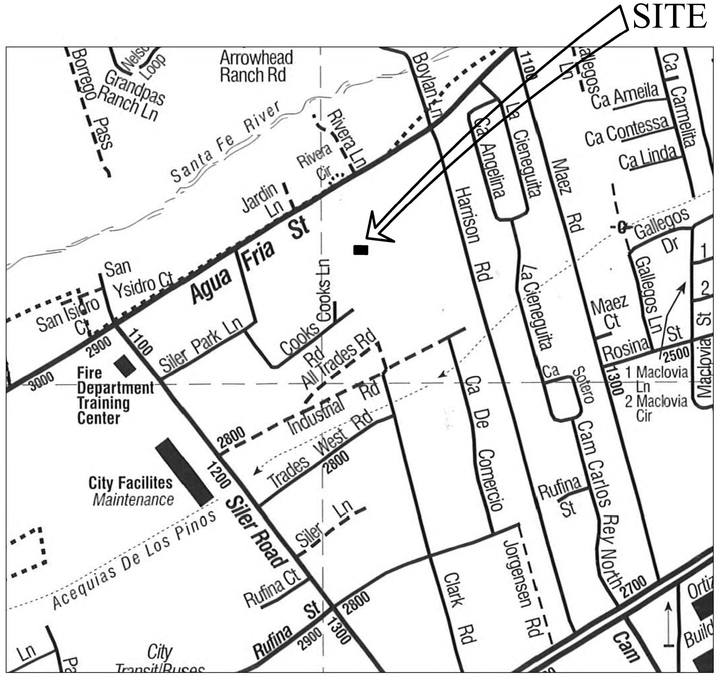

Vicinity Map

NORTH
N.T.S.

Drawing Index

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C-1	EXISTING CONDITIONS
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C-4	MASTER UTILITY PLAN
C-5	PRELIMINARY LANDSCAPING PLAN

CITY OF SANTA FE APPROVALS

GOVERNING BODY APPROVAL, CASE NO. 2024-XXXX
APPROVED BY THE GOVERNING BODY AT THEIR MEETING OF XXXX

_____
MAYOR

ATTEST: _____
CITY CLERK

CITY OF SANTA FE LAND USE APPROVAL:

_____
CITY PLANNER

_____
CITY ENGINEER FOR LAND USE

ARCHITECTURAL ALLIANCE LLC

612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269 FAX 505-986-1270

WEBSITE: www.archallinc.com

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MASTER PLAN DRAWINGS:
MARCH 20, 2025
ARCHITECT'S PROJECT NUMBER 97-15

LOT 38
4.12 Ac.

AGUA FRIA STREET

COOKS RD.

WALL

PROJECT BENCHMARK
ELEV.= 6715.9

3' TRENCH

4' TRENCH

20' SEWER EASEMENT

SEWER MANHOLE
RIM ELEV. 6706.93
INV. ELEV. 6700.88

DIRT ROADS

BUILDING

BLOCK WALL

CURB

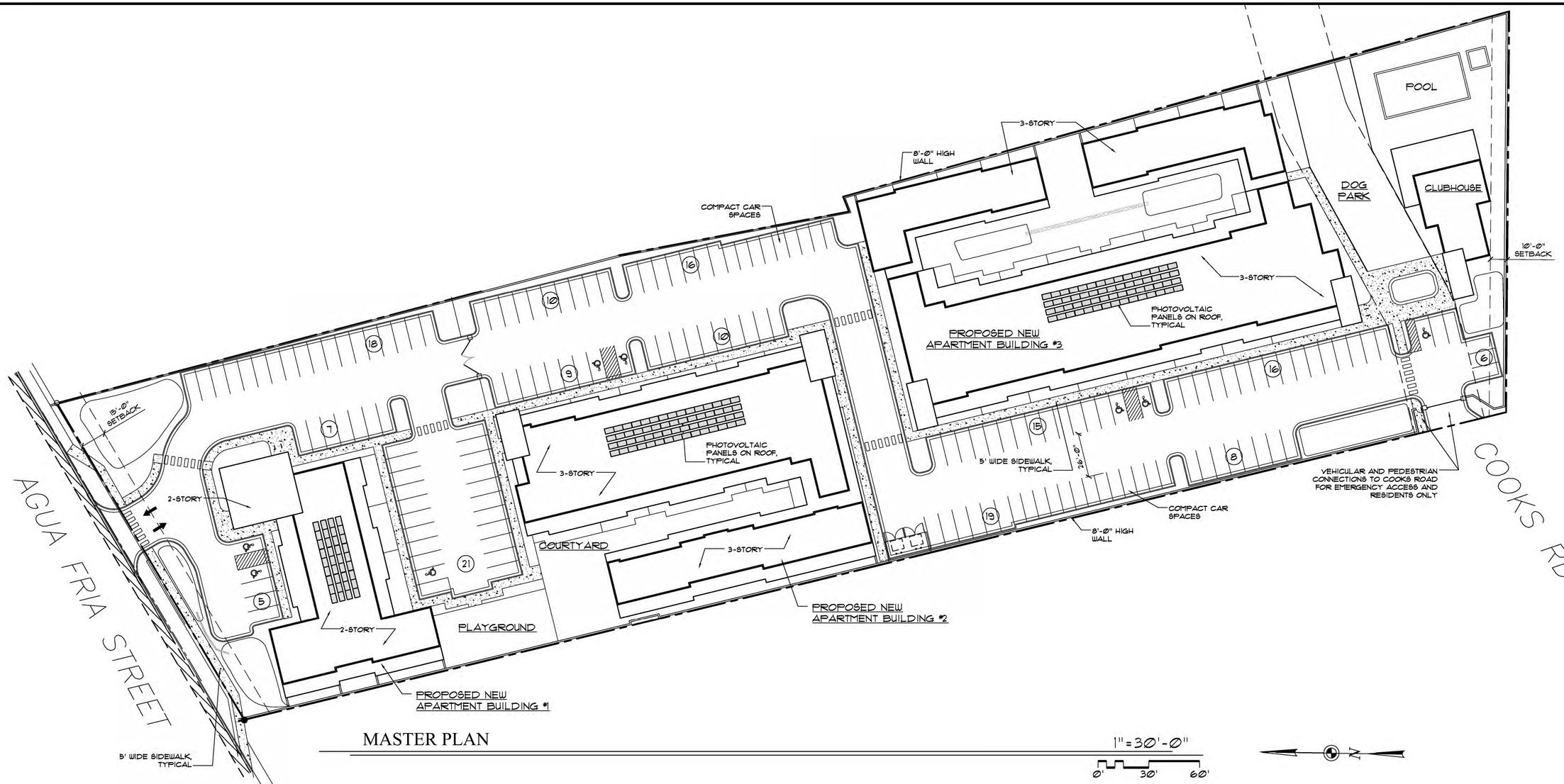
6714
6712
6710
6708
6706
6704
6712 X53
6710 X31
6712 X51
6712 X77
6713 X20
6711 X50
6710 X95
6710 X84
6711 X26
6710 X72
6710 X77
6708 X24
6708 X75
6707 X45
6707 X00
6706 X98
6705 X62
6705 X53

EXISTING CONDITIONS

1" = 30'-0"

0' 30' 60'

N



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14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.1.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.1.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLAN BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF DEVELOPMENT PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE
4.1194 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(C)
*(49) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) 1 ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL LESS THAN 800 SQ. FT.	95 UNITS x 1.25	= 118.75
RESIDENTIAL 800-1,200 SQ. FT.	19 UNITS x 1.5	= 28.5
RESIDENTIAL OVER 1,200 SQ. FT.	16 UNITS x 2	= 32

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

SHEET INDEX:

SHEET NO.	SHEET TITLE
C-1	PRELIMINARY GRADING PLAN
C-2	MASTER UTILITY PLAN

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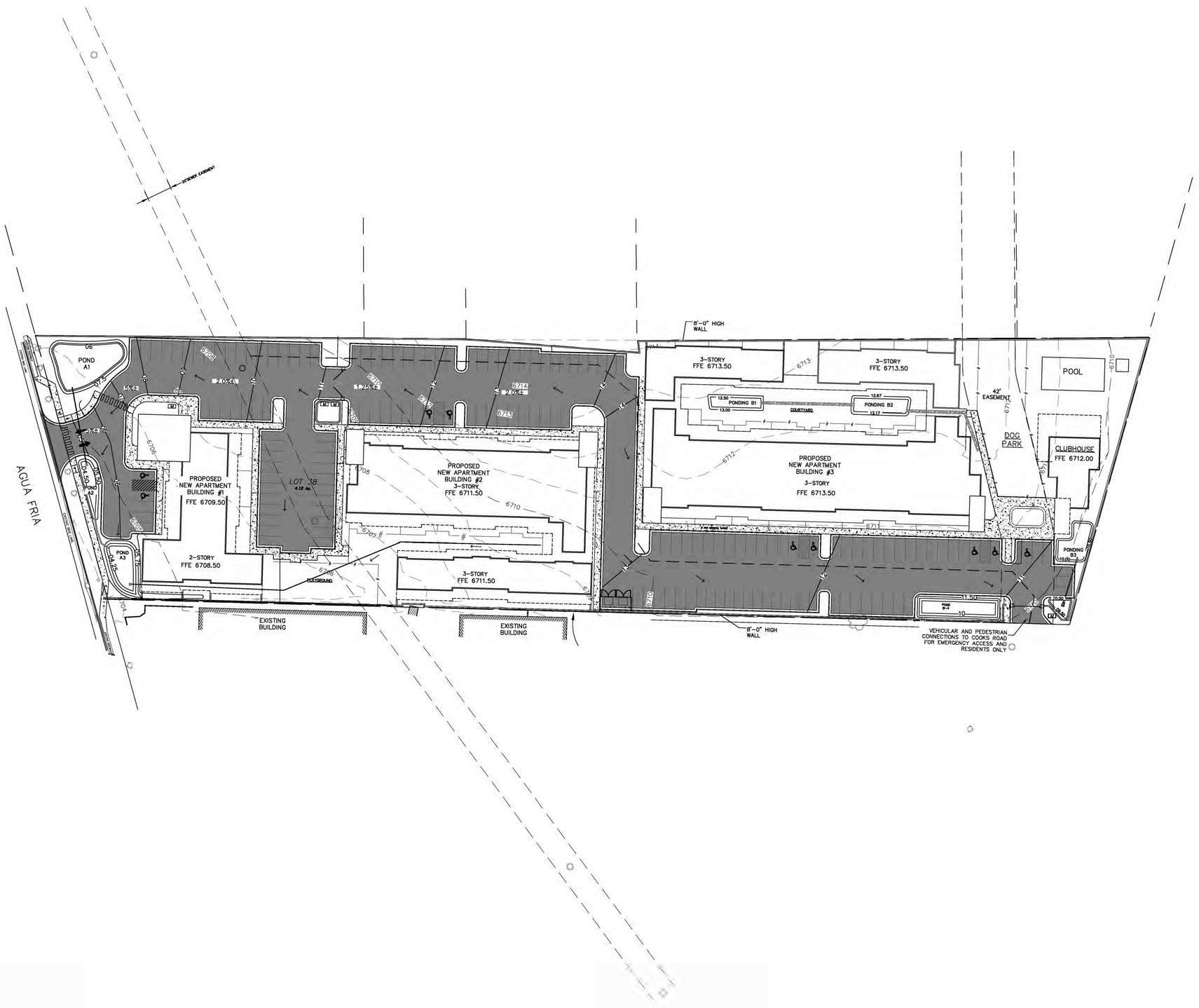




0' 40' 80'

SCALE: 1" =40'

LEGEND

	PROPERTY LINE
7901	EXISTING CONTOUR MAJOR
7900	EXISTING CONTOUR MINOR
7901	PROPOSED CONTOUR MINOR
7901	PROPOSED CONTOUR MAJOR
	PROP. ASPHALT
FG 40.50	PROPOSED SPOT ELEVATION FG: FINISHED GRADE TC: TOP OF CURB/ TOP OF CONCRETE TS: TOP OF SIDEWALK
	RIP RAP
	FLOW DIRECTION
FFE	FINISHED FLOOR ELEVATION

UTILITY NOTE

THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE LOCATION, DEPTH, SIZE OR TYPE OF EXISTING ABOVE AND UNDERGROUND UTILITIES, OR EXISTING PIPELINES. THE DESIGNER AND ENGINEER ASSUMES NO RESPONSIBILITY OR LIABILITY. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE CAUSED BY HIS FAILURE TO LOCATE, IDENTIFY AND PRESERVE ANY AND ALL EXISTING ABOVE AND UNDERGROUND UTILITIES, AND EXISTING PIPELINES. THE CONTRACTOR SHALL COMPLY WITH STATE STATUES PERTAINING TO THE LOCATION OF THESE LINES IN PLANNING AND CONDUCTING EXCAVATION WORK.

IF ANY UTILITY LINES, PIPELINES, OR UNDERGROUND UTILITY LINES ARE SHOWN ON THE DRAWING, THEY ARE SHOWN IN APPROXIMATE MANNER ONLY. UTILITY LINES MAY EXIST WHERE NONE ARE SHOWN. IF ANY SUCH EXISTING LINES ARE SHOWN, THE LOCATION IS BASED UPON INFORMATION PROVIDED BY THE UTILITY OR PIPELINE COMPANY, THE OWNER, OR BY OTHERS. THE INFORMATION MAY BE INCOMPLETE, OR MAY BE OBSOLETE BY THE TIME CONSTRUCTION COMMENCES.

TOPOGRAPHY NOTE:

THE EXISTING TOPOGRAPHY SURVEY WAS PROVIDED BY AND CERTIFIED BY DAWSON SURVEYS.

- THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE PROVIDED TOPOGRAPHY INFORMATION, AND ASSUME NO RESPONSIBILITY OR LIABILITY OF THE PROVIDED TOPOGRAPHY. THE DESIGNER AND ENGINEER'S RESPONSIBILITY IS LIMITED TO THE ENGINEERING WITHIN THE PROVIDED TOPOGRAPHY SURVEY.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
E-MAIL pearl@cdg-nm.com
Phone: 575-571-5164

ATENCIO ENGINEERING, INC.
CONSULTING CIVIL ENGINEERS
4434 VALVERDE COURT
P.O. BOX 20364
COLORADO CITY, CO 81019
57 VENTERO RD
P.O. BOX 143
AMALIA, NM 87512
OFFICE: (719) 676-2551

REVISIONS

DATE	DESCRIPTION

		DATE
DESIGN:	PLB	03/21/25
DRAFTED:	PLB	03/21/25
APPROVAL:	AMA	03/21/25
SCALE:	AS SHOWN	
SHEET SIZE:	24 x 36	
FILE:	200-24-01_Agua Fria Apartments_REV3.dwg	

PROJECT NUMBER: 202-24-01

CLIENT CONTACT INFO:
JENKINS GAVIN
130 GRANT AVE, SUITE 101
SANTA FE, NM 87501
505-820-7444

OWNER CONTACT INFO:
COLD WATER DEVELOPMENT
106 FAITHWAY ST.
SANTA FE, NM 87501

SITE LOCATION:
2768 AGUA FRIA ST
SANTA FE, NM 87507

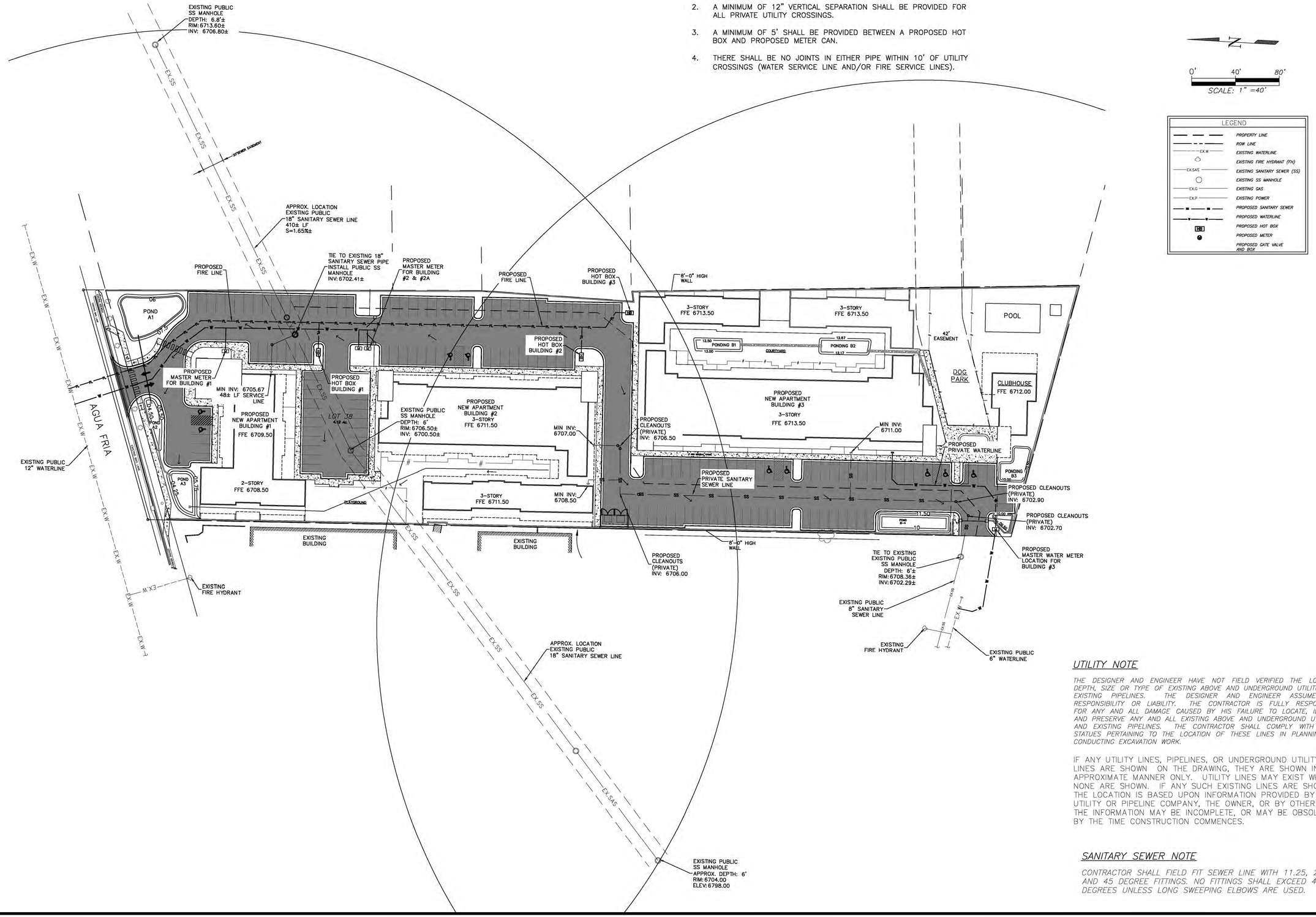
PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
PRELIMINARY GRADING PLAN

SHEET NO:
C - 3

GENERAL UTILITY NOTES

1. A MINIMUM OF 24" VERTICAL SEPARATION SHALL BE PROVIDED BETWEEN OUTSIDE OF THE PUBBLIC WATER LINE TO THE OUTSIDE OF THE PUBLIC SANITARY SEWER LINE.
2. A MINIMUM OF 12" VERTICAL SEPARATION SHALL BE PROVIDED FOR ALL PRIVATE UTILITY CROSSINGS.
3. A MINIMUM OF 5' SHALL BE PROVIDED BETWEEN A PROPOSED HOT BOX AND PROPOSED METER CAN.
4. THERE SHALL BE NO JOINTS IN EITHER PIPE WITHIN 10' OF UTILITY CROSSINGS (WATER SERVICE LINE AND/OR FIRE SERVICE LINES).



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SANITARY SEWER NOTE

CONTRACTOR SHALL FIELD FIT SEWER LINE WITH 11.25, 22.5, AND 45 DEGREE FITTINGS. NO FITTINGS SHALL EXCEED 45 DEGREES UNLESS LONG SWEEPING ELBOWS ARE USED.

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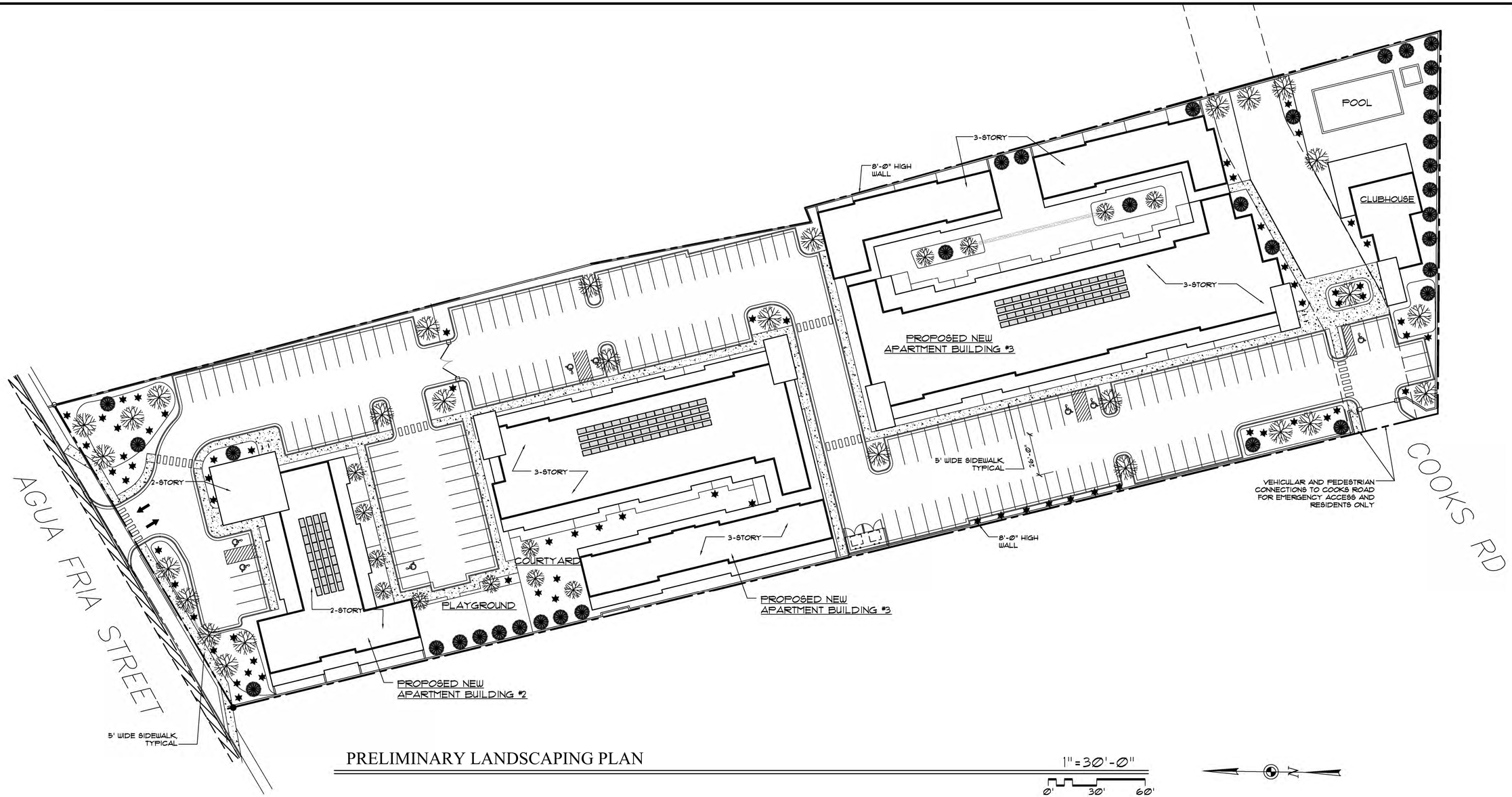
2768 AGUA FRIA ST.

SHEET TITLE:
MASTER UTILITY PLAN

SHEET NO:
C - 4



PRELIMINARY LANDSCAPING PLAN

1" = 30'-0"

0' 30' 60'

N

LANDSCAPING NOTES:

1) ALL DECIDUOUS TREES TO BE (2) INCH MINIMUM CALIPER.

2) ALL EVERGREEN TREES SHALL BE A MINIMUM OF (6) FEET IN HEIGHT.

3) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF (2) INCHES.

4) ALL NEW SHRUBS SHALL BE 5 GALLON MINIMUM EXCEPT AS NOTED ON THE CITY OF SANTA FE RECOMMENDED PLANT LIST.

5) PLANTERS AS NOTED ON PLAN TO BE PLANTED WITH WATER-WISE CITY APPROVED PLANTS.

6) ALL PLANT MATERIAL SHALL BE COLD HARDY TO USDA CLASSIFICATION ZONE 5.

7) A MINIMUM OF ONE TREE AND THREE SHRUBS PER 500 SQUARE FEET OF REQUIRED PONDING AREA.

8) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF 2 INCHES AND THE MULCH RENEWED YEARLY OR AS NEEDED. MULCH MAY BE OF ORGANIC OR INORGANIC MATERIAL.

GENERAL NOTES:

1) REFER TO GRADING AND DRAINAGE FOR PONDING LOCATIONS

LEGEND:

PROPOSED NEW DECIDUOUS TREE

PROPOSED NEW EVERGREEN TREE

PROPOSED NEW SHRUB

MASTER PLAN

2768 Agua Fria Street
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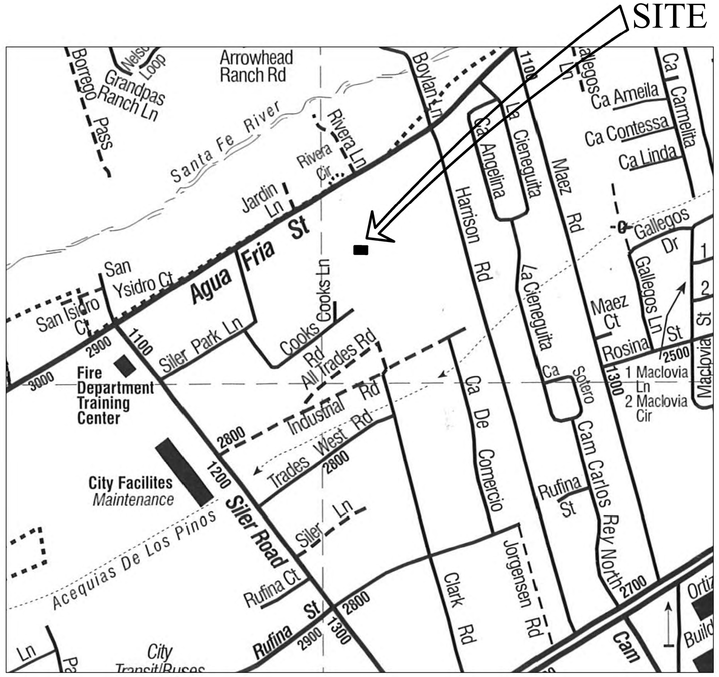

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NORTH
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ATTEST: _____ DATE _____
CITY CLERK

CITY OF SANTA FE LAND USE APPROVAL:

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CITY ENGINEER FOR LAND USE _____ DATE _____

MASTER PLAN DRAWINGS:
MARCH 20, 2025
ARCHITECT'S PROJECT NUMBER 97-15

MASTER PLAN - AGUA FRIA STREET

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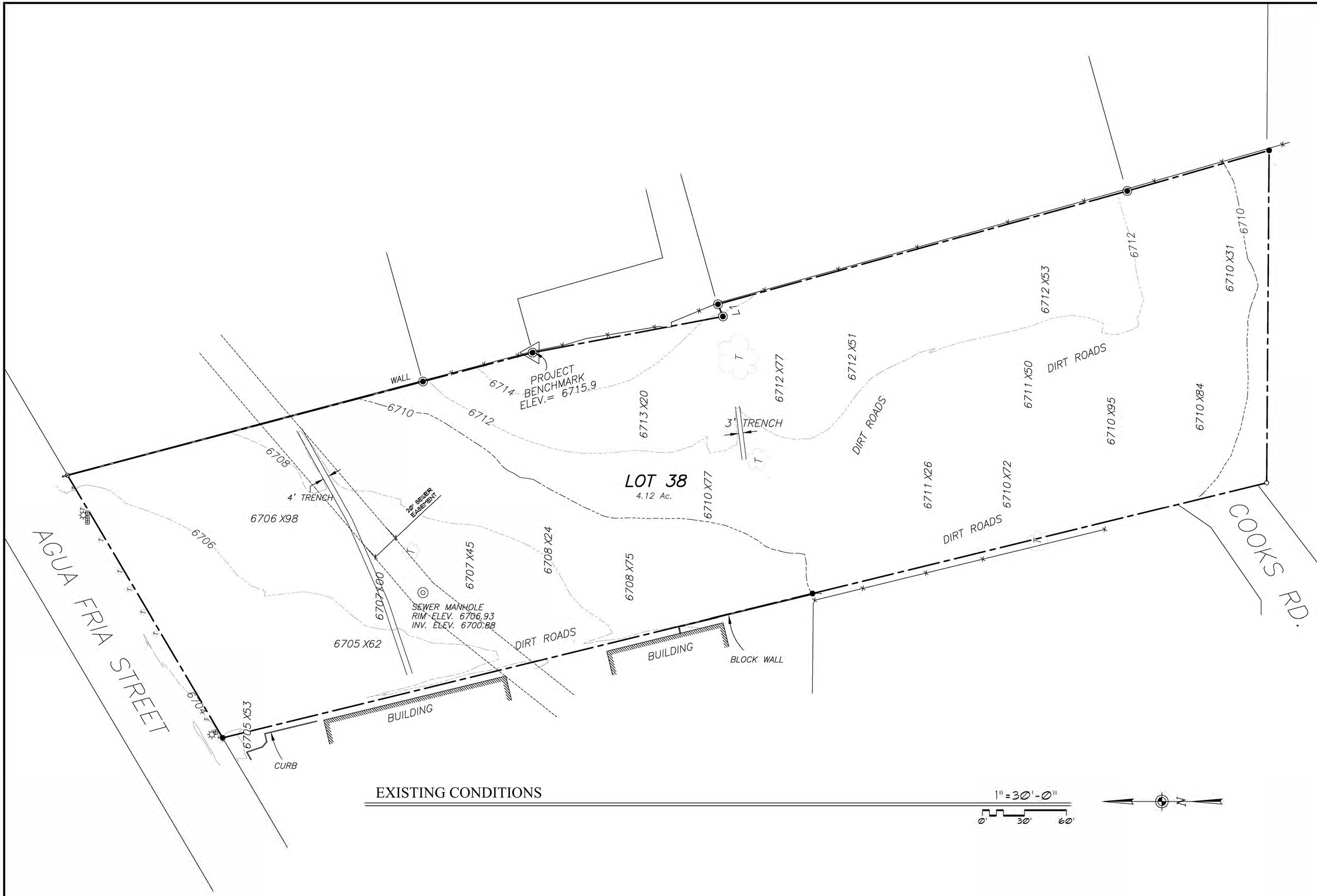

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CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS- NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO BEGINNING CONSTRUCTION

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

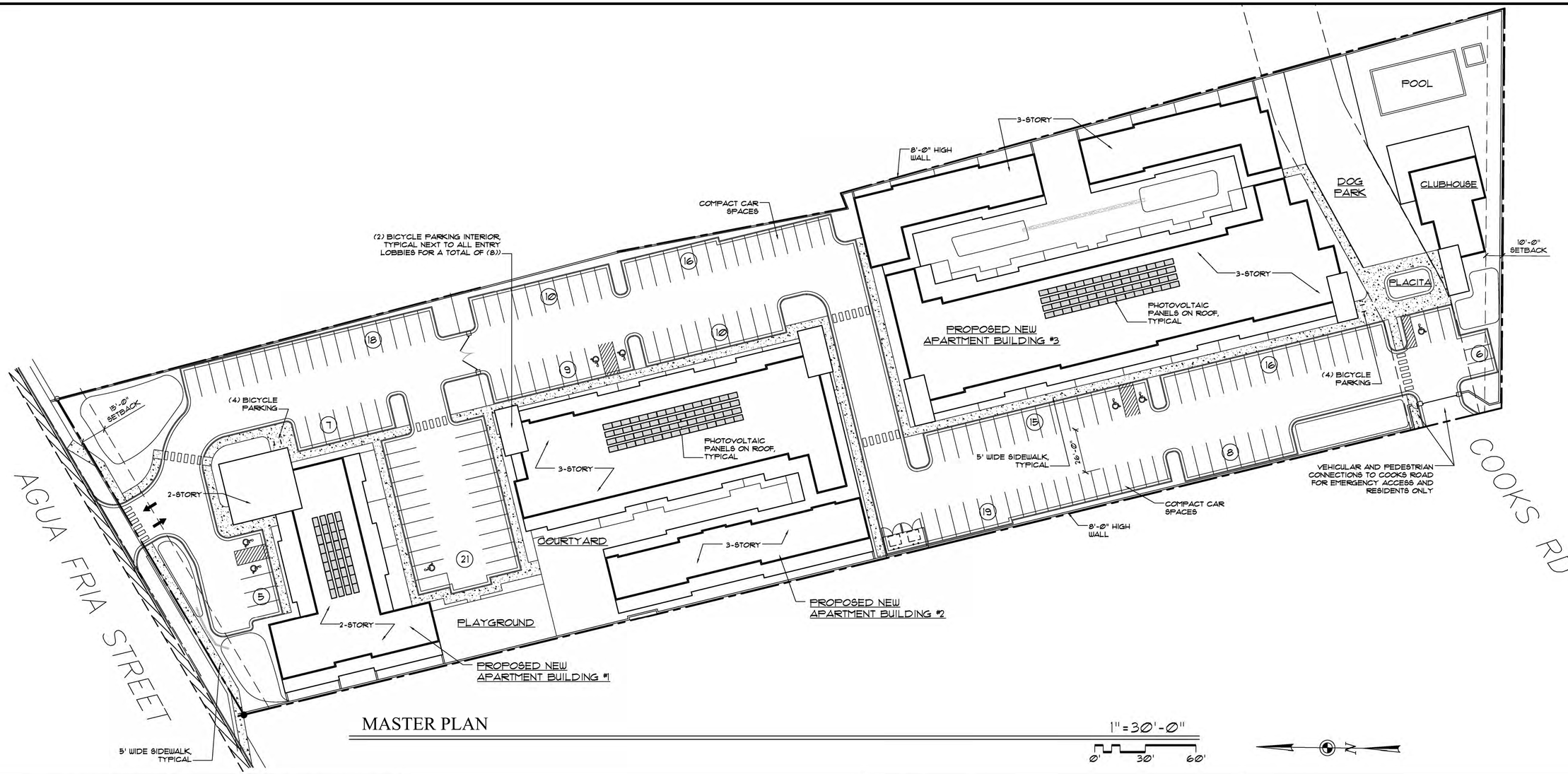
CHECKED BY HR	DATE 08/09/24
DRAWN BY HR	DATE 08/09/24

SHEET TITLE

EXISTING CONDITIONS

SHEET NO.

C-1



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11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE COSF ORDINANCE NO, 2002-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.1.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.1.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLAN BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF DEVELOPMENT PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE
4.1194 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
*(49) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)
*COMMON OPEN SPACE DOES NOT INCLUDE THE DOG PARK AND PLACITA WHICH TOTAL 6,818 SF.

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) 1 ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL LESS THAN 800 SQ. FT.	95 UNITS x 1.25	= 118.75
RESIDENTIAL 800-1,200 SQ. FT.	19 UNITS x 1.5	= 28.5
RESIDENTIAL OVER 1,200 SQ. FT.	16 UNITS x 2	= 32

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

BICYCLE PARKING: 12 SPACES REQUIRED
12 SPACES PROVIDED

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269
FAX 505-986-1270
www.archallinc.com

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CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS- NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO BEGINNING CONSTRUCTION

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

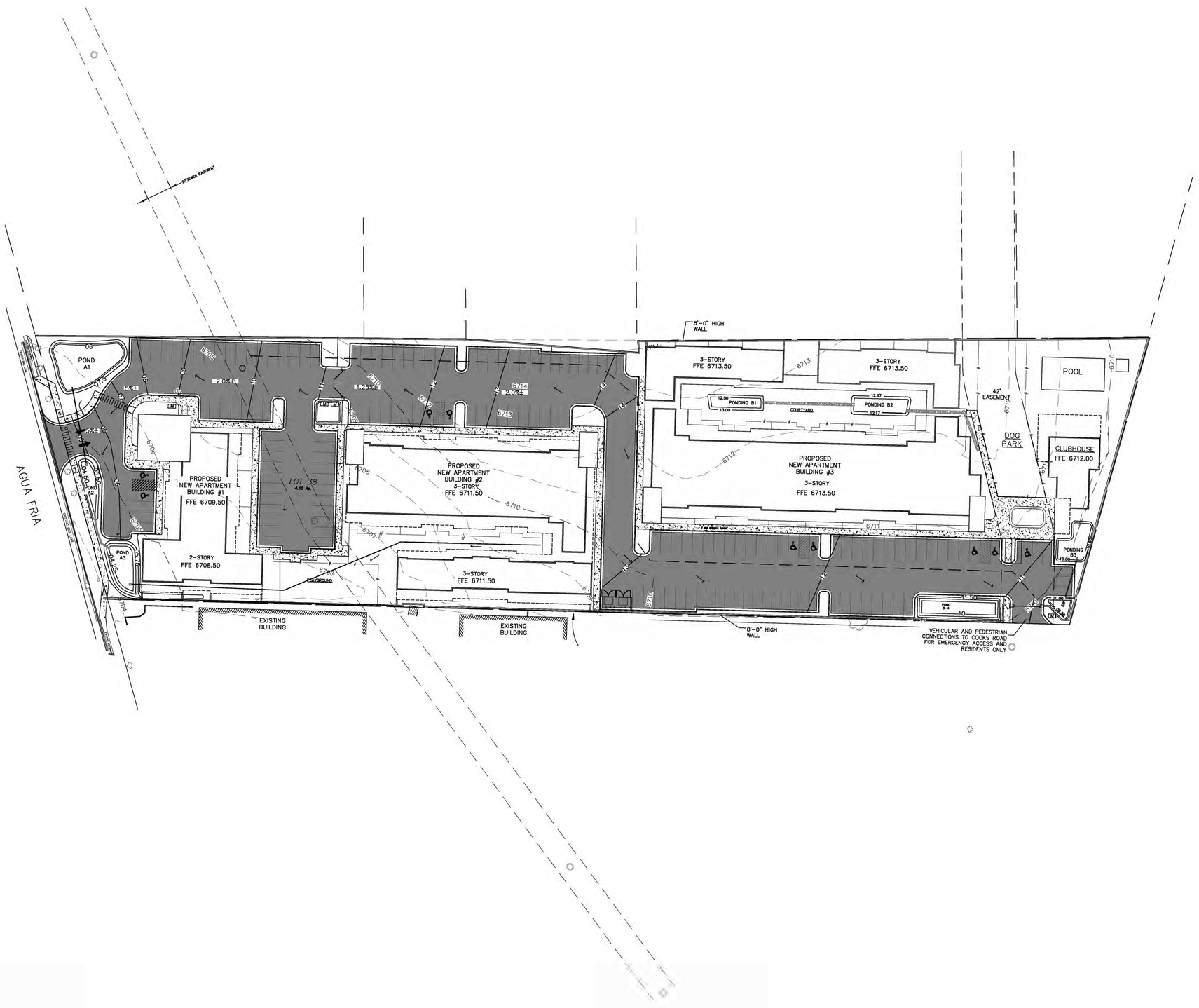
PROJECT TITLE
MASTER PLAN
2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

CHECKED BY	HR	DATE	05/21/25
DRAWN BY	HR	DATE	05/21/25

SHEET TITLE
MASTER PLAN

SHEET NO.
C-2



SHEET INDEX:

SHEET NO.	SHEET TITLE
C-1	PRELIMINARY GRADING PLAN
C-2	MASTER UTILITY PLAN

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0' 40' 80'

SCALE: 1" =40'

LEGEND

	PROPERTY LINE
7901	EXISTING CONTOUR MAJOR
7900	EXISTING CONTOUR MINOR
7901	PROPOSED CONTOUR MINOR
7901	PROPOSED CONTOUR MAJOR
	PROP. ASPHALT
FG 40.50	PROPOSED SPOT ELEVATION FG: FINISHED GRADE TC: TOP OF CURB/ TOP OF CONCRETE TS: TOP OF SIDEWALK
	RIP RAP
	FLOW DIRECTION
FFE	FINISHED FLOOR ELEVATION

UTILITY NOTE

THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE LOCATION, DEPTH, SIZE OR TYPE OF EXISTING ABOVE AND UNDERGROUND UTILITIES, OR EXISTING PIPELINES. THE DESIGNER AND ENGINEER ASSUMES NO RESPONSIBILITY OR LIABILITY. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE CAUSED BY HIS FAILURE TO LOCATE, IDENTIFY AND PRESERVE ANY AND ALL EXISTING ABOVE AND UNDERGROUND UTILITIES, AND EXISTING PIPELINES. THE CONTRACTOR SHALL COMPLY WITH STATE STATUES PERTAINING TO THE LOCATION OF THESE LINES IN PLANNING AND CONDUCTING EXCAVATION WORK.

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TOPOGRAPHY NOTE:

THE EXISTING TOPOGRAPHY SURVEY WAS PROVIDED BY AND CERTIFIED BY DAWSON SURVEYS.

- THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE PROVIDED TOPOGRAPHY INFORMATION, AND ASSUME NO RESPONSIBILITY OR LIABILITY OF THE PROVIDED TOPOGRAPHY. THE DESIGNER AND ENGINEER'S RESPONSIBILITY IS LIMITED TO THE ENGINEERING WITHIN THE PROVIDED TOPOGRAPHY SURVEY.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
E-MAIL pearl@cdg-nm.com
Phone: 575-571-5164

ATENCIO ENGINEERING, INC.
CONSULTING CIVIL ENGINEERS
4434 VALVERDE COURT
P.O. BOX 20364
COLORADO CITY, CO 81019
57 VENTERO RD
P.O. BOX 143
AMALIA, NM 87512
OFFICE: (719) 676-2551

REVISIONS

DATE	DESCRIPTION

		DATE
DESIGN:	PLB	03/21/25
DRAFTED:	PLB	03/21/25
APPROVAL:	AMA	03/21/25
SCALE:	AS SHOWN	
SHEET SIZE:	24 x 36	
FILE:	200-24-01_Agua Fria Apartments_REV3.dwg	

PROJECT NUMBER: 202-24-01

CLIENT CONTACT INFO:
JENKINS GAVIN
130 GRANT AVE, SUITE 101
SANTA FE, NM 87501
505-820-7444

OWNER CONTACT INFO:
COLD WATER DEVELOPMENT
106 FAITHWAY ST.
SANTA FE, NM 87501

SITE LOCATION:
2768 AGUA FRIA ST
SANTA FE, NM 87507

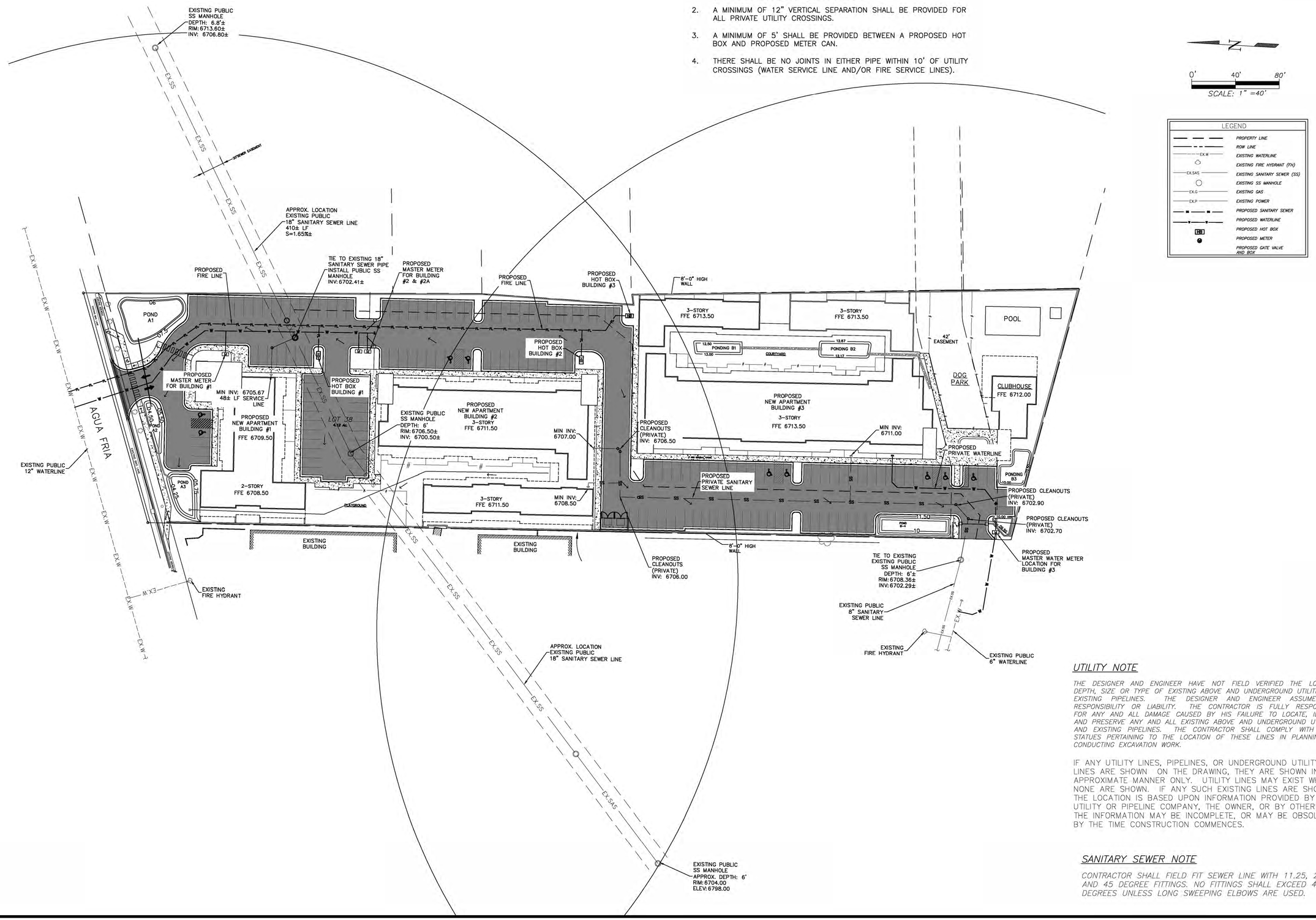
PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
PRELIMINARY GRADING PLAN

SHEET NO:
C - 3

GENERAL UTILITY NOTES

1. A MINIMUM OF 24" VERTICAL SEPARATION SHALL BE PROVIDED BETWEEN OUTSIDE OF THE PUBBLIC WATER LINE TO THE OUTSIDE OF THE PUBLIC SANITARY SEWER LINE.
2. A MINIMUM OF 12" VERTICAL SEPARATION SHALL BE PROVIDED FOR ALL PRIVATE UTILITY CROSSINGS.
3. A MINIMUM OF 5' SHALL BE PROVIDED BETWEEN A PROPOSED HOT BOX AND PROPOSED METER CAN.
4. THERE SHALL BE NO JOINTS IN EITHER PIPE WITHIN 10' OF UTILITY CROSSINGS (WATER SERVICE LINE AND/OR FIRE SERVICE LINES).



N

0' 40' 80'

SCALE: 1" =40'

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SANITARY SEWER NOTE

CONTRACTOR SHALL FIELD FIT SEWER LINE WITH 11.25, 22.5, AND 45 DEGREE FITTINGS. NO FITTINGS SHALL EXCEED 45 DEGREES UNLESS LONG SWEEPING ELBOWS ARE USED.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
E-MAIL pearl@cdg-nm.com
Phone: 575-571-5164

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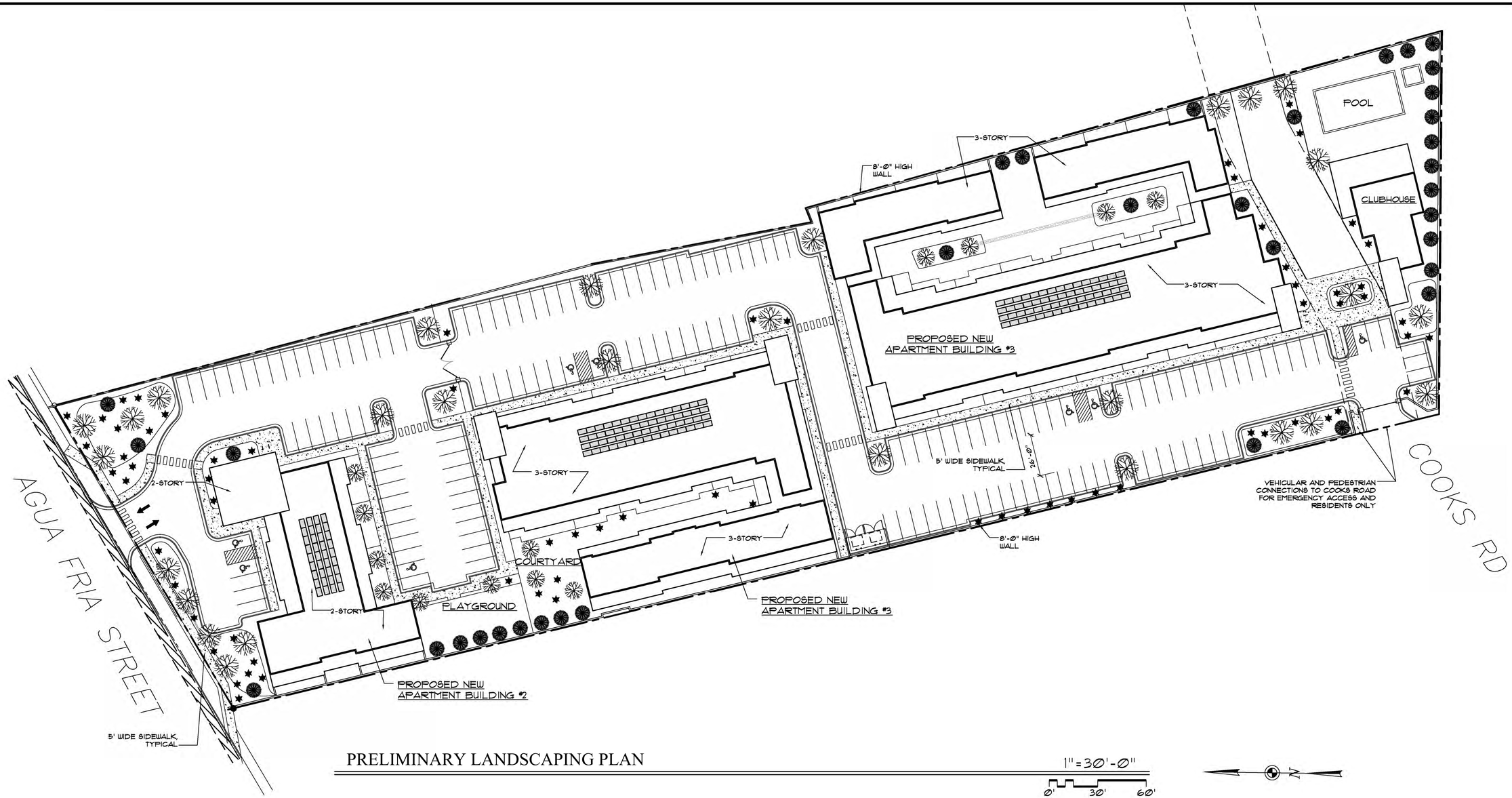
SITE LOCATION:
2768 AGUA FRIA ST
SANTA FE, NM 87507

PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
MASTER UTILITY PLAN

SHEET NO:
C - 4



PRELIMINARY LANDSCAPING PLAN

1" = 30'-0"

0' 30' 60'

N

LANDSCAPING NOTES:

1) ALL DECIDUOUS TREES TO BE (2) INCH MINIMUM CALIPER.

2) ALL EVERGREEN TREES SHALL BE A MINIMUM OF (6) FEET IN HEIGHT.

3) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF (2) INCHES.

4) ALL NEW SHRUBS SHALL BE 5 GALLON MINIMUM EXCEPT AS NOTED ON THE CITY OF SANTA FE RECOMMENDED PLANT LIST.

5) PLANTERS AS NOTED ON PLAN TO BE PLANTED WITH WATER-WISE CITY APPROVED PLANTS.

6) ALL PLANT MATERIAL SHALL BE COLD HARDY TO USDA CLASSIFICATION ZONE 5.

7) A MINIMUM OF ONE TREE AND THREE SHRUBS PER 500 SQUARE FEET OF REQUIRED PONDING AREA.

8) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF 2 INCHES AND THE MULCH RENEWED YEARLY OR AS NEEDED. MULCH MAY BE OF ORGANIC OR INORGANIC MATERIAL.

GENERAL NOTES:

1) REFER TO GRADING AND DRAINAGE FOR PONDING LOCATIONS

LEGEND:

PROPOSED NEW DECIDUOUS TREE

PROPOSED NEW EVERGREEN TREE

PROPOSED NEW SHRUB

ARCHITECTURAL ALLIANCE LLC

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SANTA FE NEW MEXICO 87505
Telephone 505-988-5269
FAX 505-986-1270

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 94-03

CHECKED BY	HR	DATE	03/20/25
DRAWN BY	HR	DATE	03/20/25

SHEET TITLE

PRELIMINARY LANDSCAPING PLAN

SHEET NO.

C-4

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

August 12, 2024 ***(Revised March 31, 2025)***

Daniel Alvarado, Senior Planner
Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Ave.
Santa Fe, NM 87501

RE: Letter of Application
2768 Agua Fria St. Rezone & Master Plan

Dear Daniel:

This letter is respectfully submitted on behalf of Cold Water Development Fund QOZF, LLC (the "Applicant") in application for a Rezone and Master Plan of the property at 2768 Agua Fria St. The ±4.12-acre subject property is zoned Mixed-Use (MU), with a General Plan Future Land Use designation of Transitional Mixed-Use, and is undeveloped. This submittal includes the following requests:

1. Rezone from MU to C-2, General Commercial
2. Master Plan for 130-unit mixed-use community

Background

The subject property was granted approved of a General Plan Amendment on January 25, 2006 from Residential Low Density to Transitional Mixed-Use. The property was subsequently rezoned on August 8, 2007 from R-2 (Residential, two units per acre) to MU. Please see attached Rezone Ordinance 2007-29.

Legal Lot of Record was established via a Certificate of Compliance approved by the Planning Commission on June 6, 2024. The Findings of Fact and Conclusion of Law are included with this application.

Project Description

The 4.12-acre property is located directly off Agua Fria Street approximately one-third mile east of Siler Road. This segment of the Agua Fria corridor is a diverse, mixed-use neighborhood that includes a range of residential densities, commercial development, and industrial uses. A Master Plan is submitted with this Rezone application addressing the potential future development of the property as a130-unit multi-family residential community with a local-serving commercial component. In compliance with the Santa Fe Homes Program, 10% of the units will be affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Rezone Request

The subject parcel is currently zoned MU and we are requesting a rezone to C-2, General Commercial. Responses to the rezoning approval criteria in SFCC §14-3.5(C) and (D) are detailed below.

(a) *One or more of the following conditions exist:*

(i) *there was a mistake in the original zoning.* N/A

(ii) *there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.*

Applicant Response: This area has gradually densified over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) *a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.*

Applicant Response: The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development.

(b) *all the rezoning requirements of Chapter 14 have been met.*

Applicant Response: All the rezoning requirements of Chapter 14 have been met.

(c) *the rezoning is consistent with the applicable policies of the general plan, including the future land use map.*

Applicant Response: See Section (iii) above. With respect to the Future Land Use Map, the requested C-2 zoning complies with the property's designation of Transitional Mixed-Use.

(d) *the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city.*

Applicant Response: General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe in order to maximize the efficient use of public infrastructure, while meeting the demand for urban land for development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is in alignment with these strategic directives and responsive to community needs for housing in this area of the City. General Plan Section 4.1 states, *"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost-efficient public transit, and provide the type of housing that will be in demand…"*.

(e) *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 proposed development.*

Applicant Response: The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

Applicant Response: The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

SFCC §14-3.5 (D): Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

Applicant Response: The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.

(2) If the proposed rezoning creates a need for additional streets , sidewalks or curbs necessitated by and attributable to the new development , the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Applicant Response: Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.

Master Plan

A Master Plan is submitted with this Rezone application addressing the conceptual development program for a 130-unit multi-family community with a local-serving commercial component. Three buildings are proposed with a combination of two and three stories. In keeping with the development patterns along Agua Fria Street, Building 1 adjacent to the road will be two stories and includes the commercial space at the northeast corner. Building 2 is three stories and sited along the west boundary to buffer the residential properties to the east. Similarly, Building 3 also comprises three stories. Courtyards at Buildings 1 and 3 off outdoor lounge space and recreational areas. In addition, a dog park, clubhouse/fitness center, and pool are located at the south end of the site.

Permissible Uses. Given the neighborhood context, it is appropriate to define and limit the C-2 uses that will be permitted. The proposed permissible uses are as follows:

- Single-Family Residential
- Multi-Family Residential
- Food and Beverage
- Retail
- Studios
- Arts Activities
- Service Establishments

Access and Traffic. The project is accessed directly from Agua Fria St. and a secondary, gated emergency access is provided at Cooks Road at the southwest property corner. Pedestrian access to Cooks Rd. will also be provided. At the City's request, a 42-foot access and utility easement will be granted to support the potential future eastern extension of Cooks Road. Per the attached Traffic Impact Analysis, all intersections analyzed operate at acceptable levels of service. An eastbound right-turn decel lane is warranted at the site access in the PM peak hour.

Parking. 185 parking spaces are required and 160 are provided. In accordance with SFCC §14-8.6(B)(4)(d) and (e), a Parking Demand Study is submitted with this application in request for a parking reduction and shared parking between the residential and commercial uses.

Utilities. Water service to Buildings 1 and 2 will be provided via a new service line connection to the existing waterline in Agua Fria St., with a master meter installed for each building. Building 3 will connect to the waterline in Cooks Rd. with a separate master meter. Sewer service is provided via a new manhole connection to the existing trunk line that traverses the north side of the property and a connection to the existing sewer line in Cooks Rd. Please refer to the Master Utility Plan for more information.

Terrain Management and Landscaping. The site slopes gently from east to west. Stormwater detention is provided in a series of small ponds and passive water harvesting will be provided in the landscaped areas. Landscaping improvements will include street trees along Agua Fria, and requisite plantings in the parking and open space areas. Please refer to the Preliminary Grading and Landscaping Plans for additional details.

The Master Plan approval criteria in §14-3.9(D) are addressed below:

(a) The master plan is consistent with the general plan;

Applicant Response: The proposed Master Plan supports *General Plan Theme1.7.1 – Affordable Housing*, which calls on the Planning Commission and Governing Body to "*actively participate in the creation of affordable housing*" by approving development that creates opportunities for housing to serve all income segments in all areas of the city. In addition, the following land use principles in *General Plan Section 3.3* are embodied by the proposal:

- *Compact Urban Form:* As an infill site, the project exemplifies a compact urban form.
- *Mix of Housing Types in All Neighborhoods*: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood.
- *Quality of Life*. The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to *all* residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents.
- *Sustainable Growth*. The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "*Promoting infill over development at the periphery of the city is a key component of growth management. Providing for a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infill development can be designed to be fully compatible and to integrate with surrounding*

*neighborhoods, **at densities that support the construction of affordable housing***." The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.

(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 the applicable use regulations and development standards of those districts;

Applicant Response: The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and the residential development patterns to the east. Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

(c) Development of the master plan area will contribute to the coordinated and efficient development of the community; and

Applicant Response: The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

(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.

Applicant Response: The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right-turn decel lane at the site access.

Archaeology

The subject parcel is located in the River and Trails Archaeological District. An archaeology survey will be prepared and submitted with the Development Plan application.

Water Budget
A Conceptual Water Budget is submitted herewith for reference. In accordance with City regulations, water rights will be provided to offset the water demand.

Affordable Housing – Santa Fe Homes Program
As stated above and in accordance with the Santa Fe Homes Program ("SFHP"), 10% of the units will be set aside as affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Early Neighborhood Notification
Two Early Neighborhood Notification Meetings were held on January 24 and April 23, 2024. City staff, Applicant, consultants, and members of the public were in attendance. Please refer to the attached meeting notes for details.

In support of this request, the following documentation is submitted herewith for your reference:

1. Master Plan and Rezone Applications
2. Agent Authorization Letter
3. Warranty Deed
4. Legal Lot of Record Certificate of Compliance
5. Rezone Ordinance
6. Utility Service Application
7. SFHP Proposal
8. Santa Fe Public School Form
9. Conceptual Water Budget
10. ENN Meeting Notes
11. Traffic Impact Analysis
12. Master Plan Submittal Set

The Development Review Fees are calculated as follows:

Master Plan:	$500.00
Rezone	$1,000.00
TOTAL	**- $1,500.00**

Please contact me should you have any questions or require additional information.

Thank you for your consideration.

Sincerely,



Jennifer Jenkins, Principal

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

August 12, 2024 ***(Revised May 15, 2025)***

Joel Cruz-Haber, Senior Planner
Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Ave.
Santa Fe, NM 87501

RE: Letter of Application
2768 Agua Fria St. Rezone & Master Plan

Dear Joel:

This letter is respectfully submitted on behalf of Cold Water Development Fund QOZF, LLC (the "Applicant") in application for a Rezone and Master Plan of the property at 2768 Agua Fria St. The ±4.12-acre subject property is zoned Mixed-Use (MU), with a General Plan Future Land Use designation of Transitional Mixed-Use, and is undeveloped. This submittal includes the following requests:

1. Rezone from MU to C-2, General Commercial
2. Master Plan for 130-unit mixed-use community

Background

The subject property was granted approved of a General Plan Amendment on January 25, 2006 from Residential Low Density to Transitional Mixed-Use. The property was subsequently rezoned on August 8, 2007 from R-2 (Residential, two units per acre) to MU. Please see attached Rezone Ordinance 2007-29.

Legal Lot of Record was established via a Certificate of Compliance approved by the Planning Commission on June 6, 2024. The Findings of Fact and Conclusion of Law are included with this application.

Project Description

The 4.12-acre property is located directly off Agua Fria Street approximately one-third mile east of Siler Road. This segment of the Agua Fria corridor is a diverse, mixed-use neighborhood that includes a range of residential densities, commercial development, and industrial uses. A Master Plan is submitted with this Rezone application addressing the potential future development of the property as a130-unit multi-family residential community with a local-serving commercial component. In compliance with the Santa Fe Homes Program, 10% of the units will be affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Rezone Request

The subject parcel is currently zoned MU and we are requesting a rezone to C-2, General Commercial. Responses to the rezoning approval criteria in SFCC §14-3.5(C) and (D) are detailed below.

(a) *One or more of the following conditions exist:*

(i) *there was a mistake in the original zoning.* N/A

(ii) *there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.*

Applicant Response: This area has gradually densified over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) *a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.*

Applicant Response: The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development. The applicable Themes and Policies of the General Plan are further summarized below:

Affordable Housing Policy 4-4-G-7

This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan

The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1

"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area."

The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3

"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community."

The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2

Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)

"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers."

The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

(b) *all the rezoning requirements of Chapter 14 have been met.*

Applicant Response: All the rezoning requirements of Chapter 14 have been met.

(c) *the rezoning is consistent with the applicable policies of the general plan, including the future land use map.*

Applicant Response: The requested C-2 zoning complies with the property's designation of Transitional Mixed-Use. Furthermore, the project conforms to the General Plan as outlined below:

Affordable Housing Policy 4-4-G-7

This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

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The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

(d) *the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city.*

Applicant Response: General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe in order to maximize the efficient use of public infrastructure, while meeting the demand for urban land for development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is in alignment with these strategic directives and responsive to community needs for housing in this area of the City. General Plan Section 4.1 states, *"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost-efficient public transit, and provide the type of housing that will be in demand…"*.

(e) *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 proposed development.*

Applicant Response: The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

Applicant Response: The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

SFCC §14-3.5 (D): Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

Applicant Response: The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.

(2) If the proposed rezoning creates a need for additional streets , sidewalks or curbs necessitated by and attributable to the new development , the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Applicant Response: Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.

Master Plan

A Master Plan is submitted with this Rezone application addressing the conceptual development program for a 130-unit multi-family community with a local-serving commercial component. Three buildings are proposed with a combination of two and three stories. In keeping with the development patterns along Agua Fria Street, Building 1 adjacent to the road will be two stories and includes the commercial space at the northeast corner. Building 2 is three stories and sited along the west boundary to buffer the residential properties to the east. Similarly, Building 3 also comprises three stories. Courtyards at Buildings 1 and 3 off outdoor lounge space and recreational areas. In addition, a dog park, clubhouse/fitness center, and pool are located at the south end of the site.

Permissible Uses. Given the neighborhood context, it is appropriate to define and limit the C-2 uses that will be permitted. The proposed permissible uses are as follows:

- Single-Family Residential
- Multi-Family Residential
- Food and Beverage
- Retail
- Studios
- Arts Activities
- Service Establishments

Access and Traffic. The project is accessed directly from Agua Fria St. and a secondary, gated emergency access is provided at Cooks Road at the southwest property corner. Pedestrian access to Cooks Rd. will also be provided. At the City's request, a 42-foot access and utility easement will be granted to support the potential future eastern extension of Cooks Road. Per the attached Traffic Impact Analysis, all intersections analyzed operate at acceptable levels of service. An eastbound right-turn decel lane is warranted at the site access in the PM peak hour.

Parking. 185 parking spaces are required and 160 are provided. In accordance with SFCC §14-8.6(B)(4)(d) and (e), a Parking Demand Study is submitted with this application in request for a parking reduction and shared parking between the residential and commercial uses.

Utilities. Water service to Buildings 1 and 2 will be provided via a new service line connection to the existing waterline in Agua Fria St., with a master meter installed for each building. Building 3 will connect to the waterline in Cooks Rd. with a separate master meter. Sewer service is provided via a new manhole connection to the existing trunk line that traverses the north side of the property and a connection to the existing sewer line in Cooks Rd. Please refer to the Master Utility Plan for more information.

Terrain Management and Landscaping. The site slopes gently from east to west. Stormwater detention is provided in a series of small ponds and passive water harvesting will be provided in the landscaped areas. Landscaping improvements will include street trees along Agua Fria, and

requisite plantings in the parking and open space areas. Please refer to the Preliminary Grading and Landscaping Plans for additional details.

The Master Plan approval criteria in §14-3.9(D) are addressed below:

(a) The master plan is consistent with the general plan;

Applicant Response: The proposed Master Plan supports *General Plan Theme1.7.1 – Affordable Housing*, which calls on the Planning Commission and Governing Body to "*actively participate in the creation of affordable housing*" by approving development that creates opportunities for housing to serve all income segments in all areas of the city. In addition, the following land use principles in *General Plan Section 3.3* are embodied by the proposal:

- *Compact Urban Form:* As an infill site, the project exemplifies a compact urban form.
- *Mix of Housing Types in All Neighborhoods*: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood.
- *Quality of Life*. The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to *all* residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents.
- *Sustainable Growth*. The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "*Promoting infill over development at the periphery of the city is a key component of growth management. Providing for a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infill development can be designed to be fully compatible and to integrate with surrounding neighborhoods, **at densities that support the construction of affordable housing***." The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.

(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 the applicable use regulations and development standards of those districts;

Applicant Response: The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and the residential development patterns to the east.

Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

(c) *Development of the master plan area will contribute to the coordinated and efficient development of the community; and*

Applicant Response: The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

(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.*

Applicant Response: The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right-turn decel lane at the site access.

Archaeology
The subject parcel is located in the River and Trails Archaeological District. An archaeology survey will be prepared and submitted with the Development Plan application.

Water Budget
A Conceptual Water Budget is submitted herewith for reference. In accordance with City regulations, water rights will be provided to offset the water demand.

Affordable Housing – Santa Fe Homes Program
As stated above and in accordance with the Santa Fe Homes Program ("SFHP"), 10% of the units will be set aside as affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Early Neighborhood Notification
Two Early Neighborhood Notification Meetings were held on January 24 and April 23, 2024. City staff, Applicant, consultants, and members of the public were in attendance. Please refer to the attached meeting notes for details.

In support of this request, the following documentation is submitted herewith for your reference:

1. Master Plan and Rezone Applications
2. Agent Authorization Letter
3. Warranty Deed
4. Legal Lot of Record Certificate of Compliance
5. Rezone Ordinance
6. Utility Service Application
7. SFHP Proposal
8. Santa Fe Public School Form
9. Conceptual Water Budget
10. ENN Meeting Notes
11. Traffic Impact Analysis
12. Master Plan Submittal Set

The Development Review Fees are calculated as follows:

Master Plan:	$500.00
Rezone	$1,000.00
TOTAL	**- $1,500.00**

Please contact me should you have any questions or require additional information.

Thank you for your consideration.

Sincerely,



Jennifer Jenkins, Principal

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2026-

A RESOLUTION

ADOPTING A MASTER PLAN FOR ONE TRACT OF LAND LOCATED AT 2768 AGUA FRIA ROAD, WITHIN THE CITY OF SANTA FE, AND COMPRISING OF APPROXIMATELY 4.12 ACRES. (CASE NO. 2024-8902)

WHEREAS, Jenkins Gavin Inc, ("the Agent") for the owner of one tract of land located at 2768 Agua Fria Road comprising approximately 4.12 acres, submitted a Master Plan application for Cold Water Development Fund QOZF, LLC ("the Applicant"), to develop a 130-unit mixed-use community ("Master Plan"); and

WHEREAS, SFCC 1987, Sections 14-3.9(C)(4) and 14-3.9(C)(5)[1], require the Planning Commission to review and make recommendation of the Master Plan; and

WHEREAS, the Master Plan requires an early neighborhood notification ("ENN") meeting, and two ENN meetings were held on January 24, 2024, and April 23, 2024; and

WHEREAS, approval of a Master Plan requires the following findings as set forth in SFCC 1987, Section 14-3.9(D)(1)[2]:

[1] The provisions now appear at SFCC 1987, 14-2.1F.5(IV)(a) effective November 24, 2025, following recodification.
[2] The provisions now appear at SFCC 1987, 14-2.1F.5(IV)(a), effective November 24, 2025, following recodification.

(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 the applicable use regulations and development standards of those districts;

(c) Development of the Master Plan area will contribute to the coordinated and efficient development of the community; and

(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; and

WHEREAS, the Planning Commission reviewed evidence related to the Master Plan and held a public hearing on July 17, 2025; and

WHEREAS, based on the Planning Commission Staff Report, necessary findings made by staff, exhibits, and the testimony and evidence presented at the public hearing, the Planning Commission voted to recommend approval of the Master Plan with changes as recommended by staff and found that all applicable review criteria in SFCC 1987, Section 14-3.9(D)(1)[3], have been met, as follows:

(a) The Master Plan is consistent with the General Plan and complies with land use themes and guiding policies, including Sustainable Growth, Affordable Housing, Character, Mixed Use, and Compact Urban Form, as established in Section 3-1 and 3-G-3 of the General Plan. The Master Plan is also consistent with the General Plan's Growth Management strategies in Chapter 4, City Character in Chapter 5, Infrastructure and Public Services in Chapter 7, and the overall General Plan Themes set forth in Chapter 1. The Master Plan further complies with the Future Land Use Map, which designates this parcel as "Transitional Mixed-Use".

[3] The provisions now appear at SFCC 1987, 14-2.1F.5(IV), effective November 24, 2025, following recodification.

(b) The proposed Master Plan is consistent with the purpose and intent of the C-2 zoning district and has been conditioned to meet specific design criteria that shall apply when a Development Plan application is submitted. The review process provided technical corrections and conditions of approval to ensure all applicable standards for a C-2 district have been met such as permitted uses, parking, lot size, lot coverage, minimum setbacks, and height of structures per SFCC 1987, Section 14-7.3-1[4].

(c) The Master Plan proposes an efficient use of an increasingly rare large infill parcel and provides a transition in intensity between high-intensity industrial uses to lower intensity residential uses, while also providing additional retail opportunities to serve the surrounding area. The project will be in close proximity to several transportation options and the growing commercial and entertainment district around the Siler Road and Rufina Street intersection.

(d) Land Use staff and the Departmental Review Team (DRT) encompassing fire, water, wastewater, public works, terrain management, traffic, and landscaping, reviewed the proposed infrastructure based on the regulations established in Chapter 14 of the Santa Fe City Code. Based on staff analysis and DRT's review, the proposed infrastructure can accommodate the impact of the site. The lot is currently vacant and does not contain existing infrastructure. However, landscaping requirements will require replacement of any trees that are removed at the time of construction. Individual DRT technical corrections and conditions of approval apply.

WHEREAS, on February 11, 2026, the Governing Body held a public hearing on the Master Plan and, having reviewed the staff report, the recommendation of the Planning Commission, and the evidence obtained at the public hearing, determines that the proposed Master Plan, as recommended by

[4] The provisions now appear at SFCC 1987, 14-3.3(5)(Table 3-23: Commercial Districts/ Building Standards. , effective November 24, 2025, following recodification.

the Planning Commission, meets the approval criteria set forth in SFCC 1987, Section 14-3.9(D)[5].

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE that the proposed Master Plan is consistent with the General Plan; is consistent with the purposed and intent of the applicable zoning districts and the applicable use regulations and development standards for those districts; will contribute to the coordinated and efficient development of the community; and that the existing and future infrastructure will be able to accommodate the impacts of future development.

BE IT FURTHER RESOLVED THAT the Master Plan for the approximately 4.12-acre Property located at 2768 Agua Fria, Santa Fe, New Mexico, described in Exhibit A, is adopted.

PASSED, APPROVED, and ADOPTED this 11th day of February 2026.

_____

MICHAEL GARCIA, MAYOR

ATTEST:

_____

GERALYN F. CARDENAS, INTERIM CITY CLERK

APPROVED AS TO FORM:

Marcos Martinez

Marcos Martinez (Jan 30, 2026 15:08:07 MST)

MARCOS MARTINEZ, INTERIM CITY ATTORNEY

Legislation/2026/Resolutions/ Land Use/ 2768 Agua Fria Rezoning Master Plan

[5] The provisions now appear at SFCC 1987, 14-2.1F.5(IV), effective November 24, 2025, following recodification.

City of Santa Fe, New Mexico

memo

DATE: February 11, 2026

TO: Governing Body

VIA: Heather L. Lamboy, AICP Planning and Land Use Director
Maggie Moore, Assistant Land Use Director MM
Dan Esquibel, Planning Manager

FROM: Joel Cruz-Haber, Planner Senior, Current Planning Division JCH

CONSIDERATION OF BILL 2025-24

Rezoning. Case #2024-8901. JenkinsGavin Inc, Agent for Cold Water Development Fund QOZF, LLC, Owner/Applicant, asks the Governing Body to adopt Bill 2025-24 to rezone 4.12-acres located at 2768 Agua Fria from MU (Mixed -Use) to C-2 (General Commercial).(Joel Cruz Haber, Case Manager, jacruzhaber@santafenm.gov)

CONSIDERATION OF A RESOLUTION

Master Plan. Case #2024-8902. JenkinsGavin Inc, Agent for Cold Water Development Fund QOZF, LLC, Owner/Applicant, asks the Governing Body to adopt a resolution to approve a Master Plan to develop a 130 dwelling-unit multi-family project, including 5,000 Square Feet of commercial space located at 2768 Agua Fria.

I. I. Planning Commission Recommendations:

On, July 17, 2025, the Planning Commission (the "Commission") recommended the Governing Body take the following actions:

1. **APPROVE** Case #2024-8901. Rezoning the property at 2768 Agua Fria from MU (Mixed-Use) to C-2 (General Commercial).

2. **APPROVE** Case #2024-8902. Approving a Master Plan for 2768 Agua Fria for a 130 dwelling unit multi-family project with 5,000 square feet of commercial space subject to conditions of approval and technical corrections.

II. II. Sample Motions:

Two (2) motions will be required, in the following order:

1. **1. Move to approve or deny** Case #2024-8901, adopting Bill 2025-24, changing the official Zoning Map designation from MU (Mixed-Use) to C-2 (General Commercial) for the property located at 2768 Agua Fria.

2. Move to approve or deny Case #2024-8902, adopting Resolution 2025-- for a Master Plan for a 130 dwelling unit multi-family project with 5,000 square feet of commercial space for the property located at 2768 Agua Fria, subject to conditions and technical corrections.

III. Executive Summary

Cold Water Development Fund QOZF, LLC (the "Applicant"), through its agent, JenkinsGavins Inc (the "Agent"), requests a rezoning (the "Rezoning") and master plan (the "Master Plan") for the property located at 2768 Agua Fria (the "Proposal"). The Rezoning is from MU (Mixed-Use) to C-2 (General Commercial) and the Master Plan consists of a 130 dwelling-unit multifamily project with 5,000 square feet of commercial space. The Proposal provides a framework for development at 2768 Agua Fria that is complimentary to other multi-family developments within the greater Agua Fria area. The Proposal satisfies the applicable approval criteria and supports the goals expressed in Santa Fe City Code (SFCC), Chapter 14 and the General Plan.

The Applicant and City Planning and Land Use Department staff ("Staff") had a pre-application conference on December 7, 2023, to discuss the Proposal. The Applicant hosted Early Neighborhood Notification (ENN) meetings on January 24, 2024, and April 23, 2024. On July 17, 2025, the Commission held a public hearing to review Cases #2024-8901 and 8902 during which the Commission heard reports from Staff (see Attachment A "Planning Commission Packet"), testimony and evidence from the Applicant, and public comments by interested members of the public. The Commission found that the Proposal was consistent with the General Plan and that all approval criteria had been met.

The Commission recommended that the Governing Body approve Case #2024-8901 and 8902. On September 4, 2025, the Planning Commission adopted Findings of Fact and Conclusions of Law for Cases #2024-8901 and 8902 (see Attachment B "Planning Commission Approved Findings of Fact and Conclusions of Law") and Commission Minutes, (see Attachment C "Planning Commission Minutes"), reflecting its findings from the public hearing.

IV. Rezoning Approval Criteria

City Code Section 14-3.5(A) SFCC 2001 sets forth the procedures for Rezonings. Section 14-3.5(C) requires fulfillment of the Rezoning approval criteria as follows:

(1) The Planning Commission and Governing Body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approval any rezoning.

Table 1 provides the Applicant's responses and Staff's analysis of the approval criteria subject to §14-3.5(C) and §14-3.5(D).

Table 1. Rezoning Criteria

Criterion 1 (14-3.5(C)(1)(a)): one or more of the following conditions exist: **(i) There was a mistake in the original zoning;** **(ii) There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or** **(iii) A different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;**	**Criterion Met: (Yes/No)** **YES**

Applicant's Response:

(i) There was a mistake in the original zoning; *N/A*

(ii) There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning;

This area has gradually aquired greater density over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) A different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.

The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development. The applicable Themes and Policies of the General Plan are further summarized below:

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This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

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The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1
"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area."
The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3
"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community."
The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2
Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)
"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers." The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

Staff Response:

(i) Staff finds that there is no mistake in the current MU zoning.

(ii) After reviewing aerial imagery, Staff finds that the surrounding area has changed, including the addition of more housing (particularly multi-family housing) and a reduction in

industrial uses. For example, from 2018 to 2024, several multifamily complexes have been constructed in the surrounding area such as, El Camino Crossing Community (which is located behind Escondido restaurant), Siler Yard apartments, Acequia lofts, and the planned Boylan apartments. Furthermore, a review of forthcoming project proposals indicates this trend will likely continue with the addition of more housing and commercial developments along the Agua Fria corridor. Therefore, it is Staff's conclusion that there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.

(iii) The C-2 zoning designation would allow for additional housing density than the current MU zoning. Additionally, the C-2 designation allows for additional flexibility in terms of building form and programing than the MU zoning. Both components better support the General Plan themes including compact urban form, infill, affordable housing and mixed-use development. Since the Rezoning is being submitted concurrently with a Master Plan that proposes a development, the different use category requested in the Rezoning additional housing options, including some affordable units, and is consistent with General Plan themes.

Staff finds the Applicant has addressed this criterion.

Criterion 2 (14-3.5(C)(b)): all the rezoning requirements of Chapter 14 have been met;	**Criterion Met: (Yes/No) YES**

Applicant's Response:
All the rezoning requirements of Chapter 14 have been met.

Staff Response: Staff finds that the rezoning requirements of Chapter 14 have been met: specifically, §14-3.1 "General Provisions" (the authority to file; form of the application; fees paid; pre-application conference and ENN requirements, sign posting and public notice) and the provisions, procedures, and additional requirements of §14-3.5 "Rezonings." Additionally, the rezoning application has been transmitted and reviewed by the Development Review Team (DRT), whom review and ensure the requirements in Chapter 14 have been met.

Criterion 3 (14-3.5(C)(1)(c)): the rezoning is consistent with the applicable policies of the general plan, including the future land use map;	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The requested C-2 zoning complies with the property's designation of Transitional Mixed-Use. Furthermore, the project conforms to the General Plan as outlined below:

Affordable Housing Policy 4-4-G-7
This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan
The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1
"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area." The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3
"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community." The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2
Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)
"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers."
The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

Staff Response:

The policy designation for the Property is described in the Future Land Use Map as TMXU (Transitional Mixed Use), which allows a "mixing of compatible land uses within the same tract." The TMXU definition does not identify an appropriate residential density range, only that development "may include such uses as residential, including single-family and multi-family

residential where the scale and intensity are deemed appropriate...and appropriately scaled retail/services that are intended to primarily serve the residential uses as an added local amenity."

The rezoning from MU to C-2 accommodates the proposed mix of multi-family and retail uses. The Guiding policies within the General Plan for future land uses not only encourage but recommend mixed use development per 3-G-2. While both MU and C-2 allow for mixed use development, the MU District limits density based on height of structures. The MU District density performance is determined by height of structures per §14-7.3(B)(d)(ii) and does not have density requirements per table §14-7.3-1. The change to C-2 is further supported through the General Plan themes including compact urban form, infill, affordable housing and mixed-use development.

Staff finds that the Applicant has addressed this criterion.

Criterion 4 (14-3.5(C)(d)): the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city;	**Criterion Met: (Yes/No) YES**

Applicant Response:

General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe to maximize the efficient use of public infrastructure, while meeting the demand for urban land or development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is aligned with these strategic directives and responds to community needs for housing in this area of the City. General Plan Section 4.1 states, "In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost efficient public transit and provide the type of housing that will be in demand...".

Staff Response:

SFCC 1987, Section 14-3.5(C)(2)(b) prohibits a rezoning if the rezoning will "affect an area of less than two acres." The Property is 4.12-acres and therefore exceeds the required two acres. The project meets city policies regarding the provision of urban land sufficient to meet the amount, rate, and geographic location of the growth of the city. The project is located within the "Infill Area" identified in the Growth Management Chapter of the General Plan, figure 4-4 Urban Sub-Areas, and proposes a development that meets the needs of the community while being served by sufficient infrastructure including roads, utilities and transit. Furthermore, the infill development area represents the highest priorities for public investment for infrastructure and city services. The "urban area" as designated in the General Plan promotes the development of

new housing units within the designated "infill area," which includes vacant infill sites per the growth management section, 4.4.1, of the General Plan. Therefore, the subject parcel is geographically located that sufficiently meets the projected growth rate goals for the city of 30,000 additional residents by 2020 (General Plan 4.3.1).

Staff finds the applicant as addressed this criterion.

Criterion 5 (14-3.5(C)(1)(e)): 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 proposed development.	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

Staff Response:

Staff from the relevant City departments, including water, wastewater and traffic engineering have reviewed the rezoning criteria and have determined that the property is sufficiently served by infrastructure so long as the Applicant meets the conditions and technical corrections identified in this report. Notably, the project is located near the Santa Fe River Trail, and Frenchy's Field Park. Additional improvements to the on- and off-site infrastructure may be required when a Development Plan is submitted.

Staff finds the applicant as addressed this criterion.

Criterion 6 (14-3.5(C)(2)): Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to: **(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;** **(b) affect an area of less than two acres, unless adjusting boundaries between districts; or** **(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.**	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

Staff Response:

A. The existing zoning of mixed-use/multifamily (MU) is consistent with the prevailing/ proposed general commercial (C-2) and character of the area and the Future Land Use identified in the General Plan. For example, land use classification within the greater Agua Fria area have evolved from a rural character to take on a more suburban character. The proposed rezone will help preserve the lifestyle and character or semirural residential areas while providing for sensitive urban development, mixed use of land uses, and residential densities allowed in C-2 districts.

B. The property is 4.12 acres therefore, larger than 2 acres.

C. The Applicant did not directly address this criterion; however, supporting information is provided throughout the report. While the rezoning enables the development of the subject property, it does not benefit the landowner at the expense of the surrounding landowners or the public. The Master Plan proposes a mix of residential and neighborhood-scale commercial uses that align with General Plan Policies for infill, multimodal access, and increased housing supply. The project includes 130 new residential units, with 10% set aside as affordable housing and a 5% fee contribution to the City's Affordable Housing Trust Fund, thereby supporting broader community housing goals. The Applicant also facilitates a potential future street connection between Isiah Lane and Cooks Road, advancing long-term transportation connectivity. All site improvements will be the developer's responsibility, and no public costs are transferred. The rezoning facilitates the implementation of a coordinated land use strategy with clear community benefits.

Staff finds the Applicant has addressed this criterion

§14-3.5(D)(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.

Staff Response:

The Traffic Impact Analysis (TIA) submitted by the Applicant has identified off-site infrastructure improvements that include installing a right turn deacceleration lane totaling 110 feet and a two-

way left turn lane at the intersection of Agua Fria and the access point of the property (Exhibit C-13). All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements. Staff finds the Applicant has addressed this criterion.	
§14-3.5(D)(2) If the proposed rezoning creates a need for additional streets, sidewalks or curbs necessitated by and attributable to the new development, the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.	**Criterion Met: (Yes/No) YES**
Applicant's Response: *Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.*	
Staff Response: Additional streets, sidewalks, and curb improvements shall be determined if and when the applicant submits a Development Plan application. Furthermore, a 42' access easement shall be placed near the Southeast corner going through the subject parcel from East to West in the event the City is able to develop a right- of-way connecting Paseo Corazon Street to Cooks Road. Staff finds the Applicant has addressed this criterion.	

V. Master Plan Approval Criteria

City Code §14-3.9 sets out the purpose and procedures for approval of a Master Plan, including submission requirements, applicability, approval criteria and conditions. Before approving a Master Plan the Governing Body must make findings that the proposal meets the approval criteria outlined in §14-3.9(D), or may specify conditions of approval that are necessary to ensure compliance with the provisions of Chapter 14 and further the implementation of the policies of the general plan. Table 2 provides the Applicant's responses and staff's analysis of the Master Plan Approval Criteria.

Table 2. Master Plan Approval Criteria

§14-3.9(D)(1): the master plan is consistent with the general plan;	**Criterion Met:** (Yes/No) **YES**
Applicant Response: *The proposed Master Plan supports General Plan Theme 1.7.1 – Affordable Housing, which calls on the Planning Commission and Governing Body to "actively participate in the creation of affordable housing" by approving development that creates opportunities for housing to serve*	

all income segments in all areas of the city. In addition, the following land use principles in General Plan Section 3.3 are embodied by the proposal:

• Compact Urban Form: As an infill site, the project exemplifies a compact urban form.
• Mix of Housing Types in All Neighborhoods: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood.
• Quality of Life. The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to all residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents.
• Sustainable Growth. The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "Promoting infill over development at the periphery of the city is a key component of growth management. Providing a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infilldevelopment can be designed to be fully compatible and to integrate with surrounding neighborhoods, at densities that support the construction of affordable housing."

The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.

Staff Response:

The Master Plan is consistent with the General Plan. It complies with land use themes and guiding policies including Sustainable Growth, Affordable Housing, Character, Mixed Use, Compact Urban form established in section 3-1 and 3-G-3. The Master Plan is also consistent with Growth Management strategies in Chapter 4, City Character in Chapter 5, Infrastructure and Public Services in chapter 7, and the overall General Plan Themes set forth in chapter 1. Finally, it also complies with the Future Land Use Map, which designates this parcel as "Transitional Mixed-Use".

Staff finds the Applicant has addressed this criterion.

§14-3.9(D)(2): 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 the applicable use regulations and development standards of those districts	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and

the residential development patterns to the east. Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

Staff Response:

The proposed Master Plan is consistent with the purpose and intent of the C-2 zoning district and have been conditioned to meet specific design criteria that shall apply when a Development Plan application is submitted. The review process provided technical corrections and conditions of approval to ensure all applicable standards for a C-2 district have been met such as uses, parking, lot size, lot coverage, minimum setbacks, and height of structures per section 14-7.3-1.

Staff finds the applicant as addressed this criterion.

§14-3.9(D)(3): development of the master plan area will contribute to the coordinated and efficient development of the community;	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

Staff Response:

The Master Plan proposes an efficient use of an increasingly rare large infill parcel. It provides a transition in intensity between high-intensity industrial uses to lower intensity residential uses, while providing additional retail opportunities to serve the immediate vicinity. The project will be in close proximity to several transportation options and the growing commercial and entertainment district around the Siler and Rufina intersection.

Staff finds the Applicant has addressed this criterion.

§14-3.9(D)(4): 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.	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right turn deacceleration lane at the site access.

Staff Response:

The proposed infrastructure has been reviewed based on the regulations established in chapter 14 by land use staff and the Departmental Review Team (DRT) encompassing, fire, water, wastewater, public works, terrain management, traffic, and landscaping.

Based on the analysis of staffs and DRT's review, it is determined the proposed infrastructure can be accommodate the impacts of the site. The lot is vacant therefore, existing infrastructure is not present at the site however, landscaping requirements will require significant trees that are removed be replaced at the time of construction. Individual DRT technical corrections and conditions of approval can be found in Attachment A of this report.

Staff finds the Applicant has addressed this criterion.

VI. CONCLUSION

The Applicant has complied with all application process requirements for a Rezoning and a Master Plan as described in the City Code:

a) The Applicant complied with the following steps required by the Santa Fe City Code:

1) Pursuant to 14-3.1(E) "Pre-application," the Applicant conducted a pre-application conference on December 7, 2023.

2) Pursuant to 14-3.1(F) "Early Neighborhood Notification" (ENN), the Applicant conducted two ENNs on January 24, 2024, and April 23, 2024.

3) The Applicant has addressed the Rezoning Approval Criteria per Section 14-3.5(C) and 14-3.5(D) "Approval Criteria."

4) The Applicant has addressed the Master Plan Approval Criteria per Section 14-3.9(D).

The Commission has analyzed the Proposal and found that it meets all applicable Code criteria and recommends APPROVAL of the Proposal.

VII. ATTACHMENTS

A. *Planning Commission packet*
B. *Planning Commission Findings of Fact and Conclusions of Law (Master Plan)*
   Planning Commission Findings of Fact and Conclusions of Law (Rezone)
C. *Planning Commission minutes of July 17, 2025*
D. *Written public comment from Planning Commission*

E. Applicant Submittals

Bill 2025-24 Changing the Official Zoning Map from Mixed Use (MU) to C-2 (General Commercial), with Legal Description.

Resolution 2025- Adopting a Master Plan for a 130 dwelling unit multi-family project with 5,000 square feet of commercial space for the property located at 2768 Agua Fria, subject to conditions and technical corrections.

Planning and Land Use Department
Planning Commission Staff Report

Case No's: 2024-8901 & 8902

Hearing Date: July 17th , 2025

Agent: JenkinsGavin Inc.

Owner: Cold Water Development Fund QOZF,

Request: Rezoning and Master Plan

Location: 2768 Agua Fria

Case Mgr.: Joel Cruz-Haber

Zoning: Mixed-Use (MU)

Future Land Use: Transitional Mixed-Use

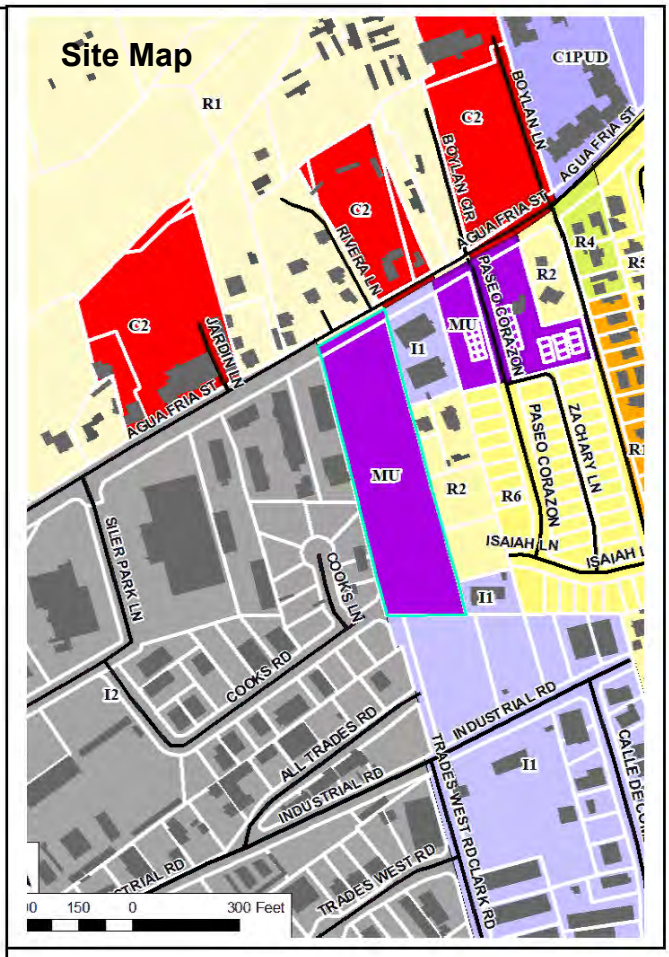
Overlay: Rivers and Trails Archeological District

Master Plan: None

Pre-app Mtg: December 7th, 2023

ENN Mtg: January 24th, 2024 & April 23rd, 2024

Proposal: The applicant requests approval for the Rezoning of a lot from MU (Mixed Use) to C-2 (General Commercial) and the approval of a Master Plan to develop a 130-unit mixed-use community.



Case #2024 – 8901 2768 Agua Fria Rezoning. JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Owner, requests approval for a rezoning of a 4.12-acre lot located at 2768 Agua Fria Rd. from MU (Mixed Use) to C-2 (General Commercial) (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov, (505) 955-6684).

Case #2024 – 8902 2768 Agua Fria Master Plan. JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Owner, requests approval of a master plan on a 4.12-acre lot located at 2768 Agua Fria Rd. to develop a 130-unit mixed-use community. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov, (505)955-6684).

I. RECOMMENDATION:

City Planning and Land Use Department staff ("Staff") recommends **the Planning Commission recommend the Governing Body *approve* Case #2024 – 8901 2768 Agua Fria Rezoning** and **Case #2024 – 8902 2768 Agua Fria Master Plan**.

Two motions will be required for this case:

1. *Recommend the Governing Body approve or deny Case #2024-8901 - "2768 Agua Fria Rezoning."*

2. *Recommend the Governing Body approve or deny Case #2024-8902 - "2768 Agua Fria Master Plan," subject to the conditions of approval and technical corrections.*

II. EXECUTIVE SUMMARY:

The 4.12-acre subject property is located at 2768 Agua Fria, just east of the Siler and Agua Fria intersection (the "Property"). The applicant ("Applicant") asks the Planning Commission to recommend that the Governing Body approve 1) rezoning the Property from Mixed-Use to C-2 (General Commercial) (the "Rezoning"), and 2) a master plan that proposes a development comprised of two (2) multifamily buildings and one (1) mixed-use building, totaling 61,790 SF (square feet), including 130 residential units and 1,450 SF of retail space (the "Master Plan"). The Master Plan includes a pool, clubhouse, courtyard, playground and 185 parking spaces. If the Master Plan is approved, the Applicant would be required to submit a development plan that provides further details for the proposed mixed-use development. The Applicant has not requested any variances for the Master Plan and based on Staff's review of all relevant and available material; it is Staff's conclusion that no variances are needed at this time.

III. PROJECT ANALYSIS

A. Property Information

The subject property is a vacant 4.12-acre parcel located at 2768 Agua Fria Street, just east of the Siler Road and Agua Fria Street intersection (the "Property"). According to the future land use map ("Future Land Use Map") (s*ee* Figure 2: *"Future Land Use Map"*) the Property is designated as Transitional Mixed Use ("TMXU"). The City's official zoning map ("Zoning Map") designates the Property as Mixed Use or "MU" and provides that the Property lies within the River and Trails Archaeological Review District Overlay.

The Code requires that all rezonings be consistent with the applicable policies of the 1999 General Plan ("General Plan"), including the Future Land Use map. The Future Land Use Map's TMXU policy designation allows a "mixing of compatible land uses within the same tract." The TMXU definition does not identify an appropriate residential density range, only that development "may include such uses as residential, including single-family and multi-family residential where the scale and intensity are deemed appropriate…and appropriately scaled retail/services that are intended to primarily serve the residential uses as an added local amenity." Therefore, the Future Land Use Map does not call for any specific density for the Property. However, the zone does regulate residential density, based on the height of buildings, with shorter buildings being more limited than taller ones:

> *Buildings of twenty-five (25) feet or less in height shall not exceed a maximum of twelve (12) dwelling units per acre and buildings of between twenty-five (25) feet and thirty-five (35) feet or less in height shall not exceed fourteen (14) dwelling units per acre.*
>
> Santa Fe City Code ("SFCC" or "Code") 1987, § 14-7.3(B)(1)(d)(ii)

The requested C-2 rezoning, if approved, would be consistent with the Future Land Use Map; therefore, no General Plan amendment is required in order to approve the Rezoning. In addition, the change from MU to C-2 eliminates the density restrictions established by the MU District and therefore is more consistent with General Plan policies encouraging infill development[1], mixed uses[2], and concentrating the population at greater densities to reduce car dependency[3]

[1] *See* General Plan Policy 3-G-3: "There shall be infill development at densities that support the construction of affordable housing, and a designated mix of land uses that provide an adequate balance of service retail and employment opportunities to address residential growth throughout the Urban Area, including the Railyard property."
[2] *See* General Plan Policy 3-G-2: "There shall be a mix of uses and housing types in all parts of the city."
[3] *See* General Plan Policy 4-1-G-2:"Concentrate population at greater densities in developing areas with centrally located neighborhood centers to encourage pedestrian scale development, reduce auto dependence, and provide central transit nodes."

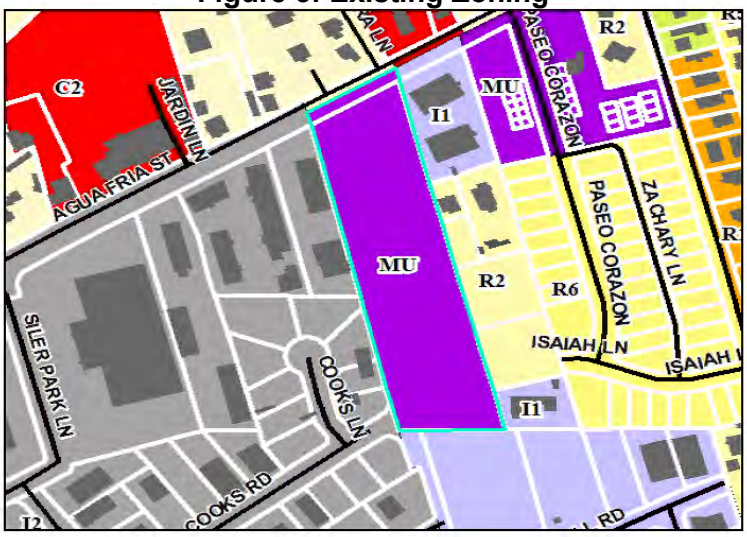
Figure 1: Proposed Master Plan Site (boundary for illustrative purposes only)



Figure 2: Future Land Use Map



Figure 3: Existing Zoning



B. Surrounding Zoning and Land Use

Zoning designations for the surrounding properties include I-2 (Heavy Industrial), I1 (Light Industrial), General Commercial (C-2) and R-2 and R-1 (low density residential). The City Zoning Map is shown in Figure 3: *"Existing Zoning*."

The surrounding land includes single-family residential units to the north and east, commercial uses to the west, and a scrapyard to the southwest. Nearby uses include live-work units, multifamily uses, restaurants and a brewery.

C. Project Zoning

The Property is currently zoned MU (Mixed-Use), but the Applicant has requested to rezone the property to C-2 (General Commercial). C-2 district allows for retail space, multifamily, and other commercial uses listed in the table of permitted uses per §14-6.1. The proposed rezoning and Master Plan I meet all dimensional standards for C-2 as shown in the table below.

Table 1. Zoning Requirements

Requirement	C-2	Proposed
Height	45 feet	45 feet
Setbacks	Street: 15 feet Rear: 10 feet Side: 0 feet	30 feet +
Open Space	250 SF/unit = 32,500 SF	52,300 SF
Lot Coverage	60% maximum	40%
Density	None	31 units/acre

D. Legal Lot of Record

The Applicant has provided a certificate of compliance for a legal lot of record that was approved by the Planning Commission on April 4, 2024, as a part of case # 2024-7951. (Attachment C-5)

E. Master Plan

As stated in the "Executive Summary," the Master Plan includes two (2) multifamily buildings and one (1) mixed-use building. The three buildings together are 71,500 SF and propose 130 residential units as well as 1,450 SF of retail space. The Master Plan includes a pool, clubhouse, courtyard, playground, dog park, twelve (12) bicycle parking spaces and 185 vehicular parking spaces. The Applicant is providing a public Right-of-Way (ROW) easement that connects Isaiah Lane to Cooks Road for a future connection. Should the city develop the road extension from Isaiah Lane through the property and connection to Cooks Road, the dog park and 6 vehicular parking spaces will be eliminated. The Master Plan would still meet open space requirements even if the dog park were to be eliminated to accommodate the road extension in the future., and the Applicant submitted a parking study that includes the elimination of the 35 vehicular parking spaces.

F. Access and Traffic

primary vehicular access to the Property will be from Agua Fria Street, with a secondary gated emergency access point located at the southwest corner of the property on Cooks Road. In response to Staff's request the Applicant has dedicated a 42-foot-wide access and utility easement to accommodate a potential future extension of Cooks Road to connect to the proposed secondary emergency access point at the southeast corner of the parcel. The Applicant will provide appropriate encumbrances and dedication for the road easement connecting Isaiah Lane to Cooks Road, prior to recording any future development plan.

Primary pedestrian, transit and cycling is also from Agua Fria Street, but additional pedestrian access to Cooks Road will be provided via a private gate. Cyclists can access the property via a bicycle lane on Agua Fria Rd or the pedestrian gate off Cooks Road. Transit riders are served by two (2) westbound bus stops, three (3) eastbound bus stops, located within a five-minute walking distance of the subject parcel along route one (1) also known as Agua Fria route.

According to the attached Traffic Impact Analysis (TIA), all studied intersections are projected to operate at acceptable levels of service. Additionally, an eastbound right-turn deceleration lane at the main site entrance is warranted during the afternoon peak hour.

Phillip Gallegos of Wilson & Company has reviewed the TIA on behalf of the City Traffic Division and agrees with the TIA. Comments from the City Traffic Division and Wilson & Company can be found in attachment A.

G. Fire Prevention and Emergency Access

Per the Master Plan, fire and other emergency vehicles will primarily be able to access the driveway off Agua Fria St. Secondary fire and emergency access will be provided off Cooks Rd. There are two fire hydrants close to the property, one approximately sixty (60) feet west of the property on the south side of Agua Fria Street, and the second on the north side of Cooks Road approximately eighty-six (86) feet west of the property. If a development plan is submitted for the master planned area in the future, the Applicant will be required to submit further information and analysis regarding fire prevention.

The City Fire Prevention Division has reviewed the Rezoning and Master Plan cases. The fire marshal's comments can be found in Attachment A.

H. Vehicular Parking

The Applicant submitted a preliminary parking plan based on the parking requirements outlined in the SFCC Chapter 14 Appendix, Exhibit A, "Parking and Loading Requirements", Table 14-8.6-1. Per the parking requirements the project is required to provide 185 spaces. However, the Applicant submitted a parking demand study ("Parking Demand Study") proposing a reduction in parking down 16.76% or thirty-one (31) parking spaces (Attachment C-12). The Applicant's proposal to reduce the parking requirement by 31 spaces results in a total of 154 vehicle parking spaces for the project. The study justifies the reduction based on proximity to transit and bicycle facilities, reduced parking demands associated with affordable housing units, implementation of parking demand management strategies with affordable housing units, and Institute of Transportation Engineers (ITE) Parking Generation Rates to conclude that the parking plan will exceed demand at the site. Staff concur with the Parking Demand Study and recommend that the parking requirement reduction be granted.

Below is a table showing the Staff's analysis of how the project meets the parking requirements set out in the Code:

Table 2. Parking

Unit SF Range	Bedroom Count	Number of Units	Required Spaces	Required Parking	Reduction	Provided Parking
Less than 800 sf	Studio & 1 BR	95	1.25/unit	119	-16	103
800 – 1,200 sf	2 BR	19	1.5/unit	29	-4	25
Over 1,200 sf	3 BR	16	2.0/unit	32	-4	28
SUBTOTAL		*130*		*180*	*-24*	*156*
Commercial	1,000 sf NLA	1	1/200 sf	5	-1	4
TOTAL				**185**	**-25**	**160**

I. Bicycle Parking

Twelve (12) bicycle parking spots are depicted on the Master Plan sheets, meeting the required number bicycle parking spaces per Table 14-8.6-3. Engineered drawings for proposed bicycle racks that meet dimensional standards will be required when a development plan is submitted.

J. Terrain Management and Landscaping

The Property gently slopes from east to west. Stormwater detention will be managed through a series of small ponds, while passive water harvesting[4] will occur within the landscaped areas. Under the terms of the Master Plan, the developer will be required to include landscaping improvements that such as street trees along Agua Fria Street, and plantings in parking areas and designated open spaces. For more

[4] "Passive water harvesting" is "[t]he collection or storage of precipitation or runoff in surface or in-ground structures with no means of mechanical distribution." SFCC 1987, § 14-12.1 "Definitions", "Passive water harvesting"

information, please refer to the Preliminary Grading and Landscaping Plans of the proposed Master Plan in Attachment D of this report.

The Land Use Technical Review Division ("Technical Review Division") reviewed the application for terrain management and landscaping. The Technical Review Division provided technical corrections and conditions of approval for the Master Plan. Should the Applicant submit a development plan in the future, Staff recommend that the Applicant include a drainage report, slope analysis, significant tree count, and lighting plan with the development plan submittal application.

K. City Utilities

Water

Two buildings (described in the Master Plan as Buildings 1 and 2) will receive City water through a new service line connected to an existing waterline on Agua Fria Street, with a dedicated master meter installed for each building. The third building (Building 3) will receive water via a separate connection to the waterline on Cooks Road, also equipped with its own master meter.

The City's water division has recommended conditional approval of the Master Plan. The Applicant must submit an approved water plan with their development plan application and an Agreement to Construct and Dedicate (ACD) prior to building permit approval. For additional details, please refer to the Master Utility Plan of the proposed Master Plan in Attachment C.

The Applicant submitted a water budget that the Applicant calculated using an estimation of the average water use per unit, common areas and landscaping.

water budget details can be found in Table 3. The water budget will be updated to account for landscaping if and when a development plan is submitted.

Table 3. Water Budget Details

Use per unit annually	29,947 gallons	.092-acre feet
Total domestic use for 130 new units	3,893,108.3 gallons	11.95-acre feet
Leasing office and common areas	500,000 gallons	1.53-acre feet
First 3 Years of Landscaping	TBD (landscaping will be designed in Development Plan stage)	TBD
9.8% CONTINGENCY per SFCC §14-8.13(E)(1)	430,524.6 gallons	1.32-acre feet
Total annual water consumption	4,823,632.9 gallons	14.8 A/F/Y

Sewer

Sewer service will be provided through a new manhole connection to the existing trunk line running along the northern edge of the property, as well as a connection to the existing sewer line on Cooks Road. The City's wastewater division has reviewed the application and has requested the following notes prior to recordation of the Master Plan, "All sewer service lines shall be SCH 40 PVC, 6" sewer lines shall have a minimum of 1% slope, and 4" lines shall have a minimum of 2% slope." For additional details, please refer to the Master Utility Plan of the proposed Master Plan in Exhibit C.

L. Impact on Schools

The Applicant submitted a "School Impact Form" as part of this application, which is included in Exhibit C-9. The schools impacted include El Camino Real Elementary, El Camino Real Middle School and Santa Fe High School.

M. Santa Fe Homes Program

In accordance with the Santa Fe Homes Program ("SFHP") (as described in SFCC 1987, Sections 26-1 and 14-8.11), the Applicant has submitted a proposal that identifies thirteen (13) units (10% of the total units) to be rented at 80% AMI. The remaining 5% will be paid as a fee-in-lieu towards the Housing Trust Fund. An executed rental proposal agreement with the SFHP will be required with any future development plan application submittal.

N. Archaeology

The Property is located in the River and Trails Archaeological District. The parcel has not received archeological clearance. The Applicant shall submit an archaeology survey whether or when a development plan application is submitted. Archaeological clearance is not required at this time but shall be required prior to approval of any final development plan or plat for this project per SFCC 1987, Section 14-3.13(B)(2).

IV. ZONING APPROVAL CRITERIA

Section 14-3.5(A) and (C) SFCC 2001 sets forth approval criteria for rezoning as follows:

(1) The Planning Commission and the Governing Body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approving any rezoning:

Table 4: Rezoning Approval Criteria

Criterion 1 (14-3.5(C)(1)(a)): one or more of the following conditions exist: **(i) There was a mistake in the original zoning;** **(ii) There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or** **(iii) A different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;**	**Criterion Met: (Yes/No)** **YES**
Applicant's Response: **(i)** There was a mistake in the original zoning; N/A **(ii)** There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning;	

This area has gradually densified over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) A different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.

The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development. The applicable Themes and Policies of the General Plan are further summarized below:

Affordable Housing Policy 4-4-G-7
This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan
The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1
“In both ‘infill’ and ‘future growth’ areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area.”
The rezoning supports the General Plan’s emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city’s vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3

"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community."
The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2
Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)
"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers." The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

Staff Response:

(i) Staff finds that there is no mistake in the current MU zoning.

(ii) After reviewing aerial imagery, Staff finds that there has been change to the surrounding area including the addition of more housing (particularly multi-family housing) and a reduction in industrial uses. For example, from 2018 to 2024, multiple multifamily complexes have been constructed in the surrounding area such as, Homewise condominiums, Siler Yard apartments, Acequia lofts, and the Boylan apartments. Furthermore, a review of forthcoming project proposals indicates this trend will likely continue with the addition of more housing and commercial developments along the Agua Fria corridor. Therefore, it is Staff's conclusion that there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.

(iii) The C-2 zoning designation would allow for additional housing density than the current MU zoning. Additionally, the C-2 designation allows for additional flexibility in terms of building form and programing than the MU zoning. Both components better support the General Plan themes including compact urban form, infill, affordable housing and mixed-use development. Since the Rezoning is being submitted concurrently with a Master Plan that proposes a development, the different use category requested in the Rezoning is more advantageous to the community and consistent with General Plan themes.

Staff finds the Applicant has addressed this criterion.

Criterion 2 (14-3.5(C)(b)): all the rezoning requirements of Chapter 14 have been met;	**Criterion Met: (Yes/No) YES**

Applicant's Response:
All the rezoning requirements of Chapter 14 have been met.

Staff Response:

Staff finds that the rezoning requirements of Chapter 14 have been met: specifically, §14-3.1 "Applicable General Provisions" (the authority to file; form of the application; fees paid; pre-application conference and ENN requirements, sign posting and public notice) and the provisions, procedures, and additional requirements of §14-3.5 "Rezonings." Additionally, the rezoning application has been transmitted and reviewed by the Development Review Team (DRT) of whom review and ensure the requirements in Chapter 14 have been met.

Criterion 3 (14-3.5(C)(1)(c)): the rezoning is consistent with the applicable policies of the general plan, including the future land use map;	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The requested C-2 zoning complies with the property's designation of Transitional Mixed-Use. Furthermore, the project conforms to the General Plan as outlined below:

Affordable Housing Policy 4-4-G-7
This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan
The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1
"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area." The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3
"Use a full range of growth management methods to achieve a superior quality of life and to ensure a

financially and environmentally sustainable community." The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2
Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)
"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers."
The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

Staff Response:

The policy designation for the Property is described in the Future Land Use Map as TMXU, which allows a "mixing of compatible land uses within the same tract." The TMXU definition does not identify an appropriate residential density range, only that development "may include such uses as residential, including single-family and multi-family residential where the scale and intensity are deemed appropriate…and appropriately scaled retail/services that are intended to primarily serve the residential uses as an added local amenity."

The proposed rezone from MU to C-2 zoning and prevailing uses will be for multi-family and retail uses. Guiding policies within the General Plan for future land uses not only encourage but recommends mixed use development per 3-G-2. While both allow mixed use development, the MU District is limited in density based on height of structures while the C-2 District is performance based per §14-7.3(B)(d)(ii). Whereas parcels in the C-2 district do not have any density requirements per table §14-7.3-1. The change to a C-2 Zoned District supports the General Plan themes including compact urban form, infill, affordable housing and mixed-use development.

The Applicant has addressed this criterion.

Criterion 4 (14-3.5(C)(d)): the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city;	**Criterion Met: (Yes/No) YES**

Applicant Response:

General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe to maximize the efficient use of public infrastructure, while meeting the demand for urban land or development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is aligned with these strategic directives and is responsive to community needs for housing in this area of the City. General Plan Section 4.1 states, *"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost efficient public transit and provide the type of housing that will be in demand…"*.

Staff Response:

SFCC 1987, Section 14-3.5(C)(2)(b) prohibits a rezoning if the rezoning will "affect an area of less than two acres." The Property is 4.12-acres and therefore exceeds the required two acres., the Rezoning and proposed use is sufficient and meets .

The project meets city policies regarding the provision of urban land sufficient to meet the amount, rate, and geographic location of the growth of the city. The project is located within he "Infill Area" identified in the Growth Management Chapter of the General Plan figure 4-4 Urban Sub-Areas and proposes a development that meets the needs of the community while being served by sufficient infrastructure including roads, utilities and transit. Furthermore, the infill development area represents the highest priorities for public investment for infrastructure and city services. The "Urban Area" has the potential to absorb 1,000 new housing units within the designated "Infill area," which includes vacant infill sites per the growth management section 4.4.1 of the General Plan. Therefore, the subject parcel is geographically located that sufficiently meets the projected growth rate goals for the city of 30,000 additional residents by 2020 (General Plan 4.3.1).

Staff finds the applicant as addressed this criterion.

Criterion 5 (14-3.5(C)(1)(e)): 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 proposed development.	**Criterion Met: (Yes/No) YES**

Applicant's Response:

The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

Staff Response:

Staff from the relevant City departments, including water, wastewater and traffic engineering have reviewed the zoning criteria as it relates to the masterplan and have determined that the property is sufficiently served by infrastructure so long as the Applicant meets the conditions and technical corrections identified in this report. Notably, the project is located near two major urban trails and

Frenchy's Field Park. Additional improvements to the project's infrastructure may be required when a Development Plan is submitted.

Staff finds the applicant as addressed this criterion.

Criterion 6 (14-3.5(C)(2)): Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to: **(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;** **(b) affect an area of less than two acres, unless adjusting boundaries between districts; or** **(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.**	**Criterion Met: (Yes/No)** **YES**

Applicant's Response:

The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

Staff Response:

A. The existing zoning of mixed-use/multifamily (MU) is consistent with the prevailing/ proposed general commercial (C-2) and character of the area and the Future Land Use identified in the General Plan. For example, land use classification within the greater Agua Fria area have evolved from a rural character to take on a more suburban character. The proposed rezone will help preserve the lifestyle and character or semirural residential areas while providing for sensitive urban development, mixed use of land uses, and residential densities allowed in C-2 districts.

B. The property is 4.12 acres therefore, larger than 2 acres.

C. The Applicant did not directly address this criterion; however, supporting information is provided throughout the report. While the rezoning enables the development of the subject property, it does not benefit the landowner at the expense of the surrounding landowners or the public. The Master Plan proposes a mix of residential and neighborhood-scale commercial uses that align with General Plan Policies for infill, multimodal access, and increased housing supply. The project includes 130 new residential units, with 10% set aside as affordable housing and a 5% fee contribution to the City's Affordable Housing Trust Fund, thereby supporting broader community housing goals. The Applicant also facilitates a potential future street connection between Isiah Lane and Cooks Road, advancing long-term transportation connectivity. All site improvements will be the developer's responsibility, and no public costs are transferred. The

rezoning facilitates the implementation of a coordinated land use strategy with clear community benefits.

Staff finds the Applicant has addressed this criterion

Table 5: SFCC §14-3.5 (D): Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;	**Criterion Met: (Yes/No) YES**
Applicant's Response: The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.	
Staff Response: The Traffic Impact Analysis (TIA) submitted by the Applicant has identified off-site infrastructure improvements that include installing a right turn deacceleration lane totaling 110 feet and a two-way left turn lane at the intersection of Agua Fria and the access point of the property (Exhibit C-13). All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements. Staff finds the Applicant has addressed this criterion.	
(2) If the proposed rezoning creates a need for additional streets, sidewalks or curbs necessitated by and attributable to the new development, the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.	**Criterion Met: (Yes/No) YES**
Applicant's Response: Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.	
Staff Response: Additional streets, sidewalks, and curb improvements shall be determined if and when the applicant submits a Development Plan application. Furthermore, a 42' access easement shall be placed near	

the Southeast corner going through the subject parcel from East to West in the event the City is able to develop a right- of-way connecting Paseo Corazon Street to Cooks Road. Staff finds the Applicant has addressed this criterion.

V. MASTER PLAN APPROVAL CRITERIA SECTION 14-3.9(D)(1)

SFCC Section 14-3.9 governs the authority, procedures, and restrictions for master plans. The Criteria for approval of master plans are detailed below:

Table 6: Master Plan Approval Criteria

Criterion 1: the master plan is consistent with the general plan;	**Criterion Met:** (Yes/No) **YES**
Applicant Response: The proposed Master Plan supports General Plan Theme1.7.1 – Affordable Housing, which calls on the Planning Commission and Governing Body to "actively participate in the creation of affordable housing" by approving development that creates opportunities for housing to serve all income segments in all areas of the city. In addition, the following land use principles in General Plan Section 3.3 are embodied by the proposal: • *Compact Urban Form*: As an infill site, the project exemplifies a compact urban form. • *Mix of Housing Types in All Neighborhoods*: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood. • *Quality of Life.* The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to all residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents. • *Sustainable Growth.* The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "Promoting infill over development at the periphery of the city is a key component of growth management. Providing a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infill development can be designed to be fully compatible and to integrate with surrounding neighborhoods, at densities that support the construction of affordable housing." The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.	
Staff Response:	

The Master Plan is consistent with the General Plan. It complies with land use themes and guiding policies including Sustainable Growth, Affordable Housing, Character, Mixed Use, Compact Urban form established in section 3-1 and 3-G-3. The Master Plan is also consistent with Growth Management strategies in Chapter 4, City Character in Chapter 5, Infrastructure and Public Services in chapter 7, and the overall General Plan Themes set forth in chapter 1. Finally, it also complies with the Future Land Use Map, which designates this parcel as "Transitional Mixed-Use".

Staff finds the Applicant has addressed this criterion.

Criterion 2: 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 the applicable use regulations and development standards of those districts	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and the residential development patterns to the east. Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

Staff Response:

The proposed Master Plan is consistent with the purpose and intent of the C-2 zoning district and have been conditioned to meet specific design criteria that shall apply when a Development Plan application is submitted. The review process provided technical corrections and conditions of approval to ensure all applicable standards for a C-2 district have been met such as uses, parking, lot size, lot coverage, minimum setbacks, and height of structures per section 14-7.3-1.

Staff finds the applicant as addressed this criterion.

Criterion 3: development of the master plan area will contribute to the coordinated and efficient development of the community;	**Criterion Met:** (Yes/No) **YES**

Applicant Response:

The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

Staff Response: The Master Plan proposes an efficient use of an increasingly rare large infill parcel. It provides a transition in intensity between high-intensity industrial uses to lower intensity residential uses, while providing additional retail opportunities to serve the immediate vicinity. The project will be in close proximity to several transportation options and the growing commercial and entertainment district around the Siler and Rufina intersection. Staff finds the Applicant has addressed this criterion.	
Criterion 4: 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.	**Criterion Met:** (Yes/No) **YES**
Applicant Response: The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right turn deacceleration lane at the site access.	
Staff Response: The proposed infrastructure has been reviewed based on the regulations established in chapter 14 by land use staff and the Departmental Review Team (DRT) encompassing, fire, water, wastewater, public works, terrain management, traffic, and landscaping. Based on the analysis of staffs and DRT's review, it is determined the proposed infrastructure can be accommodate the impacts of the site. The lot is vacant therefore, existing infrastructure is not present at the site however, landscaping requirements will require significant trees that are removed be replaced at the time of construction. Individual DRT technical corrections and conditions of approval can be found in Attachment A of this report. Staff finds the Applicant has addressed this criterion.	

VI. EARLY NEIGHBORHOOD NOTIFICATION

Two Early Neighborhood Notification (ENN) meetings were held for this project. The first was held on January 24th, 2024, and the second was held on April 23rd, 2024.

At the first ENN meeting, members of the Applicant team, city staff, and approximately 20 members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics including parking, affordable housing, traffic, building height, and neighboring uses.

At the second ENN meeting, members of the Applicant team, city staff, and approximately 17 members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics

including affordable housing, location adjacent to industrial uses, traffic, zoning definitions building height, and connections.

VII. ATTACHMENTS

ATTACHMENT A: Development Review Team

1. Compiled Conditions of Approval and Technical Corrections
2. MPO DRT Memo
3. City Engineer DRT Memo
4. Fire DRT Memo
5. Water Utility DRT Memo
6. Wastewater DRT Memo
7. Traffic DRT Memo
8. Archeological DRT Memo
9. Landscape DRT Memo

ATTACHMENT B: Maps and Photos

1. Future Land Use
2. Current Zoning
3. Aerial Photos
4. Street View
5. Birdseye View

ATTACHMENT C: Applicant Materials

1. Application Report and Approval Criteria Responses
2. Master Plan Application and Authorization
3. Rezoning Application and Authorization
4. Warranty Deed
5. Certificate of Compliance
6. Rezoning Ordinance 2007-29
7. Utility Service Application
8. SFHP Proposal
9. School Impact Form
10. Water Budget
11. ENN Notes
12. Parking Study
13. TIA
14. Notice of Public Hearing

ATTACHMENT D: Master Plan Sheets

VIII. APPROVED AS TO FORM BY THE PLANNING AND LAND USE DEPARTMENT:

Title	Name	Initials
Department Director	Heather Lamboy, AICP	HLL
Assistant Department Director	Maggie Moore	MRM
Planning Division Manager	Dan Esquibel	DAE
Planner Senior	Joel Cruz-Haber	JCH

City of Santa Fe, New Mexico

Cases #2024-8901 & 8902
2768 Agua Fria
Rezoning and Master Plan
Planning Commission
June 5th, 2025

Attachment: A

Development Review Team

1. **Compiled Conditions of Approval and Technical Corrections**
2. **MPO DRT Memo**
3. **City Engineer DRT Memo**
4. **Fire DRT Memo**
5. **Water Utility DRT Memo**
6. **Wastewater DRT Memo**
7. **Traffic DRT Memo**
8. **Archaeological DRT Memo**
9. **Landscaping DRT Memo**

Conditions of Approval and Technical Corrections

#	Condition of Approval	Dept. or Division	To be completed:
1	Demonstrate on plans locations of 12 bicycle parking spaces according to specification attached in the MPO DRT comments attachment.	MPO	Prior to Masterplan Recordation
2	All sidewalks, including along Agua Fria, should be 5' minimum per street design criteria.	MPO	Prior to Masterplan Recordation
3	Label each building/section of a building with its intended use. (E.G., Café, Residential, gym, etc.)	Land Use	Prior to Masterplan Recordation
4	Label the parking spots to be included in the Shared Parking Plan.	Land Use	Prior to Masterplan Recordation
5	Clarify in Site Data section which Open Space requirement you are proposing to meet. If using Active Water Harvesting, demonstrate on plans how that harvesting will be achieved.	Land Use	Prior to Masterplan Recordation
6	Add to utility master plan the following note: All sewer service lines shall be SCH 40 PVC".	Wastewater	Prior to Masterplan Recordation
7	Indicate the sizes of the individual sewer service lines.	Wastewater	Prior to Masterplan Recordation
8	Add to utility master plan the following note; All 6 inch sewer service lines shall have a minimum 1% slope and 4 inch sewer lines shall have a minimum 2% slope	Wastewater	Prior to Masterplan Recordation
9	The north arrow is pointing in the wrong direction for the master utility plan, please correct.	WasteWater	Prior to Masterplan Recordation

10	503.1.1 Fire Department shall have 150 feet distance to any portion of the building on any new construction.	Fire Safety	Prior to Masterplan Recordation
11	Shall comply with IFC 2021 Section D105.2 for width of fire apparatus access road minimums 26'-0" for buildings 30+ feet in height. (not clear on heights of buildings)	Fire Safety	Prior to Masterplan Recordation
12	Shall provide 28'-0" minimum radius turns within developments.	Fire Safety	Prior to Masterplan Recordation
13	507.5 Fire hydrant systems. Fire hydrant systems shall comply with Sections 507.5.1 through 507.5.6 (new hydrants verified if needed)	Fire Safety	Prior to Masterplan Recordation
14	Provide a professional landscape design which fulfills Section 14-8.4 of the City of Santa Fe Code.	Landscaping	Prior to Development Plan Approval
15	The landscape plan must include the following information: Open space calculations are required by 14-7.5. Tree and shrub calculations for open space and retention areas as required by 14-8.4(H) & 14-8.4(F) respectively. Provide open space and retention pond square footage and lineal footage for street trees.	Landscaping	Prior to Development Plan Approval
16	Provide the open space Planting Requirements information on the landscape plan per city code 14-8.4(H) (Ord. No. 2014-31 § 32). (1) Required open space shall be planted with a minimum of one tree and two shrubs every five hundred (500) square feet, exclusive of areas developed with patios, game courts, swimming pools or similar hardscape recreational features. (2) In addition to required trees and shrubs, open space areas shall be landscaped with groundcover plants or decorative mulch or naturally occurring groundcover plants shall be	Landscaping	Prior to Development Plan Approval

	maintained. 3) Street trees and landscaping required for parking lots may be counted toward meeting the minimum planting requirements for open space. (4) At least twenty-five percent of required trees and shrubs shall be evergreen. Existing trees and shrubs shall be accepted for required landscaping if they otherwise meet the requirements of this Section 14-8.4.		
17	Provide a Plant Schedule List of the plant material to be used in the landscape. Provide the botanical and common name of the plants, quantity, size, and water use as shown in the City of Santa Fe approved plant list.	Landscaping	Prior to Development Plan Approval
18	Provide a significant tree survey, list species, size, and quantities. Any trees to be removed shall be mark on the plan with a red X.	Landscaping	Prior to Development Plan Approval
19	Provide perimeter screening for parking lots per city code 14-8.4(I)(2)	Landscaping	Prior to Development Plan Approval
20	Provide a landscape irrigation plan by a qualified irrigation designer per COSF code Chapter 14-8.4(E) Water Harvesting and Irrigation Standards and COSF Landscape Irrigation Design Standards (LIDS).	Landscaping	Prior to Development Plan Approval
21	Provide a water budget: Irrigation system operation information including recommended monthly and seasonal irrigation schedules and water budgets based on gallons used for landscape plantings for year one and year three shall be included on the irrigation plan. Per 3.18. Design Regulations of Landscape Irrigation Design Standards City of Santa Fe, New Mexico	Landscaping	Prior to Development Plan Approval
22	Provide a complete set of installation details, notes, and specifications for the irrigation system. Show in the detailed drawings the installation of all assemblies without any questions about size or type of materials to use for said irrigation system.	Landscaping	Prior to Development Plan Approval
23	Separate meters shall be required for irrigation for commercial customers unless the total landscaped area on the lot is less than	Landscaping	Prior to Development Plan Approval

	1000 square feet. Provide a dedicated irrigation meter, 25-1.1(3) SFCC 1987.		
24	Provide an outdoor lighting plan with photometric data and footcandle plan per 14-8.9(C) COSF code. Average Maintained Horizontal Foot-candles at Grade for Commercial Areas: Sidewalks 1.0, Pedestrian Area 2.0, Parking Lots 1.0, Building Entrances 5.0, Building Grounds 1.0, Public Spaces 3.0. The maximum illumination at any point shall not exceed the allowed average by more than 1.5 Foot-candles.	Landscaping	Prior to Development Plan Approval

Development Review Team (DRT)
Comment Form

Date: 9/6/2024

DRT Member: Leah Yngve

Dept/Div: PW/MPO

Case No.: **Case #2024-8901. 2768 Agua Fria Rezoning.**

Case Planner: Daniel Alvarado

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response:**
1. Demonstrate an easement on plans a continuation of Cooks Road to the east property line where it can be continued to Isaiah Lane in the future.	Prior to Public Hearing	
2.		

Technical Corrections:	**Must be completed by:**	**Applicant Response:**
1. All sidewalks, including along Agua Fria, should be 5' minimum per street design criteria	Prior to Public Hearing	
2. Plans should demonstrate sidewalk connections to/from Agua Fria and Cooks Road	Prior to Public Hearing	
3. Demonstrate on plans locations of 12 bicycle parking spaces according to specification attached in this form	Prior to Public Hearing	
4. "provide for the continuation or appropriate projection of existing streets in surrounding areas" per Chap 14 backed up by Chapter 6 would be enough to quell any opposition to the connection.		

Explanation of Conditions or Corrections (if needed):

Continuation of Cooks Road to the east property line:

The General Plan and Code clearly indicate connections between developments should be made. Isaiah Lane is complete 150 feet to the east of this property and can be continued to Cooks Lane. This property should design around that opportunity as supported by the General Plan:

"A street network that promotes flexibility of routes and connections between and within neighborhoods is promoted."

Form Updated: September 2023

6-1-G-5 Ensure that new development is more "connected" to its surroundings with an increased number of access points and pedestrian and bicycle connections to a neighborhood network.

6-1-I-10 Provide for future connections to the undeveloped edge and where connection to existing urban development is poor.

And chapter 14 of the code:

14-9.2 - STREET IMPROVEMENT AND DESIGN STANDARDS

(A) **Street Network**

(1) The arrangement, character, extent, grade and location of all *streets* shall conform to the *general plan* and shall be considered in their relationship to existing and planned *streets*, to topographic conditions and to public convenience and safety.

(2) Major *streets* shall be constructed, extended and widened in accordance with the *general plan* and the metropolitan transportation plan.

(3) Local *streets* shall be constructed, extended and widened in accordance with the *general plan* and to accommodate the orderly *development* of the types and *intensities* of *development* shown on the future land use map.

(4) The arrangement of *streets* in a *development* shall:

(a) provide for the continuation or appropriate projection of existing *streets* in surrounding areas; or

Exhibit D Bicycle Rack Standards and Dimensions

(Subsection 14-8.6(E))

Racks:

- Inverted U type bicycle racks are the required bicycle parking rack.
- Each rack must be securely anchored and accommodate a bicycle frame where one wheel can be locked to the rack with a high security, U-shaped shackle lock if both wheels are left on the bicycle.
- A space of two (2) feet by six (6) feet (12 square feet) must be provided for each required bicycle parking space so that a bicycle six (6) feet long can be securely held with two points supported so that the bicycle cannot be pushed, or fall in a way that would damage the bicycle frame, wheel, or components.
- All racks must provide two points of contact with the frame at least 6" apart horizontally.
- If a bicycle corral is sought within a public street right-of-way, all design elements shall be developed in coordination with and approved by the city of Santa Fe public works department and parking division.

Distance to other racks:

- Racks placed parallel to each other (side by side) must be at least thirty-six (36) inches apart, this includes rack units sold as multiple units attached together.
- Racks aligned end to end must be at least ninety-six (96) inches apart.

Distance from wall:

- Racks placed perpendicular to a wall must be at least forty-eight (48) inches from the wall to the nearest vertical component of the rack.
- Racks parallel to a wall must be at least thirty-six (36) inches from the wall.

Form Updated: September 2023

Distance from curb:

- Racks placed perpendicular to a curb must be at least forty-eight (48) inches from the curb to the nearest vertical component of the rack.
- Racks placed parallel to a curb must be at least twenty-four (24) inches from the curb to the rack.

Distance from pedestrian aisle:

- Rack units perpendicular to a pedestrian aisle must be at least forty-eight (48) inches from the rack to the edge of the aisle, and the pedestrian aisle should be at least sixty (60) inches wide.

Parking and maneuvering areas:

- Each required bicycle parking space must be accessible without needing to move another bicycle.
- There must be an aisle of at least five (5) feet wide behind all required bicycle parking to allow for maneuvering of the bicycle. Where bicycle parking is next to a sidewalk, the maneuvering area may extend into the sidewalk.
- The area devoted to bicycle parking must be hard surfaced.

Development Review Team (DRT)
Comment Form

Date: 9/10/2024

DRT Member: Dee Beingessner

Dept/Div: Land Use/Engineering

Case No.: **Case #2024-8901. 2768 Agua Fria Rezoning.**

Case Planner: Daniel Alvarado

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response:**
1.		
2.		

Technical Corrections:	**Must be completed by:**	**Applicant Response:**
1. Drainage Report, Slope Analysis, Significant Tree count and Lighting plan will be required at time of development plan submittal.	At Development Plan Submittal	
2.		
3.		
4.		

Explanation of Conditions or Corrections (if needed):

Form Updated: September 2023

Development Review Team (DRT)
Comment Form for
Planning Commission

Date: January 17, 2024

DRT Member: Fire Marshal Geronimo Griego

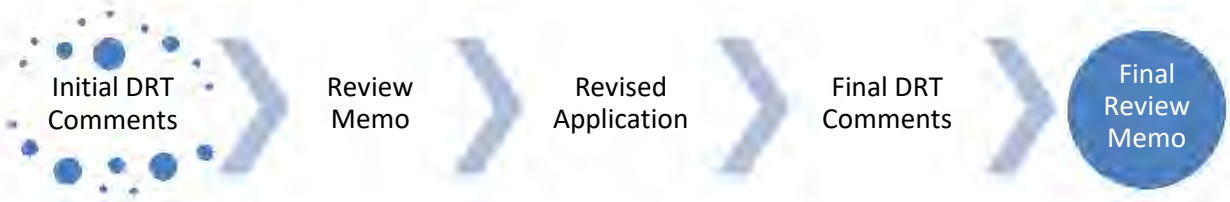
Dept/Div: Fire Prevention Division

Case No.: 2024-8901_8902_2768_agua_fria_RZ_MP

Case Planner: Daniel Alvarado

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

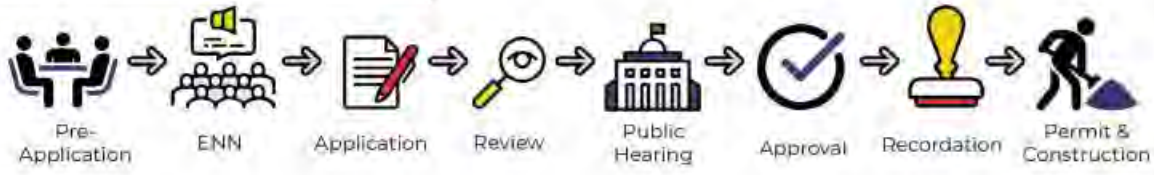


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the "Must be completed by" column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
d. *At the time of development* -

Development Review Process Flow Chart



Form Updated: September 2023

*See the *2024 Development Review Schedule* for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response**:**
	Prior to public hearing	
1. 503.1.1 Fire Department shall have 150 feet distance to any portion of the building on any new construction.		
2. Shall comply with IFC 2021 Section D105.2 for width of fire apparatus access road minimums 26'-0" for buildings 30+ feet in height. (not clear on heights of buildings)		
3. Shall provide 28'-0" minimum radius turns within developments.		
4. 507.5 Fire hydrant systems. Fire hydrant systems shall comply with Sections 507.5.1 through 507.5.6 (new hydrants verified if needed)		

Technical Corrections:	**Must be completed by:**	**Applicant Response**:**

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. Shall locate the Fire Department Connection on the property for proper access and clearance for the fire department.
2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT)
Comment Form

Date: September 5, 2024

DRT Member: Taylor Jurgens

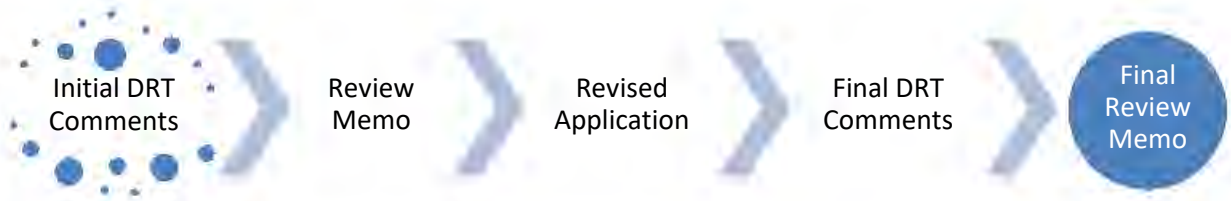
Dept/Div: Public Utilities/Water Division

Case No.: Case 2024-8901: 2768 Agua Fria Rezoning and Master Plan

Case Planner: Daniel Alvarado

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the "Must be completed by" column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
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c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
d. *At the time of development* -

Development Review Process Flow Chart



Form Updated: September 2023

*See the *2024 Development Review Schedule* for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response:**
1. An approved Water Plan will be required for all new public water infrastructure and fire services. Water Plan to be submitted to the City Water Division for review as part of the Development Plan application and review.	Prior to approval of Development Plan	
2. An approved Agreement to Construct and Dedicate (ACD) will be required for new public water infrastructure and fire services.	Prior to building permit approval	
3.		
4.		
5.		
6.		

Technical Corrections:	**Must be completed by:**	**Applicant Response:**
1.		
2.		
3.		
4.		

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT)
Comment Form

Date: September 11, 2024

DRT Member: Stan Holland, Engineer

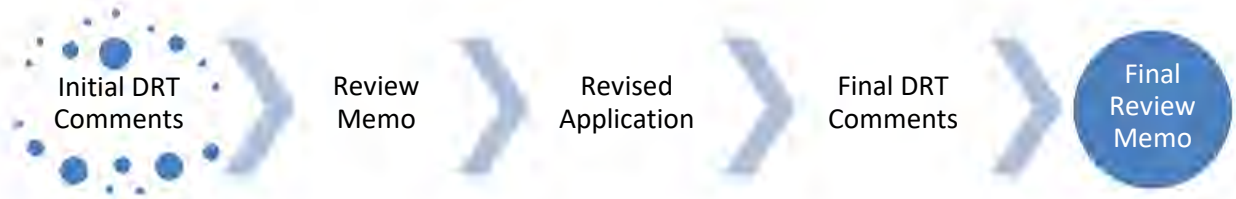
Dept/Div: Public Utilities\Wastewater

Case No.: 2024-8901-8902-2768 Agua Fria

Case Planner: Daniel Alvarado

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the "Must be completed by" column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
d. *At the time of development* -

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

Form Updated: September 2023

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	**Must be completed by:**	**Applicant response**:**
1. Add to utility master plan the following note; All sewer service lines shall be SCH 40 PVC	Prior to Planning Commission	
2. Indicate the sizes of the individual sewer service lines		
3. Add to utility master plan the following note; All 6 inch sewer service lines shall have a minimum 1% slope and 4 inch sewer lines shall have a minimum 2% slope		
4. The north arrow is pointing in the wrong direction for the master utility plan		

Technical Corrections:	**Must be completed by:**	**Applicant Response**:**
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Date: September 10, 2024

DRT Member: Leroy N. Pacheco, PE and Philip Gallegos, PE (Wilson & Company)

Dept/Div: Public Works/Traffic

Case No.: 2024-8901/8902: 2768 Agua Fria Street Rezone and Master Plan

Case Planner: Daniel Alvarado, AICP, Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	**Must be completed by:**	**Applicant response**:**
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	**Must be completed by:**	**Applicant response**:**
1. See attached email from Wilson & Company dated 9.9/2024	Prior to Planning Commission	
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. The TIA acknowledges that an eastbound deceleration lane is required for the site. The traffic engineer should consult the City's "Agua Fria Corridor Study" dated 11/15/2023, which describes over 308 accidents in a 10-year period on Agua Fria between Osage and Siler Roads, and with 71% of those accidents being rear-end collisions. **A right-turn deceleration lane into the site will be required to be analyzed per the City's new TIA guidelines.**
2. City of Santa Fe Building Code, Chapter 23-3.2 states that before commencement of any new construction, it is **mandatory** for the owner to obtain approval from the public works department for any driveway curb cut or sidewalk crossing. This approval must be issued **before** a building permit for such new construction is approved.

Explanation of Conditions or Corrections (if needed):
(see following pages for notes required)

Form Updated: April 2024

Agua Fria Lot 38 TIA Review

From Gallegos, Phil <Philip.Gallegos@wilsonco.com>

To engineer@leroypacheco.com<Engineer@leroypacheco.com>

CC Luna, Robert<Robert.Luna@wilsonco.com>

Date Monday, September 9th, 2024 at 2:23 PM

Leroy, I have reviewed the TIA submitted by BHI for Agua Fria Lot 38 and have the following comments:

The TIA recommends that an eastbound right turn lane is required per the SAMM for the proposed access point on Agua Fria. The report states that it appears that there is insufficient right of way to construct this. This should be researched further since as per our phone conversation Agua Fria has a high rate of rear end collisions. The developer should investigate as how this lane could be put in either by acquiring right of way or constructing it within the existing right of way and the developer's property. As discussed the developer should work with the city and also since the City's new TIA guidelines are in place the developer should analyze both the SAMM requirements and the City's new TIA Guidelines to be able to accommodate this right turn lane requirement. The City's requirements as per the City's TIA Guidelines might be more accommodating for this right turn lane to be constructed.

The TIA also states that "A dedicated right turn lane is required at several existing access points along Agua Fria" and those should be further evaluated as well as stated in the recommendations. The TIA also states that the "Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site" and I concur with this finding.

On page 30 there is a grammatical correction in paragraph 3 2nd sentence should be "does meet" instead of "due meet"

Please let me know if you have any questions or need more information. As discussed a meeting with BHI who prepared the TIA should be scheduled to discuss the above. Thanks, Phil

Phil Gallegos, PE

Civil Engineer

Wilson & Company, Inc., Engineers & Architects

4401 Masthead Street NE, Suite 150 I Albuquerque, NM 87109

505-348-4126 (direct)

wilsonco.com

We bring people together to practice their craft, to create value, and to accomplish great things.

Confidential/Proprietary Note: The information in this email is confidential and may be legally privileged. Access to this email by anyone other than the intended addressee is unauthorized. If you are not the intended recipient of this message, any review, disclosure, copying, distribution, retention, or any action taken or omitted to be taken in reliance on it is prohibited and may be unlawful. If you are not the intended recipient, please reply to or forward a copy of this message to the sender and delete the message, any attachments, and any copies thereof from your system. Thank you.

From: DURAN, PAUL A.
Sent: Tuesday, May 27, 2025 9:33 AM
To: CRUZ-HABER, JOEL A.
Subject: 2768 Agua Fria

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning, Joel,

Below are the code citations for the archaeological clearance prior to a final development plan:

14-3.13(2) River and Trails Archaeological Review District:

In this district, an archaeological clearance *permit* shall be required prior to approval of the final *development* plan or *plat* for the following projects:

(a) All annexations, rezonings, subdivisions, planned unit *developments* , or other *development* requiring approval by the Planning Commission, having over two acres, or having any part lying within the area identified as the Santa Fe Trail.

Please let me know if you may need any additional information.

Thank you and have a good day,

Paul

Paul A. Duran
Senior Planner, Historic Preservation Division
Planning & Land Use Department
Office: (505) 955-6629
Cell: (505) 920-1777

Please submit all Historic inquiries and questions directly to: Historicpreservation@santafenm.gov.

Please submit all Historic pre-application, administrative approval, and case documents directly to: HPDsubmittal@santafenm.gov.

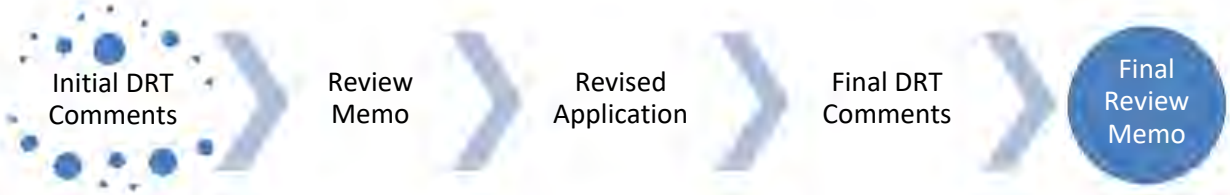
For Historic Preservation information and applications please see: https://santafenm.gov/land-use/historic-preservation

CITY OF SANTA FE
HISTORIC PRESERVATION

Development Review Team (DRT)
Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the "Must be completed by" column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
c. *Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
d. *During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Form Updated: April 2024

Date: May 28, 2025

DRT Member: Lawrence Rivera

Dept/Div: Landscape, Irrigation, and Outdoor Lighting

Case No.: 2024-8901/8902 2768 Agua Fria Master Plan

Case Planner: CRUZ-HABER, JOEL A., Senior Planner, jacruzhaber@santafenm.gov

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Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	**Must be completed by:**	**Applicant response**:**
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	**Must be completed by:**	**Applicant response**:**
1. Provide a professional landscape design which fulfills Section 14-8.4 of the City of Santa Fe Code.	Prior to Development Plan Approval	
2. Landscape plan must include the following information: Open space calculations are required by 14-7.5. Tree and shrub calculations for open space and retention areas as required by 14-8.4(H) & 14-8.4(F) respectively. Provide open space and retention pond square footage and lineal footage for street trees.	Prior to to Development Plan Approval	
3. Provide the open space Planting Requirements information on the landscape plan per city code 14-8.4(H) (Ord. No. 2014-31 § 32). (1) Required *open space* shall be planted with a minimum of one tree and two shrubs every five hundred (500) square feet, exclusive of areas developed with patios, game courts, swimming pools or similar hardscape recreational features. (2) In addition to required trees and shrubs, *open space* areas shall be *landscaped* with groundcover plants or decorative *mulch* or naturally occurring groundcover plants shall be maintained. 3) *Street trees* and landscaping required for parking lots may be counted toward meeting the minimum planting requirements for *open space.* (4) At least twenty-five percent of required trees and shrubs	Prior to to Development Plan Approval	

shall be evergreen. Existing trees and shrubs shall be accepted for required *landscaping* if they otherwise meet the requirements of this Section 14-8.4.		
4. Provide a Plant Schedule List of the plant material to be used in the landscape. Provide the botanical and common name of the plants, quantity, size, and water use as shown in the City of Santa Fe approved plant list.	Prior to to Development Plan Approval	
5. Provide a significant tree survey, list species, size,and quantities. Any trees to be removed shall be mark on the plan with a red X.	Prior to to Development Plan Approval	
6. Provide perimeter screening for parking lots per city code 14-8.4(I)(2)	Prior to to Development Plan Approval	
7. Provide a landscape irrigation plan by a qualified irrigation designer per COSF code Chapter 14-8.4(E) Water Harvesting and Irrigation Standards and COSF Landscape Irrigation Design Standards (LIDS).	Prior to to Development Plan Approval	
8. Provide a water budget: Irrigation system operation information including recommended monthly and seasonal irrigation schedules and water budgets based on gallons used for landscape plantings for year one and year three shall be included on the irrigation plan. Per 3.18. Design Regulations of Landscape Irrigation Design Standards City of Santa Fe, New Mexico.	Prior to to Development Plan Approval	
9. Provide a complete set of installation details, notes, and specifications for the irrigation system. Show in the detailed drawings the installation of all assemblies without any questions about size or type of materials to use for said irrigation system.	Prior to to Development Plan Approval	
10. Separate meters shall be required for irrigation for commercial customers unless the total landscaped area on the lot is less than 1000 square feet. Provide a dedicated irrigation meter, 25-1.1(3) SFCC 1987.	Prior to to Development Plan Approval	
11. Provide an outdoor lighting plan with photometric data and footcandle plan per 14-8.9(C) COSF code. Average Maintained Horizontal Foot-candles at Grade for Commercial Areas: Sidewalks 1.0, Pedestrian Area 2.0, Parking Lots 1.0, Building Entrances 5.0, Building Grounds 1.0, Public Spaces 3.0. The maximum illumination at any point shall not exceed the allowed average by more than 1.5 Foot-candles.	Prior to to Development Plan Approval	
STAFF RESERVES THE RIGHT TO REQUIRE ADDITIONAL SUBMITTALS UPON RECEIVING REVISIONS.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

City of Santa Fe, New Mexico

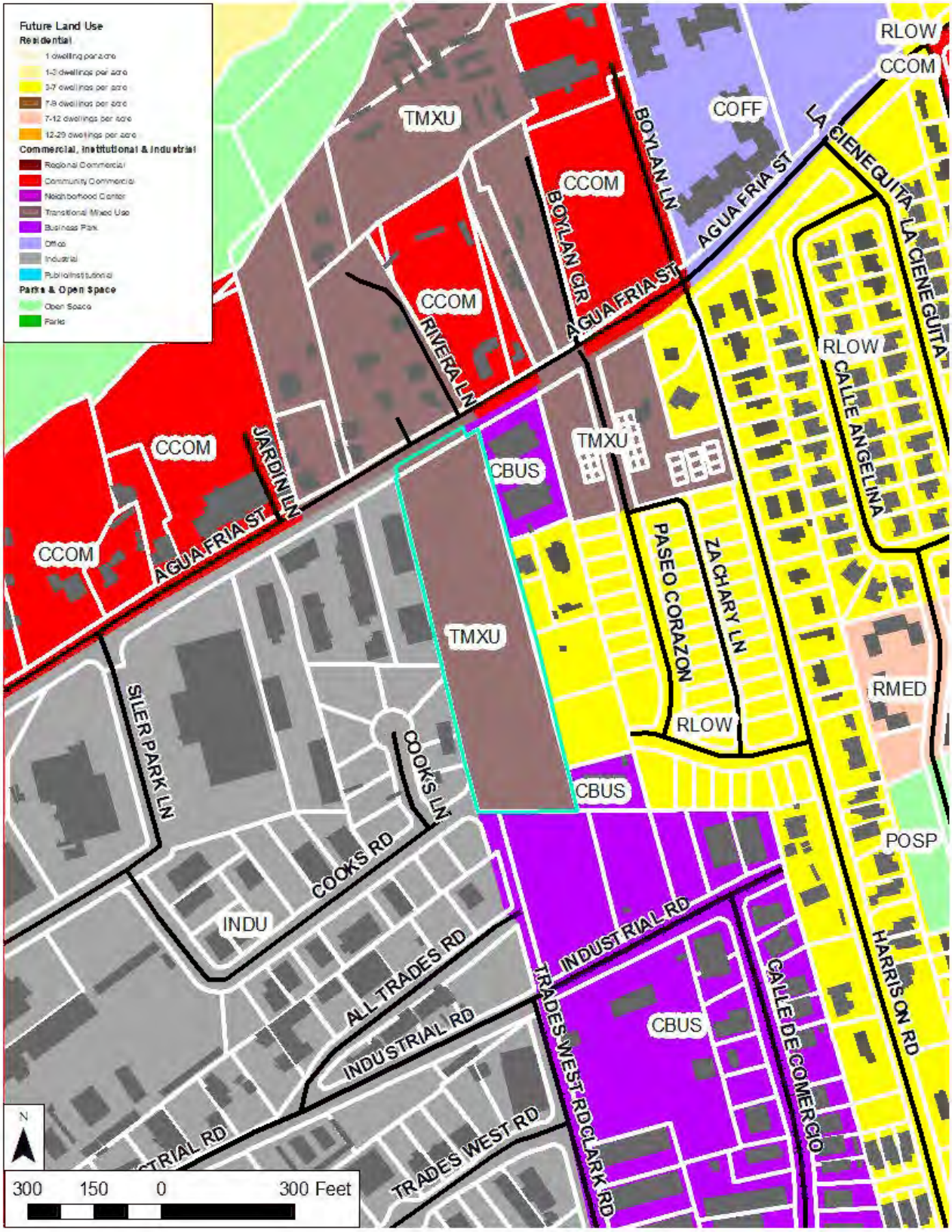
Case #2024-8901 & 8902
2768 Agua Fria
Rezoning and Master Plan
Planning Commission
June 5th, 2025

Attachment B

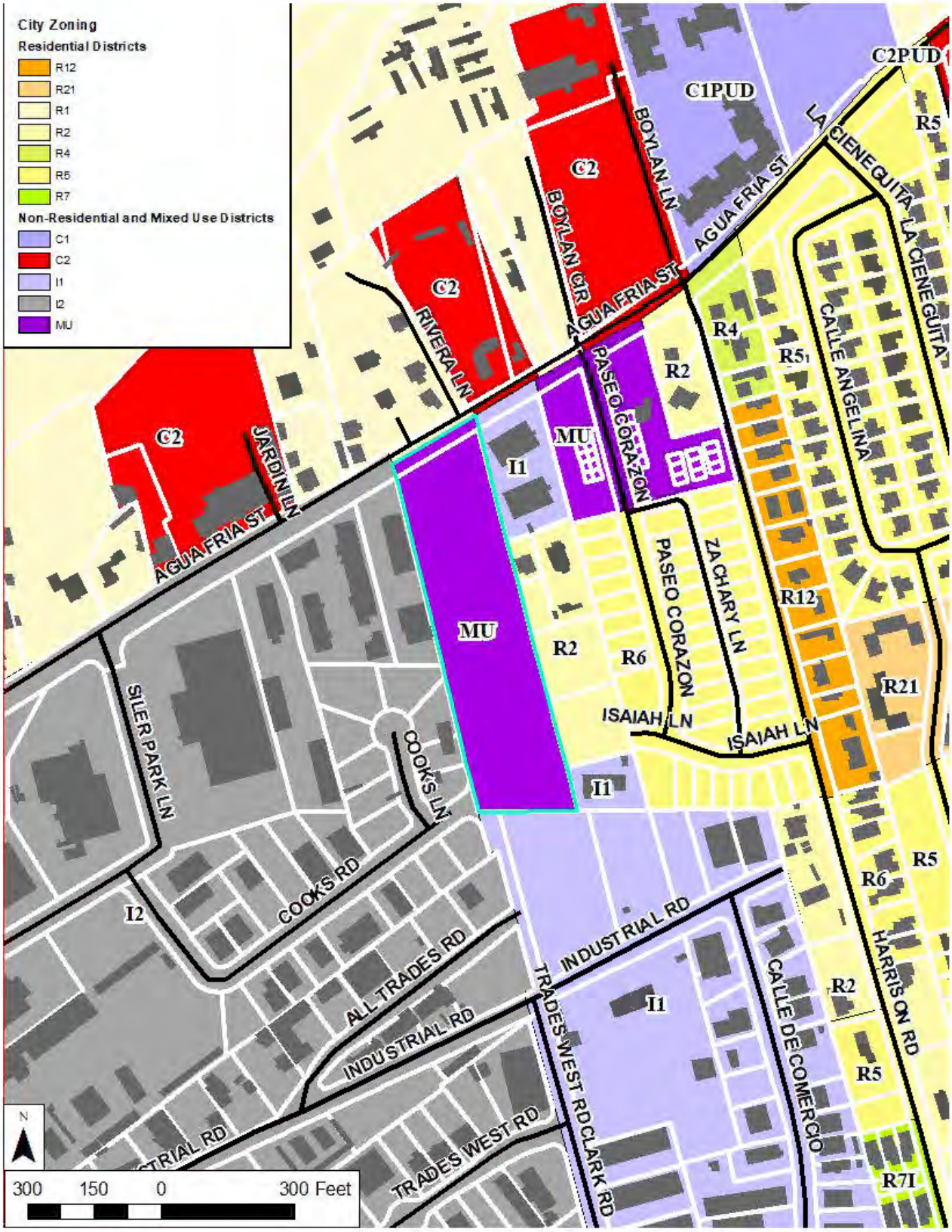
Maps and Photos

1. **Future Land Use**
2. **Current Zoning**
3. **Aerial Photo**
4. **Street View**
5. **Birdseye View**

FUTURE LAND USE



CURRENT ZONING



AERIAL PHOTO



STREET VIEW



BIRDSEYE (North)



City of Santa Fe, New Mexico

Case #2024-8901 & 8902
2768 Agua Fria
Rezoning and Master Plan
Planning Commission
June 5th, 2025

Attachment C

Application Materials

1. Application Report and Approval Criteria Responses
2. Master Plan Application and Authorization
3. Rezoning Application and Authorization
4. Warranty Deed
5. Certificate of Compliance
6. Rezoning Ordinance 2007-29
7. Utility Service Application
8. SFHP Proposal
9. School Impact Form
10. Water Budget
11. ENN Notes
12. Parking Study
13. TIA

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

August 12, 2024 ***(Revised May 15, 2025)***

Joel Cruz-Haber, Senior Planner
Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Ave.
Santa Fe, NM 87501

RE: Letter of Application
2768 Agua Fria St. Rezone & Master Plan

Dear Joel:

This letter is respectfully submitted on behalf of Cold Water Development Fund QOZF, LLC (the "Applicant") in application for a Rezone and Master Plan of the property at 2768 Agua Fria St. The ±4.12-acre subject property is zoned Mixed-Use (MU), with a General Plan Future Land Use designation of Transitional Mixed-Use, and is undeveloped. This submittal includes the following requests:

1. Rezone from MU to C-2, General Commercial
2. Master Plan for 130-unit mixed-use community

Background

The subject property was granted approved of a General Plan Amendment on January 25, 2006 from Residential Low Density to Transitional Mixed-Use. The property was subsequently rezoned on August 8, 2007 from R-2 (Residential, two units per acre) to MU. Please see attached Rezone Ordinance 2007-29.

Legal Lot of Record was established via a Certificate of Compliance approved by the Planning Commission on June 6, 2024. The Findings of Fact and Conclusion of Law are included with this application.

Project Description

The 4.12-acre property is located directly off Agua Fria Street approximately one-third mile east of Siler Road. This segment of the Agua Fria corridor is a diverse, mixed-use neighborhood that includes a range of residential densities, commercial development, and industrial uses. A Master Plan is submitted with this Rezone application addressing the potential future development of the property as a130-unit multi-family residential community with a local-serving commercial component. In compliance with the Santa Fe Homes Program, 10% of the units will be affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Rezone Request

The subject parcel is currently zoned MU and we are requesting a rezone to C-2, General Commercial. Responses to the rezoning approval criteria in SFCC §14-3.5(C) and (D) are detailed below.

(a) *One or more of the following conditions exist:*

(i) *there was a mistake in the original zoning.* N/A

(ii) *there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.*

Applicant Response: This area has gradually densified over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) *a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.*

Applicant Response: The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development. The applicable Themes and Policies of the General Plan are further summarized below:

Affordable Housing Policy 4-4-G-7

This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan

The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1

"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area."

The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3

"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community."

The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2

Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)

"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers."

The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

(b) *all the rezoning requirements of Chapter 14 have been met.*

Applicant Response: All the rezoning requirements of Chapter 14 have been met.

(c) *the rezoning is consistent with the applicable policies of the general plan, including the future land use map.*

Applicant Response: The requested C-2 zoning complies with the property's designation of Transitional Mixed-Use. Furthermore, the project conforms to the General Plan as outlined below:

Affordable Housing Policy 4-4-G-7

This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan

The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

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The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

(d) *the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city.*

Applicant Response: General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe in order to maximize the efficient use of public infrastructure, while meeting the demand for urban land for development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is in alignment with these strategic directives and responsive to community needs for housing in this area of the City. General Plan Section 4.1 states, *"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost-efficient public transit, and provide the type of housing that will be in demand…"*.

(e) *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 proposed development.*

Applicant Response: The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

Applicant Response: The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

SFCC §14-3.5 (D): Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

Applicant Response: The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.

(2) If the proposed rezoning creates a need for additional streets , sidewalks or curbs necessitated by and attributable to the new development , the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Applicant Response: Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.

Master Plan

A Master Plan is submitted with this Rezone application addressing the conceptual development program for a 130-unit multi-family community with a local-serving commercial component. Three buildings are proposed with a combination of two and three stories. In keeping with the development patterns along Agua Fria Street, Building 1 adjacent to the road will be two stories and includes the commercial space at the northeast corner. Building 2 is three stories and sited along the west boundary to buffer the residential properties to the east. Similarly, Building 3 also comprises three stories. Courtyards at Buildings 1 and 3 off outdoor lounge space and recreational areas. In addition, a dog park, clubhouse/fitness center, and pool are located at the south end of the site.

Permissible Uses. Given the neighborhood context, it is appropriate to define and limit the C-2 uses that will be permitted. The proposed permissible uses are as follows:

- Single-Family Residential
- Multi-Family Residential
- Food and Beverage
- Retail
- Studios
- Arts Activities
- Service Establishments

Access and Traffic. The project is accessed directly from Agua Fria St. and a secondary, gated emergency access is provided at Cooks Road at the southwest property corner. Pedestrian access to Cooks Rd. will also be provided. At the City's request, a 42-foot access and utility easement will be granted to support the potential future eastern extension of Cooks Road. Per the attached Traffic Impact Analysis, all intersections analyzed operate at acceptable levels of service. An eastbound right-turn decel lane is warranted at the site access in the PM peak hour.

Parking. 185 parking spaces are required and 160 are provided. In accordance with SFCC §14-8.6(B)(4)(d) and (e), a Parking Demand Study is submitted with this application in request for a parking reduction and shared parking between the residential and commercial uses.

Utilities. Water service to Buildings 1 and 2 will be provided via a new service line connection to the existing waterline in Agua Fria St., with a master meter installed for each building. Building 3 will connect to the waterline in Cooks Rd. with a separate master meter. Sewer service is provided via a new manhole connection to the existing trunk line that traverses the north side of the property and a connection to the existing sewer line in Cooks Rd. Please refer to the Master Utility Plan for more information.

Terrain Management and Landscaping. The site slopes gently from east to west. Stormwater detention is provided in a series of small ponds and passive water harvesting will be provided in the landscaped areas. Landscaping improvements will include street trees along Agua Fria, and

requisite plantings in the parking and open space areas. Please refer to the Preliminary Grading and Landscaping Plans for additional details.

The Master Plan approval criteria in §14-3.9(D) are addressed below:

(a) The master plan is consistent with the general plan;

Applicant Response: The proposed Master Plan supports *General Plan Theme1.7.1 – Affordable Housing*, which calls on the Planning Commission and Governing Body to "*actively participate in the creation of affordable housing*" by approving development that creates opportunities for housing to serve all income segments in all areas of the city. In addition, the following land use principles in *General Plan Section 3.3* are embodied by the proposal:

- *Compact Urban Form:* As an infill site, the project exemplifies a compact urban form.
- *Mix of Housing Types in All Neighborhoods*: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood.
- *Quality of Life*. The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to *all* residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents.
- *Sustainable Growth*. The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "*Promoting infill over development at the periphery of the city is a key component of growth management. Providing for a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infill development can be designed to be fully compatible and to integrate with surrounding neighborhoods, **at densities that support the construction of affordable housing***." The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.

(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 the applicable use regulations and development standards of those districts;

Applicant Response: The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and the residential development patterns to the east.

Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

(c) *Development of the master plan area will contribute to the coordinated and efficient development of the community; and*

Applicant Response: The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

(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.*

Applicant Response: The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right-turn decel lane at the site access.

Archaeology
The subject parcel is located in the River and Trails Archaeological District. An archaeology survey will be prepared and submitted with the Development Plan application.

Water Budget
A Conceptual Water Budget is submitted herewith for reference. In accordance with City regulations, water rights will be provided to offset the water demand.

Affordable Housing – Santa Fe Homes Program
As stated above and in accordance with the Santa Fe Homes Program ("SFHP"), 10% of the units will be set aside as affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Early Neighborhood Notification
Two Early Neighborhood Notification Meetings were held on January 24 and April 23, 2024. City staff, Applicant, consultants, and members of the public were in attendance. Please refer to the attached meeting notes for details.

In support of this request, the following documentation is submitted herewith for your reference:

1. Master Plan and Rezone Applications
2. Agent Authorization Letter
3. Warranty Deed
4. Legal Lot of Record Certificate of Compliance
5. Rezone Ordinance
6. Utility Service Application
7. SFHP Proposal
8. Santa Fe Public School Form
9. Conceptual Water Budget
10. ENN Meeting Notes
11. Traffic Impact Analysis
12. Master Plan Submittal Set

The Development Review Fees are calculated as follows:

Master Plan:	$500.00
Rezone	$1,000.00
TOTAL	**- $1,500.00**

Please contact me should you have any questions or require additional information.

Thank you for your consideration.

Sincerely,



Jennifer Jenkins, Principal

(date stamp)

MASTER PLAN APPLICATION

Parcel Information

Project Name: ~~Los Prados Master Plan~~ Agua Fria Multi Family Master Plan

Address: ~~3600 and 3740 South Meadows Road~~ 2768 Agua Fria Street

Property Size: ~~22.2 acres~~ 4.12 acres

Current Use of Land: vacant

Proposed Use of Land: ~~residential~~ Residential/ Commercial

Does a Rezoning application accompany this application? YES ☑ NO ☐

Are any variances required? YES ☐ NO ☑

Preapplication Conference Date: ~~June 2, 2022~~ 12/07/2023

Early Neighborhood Notice (ENN) meeting date: ~~June 28, 2022~~ #1 10/29/23 #2 12/23/24

Zoning: ~~Current: MU Mixed Use~~ R-1 (R-6 and R-21 proposed under separate applications) Proposed: C-2 General Commercial

Property Owner Information

Name: ~~Homewise, Inc.~~ Cold Water Development Fund QOZF, LLC

First *Last*

Address: ~~1301 Siler Road, Building D~~ 106 Faithway Street

Street Address *Suite/Unit #*

Santa Fe NM ~~87507~~ 87501

City *State* *ZIP Code*

Phone: ( ) E-mail Address:

Applicant/Agent Information (if different from owner)

Company Name: JenkinsGavin, Inc.

Name: Jennifer Jenkins

First *Last*

Address: 130 Grant Avenue Suite 101

Street Address *Suite/Unit #*

Santa Fe NM 87501

City *State* *ZIP Code*

Phone: (505) 820-7444 E-mail Address: jennifer@jenkinsgavin.com / angelica@jenkinsgavin.com

Correspondence Directed to: ☐ Owner ☒ Applicant ☐ Both

Agent Authorization (if applicable)

I am/We are the owner(s) and record title holder(s) of the property located at:

I/We authorize *<<See attached notarized owner authorization.>>* to act as my/our agent to execute this application.

Signed: Date:

Signed: Date:

Submittal Checklist (Requirements found in Section 14-3.8 SFCC 1987)

☐ *Six (6) 24"x36" plan sets and one (1) CD are required. Please include the following:*

☒	Letter of Application (intent, location, acreage)	☒	Statement addressing approval criteria	☒	Legal Lot of Record, Legal Description	☒	Los Prados Master Plan Set	☐	
☒	Archaeological Clearance (if applicable)	☒	Traffic Impact Analysis (if required)	☒	Proof of Compliance with Conditions of Annexation Approval (if applicable)	☒	Sewer and Water Plan (including profiles and details)	☐	
☐									

Master Plan Submittal Requirements, as defined by Section 14-3.9(C) SFCC 1987:

Applicants for developments that require master plans under this section shall submit plans and other documentation as required by the land use director that show compliance with the applicable provisions of the Santa Fe City Code as provided in Section 14-3.1(C) (Form of Application), including plans that show:

(a) existing conditions on the site and within the vicinity;
(b) proposed modifications to the site, including the locations of existing and new structures, grading, landscaping, lighting, pedestrian and vehicular circulation, parking and loading facilities;
(c) proposed changes to the zoning of land within the master plan area and the types, extent and intensity of land uses that are proposed;
(d) the proposed boundaries of tracts comprising the various land use areas and development phases;
(e) proposed modifications to the infrastructure serving the site, including locations of utilities and public and private streets and driveways and traffic control measures;
(f) the phases of development, if applicable;
(g) if public or private infrastructure is proposed to be constructed in phases, a plan for the timing, financing and responsibility for infrastructure construction;
(h) a development water budget as required by Section 14-8.13;
(i) for master plans involving five or more acres of land, the land use director may require an analysis of the fiscal impact to the city of providing utility and other municipal services to the area.

Signature

I hereby certify that the documents submitted for review and consideration by the City of Santa Fe have been prepared to meet the minimum standards outlined in the Land Development Code, Chapter 14 SFCC 1987. Failure to meet these standards may result in the rejection of my application. I also certify that I have met with the City's Current Planning staff in a preapplication meeting to verify that the attached proposal is in compliance with the City's zoning and development plan requirements.

Signature: _____ Date: August 12, 2024 ~~7/18/2022~~

A case manager will be assigned to your project and will notify you within 10 business days if any additional information is needed. After your application has been reviewed by City staff, you will be contacted by us regarding public notice requirements. A packet of information and instructions will be provided regarding the required mailing and sign posting. Thank you, and feel free to contact the [Type text] Department staff at (505) 955-6585 with any questions.

Revised 12-11-12

(date stamp)

REZONING APPLICATION 14-3.5

Parcel Information

Project Name: ~~Agua Fria Multi Family~~ Homewise - South Meadows Property Size: ~~4.12 acres~~ 19.54 acres

Address: ~~2768 Agua Fria Street~~ 3600 and 3740 South Meadows Road - TRACT 4 (per proposed Lot Line Adjustment Plat)

Current Zoning: ~~(MU) Mixed Use~~ R-1 Proposed Zoning: ~~(C-2) General Commercial~~ R-6 (Tract 4, 19.54 acres)

Does a Development Plan application accompany this application? YES ☐ NO ☑

Preapplication Conference Date: ~~8/07/2023~~ Sept. 2, 2021 UPC Code Number: ~~1051097275431000000~~ 1-048-096-450-107 &

Early Neighborhood Notice (ENN) meeting date: ~~#1 2/29/24~~ Sept. 22 and ~~#2 4/23/24~~ Oct. 14, 2021 1-048-096-475-035

Property Owner Information

Name: ~~Cold Water Development Fund QOZF, LLC~~ Homewise, Inc.
First *Last*

Address: ~~106 Faithway Street~~ 1301 Siler Road, Bldg D
Street Address *Suite/Unit #*

~~Santa Fe~~ ~~NM~~ ~~87501~~ 87507
City *State* *ZIP Code*

Phone: _____ E-mail Address: _____

Applicant/Agent Information (if different from owner)

Company Name: Jenkins Gavin, Inc.

Name: Jennifer Jenkins
First *Last*

Address: 130 Grant Ave Suite 101
Street Address *Suite/Unit #*

Santa Fe, NM 87501
City *State* *ZIP Code*

Phone: 505-820-7444 E-mail Address: jennifer@jenkinsgavin.com / angelica@jenkinsgavin.com

Correspondence Directed to: ☐ Owner ☒ Applicant ☐ Both

Agent Authorization (if applicable)

I am/We are the owner(s) and record title holder(s) of the property located at: _____

I/We authorize See attached authorization letter to act as my/our agent to execute this application.

Signed: _____ Date: _____

Signed: _____ Date: _____

A case manager will be assigned to your project and will notify you within 10 business days if any additional information is needed. After your application has been reviewed by City staff, we will contact you regarding public notice requirements. A packet of information and instructions will be provided regarding the required mailing and sign posting. Please contact the Land Use Department staff at (505) 955-6585 with any questions.

Submittal Checklist (Requirements found in Section 14-3.5 SFCC 1987)

Six (6) 24"x36" or 11"x17" scalable plan sets and 1 CD with a PDF copy are required. Submittal requirements may vary based on the individual application and the requested zoning district. The City reserves the right to request additional information at any time during the review process. See Section 14-4 and 14-5 SFCC 1987 for rezoning regulations related to specific zones. Please include the following and check box to indicate submittal:

☑	Letter of Application (intent, location, acreage)	☑	Narrative addressing approval criteria (see below)	☑	Legal Lot of Record, Legal Description	☐	Development Plan (see Section 14-3.8 SFCC 1987)	☐	Landscape, Parking and Lighting Plan, Signage Specifications
☐	Terrain Management Plans (as required by Section 14-8.2 SFCC 1987)	☑	Traffic Impact Analysis (if required)	☐	Archaeological Clearance (if applicable)	☐	Sewer and Water Plan (including profiles and details), letter of availability (if applicable)	☐	Phasing Plan (if applicable)

Rezoning Approval Criteria, Sections 14-3.5(C) and (D) SFCC 1987

(C) Approval Criteria

(1) The planning commission and the governing body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approving any rezoning:

(a) one or more of the following conditions exist:
  (i) there was a mistake in the original zoning;
  (ii) there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or
  (iii) a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;

(b) all the rezoning requirements of Chapter 14 have been met;

(c) the rezoning is consistent with the applicable policies of the general plan, including the future land use map;

(d) the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city; and

(e) 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 proposed development.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

(D) Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

(2) If the proposed rezoning creates a need for additional streets, sidewalks or curbs necessitated by and attributable to the new development, the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Signature

I hereby certify that the documents submitted for review and consideration by the City of Santa Fe have been prepared to meet the minimum standards outlined in the Land Development Code, Chapter 14 SFCC 1987. Failure to meet these standards may result in the rejection of my application. I also certify that I have met with the City's Current Planning staff in a preapplication meeting to verify that the attached proposal is in compliance with the City's zoning requirements.

Signature: Jennifer Jenkins Date: August 12, 2024 November 22, 2021

October 27, 2023

Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Avenue,
Santa Fe, New Mexico 87501

RE: Cold Water Development Fund QOZF, LLC
Agua Fria: Lot 38

To Whom It May Concern:

This letter shall serve as authorization for JenkinsGavin, Inc. to act on our behalf with respect to the referenced property regarding land use applications to be submitted to the City of Santa Fe.

Thank you.

Sincerely,

Cold Water Development Fund QOZF, LLC

By: Andrew Duetta, Manager

Signed: _____ Date NOV 2, 2023

ACKNOWLEDGMENT

State of New Mexico)
) ss
County of Santa Fe)

The foregoing instrument was acknowledged before me this 2nd day of November, 2023 by Andrew W. Werner Duetta.

Lori M. Vigil
Notary Public

06-01-2024
My Commission Expires

STATE OF NEW MEXICO
NOTARY PUBLIC
LORI M. VIGIL
Commission # 1091563
My Comm. Exp. 06/01/2024

SWTE Courtesy 2816-2022

e-Recorded 2007233 02/27/23 SFC

WARRANTY DEED

AGUA FRIA DEVELOPMENT QOZB, LLC, a New Mexico limited liability company, for consideration paid, grants to COLD WATER DEVELOPMENT FUND QOZF, LLC, a New Mexico limited liability company, the address for which is 154 W. Marcy Street, Suite 104, Santa Fe, New Mexico 87501, the following described real property in Santa Fe County, New Mexico:

> Lot Thirty-eight (38) as shown on "Boundary Survey Plat Prepared for Department of the Interior Bureau of Land Management, showing Section 33, T17N, R9E, N.M.P.M., Santa Fe County, N.M.", filed in the office of the County Clerk, Santa Fe County, New Mexico on October 18, 1995, in Plat Book 318, page 032, as Document No. 921,975

Subject to: Restrictions, reservations, easements of record and taxes for the year 2023 and thereafter

with warranty covenants

Dated: February 27, 2023

AGUA FRIA DEVELOPMENT QOZB, LLC
a New Mexico limited liability company

By: PIGEON HAWK QOZF, LLC
a New Mexico limited liability company

Its: Manager

By _____
Marc Bertram, Managing Member

COUNTY OF SANTA FE } WARRANTY DEED
STATE OF NEW MEXICO } ss PAGES: 1

I Hereby Certify That This Instrument Was e-Recorded for Record On The 27TH Day Of February, A.D., 2023 at 01:28:52 PM And Was Duly Recorded as Instrument # 2007233 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy - KVAUGHN County Clerk, Santa Fe, NM

COUNTY CLERK KATHARINE E. CLARK SANTA FE COUNTY NEW MEXICO

ACKNOWLEDGMENT

STATE OF NEW MEXICO)
COUNTY OF SANTA FE) SS.

The foregoing instrument was acknowledged before me on January 27th, 2023, by Marc Bertram, Managing Member of Pigeon Hawk QOZF, LLC, a New Mexico limited liability company, as Manager of Agua Fria Development QOZB, LLC, a New Mexico limited liability company, on behalf of said limited liability company.

STATE OF NEW MEXICO
NOTARY PUBLIC
KATARINA SOMMER
Commission # 1130609
My Comm. Exp. Sept. 21, 2024

Katarina Sommer
Notary Public
My Commission Expires

CITY OF SANTA FE, NEW MEXICO

ORDINANCE NO. 2007-29

AN ORDINANCE

AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SANTA FE; CHANGING THE CLASSIFICATION FROM R-2 TO MU; APPROVING A MASTER PLAN, AND PROVIDING AN EFFECTIVE DATE WITH RESPECT TO A CERTAIN PARCEL OF LAND COMPRISING 4.12 ACRES MORE OR LESS LOCATED WITHIN SECTION 33, T17N, R9E, N.M.P.M., GENERALLY LOCATED ON THE SOUTH SIDE OF AGUA FRIA ROAD APPROXIMATELY 500 FEET WEST OF HARRISON ROAD ("AGUA FRIA COMPOUND" ZONING CASE NO. ZA 2007-01)

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

Section 1. The following real property (the "Property") located within the municipal boundaries of the city of Santa Fe, which is restricted to and classified as R-2 (Residential, Two units per acre).

A parcel of land comprising 4.12 acres, Lot 38 within Section 33, T.17N., R.19E., N.M.P.M. as shown in the attached Boundary Survey "Exhibit A" attached hereto and incorporated by reference. Said Boundary Survey is recorded with the County of Santa Fe, State of New Mexico, October 18, 1995 in book 318, page 32 of the records of Santa Fe County.

Section 2. The official zoning map of the City of Santa Fe adopted by Ordinance No. 2001-27 is amended to conform to the changes of zoning classifications for the property set forth in Section 1 of this Ordinance.

Section 3. The rezoning action effected by this ordinance is subject to the conditions of approval set forth in "Exhibit B" attached hereto and incorporated by reference.

Section 4. The Master Plan for development of the property (Exhibit C, attached) is hereby approved.

Section 5. This Ordinance shall be published one time by the title and general summary and shall become effective five days after such publication.

Section 6. The rezoning action with respect to the Property affected by this Ordinance is subject to the time restrictions set forth in Section 14-3.5(D)(1) SFCC 2001 (Two-year Review/Rescission).

PASSED , APPROVED AND ADOPTED this 8th day of August, 2007.

DAVID COSS, MAYOR

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

FRANK D. KATZ, CITY ATTORNEY

City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909
www.santafenm.gov

Alan Webber, Mayor

Councilors:
Signe I. Lindell, Mayor Pro Tem, District 1
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

CERTIFICATE OF COMPLIANCE AS LEGAL LOT OF RECORD

RE: Legal Lot of Record status for a parcel identified as 2768 Agua Fria Street, depicted as Lot 38 on a boundary Survey Plat prepared for Department of the Interior Bureau of Land Management in 1995 **recorded in Book 318, Page 32 as instrument number 921.975, records of Santa Fe County, New Mexico** on October 18, 1995 (hereinafter, the "Property").

In compliance with Subsection 14-3.7(A)(7) of the Santa Fe City Code ("SFCC") this Certificate of Compliance documents status as a legal lot of record for the Property.

This Planning Commission ("Commission") considered the following documents:

1. Survey Plat prepared for Richard P. Cook showing the split of Lot 2 into 2-A, 2-B, and the consolidation of Lot 1 with the remainder of Lot 2 to form lot 1-2-C all within a portion of projected section 22, T/17N, R.9E, N.M.P.M. recorded by the Office of the Santa Fe County Clerk on September 16, 1994, recorded in Book 286, Page 2 as Instrument Number 877873.
2. Amended Cook's Industrial Subdivision recorded by the County of Santa Fe August 20, 1985, in Book 156, Page 12 as instrument number 574,639.
3. Lot Line Adjustment of Tract 3 Lot 2, tract 3 Lot 1A and PC 2838 TR. 5 recorded by the County of Santa Fe on May 1, 1998, in Book 385, Page 35, as instrument number 1022556.
4. Quitclaim Deed "Otila M. Quintana, daughter of Inex Montoya, and Juan B. Quintana, her husband for consideration paid, quitclaim to Maria Magdalena B. Montoya (now Arias)" recorded by the County of Santa Fe on August 24, 1962, as instrument number 258,868.
5. Lot Split Survey for Lawrence Boyd of Lot 36 recorded b the County of Santa Fe on September 16, 2008, on September 16, 2008, in Book 690, Page 4 as instrument number 1538,57.
6. Warranty Deed, "Santos I. Montoya, a married man dealing in his sole and separate property and Maclovio Montoya, a married man for consideration paid grant to Santos I. Montoya and Marie Montoya, husband and wife, and Maclovio Montoya and Juanita Montoya, husband and wife as joint tenants" recorded by the County of Santa Fe on April 30, 1998, in Book 1486, Page 202 as instrument 1022377.
7. Warranty Deed, "Maclovio B. Montoya and Juanita T. Montoya for consideration paid grant to Santos I. Montoya" recorded by the County of Santa Fe on August 5, 1974, in Book 314, Page 146.
8. Warranty Deed "Samarkand Properties Ltd. for consideration paid grants to Thanh Long Nguyen and Lan Kim Nguyen, husband and wife" recorded by the County of Santa Fe on May 10, 1994, in Book 1055, Page 112-113 as instrument number 862,179.

SFC CLERK RECORDED 09/11/2024

SFCC 1987, §14-3.7(A)(7)(b) allows the Planning Commission to issue a certificate of compliance "for a lot or contiguous lots that have been created in violation of the procedural requirements of this section if it determines that the lots comply with all other applicable standards of Chapter 14 or it imposes conditions of approval necessary to ensure such compliance."

Following a public hearing on April 4, 2024, in which the Commission considered the above-referenced documents, heard reports from city staff and the applicant, and opened the floor the public comment, the Commission found that the Property was "[a] lot that was created in such a manner that would today qualify for a lot split the City of Santa Fe's Family Transfer Subdivision Ordinance," and that it therefore met the applicable criteria under SFCC 1987, §14-3.7(A)(7)(b). The lot is granted compliance with the City of Santa Fe Zoning Ordinance.

Approval of the Certificate of Compliance makes no determination regarding the conformity or lack thereof pertaining to development or structures on the property.

Janet Clow 9/5/24

Janet Clow, Chair, City of Santa Fe Planning Commission Date

STATE OF NEW MEXICO)
) ss.
COUNTY OF SANTA FE)

SUBSCRIBED AND SWORN to before me this 5 day of September 2024.

By Janet Clow.

Notary Public

My Commission Expires:
5/30/28

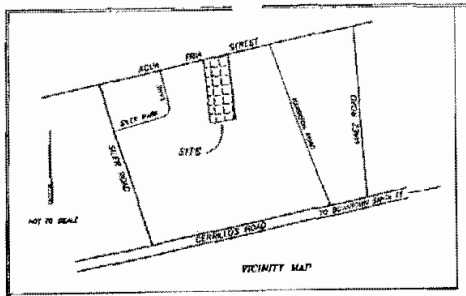
DANIEL A ESQUIBEL
Notary Public
State of New Mexico
Comm. # 2003334
My Comm. Exp. May 30, 2028

SFC CLERK RECORDED 09/11/2024

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
CERTIFICATE OF COMPLIA
PAGES: 2

I Hereby Certify That This Instrument Was Filed for Record On The 11TH Day Of September, 2024 at 09:45:27 AM
And Was Duly Recorded as Instrument # 2041564
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy County Clerk, Santa Fe, NM





LINE	BEARING	DISTANCE
L1	N89°30'01"E	9.40'

PUBLIC NOTICE

THIS SURVEY IS BASED ON ONLINE RECORDED DOCUMENTS NOTED HEREON. CITY OF SANTA FE STAFF MUST APPROVE ALL DOCUMENTS SUBMITTED WITH AN APPLICATION FOR A BUILDING PERMIT AND ANY REGULAR SUBMITTAL OF ADDITIONAL DOCUMENTATION TO PRESERVE LEGAL LOT OF RECORD.

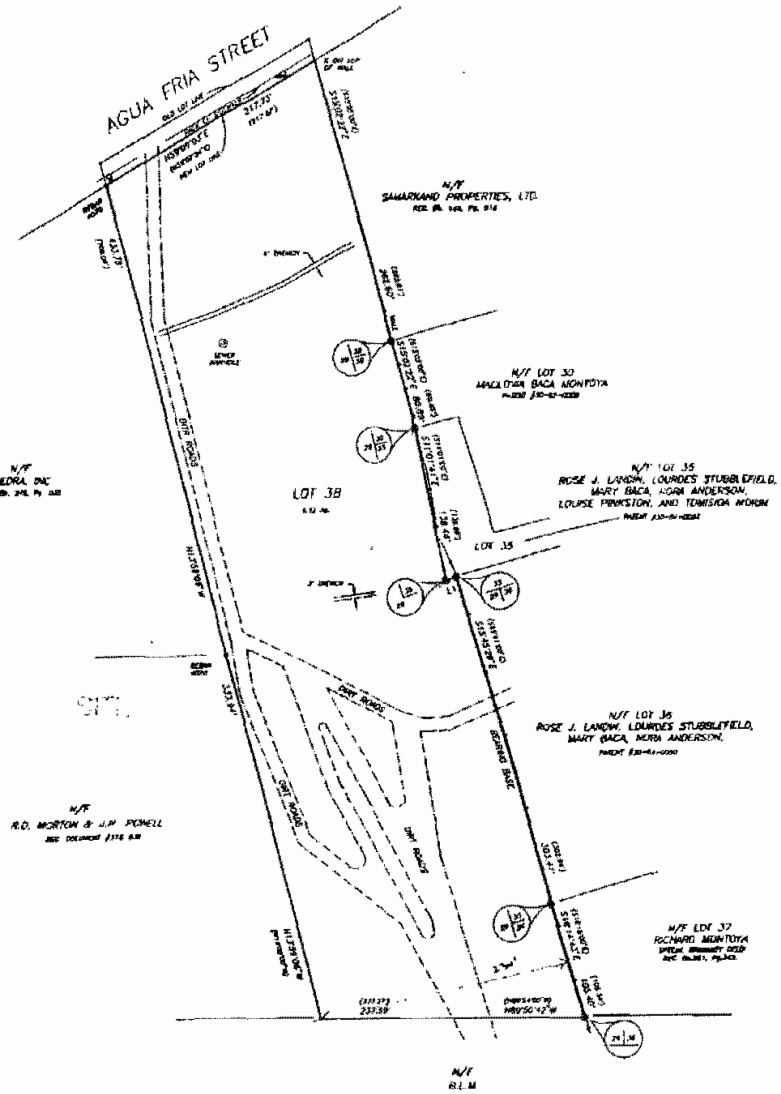
FLOOD ZONE

THIS PROPERTY LIES WITHIN ZONE "C" AREAS OF MINIMAL FLOODING AS SHOWN ON F.I.R.M. PANEL 350070 0001 B DATED JULY 2, 1980.

COUNTY OF SANTA FE
STATE OF NEW MEXICO
I hereby certify that this instrument was filed for record on the 18 day of May, 1995 A.D. at 2:05 o'clock PM and was duly recorded in book 210 page(s) 1092 of the records of Santa Fe County.
Witness my Hand and Seal of office
Estevan G. Arellano
County Clerk, Santa Fe County, N.M.
By: [signature] Deputy

Fee $21.975





REFERENCE DOCUMENTS

1. NEW MEXICO STATE HIGHWAY COMMISSION RIGHT-OF-WAY MAP NEW MEXICO PROJECT NO. RCS-M-M 7(9)(2) C.I.P. 837 SANTA FE COUNTY CONSIST 3 OF 67 FINAL MAP DATED 12/10/40 PREPARED BY LANDMARK SURVEYS, SANTA FE, NEW MEXICO.
2. BUREAU OF LAND MANAGEMENT SURVEY OF LOTS, T17N, R9E, N.M.P.M. ACCEPTED MARCH 12, 1984.
3. BUREAU OF LAND MANAGEMENT DEPENDENT RESURVEY AND SURVEY OF LOTS, T17N, R9E, N.M.P.M. ACCEPTED SEPT. 16, 1981
4. BUREAU OF LAND MANAGEMENT SUPPLEMENTAL PLAT SHOWING SECTION 33, T17N, R9E, N.M.P.M. ACCEPTED OCT. 29, 1940.
5. THE UNITED STATES OF AMERICA TO RICHARD P. MONTOYA PATENT #30-82-0017, DATED JUNE 15th, 1982

LEGEND

BEARINGS ARE DERIVED FROM T17N, R9E, N.M.P.M., SURVEY OF LOTS UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT, TOWNSHIP PLAT ACCEPTED MARCH 12, 1984.

- ○ DENOTES REBAR, CAP AS SHOWN FOUND
- ● DENOTES REBAR, CAP AS SHOWN SET
- ⊙ DENOTES CALCULATED POINT NOT SET
- ⊕ DENOTES BRASS CAP FOUND
- DENOTES FENCE
- DENOTES UTILITY METER/VALVE/PEDESTAL/BOX/ETC
- DENOTES SEWER MANHOLE
- DENOTES OVERHEAD LINES
- DENOTES TYPE STANDARD ROLL
- DENOTES BOUNDARY OF LANDS DEALT WITH BY THIS PLAT. INFORMATION OUTSIDE OF THIS BOUNDARY IS BACKGROUND INFORMATION ONLY, NOT VERIFIED FOR ACCURACY AND IS NOT PART OF THIS PLAT

NOTES

1. BOUNDARY DATA OR PARENTHESIS IS FROM PRIOR PLATS OR DOCUMENTS
2. THIS PLAT SUBJECT TO ANY RESTRICTIONS, COVENANTS AND EASEMENTS OF RECORD.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT IS A TRUE REPRESENTATION OF A SURVEY COMPLETED UNDER MY PERSONAL SUPERVISION ON THE 6th DAY OF MARCH, 1995, TO THE BEST OF MY KNOWLEDGE, THE SURVEY AND PLAT ARE CORRECT, TRUE AND MEET THE MINIMUM STANDARDS FOR LAND SURVEYS IN NEW MEXICO.

[signature]
EDWARD W. MELLA, N.M.P.L.S. #7539



BOUNDARY SURVEY

PLAT PREPARED FOR

DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGMENT

SHOWING

LOT 38

WITHIN

SECTION 33, T17N, R9E, N.M.P.M.
SANTA FE COUNTY, N.M.

DAWSON SURVEYS INC.
27742 I-25 FRONTAGE RD.
PROFESSIONAL LAND SURVEYORS
SANTA FE, N.M.
FILE: 7870\7870 DATE: 03.21.95

2

Exhibit A for Ordinance
Page 15 Bear 79929

EXHIBIT B:
CONDITIONS OF APPROVAL
ORDINANCE NO. 2007-29

AGUA FRIA REZONING

Exhibit B-1:	**Engineering Division Traffic Review**
Exhibit B-2:	**Subdivision Engineer**
Exhibit B-3:	**Solid Waste Division**
Exhibit B-4:	**Landscaping Review**
Exhibit B-5:	**Parks, Trails, and Open Space**
Exhibit B-6:	**Wastewater Division**
Exhibit B-7:	**Office of Affordable Housing**

City of Santa Fe, New Mexico

memo

DATE: March 29, 2007

TO: Donna Wynant, Planning and Land Use Department

FROM: John Romero, Public Works Dpt/Engineering Div/Traffic Impacts Section JR

SUBJECT: **Case #ZA-2007-01, Agua Fria Compound Rezoning**

ISSUE

Request to rezone 4.12 acres from R-2 (Residential, two units per acre) to MU (Mixed Use). The property is located on the south side of Agua Fria Road and west of Harrison Road.

RECOMMENDED ACTION:

Review comments are based on submittals received on March 14, 2007. The comments below should be considered as Conditions of Approval to be addressed in a satisfactory manner prior to subsequent submittals:

1. A Condition of approval imposed during General Plan Amendment approval recommended that the developer dedicate sufficient right-of-way to accommodate a Clark Road extension from Industrial Road to Agua Fria Road (see attached Traffic memo dated 11/3/2005). The Santa Fe Metropolitan Planning Organization has since determined that the extension of Clark Road to Agua Fria is not a recommended alternative (see attached MPO memo dated 03/29/06). In light of this, the Public Works Department rescinds their initial recommendation of dedicating right-of-way for the Clark Road extension.

If you have any questions or need any more information, feel free to contact me at 955-6638. Thank you.

Attachments: Traffic memo dated 11/3/2005
MPO memo dated 03/29/06

M:\Traffic Impacts\01-TIAs\2005\Agua Fria Compound\Agua Fria Compound 03-29-07.doc

Exhibit B-1
for Ordinance No. 2007-29

SS001 PM5 - 7/95

City of Santa Fe, New Mexico

memo

DATE: April 20, 2007

TO: Donna Wynant, Case Manager

FROM: Risana Zaxus, M.S., PE
City Engineer

RE: Case # ZA 2007-01
Agua Fria Compound Rezoning

I reviewed Sheet A-1, "Agua Fria Compound Concept & Landscape Plan," dated March 17, 2007.

This plan sheet does not show drainage ponds as did the previous drawings that I reviewed. Runoff control measures will be required when the property is developed, per Article 14-8.1(F)(2)(c)(ii).

Also of note is that when the property is developed, the Gunnison's Prairie Dogs shall be relocated per Article 14-8.12 of the Land Development Code.

A complete review of this project will be required when it proceeds to the Development Plan phase.

Exhibit B 2

for Ordinance No. 2007-29

SS001.PM5 - 7/95

City of Santa Fe
New Mexico

DEVELOPMENT REVIEW TEAM TRANSMITTAL FORM

RECEIVED
MAR 15 2007
DEVELOPMENT REVIEW

Case #ZA 2007-01. Agua Fria Compound Rezoning. Jim Hays and Associates, Inc., agent for Marc Bertram and Eric Enfield, requests rezoning of 4.12 acres from R-2 (Residential, two units per acre) to MU (Mixed Use). The property is located on the south side of Agua Fria Road and west of Harrison Road. (Donna Wynant, case manager)

Name: Jim Hays
Hays and Associates, Inc.
Agent/ Owner **# 982-5467 FAX 982-7944**

Submittal date **March 12, 2007**
Email hays@haysinc.com

DRT final Comments by **March 22, 2007**
Planning Commission date **May 03, 2007**

- ☐ **PDR Case File/Case Manager**
- ☐ **Fire Inspector(s)**
- ☐ **Traffic Division Engineer**
- ☐ **Waste Water Division Engineer**
- ☐ **PW/ Engineering Division**
- ☐ **Landscaping**
- ☐ **Water Division Engineer**
- ☐ **Subdivision Engineer**
- ☐ **Office of Affordable Housing**
- ☒ **Solid Waste Division Engineer** 3/15/07
- ☐ **Trails & Open Space**

COMMENTS: NO SOLID WASTE ISSUES at this Time.

Contact RANDALL MARCO @ 955-2228

Case Manager: Donna Wynant x6325

Lou Baker x 6656 lbaker@ci.santa-fe.nm.us
Daniel A. Esquibel x 6587 daesquibel@ci.santa-fe.nm.us
Gary G. Park x 6954 ggpark@ci.santa-fe.nm.us
Charlie D. Gonzales x 6955 cdgonzales@ci.santa-fe.nm.us
Wendy M. Blackwell x 6127 wmblackwell@ci.santa-fe.nm.us
Greg T. Smith x 6957 gtsmith@ci.santa-fe.nm.us
Donna J. Wynant x 6325 djwynant@ci.santa-fe.nm.us
RB Zaxus x 6658 rbzaxus-onaxis@ci.santa-fe.nm.us

Exhibit B-3
for Ordinance
Page 2 of 4

City of Santa Fe, New Mexico

memo

DATE: April 17, 2007

TO: Donna Wynant, Land Use Senior Planner,
Planning Division

CC: R. B. Zaxus, City Subdivision Engineer,
Engineering Development Review Division

FROM: Charlie Gonzales, Land Use Senior Planner, Charlie
Engineering Development Review Division

RE: **Landscaping Comments for case #ZA 2007-01. Agua Fria Compound Rezoning**

Below are comments for the Agua Fria Compound Rezoning request. These comments are based on the plan set dated March 17, 2007. A Landscaping Plan shall be submitted, showing compliance with the following:

Landscaping : Sheet A-1

1. Show compliance with Section 14-8.4 (E) (1) (4). Water Harvesting and Irrigation Standards. Please provide explanation and coordinate with Grading and Drainage Plan.
2. Show compliance with Section 14-8.4 (F) (2) (a) – (i). Plant Material Standards. More information needs to be submitted in order to conduct a thorough review of the plans. (Preferably on a chart or table)
    - Plant size, (height and caliper, including trees)
    - Mature size, (height and spread).
    - Shrubs to be 5 gallons minimum,
    - 2" of mulch, seed mix and fertilization.
    - Landscaping of stormwater retention/detention ponds.
3. Show compliance with Section 14-8.4 (F) (5). Existing Vegetation. Explain and show how many trees/shrubs will be removed, replaced or added.
4. Show compliance with Section 14-8.4 (G) (2) (b). Street Tree Standards. Provide additional tree on perimeter of the South Boundary.
5. Show compliance with Section 14-8.4 (H). Open Space Landscaping Requirements.

A more complete review will be conducted upon receiving the additional information as mentioned above.

Exhibit B-4
for Ordinance
No. 2007-29

APPLICATION NAME: Agua Fria Compound Rezoning

CASE NO.: ZA 2007-01

REVIEW DATE: March 21, 2007

HEARING DATE: May 3, 2007

CASE MANAGER: Donna Wynant

REVIEWED BY: Anne McLaughlin

PARKS, OPEN SPACE & TRAILS REVIEW

No comment.

City of Santa Fe
New Mexico

MEMO

Wastewater Management Division
DEVELOPMENT REVIEW COMMENTS

E-MAIL DELIVERY

Date: March 21, 2007

To: Donna Wyatt, Planner
Planning and Land Use

From: Stan Holland, P.E.
Wastewater Management Division

Subject: Case #ZA 2007-01 Agua Fria Compound Rezoning

The Wastewater Division has no objection to the rezoning request. The Wastewater Division will require extension of sewer easements to the property line on the north and east side of the project boundaries on the proposed development plan.

Please contact me at 955-4637 if you have any questions.

cc: Jim Hays
File

Exhibit B6
for Ordinance No. 2007-27

FILE COPY

SANTA FE HOMES PROGRAM

PROPOSAL FOR SALE UNITS

Agua Fria Compound Live Work

This Santa Fe Homes Program Proposal ("SFHP Proposal") is made this 9 day of May, 2007 by Hays and Associates Inc. ("SFHP Developer").

RECITALS

A. SFHP Developer is the developer of 4.12 acres located on the south side of Agua Fria Road Approximately 600 feet west of Maes Road. SFHP Developer proposes to develop the property as described in the document attached hereto as Exhibit 1 (*Development Plan)* incorporated herein by reference, and hereinafter referred to as the "Property".

B. SFHP Developer desires to develop the Property, and seeks from the City, development incentives subject to the terms and conditions hereinafter set forth.

C. It is understood that all representations made herein are material to the City and that the City will rely upon these representations in permitting or approving development of the Property.

PROPOSAL

SFHP Developer proposes to comply with the SFHP requirements as follows:

A. DEVELOPMENT REQUEST.

1. SFHP Developer seeks a Re-zoning approval from R-2 to a Residential Mixed Use designation for thirty two (32) live/work homes.

2. The Property is to be developed with finished homes for rent and for sale.

B. SFHP PLAN. SFHP Developer proposes to build a total of thirty two (32) live work condominiums on 4.12 acres. This results in a SFHP unit requirement of 4.8 affordable

Exhibit B-7 Page 1 of 8

For Ordinance No. 2007-29

homes. The unit requirement is based on a thirty percent requirement for the "live" portion of the project (1/2 x 32 = 16 x 30% = 4.8 SFHP homes). SFHP Developer proposes to construct four (4) SFHP live/work homes as indicated on the attached SFHP Plan (Exhibit 2). The .8 fraction of the requirement will be satisfied with a forty three thousand six hundred dollar ($43,600) fractional payment to the City's Investment Loan Fund (ILF) for affordable housing per the formula in the SFHP Ordinance. The prices stated on the SFHP Pricing Schedule (Exhibit 3) do not include a reduction for homeowner's dues. Should there be homeowners' dues, the price shall be reduced accordingly. SFHP Developer proposes to deliver the first two (2) SFHP live/work homes for sale before the first fourteen (14) market rate live/work homes have sold and the second two (2) SFHP live/work homes for sale before the final fourteen (14) live/work homes have been sold

C. SUCCESSORS IN TITLE. SFHP Developer proposes to develop the Property consistent with this SFHP Proposal. In the event that SFHP Developer sells, assigns, leases, conveys, mortgages, or encumbers the Property to any third party, the third party shall be required to execute a SFHP Agreement consistent with this Proposal prior to obtaining any City approvals. SFHP Developer proposes to record applicable regulatory agreements or liens in the public records that will ensure long-term affordability of the SFHP units.

D. REPORTING. SFHP Developer proposes to sign an affidavit declaring that the sale prices did not exceed the amount specified in the SFHP Agreement.

E. MONITORING. SFHP Developer proposes to provide such information and documentation as the City may reasonably require in order to insure that the actual sales were in compliance with the SFHP Agreement.

F. DEVELOPMENT INCENTIVES. SFHP Developer requests a reduction in the amount of submittal fees for development review applications, waivers of the building permit

fees, capital impact fees, and sewer extension fees proportional to the number of SFHP units. SFHP Developer also requests a reduction to the water utility extension fee and an exemption from the retrofit and consumptive water rights requirements for the SFHP units.

G. REVISIONS, MODIFICATIONS AND SUPPLEMENTATION OF THIS PROPOSAL. In the event that the SFHP Developer or the City make material modifications, including modifications to the number of lots or units or the area covered by the Proposal, a revised SFHP Proposal shall be promptly submitted to the Office of Affordable Housing in order to provide a SFHP Proposal that is current and reflects the intended development.

H. CERTIFICATION. Income Certification of buyers of the SFHP units will be provided by the City's Agent, either Homewise or The Santa Fe Community Housing Trust.

I. ACCESS. SFHP Developer proposes to grant access to the City or its agent to inspect the following records of SFHP Developer for the SFHP units in order to determine compliance with the SFHP Ordinance and the SFHP Agreement: the sales agreement with the SFHP buyer, information relating to when the affordable unit was completed and made available for occupancy, permits and waivers of permits for affordable units and similar types of information regarding the affordable units and the relationship with the market units in terms of similar design and architecture.

IN WITNESS WHEREOF, this Proposal is made the day and year first written above.

SFHP DEVELOPER:

Jim Hoyt

STATE OF NEW MEXICO)
)ss.

Exhibit B-7
P. 3 of 8
for Page 1522 of 1997
No. 2007-29

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this 10th day of May, 2007,

by Jim Hays

OFFICIAL SEAL
Gloria A Roybal
NOTARY PUBLIC
STATE OF NEW MEXICO
My Commission expires

NOTARY PUBLIC

My Commission Expires:

9-21-2010

REVIEWED BY:

OFFICE OF AFFODABLE HOUSING

5/11/07
DATE

Attach: Exhibit 1 - Subdivision layout (proposed)
Exhibit 2 - Pricing Schedule
Exhibit 3 - SFHP unit obligation calculation worksheet
Exhibit 4 – Unit types and requirements

Exhibit B-7
P4 of 7
for Ordinance 1824-2007

EXHIBIT 2

SANTA FE HOMES PROGRAM

PRICING SCHEDULE

Effective August 25, 2005*

Refer to Section 26-1.16 (B) and the SFHP Administrative Procedures
For specific requirements contact The Office of Affordable Housing

Income Range	Affordable Home Price Studio	Affordable Home Price 1 Bedroom	Affordable Home Price 2 Bedroom	Affordable Home Price 3 Bedroom	Affordable Home Price 4 Bedroom
Income Range 2	$74,500	$85,000	$97,000	$109,000	$122,000
Income Range 3	$100,500	$111,000	$126,000	$142,000	$158,000
Income Range 4	$125,500	$136,000	$155,000	$175,000	$194,000

*Prices are revised according to the most recent area median income published by HUD.
Household income based upon HUD area median incomes as of 2/24/2005.

AFFORDABLE PRICES AND BEDROOM SIZES REQUIRED

Income Range	Affordable Home Price **2 bedroom**	Affordable Home Price **3 Bedroom**	Affordable Home Price **4 Bedroom**
Income Range 2	**One Unit** $97,500		
Income Range 3		**Two Units** $142,000	
Income Range 4			**One Unit** $194,000

Exhibit B-7
p. 5 of 7
for Ordinance No. 2007-129

EXHIBIT 3

SFHP FOR SALE UNIT CALCULATION WORKSHEET

The project is proposed in a Transitional Mixed Use zoning district.

The project has an area of approximately 4.12 acres.

The project is proposing 32 live/work homes with the affordable homes requirement based on 30% of 16 homes (the "live" portion of the project).

Calculate SFHP Obligation

1. Total number of all units to be built in development	16
2. Multiply number from line 1 by 30%	4.8
3. Enter whole number result of line 2 calculation. **This is the total number of SFHP units that must be built in the development**	4
4. Determine how many units are required in each applicable Income Range. Divide number from line 3 by 3. Enter the **whole** number result in each of the following Income Ranges:	
4a. Income Range 2:	1
4b. Income Range 3:	2
4c. Income Range 4:	1
5. If the total of lines 4a, 4b and 4c does not equal the total required from line 3, add one unit to the requirement for Income Range 3 (line 4b). If the new total still does not equal the total required from line 3, add one unit to the requirement for Income Range 2 (line 4a). Enter new totals on lines 5a, 5b and 5c. The total of lines 5a, 5b, and 5c must equal this total from line 3. **This is the total number of SFHP units that must be provided in each Income Range.**	
5a. Income Range 2:	1
5b. Income Range 3:	2
5c: Income Range 4:	1
6. Determine fractional fee. Enter the remaining fraction resulting from the calculation in line 2:	.8
7. Multiply the fraction from line 6 by $54,500*. **This is the total fractional fee that is owed:**	**$43,600**

*The base fractional fee is updated when the AMI is updated and is equal to one-half the price of a 3 bedroom home for Income Range 2.

Exhibit B-7
6 of 7
for Ordinance No. 2007-79

EXHIBIT 4

SANTA FE HOMES PROGRAM

UNIT TYPES AND REQUIREMENTS

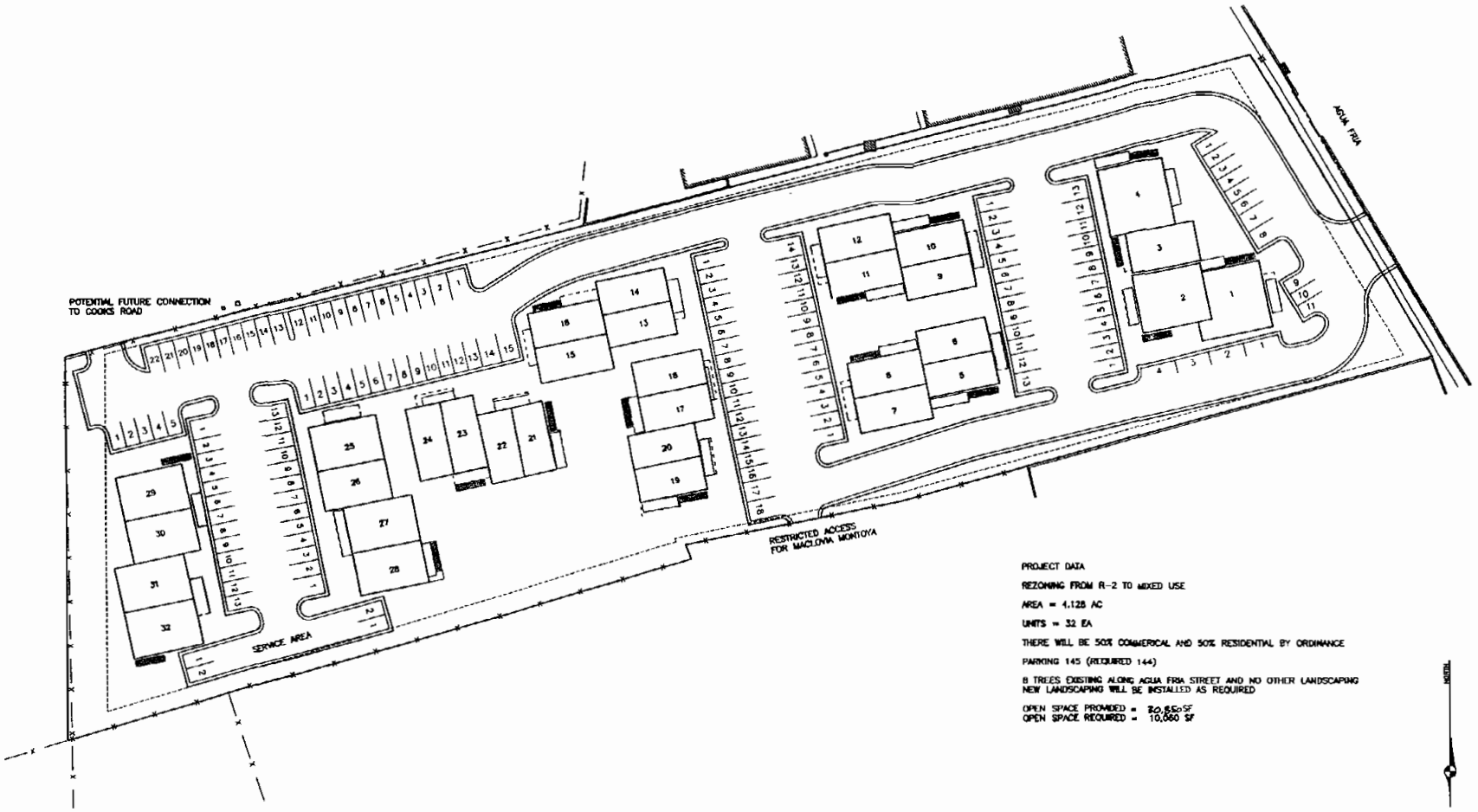
Refer to Section 26-1.17 and the SFHP Administrative Procedures
For specific requirements contact The Office of Affordable Housing

1. Total number of required SFHP Units	4
2. Required distribution: Apply the following percentages to the total from line 1 to determine the required number of units of each type. If a fraction results, round up for .5 or over, round down for .4 or under	
2a. Studio/One bedroom/Two Bedroom. 25% x Line 1	1
2 b. Three Bedroom: 50% x Line 1	2
2 c. Four Bedroom: 25% x Line 1	1
3. The sum of lines 2a, 2b, and 2c should equal the total from Line 1. If this total is greater than the total from line 1, drop one unit from Line 2a (Studio/One Bedroom/Two Bedroom). If the new total is still greater than the total from line 1, drop one unit from line 2c (Four Bedroom). This is the required distribution of unit sizes that must be provided, unless an alternate distribution is approved by the Office of Affordable Housing.	
3a. Studio/One Bedroom/Two Bedroom. 25% x Line 1*	1
3b. Three Bedroom: 50% x Line 1	2
3c. Four Bedroom: 25% x Line 1	1

* The Office of Affordable Housing shall have the authority to further specify the required percentage of Studio, One Bedroom and Two Bedroom homes, taking into consideration the type of non-SFHP units offered for sale in the development.

Exhibit B-7
P. 7 of 7
An Ordinance No. 1997-29

Page 1527 of 1997



REVISIONS	
DATE	BY

CONCEPTUAL SITE PLAN / MASTERPLAN

AGUA FRIA COMPOUND

SCALE: 1"=30' | DATE: MARCH 12, 2007 | DRAWN BY: YP

C.R. WALBRIDGE & ASSOCIATES, LLC
1421 LUISA STREET SUITE E
SANTA FE NEW MEXICO
(505) 982-9711

SHEET 4

Exhibit C
For Ordinance
NO. 2007-29

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

***Fill in all highlighted fields on this application. Applicant must sign and date application.**

Check one only:

- ✓ Sewer Service Technical Evaluation Request
- ✓ Water Service Technical Evaluation Request
- ___ Agreement for Metered Service (AMS)
- ___ Agreement to Construct and Dedicate Public Improvements (ACD)
- ___ Annexation Application Water Budget
- ✓ Water Offset Program/Water Rights Compliance Evaluation Request

WORK ORDER # _____

Applicant Name: Cold Water Development Fund QOZF, LLC Homewise, Inc.

Project Address: 2768 Agua Fria Street 3600 and 3740 South Meadows Road

***Required - Attach a Plat of the Property (legal lot of record and proposed development)**

* Certificate of Compliance: Approved at PC on 6.6.24

Plat Filing Information: Year_____ Book_____ Page_____ Township, Range, Section: S33 T17N R 9E T 16N, R 8E & 9E, S 6

Location: (check one only) Inside Corporate City Limits ✓ Outside Corporate City Limits ___

Property Uniform Property Code: _____ Existing Well: Yes ___ No ✓

Legal Description including lot size: LOT 38, 4.22 AC, S33 T17N R 9E, UPC 1051097275431000000

Short Description of Project: Master Plan and Rezone of a residential development with a small commercial space Master Plan, General Plan Amendments and Rezonings of residential and park development

Construction Start Date: 2025 2023

*RESIDENTIAL PROJECT - Complete the following

1. Type of project: (i.e. Single Family Residence, Subdivision, Lot split, Apartments) Mixed Multi Family Residential/ Commercial Mixed residential and park development
2. Total number of lots approved on final plat/development plan: N/A
3. Total number of homes existing or under construction: 0
4. Size of service requested: (5/8", 3/4", 1" or 2") 5/8" for single family and 2" for condos

***Please fill in all categories below that apply for which water service is requested:**

--- COMPLETED BY APPLICANT --- Number of Lots or Units		*--- COMPLETED BY STAFF ---* Water Use Factors	Annual Water Demand
__	Single Family Dwelling Unit, lot size less than 6,000 sq. ft.	.15 afy per d.u.	
_____	Single Family Dwelling Unit, lot size 6,000-10,890 sq. ft	.17 afy per d.u.	_____
_____	Single Family Dwelling Unit, lot size greater than 10,890 sq. ft.	.25 afy per d.u.	_____
_____	Mobile Home (in Mobile home park)	.17 afy per d.u.	_____
_____	Accessory Dwelling Unit	.09 afy per d.u.	_____
130__	Apartment/Condominium	.16 afy per d.u.	
_____	Senior Complex	.12 afy per d.u.	_____
130__	**Total**	**Total Residential Water Demand**	_____ **AFY**

City of Santa Fe,New Mexico

UTILITY SERVICE APPLICATION

*COMMERCIAL PROJECT - Complete the following

Type of Project: (i.e. Office, Retail, Mixed, etc.) Mixed: Multi Family + Small Scale Commercial Serving

Total gross floor area of building: Retail 1,450 square feet

Total area of lot, tract or parcel: 4.12 acres

Automatic Fire Sprinkler System: X Yes _____ No

Building Construction Type: _____

Building Square Footage: 115, 250 sf

Site Plan Attached: X Yes _____ No

*Please check all use categories below that are planned for the building and the gross floor areas of each use within the proposed building.

---- COMPLETED BY APPLICANT ----		---- COMPLETED BY STAFF ----	
Check Type of Use	Gross Floor Area	Water Use Factors	Annual Water Demand
Commercial			
____ Office – Non-medical	_____	(0.70 afy per 10,000 s.f.)	_____
____ Medical Office	_____	(0.72 afy per 10,000 s.f.)	_____
____ Office – City/State	_____	(0.58 afy per 10,000 s.f.)	_____
____ Research and Development Lab	_____	(1.18 afy per 10,000 s.f.)	_____
____ Manufacturing – Goods	_____	(0.21 afy per site)	_____
____ Manufacturing – Consumables	_____	(2.33 afy per site)	_____
____ Laundromat, Commercial	_____	(0.78 afy per machine)	_____
____ Laundromat, Other	_____	(0.22 afy per machine)	_____
____ Drycleaner	_____	(0.41 afy per site)	_____
____ Plant Nursery	_____	(0.56 afy per 10,000 s.f.)	_____
____ Gyms with showers	_____	(8.94 afy per site)	_____
____ Gyms without showers	_____	(0.77 afy per site)	_____
____ Salons	_____	(0.21 afy per site)	_____
____ Pet Grooming	_____	(0.52 afy per site)	_____
____ Pet Daycare	_____	(0.11 afy per site)	_____
____ Retail, Large (Individual stores or shopping areas > 75,000 sq ft)	_____	(0.45 afy per 10,000 s.f.)	_____
____ Neighborhood Center/Medium Retail (Individual stores or shopping areas 75,000-25,000 sq ft)		(0.43 afy per 10,000 s.f.)	_____
X Retail, Small (Individual stores or shopping areas < 25,000 sq ft)	1,450 sf	(0.06 afy per site)	_____
____ Gallery	_____	(0.60 afy per site)	_____
____ Grocery Store	_____	(1.27 afy per 10,000 s.f.)	_____
____ Restaurant (full service)	_____	(0.02 afy per seat)	_____
____ Restaurant (limited service)	_____	(1.63 afy per Site)	_____
____ Gasoline Station w/ Car Wash	_____	(6.56 afy per Site)	_____

____ Gasoline Station _____ (0.88 afy per Site) _____

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

____ Car Wash (full service) _____ (5.66 afy per Site) _____
____ Car Wash (limited service) _____ (0.94 afy per Wash Bay) _____
____ Auto Repair _____ (0.12 afy per site) _____
____ Car Rental _____ (0.12 afy per site) _____

____ Car Sales _____ (0.07 afy per 10,000 s.f.) _____

____ Self Storage _____ (0.13 afy per site) _____

____ Wholesale, Warehousing _____ (0.4 afy per 10,000 s.f.) _____
____ Industrial, Manufacturing _____ (applicant estimate of water use) _____

____ Church w/ day care or school) _____ (1.3 afy per Site) _____
____ Church w/o day care or school) _____ (0.6 afy per Site) _____

____ Hotel No. of rooms _____ (.13 afy per room) _____
____ Motel No. of rooms _____ (.09 afy per room) _____

Public Services

____ School, Elementary (0.53 afy per 100 students) _____
____ School, Middle or Junior High (1.68 afy per 100 students) _____
____ School, Senior High (2.64 afy per 100 students) _____
____ Schools, Daycare (0.85 afy per 100 kids) _____

____ Places of Worship (0.15 afy per site) _____
With Daycare and school (0.95 afy per site) _____

____ Parks (1.48 afy per acre) _____

____ **Other** (not listed above) Please attach (with attachment) _____

water demand calculations and assumptions used

Total Floor Area _____

APARTMENT BUILDING:
1ST FLOOR HEATED: 42,200 SF
2ND FLOOR HEATED: 42,200 SF
3RD FLOOR HEATED: 27,000 SF
TOTAL APARTMENT: 111,400 SF

RETAIL/FITNESS (2-STORY): 2,600 SF
(retail bottom floor, 1,450 sf)
(fitness upper floor, 1,150 sf)
CLUBHOUSE (1-STORY): 1,250 SF
TOTAL PROJECT HEATED: 115,250 SF

Total Commercial Water Demand _____ **AFY**

Total Residential Water Demand _____ **AFY**

TOTAL PROJECT WATER DEMAND _____ **AFY**

City of Santa Fe, New Mexico

UTILITY SERVICE APPLICATION

OWNER: Homewise, Inc. / Cold Water Development Fund QOZF, LLC	*Only If Applicable AGENT: JenkinsGavin Inc. Angelica Reed
Mailing Address: 1301 Siler Road Building D Santa Fe, NM 87507 / 106 Fairview Street Santa Fe, NM 87501	Title: Project Assistant Mailing Address: 130 Grant Ave Suite 101 Santa Fe, NM 87501
Phone Number: 505-983-9473	Phone Number: 505-820-7444
Mobile Number:	Mobile Number: 505-386-6343

Information Provided By: Check one: Owner _____ Agent ✓

Signature: *Angelica Reed* Date: 7/18/2022 / 7/18/2024

Technical Evaluation to be Sent to: Check one: Owner _____ Agent ✓

COMMENTS: Water budget presented is conceptual and based on the Los Prados Master Plan site program.

APPLICANTS, PLEASE NOTE:

- Ordinance 2008-53, prohibits new connections outside the presumptive city limits including the Agua Fria traditional historic community (AFTHC) unless specific conditions are met. Applications for service outside the presumptive city limits and AFTHC must include documentation showing these conditions are met or the application will be rejected. The documents required are shown below.
- A map of the proposed project in relation to the existing city limits and the presumptive city limits
- A detailed description of the proposed develop0ment including the type and size of proposed land uses
- The health, safety and welfare or other legal reason for the connection
- A site water budget
- Documentation from the County of Santa Fe that county water service is not available
- Documentation from the wastewater division regarding sewer availability
- A certified Santa Fe Homes Proposal as set forth in Section 14-8.11 SFCC 1987 if applicable

SANTA FE HOMES PROGRAM

RENTAL PROPOSAL

"Cold Water Development Fund QOZF. LLC"
Santa Fe, New Mexico

This Santa Fe Homes Program Proposal ("SFHP Proposal") is made this _____ day of _____, 2024 by *Cold Water Development Fund QIZF, LLC* ("SFHP Developer").

RECITALS

A. SFHP Developer is the developer of *2768 Agua Fria Multi Family* hereinafter referred to as the "Property".

B. SFHP Developer desires to develop the Property.

C. It is understood that all representations made herein are material to the City and that the City will rely upon these representations in permitting or approving development of the Property.

PROPOSAL

SFHP Developer proposes to comply with the SFHP requirements as follows:

A. DEVELOPMENT REQUEST.

1. SFHP Developer seeks **Master Plan** and **Rezone** approval.

2. The Property is to be developed as a mixed-use project, which includes **130** rental units as described below:

Studio:	34 Units
1Bedroom:	76 Units
2 Bedroom:	18
3 Bedroom:	02 Units
Total	130 Multi Family Units

B. SFHP PLAN. Developer is proposing an alternate means of compliance with the Santa Fe Homes Program ordinance by setting aside 10% of the Project's total units for income-qualified tenants. Rents will be restricted to rates affordable to those earning no more than 80% of the Area Median Income (AMI), as determined by the Department of Housing and Urban Development (HUD)'s annual AMI statistic. The set-aside units will be substantially proportionate in bedroom type to the market rate units, with some flexibility permitted in response to market conditions, with rents calculated as described in **Exhibit 2**.

C. SUCCESSORS IN TITLE. SFHP Developer proposes to develop the Property consistent with this SFHP Proposal. In the event that SFHP Developer sells, assigns, leases, conveys, mortgages, or encumbers the Property to any third party, the third party shall be required to execute a SFHP Agreement consistent with this Proposal prior to obtaining any City approvals. SFHP Developer proposes to record applicable regulatory agreements or liens in the public records that will ensure long-term affordability of the SFHP units or fulfillment of the proposed alternate compliance.

D. DEVELOPMENT INCENTIVES. SFHP Developer requests the following development incentives:

Waiver of 100% of the following fees as calculated for the entire Project:

Development Review Application Fees, Construction Permit Fees, Impact Fees, and Utility Expansion Charges. In addition, water offsets will be waived for the **13** affordable units per SFCC §14-8.13(B)(5).

E. MONITORING. SFHP Developer proposes to provide such information and documentation as the City may reasonably require in order to ensure that the actual rental

agreements were in compliance with the SFHP Agreement.

F. REVISIONS, MODIFICATIONS AND SUPPLEMENTATION OF THIS PROPOSAL. In the event that the SFHP Developer or the City make material modifications, including modifications to the number of lots or units or the area covered by the Proposal, a revised SFHP Proposal shall be promptly submitted to the Office of Affordable Housing in order to provide a SFHP Proposal that is current and reflects the intended development.

G. ACCESS. SFHP Developer proposes to grant access to the City or its agent to inspect the records of SFHP Developer for the SFHP units in order to determine compliance with the SFHP Ordinance and the SFHP Agreement.

IN WITNESS WHEREOF, this Proposal is made the day and year first written above.

SFHP DEVELOPER: ***Cold Water Development Fund QOZF. LLC***

_____
Title: _____

STATE OF NEW MEXICO)
)ss.
COUNTY OF SANTA FE)

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this ____day of _____, 2024, by_____ on behalf of *Cold Water Development Fund QOZF. LLC*.

_____
NOTARY PUBLIC

My Commission Expires:

_____

REVIEWED BY:

_____ _____
OFFICE OF AFFORDABLE HOUSING DATE

Attach: Exhibit 1 – Site Plan/Location Map (proposed)
Exhibit 2 - SFHP calculation worksheet

EXHIBIT 1

Site Plan/Location Map

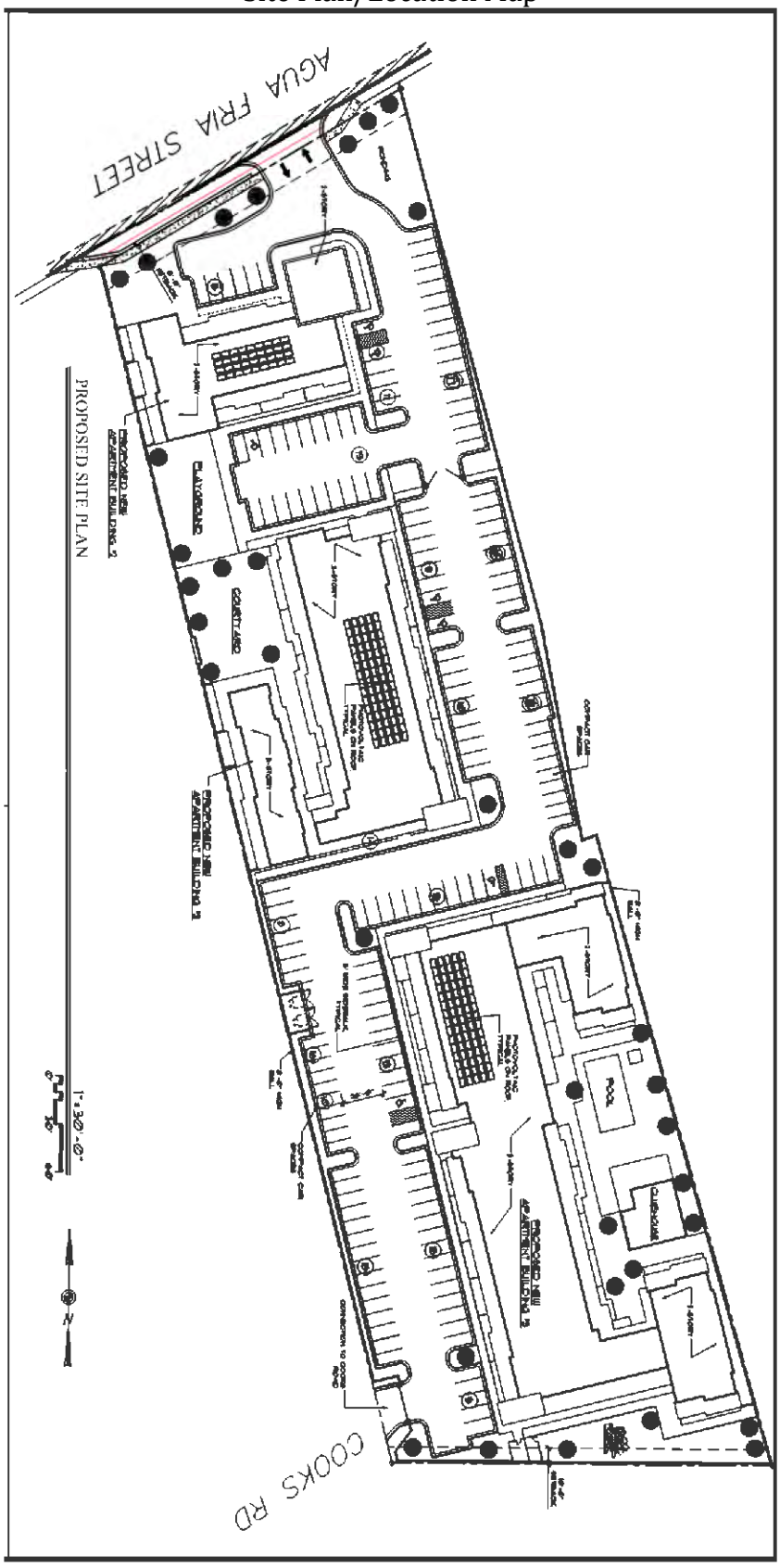


EXHIBIT 2

SFHP RENTAL UNIT CALCULATION WORKSHEET

The project is proposed as a ***C2-General Commercial zoning*** district, permitting ***no maximum*** units per acre. The project has an area of approximately ***4.12*** acres. The project is proposing ***130*** rental homes; studio ***34,*** one-bedroom units ***76,*** two-bedroom units ***18***, and ***2*** three-bedroom units. There are not additional land use requirements for this site.

The SFHP requirement is calculated below:

Total number of units multiplied by (0.15) = the number of SFHP rental units required

130 total units x 0.15 = ***19.50*** SFHP unit(s) is/are required.

13 SFHP units will be provided and a fractional fee paid for the **0.60 units.**

SFHP Rent/Unit Distribution

	HH Size	Max. Rent	80% AMI	Total # Units	# of Affordable Units
Studio	1	$ 1,065	$42,600	34	5
1 BR	1	$ 1,065		76	12
2 BR	2	$ 1,216	$48,650	18	3
3 BR	3	$ 1,318	$54,750	2	0
4 BR	4+	$ 1,464	$60,800	0	0

FRACTIONAL FEE-IN-LIEU CALCULATION WORKSHEET

In addition to providing affordable rental units, the Developer proposes to comply with SFHP through the payment of a fee based on 5% of the total units as per Ordinance 2019-30.

Proposed Project

Unit Type	% of Total	# of Units
Studio	26.2%	34
1 BR	58.5%	76
2 BR	13.8%	18
3 BR	1.5%	2
	100%	130

Steps for Calculation

1. enter # of each unit type
2. multiply # of units by 5%
3. multiply # of affordable units by fee/unit/month
4. multiply fee/month by 24 (months) = Project Fee
5. Sum Project Fee to get Total Project Fee

Affordability Gap Voucher Calculation

Bedrooms	# Units	Aff'd Units (5%)	Fee/Unit	Total Fee
0	34	5.1	$ 413	$50,551.20
1	76	11.4	$ 656	$179,481.60
2	18	2.7	$ 763	$49,442.40
3	2	0.3	$ 1,204	$8,668.80
TOTAL	130	19.5		$288,144.00

NOTE: The rents and fee schedule are modified by the City according to Section 8.7.3 of the SFHP Administrative Procedures to reflect annual changes in the median income levels. The current schedule in effect at the time the fees are paid, determines the amount of the fee. The prices are updated annually.

Santa Fe Public Schools

Property & Asset Management
Residential Development Impact Information Form
School Notification as required by City Ordinance 14-8.18 AFCC 1987

1. Project Name: Agua Fria: Multi Family
2. Location of Property: 2768 Agua Fria St.
3. Owner/Agent Name: JenkinsGavin Inc.

   Mailing Address: 130 Grant Ave Suite 101 Santa Fe, NM 87501

   Phone & Fax: 505-820-7444
4. Unit Matrix

PROJECT EFFECT ON STUDENT POPULATION

Unit Type	Unit Quantity	Average Price
Single Family (detached)		
Single Family (attached)		
Townhome/ Apartment		
Multi-Family	150	
Commercial		

5. Elementary School Zone for Proposed Development: El Camino Real Elementary
6. Middle School Zone for Proposed Development: El Camino Real Middle School
7. High School Zone for Proposed Development: Santa Fe High School
8. Build out Rates (Year/s; #/yr): _____

Educational Services Center
610 Alta Vista
Santa Fe, NM 87505
Telephone (505) 467-2000
www.sfps.info

For questions & submittal, contact:
Santa Fe Public Schools, Property & Asset Management,
2195 Zia Road, Santa Fe NM 87505
505 467 3400

Agua Fria Master Plan and Rezone
Preliminary Water Budget
August 12, 2024

110	Apartments
1.25	Residents/unit
138	Residents
18	Apartments
1.5	Residents/ Units
27	Residents
2	Apartments
2.0	Residents/unit
4	Residents

TOTALS

130	Units
169	Residents
1.30	Residents/unit

USAGE PER UNIT	**GPY**	**AFY**
5 FLUSHES/DAY @ 1.26 GAL EACH	2,980.5	0.009
SHOWER - 10 MINUTES/DAY @ 1.5 GPM	7,096.4	0.022
BATHROOM SINK - 5 MIN/DAY @ 2.2 GPM	5,204.1	0.016
LAUNDRY - 0.3 LOADS /DAY @ 20 GAL/LOAD	3,154.0	0.010
DISHWASHER - 0.3 LOADS/DAY @ 13 GAL/LOAD	2,050.1	0.006
KITCHEN SINK - 10 MIN/DAY @ 2.0 GPM	9,461.9	0.029
SUBTOTAL PER UNIT	*29,947.0*	*0.092*
TOTAL DOMESTIC USAGE FOR 130 UNITS	3,893,108.3	11.95
LEASING OFFICE & COMMON AREAS	500,000.0	1.53
LANDSCAPE IRRIGATION	TBD	AFY
ANNUAL WATER BUDGET	**4,393,108.3**	13.48
9.8% Contingency per SFCC §14-8.13(E)(1)	**430,524.6**	1.32
TOTAL	**4,823,632.9**	**14.80**
ANNUAL WATER BUDGET PER DWELLING UNIT	37,104.9	0.114

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

AGUA FRIA MULTI FAMILY REZONE AND MASTER PLAN
EARLY NEIGHBORHOOD NOTIFICATION MEETING NOTES

Date: January 24, 2024
Time: 5:30 to 6:30 PM
Location: Virtual Meeting held via Zoom
Attendees: City Land Use Department Representative (Maggie Moore) (Daniel Alvarado)
JenkinsGavin, Inc. (Jennifer Jenkins) (Angelica Reed)
Project Team
±20 Attendees

A presentation was given by Jennifer Jenkins of JenkinsGavin, Inc. regarding upcoming Rezone and Master Plan application to the City of Santa Fe for the property located at 2768 Agua Fria Street.

Following the presentation, a Question & Answer session was held. The following notes capture the questions and concerns raised and the responses by the Project Team.

Questions/Comments	Responses
(Screen Share: Video of Scrap Yard) There is an industrial metal complex right against your project. EPA needs to shut this place down, it's not safe. It's polluted and full of toxic waste. They have had several violation notices.	Thank you for the information. Daniel Alvarado: Agua Fria is a transitional neighborhood and is quickly creating more residential properties. The city does not have the jurisdiction to regulate Capitol Scrap. Jennifer Jenkins: The residents are of the utmost importance and we are looking at all our options. We have a tall wall around the property to buffer against non-residential uses. This is a very diverse part of town.
Will there be ADA parking?	Absolutely, and it is already reflected in the plans for the commercial and residential.
Will you be paying the fee in lieu?	We are still addressing this and getting a better sense of the cost. We are looking at doing a fee in lieu or maybe even a mix.
As residents here we ask that you be a good neighbor and respect the surrounding neighborhoods.	Agua Fria Road is a very distinct location as it has several mixed uses from industrial, commercial and residential. We want to make sure we are respecting our neighbors while also creating housing, it's a balancing act.

As the President of the las Cienegita HOA, I represent over 250 households it's unfair to have the ENN online. We prefer face to face meetings. Most of the residents can't access this online due to age, technology or the time of day it is held.	Daniel Alvarado: Since Covid we found that doing these online is much more accessible for residents. Tech can be a barrier but even our phones have access to connect to Zoom.
The TIA is a very important process as the traffic on Agua Fria and Siler is already out of control. We have spoken up about it and nothing is ever done.	Noted.
There are Acequia' s on the property that need to be cared for, this is too high a density for the area and it's not affordable for anyone local.	Maggie Moore: Just for clarity affordable homes are never advertised at the affordable rate. They are advertised at market rate and the affordability takes place behind the senses so not as to effect the Market.
Are these for sale or rent?	These are rentals
This project is way out of line and this needs to stop. The Acequia Lofts were already too much and this is over the top. 3 stories is crazy and R-20 max.	Noted.
Our family owns the property to the east side and we worry about the height of the building. It needs to come down for privacy.	We hear your concerns and we would also love to discuss the height of the wall that will be near your home to make sure we give as much privacy as we possibly can. The wall can be anywhere from 5-6 Ft. or 8ft if you want to go taller.
We used to play baseball in that field and we would call it El Llanito. Maybe you can name it that?	We like that, thank you.
I am opposed to the 3story and density of this project. Most of us can't afford to live in the town we were born in and we are what add to the City Different. These need to be made affordable.	Noted.
Why the rezone?	We all know that more housing is needed in Santa Fe. The rezone will allow us to have a greater quantity of housing, as well as have the residential/ commercial space.
Can we see a copy of the Traffic Study?	Once we submit to the City of Santa Fe everything will be public record and at your disposal.
There is a huge difference between 2 and 3 stories, it needs to come down to 2 stories. It will fit the neighborhood better.	Thank you!

130 GRANT AVENUE, SUITE 101 SANTA FE, NEW MEXICO 87501 PHONE: 505.820.7444 FACSIMILE: 505.820.7445

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

AGUA FRIA MULTI FAMILY REZONE AND MASTER PLAN
EARLY NEIGHBORHOOD NOTIFICATION MEETING NOTES

Date: April 23, 2024
Time: 5:30 to 6:30 PM
Location: Virtual Meeting held via Zoom
Attendees: City Land Use Department Representative (Maggie Moore) (Daniel Alvarado)
JenkinsGavin, Inc. (Jennifer Jenkins) (Angelica Reed)
Project Team
±17 Attendees

A presentation was given by Jennifer Jenkins of JenkinsGavin, Inc. regarding upcoming Rezone and Master Plan application to the City of Santa Fe for the property located at 2768 Agua Fria Street.

Following the presentation, a Question & Answer session was held. The following notes capture the questions and concerns raised and the responses by the Project Team.

Questions/Comments	**Responses**
Is there affordable housing provided?	This is a combo where 10% (13) affordable houses and a 5% fee in lieu.
There are concerns about the location of this project and the industrial site to the west.	We took that into consideration and shifted the buildings to give a better buffer.
Will the Traffic Impact Analysis be made public? You should look at Osage as well.	When we submit to the City of Santa Fe everything will become public record. We will be looking at the Agua Fria and Siler intersection. Noted.
There are several traffic issues on Agua Fria that need to be addressed.	There is a road redesign that has been adopted for Agua Fria that includes road improvements but I don't have a precise date on when that is to begin.
Daniel Alvarado: Can you let people know what a Conceptual Plan is and its intent?	A Conceptual Plan creates an envelope for what is acceptable to be developed in the area. It's a high level/ conceptual level.
Could the street be named El Llanito?	Noted, we like that.
What is the closest transit and trail connectivity?	Frenchie's Park is ½ mile, which is a bike able distance. There is also an existing bike lane on Agua Fria and you can connect to the River trail via Siler Rd. Bus transit is Route 1, East to West.

What will the sizes of these apartments be?	Likely there will be a variety of studio, 1, 2 & a few 3 bedroom apartments.
What size will the affordable housing apartments be?	They will match in proportion of the market rate units.
Who had this zoned Transitional Mixed Use?	The previous owner did so in 2007 with a plan to develop however the recession hit and it did not move forward.
Why are we switching from Transitional Mixed Use to C-2?	For the unit count, we can only achieve this density for our housing needs with a C-2 zoning. It also includes the neighborhood/ commercial aspect for us to utilize.
Could you have done a variance?	We cannot do a variance for density.
This is an opportunity zone how does that help the project?	Yes, it incentivizes projects to generate economic developments, there are great tax benefits after 10 years.
How are you handling the industrial side of this?	We are proposing a significant wall on the South and West side as well as placing the parking on the West side nearest the industrial yard.
Does the 3 story building meet the criteria for this neighborhood?	Context is important, this is a very diverse neighborhood and we want to respect our neighbors. But because this is a residential and industrial it's a balancing act.
What is the highest point for the building?	C2 Zoning is 42' and our building will be between 36-38'.
Why was R29 not acceptable for this?	C2 does not have a maximum density and it will allow for the commercial space which R29 does not.
What will the rental rate be?	That depends, we are about 3 years away from that. We will need to see what the market is doing at that time.
The Cooks Road connection is not maintained by the city, this a concern for more congestion on the street.	Thank you we will research further.





2768 Agua Fria Street Parking Demand Study

PREPARED FOR: COLD WATER DEVELOPMENT FUND

PREPARED BY: BOHANNAN HUSTON INC



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INTRODUCTION

This parking study supports Cold Water Development Fund's multi-family residential development at 2768 Agua Fria Street in Santa Fe, New Mexico (referred to in this study as the Agua Fria Development). Although the development plans include 31 fewer parking spaces than are required by the City of Santa Fe's Municipal Code, the City allows parking to be supplied below required minimums if supported by a parking demand study.[1] This study estimates the future parking demand at the site taking into account parking generation rates, the planning and policy context within the City of Santa Fe, the site's proximity to multimodal transportation options, and parking demand reduction strategies that will be included within the development.

Background

The Agua Fria Development will be a three-story multifamily housing complex consisting of three buildings and outdoor amenities for residents. There will be 25 studio units, 70 one-bedroom units, 19 two-bedroom units, and 16 three-bedroom units for a total of 130 units. There will also be a small 1000 square foot retail space.

Development plans for site lay out 160 parking spaces. However, the developer is providing a roadway easement at the south end of the site. If the roadway is built, it would remove six parking spaces. For the purposes of this parking study, the amount of provided parking is assumed to be 154 spaces to estimate parking needs if the easement is needed in the future. Figure 1 shows the location of the project site.

Figure 1: 2768 Agua Fria Development Location Map



[1] Santa Fe Municipal Code 14-8.6 (B)(4)

Study Considerations

This study considers the following factors in assessing potential future parking demand:

- **Santa Fe's Context:** Santa Fe has a severe housing shortage.[2] Higher than necessary parking requirements decrease the supply of housing while increasing housing costs. Santa Fe plans and policies support increasing the supply of housing while decreasing space set aside for parking.
- **Site Characteristics and Location Benefits:** Due to the site's proximity to transit and bicycle facilities, as well as the numerous employment opportunities and destinations within walking distance, residents have ample transportation options that reduce their need for owning vehicles and visitors can access the site without driving. In addition, demographic data show higher rates of zero-vehicle households near the project site and low rates of households owning more than two vehicles, indicating that future residents may also have low rates of vehicle ownership.
- **Parking Management Strategies:** Strategies that will be included in the Agua Fria Development - such as unbundling parking costs from rent costs, providing affordable units, and shared parking - are proven strategies that can reduce the demand for parking and allow for more efficient use of space.
- **ITE Parking Generation Rates:** This study includes parking generation rates from the Institute of Transportation Engineers' (ITE) Parking Generation Manual (6th Edition). These estimates show that the developer's parking plan will exceed expected demand at the site.

Parking generation rates, coupled with an analysis of the site's context, demonstrate that the proposed parking supply of 154 spaces will be sufficient and appropriate for the Agua Fria Development.

PROPOSED AND REQUIRED PARKING

The Santa Fe municipal code sets parking requirements for multifamily housing based on the square footage of the unit. Table 1 demonstrates Santa Fe's parking minimums as applied to the Agua Fria Development.

[2] Draft City of Santa Fe Five Year Affordable Housing Strategic Plan. 2024.

Table 1: Santa Fe Parking Minimums for 2768 Agua Fria Street Development

	Units <800 SF	Units 800 SF – 1199 SF	Units 1200 SF and over	Retail
Number of Units	95	19	16	1000 SF NLA
Parking Spaces Required per Unit	1.25	1.5	2	1 per 200 SF NLA*
Required Parking Spaces	118.75	28.5	32	5
Total Required Parking Spaces	**185****			

Net Leasable Area

***Rounded up to the nearest whole number*

Table 2 describes the difference between required and proposed parking spaces. The developer plans to provide 31 fewer parking spaces than are required, or 17% below requirements.

Table 2: Required and Proposed Parking Spaces at 2768 Agua Fria Street Development

Dwelling Units	130
Required Parking	185
Provided Parking	154
Percent Below Requirements	17%

SANTA FE CONTEXT

Santa Fe has a severe housing shortage: from 2015 -2021, the City of Santa Fe added 6,462 households but only 4,925 housing units. By 2030, the city will need at least 1,045 more rental units to accommodate household growth.

The housing shortage is especially acute for low-income households. There is a shortage of 1,210 units affordable for households with income at 30% Area Median Income (AMI) or below, and a shortage of 1,087 units affordable for households with income between 30% and 50% AMI.[3]

As of June 2023, Santa Fe had a 4% rental vacancy rate, with an even lower rate (3%) for rental units priced below $2000. According to the City of Santa Fe Five Year Affordable Housing Strategic Plan, “low vacancy rates reflect the inability of supply to keep pace with demand for housing across the region.” In Santa Fe, the lack of supply causes higher-income households to occupy homes affordable to lower-income households, which further exacerbates the affordable housing crisis.[4]

The Agua Fria Development will help ease the affordable housing crisis by setting aside 10 percent of its units as affordable. In addition, the market-rate units can address the housing shortage and affordability issues by increasing the overall supply of housing.

However, parking costs can drive up the cost of housing development, which are passed on to renters through higher rents and decreased housing supply. Providing one parking space per unit increases

[3] Draft City of Santa Fe Five Year Affordable Housing Strategic Plan. 2024.

[4] Ibid

development costs by 12.5% and providing two spaces per unit increases the cost by 25%.[5] Meanwhile, parking lots at many locations are rarely, if ever, full.

While much of Santa Fe's land uses and roadways are auto-oriented, the City is shifting towards a more multi-modal environment that provides better walking, biking, and transit facilities. Overly large parking lots contribute to sprawl and make multi-modal environments difficult to implement. Reducing the size of the parking lot will support a multi-modal environment and allow Cold Water Development Fund to construct more housing units, which are needed to address Santa Fe's housing shortage.

The following Santa Fe plans and policies support parking management and appropriately sized parking areas at the Agua Fria Development.

Multimodal Transition Plan (2022)

The Santa Fe Multimodal Transition Plan provides strategies to reduce auto dependency and move towards a multimodal transportation system. The Parking Strategy Plan (2022) recommends adjusting parking space requirements to better match current parking demand patterns. The Plan further recommends implementing parking minimum reductions for projects that include other mobility strategies. As the Agua Fria Development provides mobility strategies in the form of unbundled parking, shared parking, and affordable housing, parking minimum reductions would be appropriate for the site under the Multimodal Transition Plan's recommendations.

Santa Fe General Plan (1999)

The Santa Fe General Plan identifies themes that guide policy development and planning within the City. Two of the themes support the idea of reduced parking for infill housing developments:

- **Transportation alternatives:** Reduce automobile dependence and dominance.
- **Urban form:** Promote a compact urban form and encourage sensitive/compatible infill development.

The development at Agua Fria Development will promote transportation alternatives through parking management practices and providing residents with options to walk, bike, and take transit. As an infill development with an appropriately sized parking area, the project also represents progress towards developing a compact urban form.

City of Santa Fe Land Use & Urban Design Plan

The City of Santa Fe Land Use & Urban Design Plan recommends reducing minimum parking requirements and states that "One of the biggest contributors to sprawl and poor land management can be found in the amount of land devoted to massive parking lots that are rarely, if ever, full."

[5] Todd Litman. *Parking Requirement Impacts on Housing Affordability*. Victoria Transport Policy Institute. 2021.

City of Santa Fe Five Year Affordable Housing Strategic Plan (2024)

The City of Santa Fe Affordable Housing Plan identifies outdated parking restrictions as a barrier to housing production.

SITE CHARACTERISTICS AND LOCATION BENEFITS

The Agua Fria Development's location is well-suited for residents and visitors who prefer multi-modal transportation options. Due to the site's proximity to transit, biking facilities, daily destinations, and employment opportunities, residents will be able to own fewer cars, reducing the demand for parking at the site. Research has shown that employment density and access to destinations is associated with reduced parking demand at multifamily developments.[6]

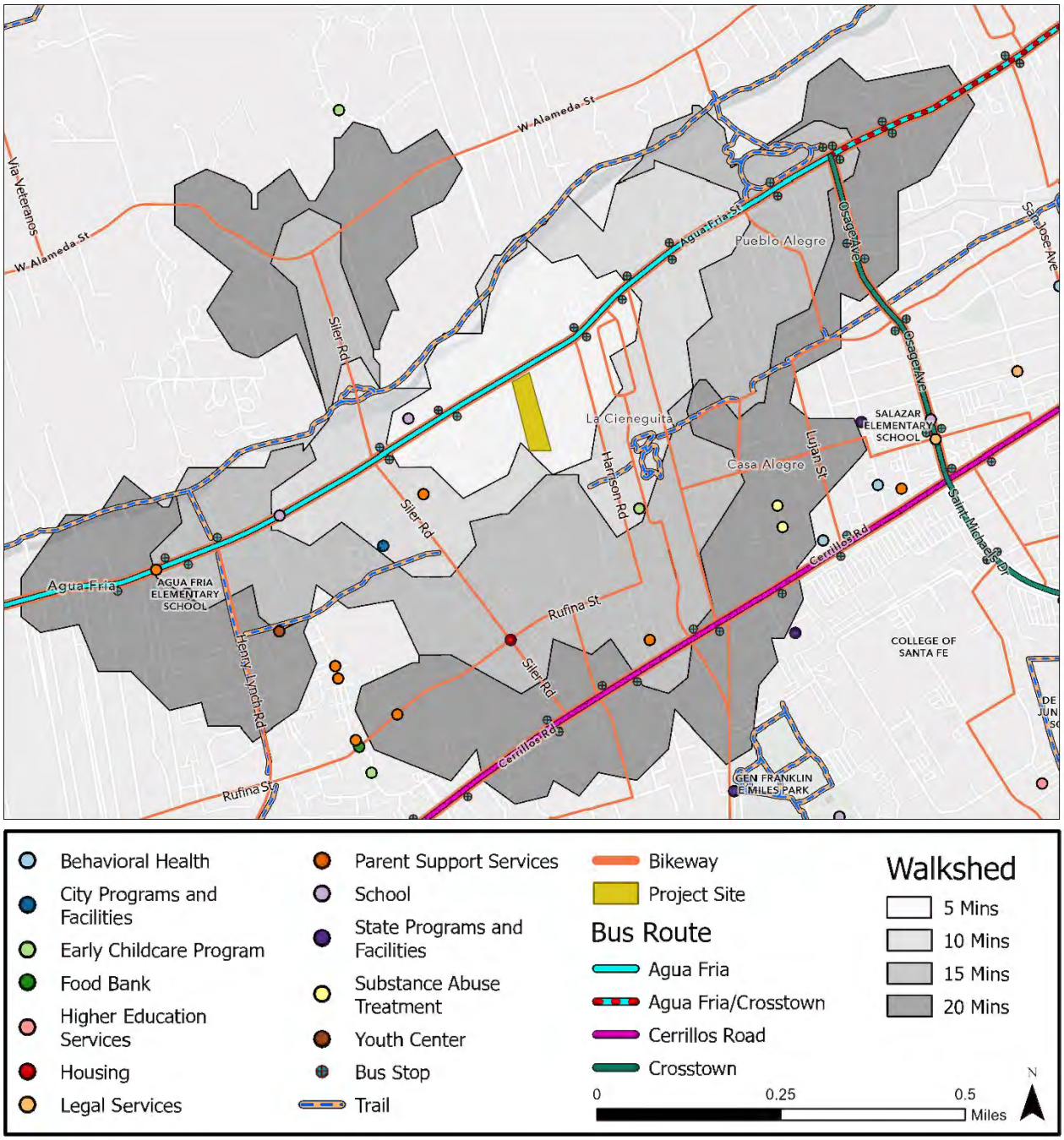
Walking

Residents of the Agua Fria Development will be able to access many daily destinations within a 20-minute walk. Figure 2 depicts public facilities that can be accessed within a five-, ten-, and twenty-minute walk from the site. In addition, within a twenty-minute walk, residents can access:

- Several restaurants and breweries
- Latinos Unidos Mini Market
- CVS pharmacy
- Three city parks

[6] McCahill, C. (2017). Factors affecting residential parking occupancy in Madison, Wisconsin. *Transportation Research Record*, *2651*(1), 71-79.
Rowe, D., Morse, S., Ratchford, C., Haas, P., & Becker, S. (2014). Modeling of multifamily residential parking use in King County, Washington. *Transportation Research Record*, *2469*(1), 57-64.

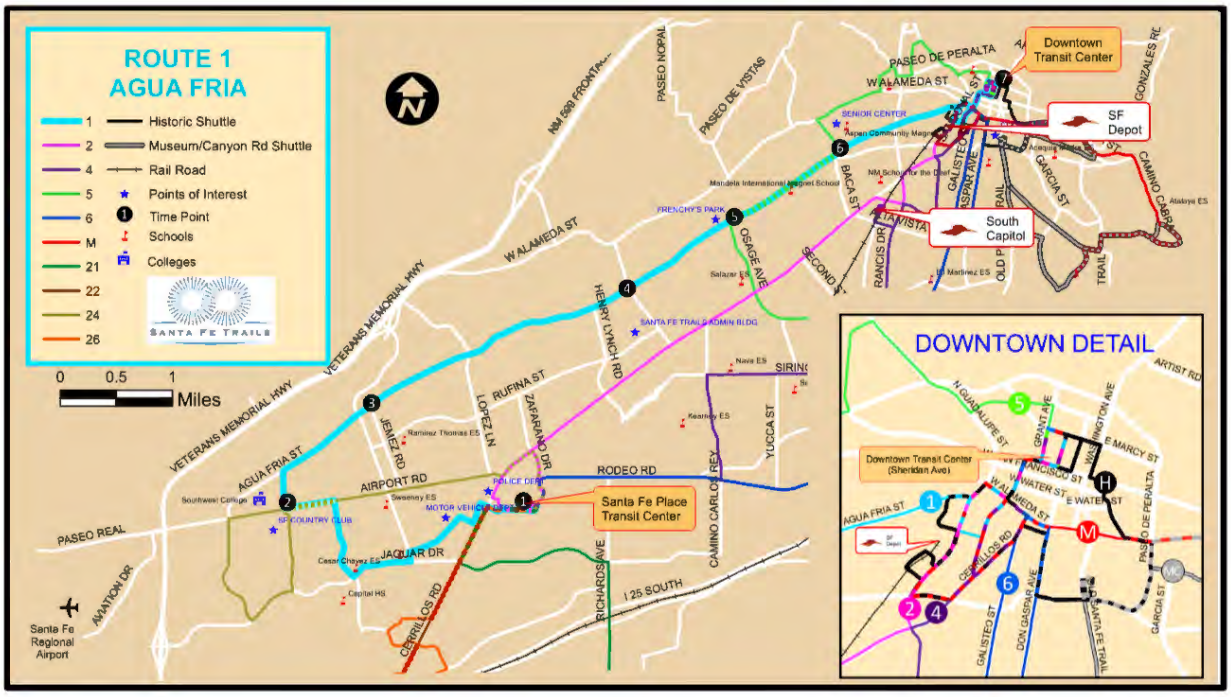
Figure 2: Walkshed and Transportation Map



Transit

The development will be located within a three-minute walk of bus stops on Agua Fria Street (Santa Fe Trails Route 1). Route 1 provides hourly bus service from 8:30 am to 6:00 pm every day of the week, with on-demand service from 7:00 am to 8:00 am and 6:30 pm to 7:30 pm. The route runs from the Downtown Transit Center along Agua Fria Street to the Santa Fe Place Transit Center (see Figure 3).

Figure 3: Santa Fe Trails Route 1 Map



In addition, 2768 Agua Fria Street is located about a twenty-minute walk from Route 2 bus stops. Route 2 provides more frequent transit service along Cerrillos Road, running every 30 minutes from 7:00 am to 8:00 pm daily.

Biking

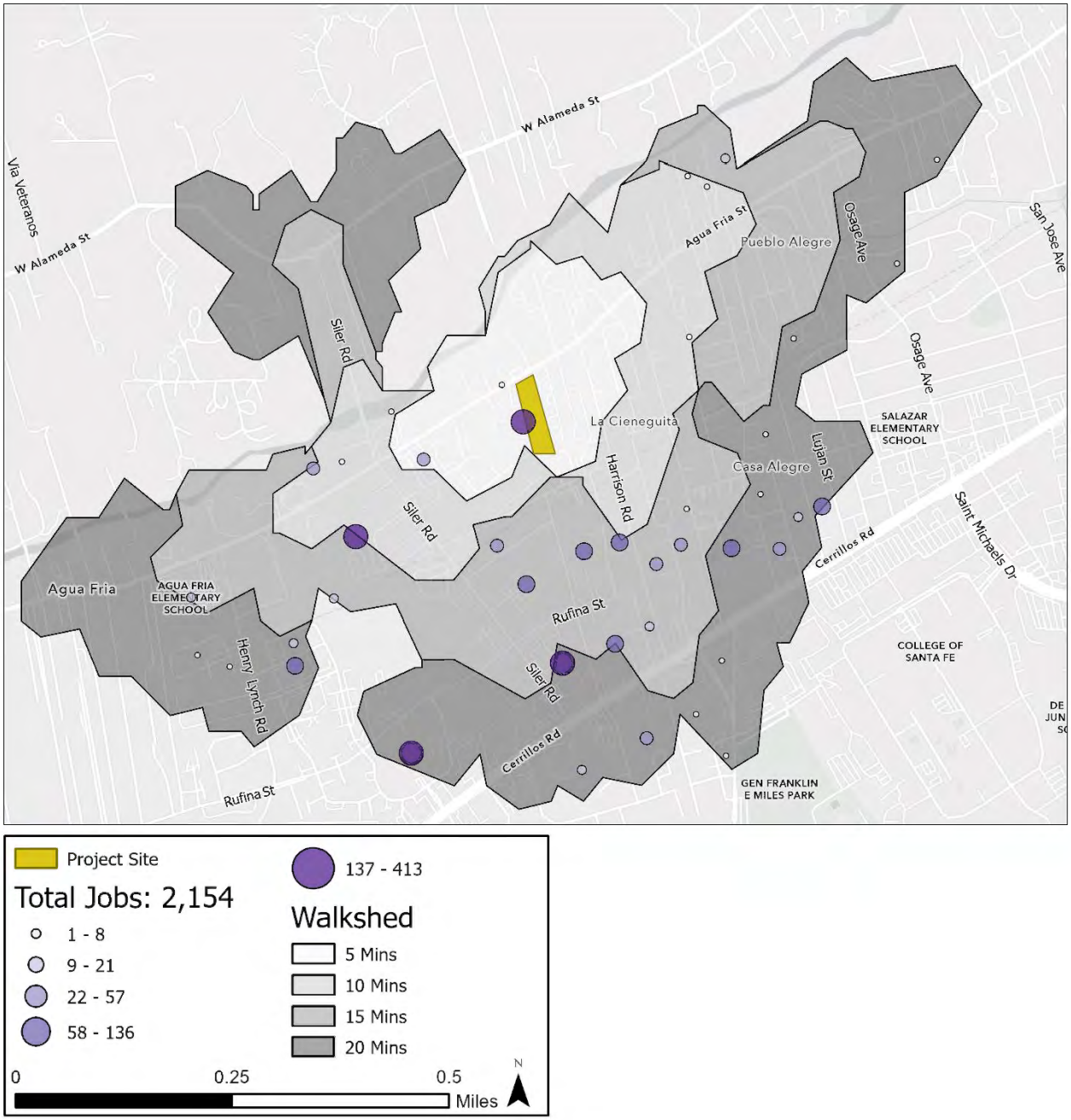
The Agua Fria Development is ideally located for bicycle travel. Comfortable and high-quality bicycle facilities allow residents to access a wide range of destinations in Santa Fe.

Agua Fria Street has bike lanes from Siler Road to Saint Francis Drive. The River Trail, a high-quality multi-use trail separated from cars, can be accessed via a five-minute bike ride on the bike lanes on Agua Fria Street. The River Trail connects three miles further to downtown Santa Fe. There are also many neighborhood bike routes that can be taken to connect to destinations, such as Wal-Mart and Smith's, along Cerrillos Road and further south.

Employment Access

Future residents of the Agua Fria Development will be able to access employment opportunities within walking distance, further reducing the need for vehicle ownership. Figure 4 shows employment density within walking distance of the Agua Fria Development. There are 2,154 jobs within a 20-minute walk of the project site, including a large cluster directly adjacent to the site.

Figure 4: Employment Access Map



Vehicle Availability

Vehicle availability is directly related to parking demand, as households with low vehicle availability require fewer parking spaces for their vehicles. The Agua Fria Development is in Census Tract 12.02, which has lower vehicle availability for renter-occupied households than the City of Santa Fe as a whole. 14 percent of renter-occupied households do not have a vehicle (4 percent higher than the City of Santa Fe). Renters in Census Tract 12.02 are also less likely to have access to three or more vehicles (4 percent for Census Tract 12.02 vs 8 percent for the City of Santa Fe).

Table 3: Vehicles Available, Renter-Occupied Households

	Census Tract 12.02		Santa Fe	
	Count	Percent	Count	Percent
No Vehicle Available	230	14%	1,448	10%
1 Vehicle Available	829	51%	8,134	54%
2 Vehicles Available	504	31%	4,297	28%
3 or More Vehicles Available	60	4%	1,261	8%
Total Renter-Occupied Housing Units	1,623		15,140	

Source: Social Explorer Tables: ACS 2023 (5-Year Estimates)(SE), ACS 2023 (5-Year Estimates), Social Explorer; U.S. Census Bureau

PARKING MANAGEMENT STRATEGIES

Shared Parking

Shared parking allows for adjacent uses with offset peak hours to share parking facilities, reducing the total number of parking spaces needed to meet demand for both uses. The five spaces required for the Agua Fria Development's retail space can be shared between shoppers and residents because of offset peak hours. Residential peak hours are from 10 pm to 7 am, when most residents are at home. Retail peak hours are from 1 pm to 6 pm, when many residential parking spaces will be vacant.[7] For a detailed analysis of shared parking at the site, reference the Parking Demand Estimate section.

Affordable Housing

Affordable housing tends to have lower parking demand than market-rate housing. As 10 percent of the Agua Fria Development will be affordable units, lower parking demand can be expected at the site.

Affordable housing developments have been shown to have significantly lower parking demand than market-rate housing. A study from San Diego conducted in 2011 researched how income levels, transit access, land use context, and housing size contribute to vehicle ownership and parking demand. The study found that:

- Parking demand for affordable projects is about one half of typical rental units in San Diego.
- Parking demand is lower in areas with many walkable destinations and more transit service.
- In all of the projects studied, the amount of peak overnight parking used was less than the amount supplied.[8]

[7] ITE Parking Generation Manual, 6th Edition. Land Use Code 220 and 814 Time of Day Distributions.
[8] Willson, R., O'connor, T., & Hajjiri, S. (2012). Parking at affordable housing: Study results in San Diego, California. *Transportation research record*, *2319*(1), 13-20.

A 2014 study in King County, Washington, came to a similar conclusion, finding that as the percentage of affordable units in a development went up, parking use went down.[9]

Unbundled Parking Costs

Costs for parking spaces can be unbundled from rent costs to create a more equitable fee structure for tenants and can reduce parking demand at residential developments.[10] Parking costs can be unbundled either by charging renters an additional fee per parking space, or by offering a discount to residents who do not need a parking space. Unbundling parking costs can reduce parking demand by 10% - 20%[11], as residents may choose to not own a vehicle, or own fewer vehicles, to save money on housing costs. Providing tenants the option to opt out of paying for parking not only reduces parking demand, but also improves housing affordability and provides a more equitable fee structure.

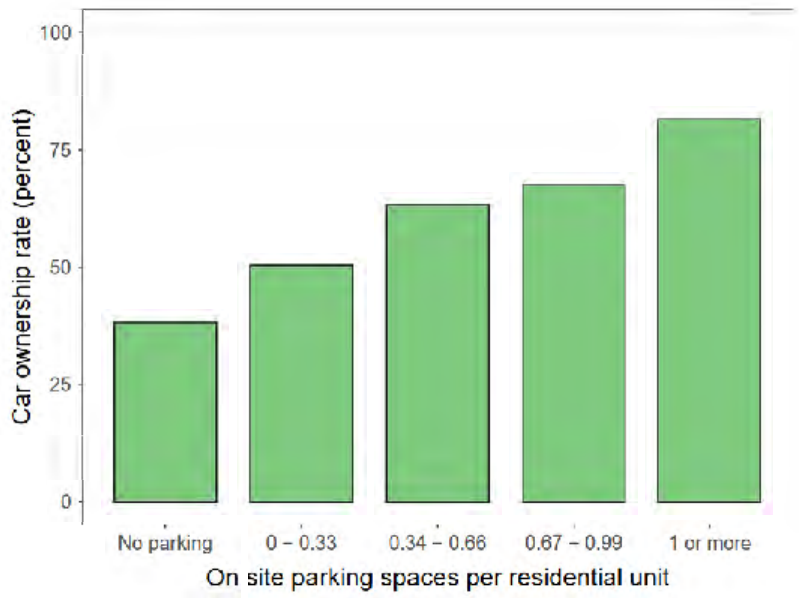
Induced Demand

Research on transportation behavior indicates that supplying high amounts of parking leads to an increase in vehicle ownership. A study based in San Francisco analyzed the relationship between parking availability and vehicle ownership at affordable housing developments. Researchers selected apartment complexes that use affordable housing lotteries, meaning that residents were assigned housing randomly and did not select it based on parking availability or other transportation-related preferences.

The study found that tenants at apartment buildings with less parking owned fewer vehicles, and that parking availability did not affect employment or job mobility.[12] Figure 5 shows that the percent of households who owned a vehicle increased with parking availability.

[9] Rowe, D., Morse, S., Ratchford, C., Haas, P., & Becker, S. (2014). Modeling of multifamily residential parking use in King County, Washington. *Transportation Research Record*, *2469*(1), 57-64.
[10] Ibid
[11] Litman, Todd. *Parking Management: Strategies, Evaluation and Planning*. Victoria Transport Policy Institute, 2023.
[12] Millard-Ball, A., West, J., Rezaei, N., & Desai, G. *What do residential lotteries show us about transportation choices?*. 2022. *Urban Studies*, *59*(2), 434-452.

Figure 5: Car Ownership by Parking Availability



Source: Millard-Ball et al., 2022

Demand for parking is flexible, as residents will change their transportation behaviors based on parking availability. The result of providing fewer parking spaces at the Agua Fria Development will likely be reduced rates of vehicle ownership and higher use of alternative transportation modes such as walking, biking, or riding transit.

PARKING DEMAND ESTIMATE

The ITE Parking Generation Manual (6th Edition) compiles parking studies for a wide variety of land uses and contexts in order to provide parking demand estimates. Parking demand for multifamily residential uses can be estimated using either the number of dwelling units or the number of bedrooms. This study uses bedrooms to calculate parking demand, as parking generation rates tend to be more accurate when assessed on a per-bedroom rate rather than by unit.[13]

Table 4 shows the number of bedrooms at the Agua Fria Development and Table 5 describes ITE parking generation rates for the development.

Table 4: Agua Fria Street Development Bedrooms

	Studio Units	One-Bedroom Units	Two-Bedroom Units	Three-Bedroom Units	Total
Number of Units	25	70	19	16	130
Number of Bedrooms	25	70	38	48	181

[13] Smith, Mary S. Shared Parking. 3rd ed. Washington, DC: Urban Land Institute, ICSC, and National Parking Association, 2020.

Table 5: ITE Parking Demand Estimates for Agua Fria Development (181 Bedrooms)

Weighted Average	123 spaces
Fitted Curve	119 space
85th Percentile	156 spaces
Average Rate	0.68 spaces per bedroom

ITE Land Use Code 220: Multifamily Housing 2+ Bedrooms (Low-Rise), General Urban/Suburban Context, not close to rail transit

The average parking demand for a multifamily residential development with 181 bedrooms is 123 spaces. The developer plans on providing 154 spaces at the development, 31 more spaces than the ITE's estimated average parking demand. The development will provide parking at rates close to the conservative 85th percentile estimated parking demand.

The development will also include a small retail space, which could generate additional parking demand. The ITE Parking Generation Manual does include parking demand estimates for retail land uses; however, studies are limited and data quality is poor for small retail spaces like the one proposed at the Agua Fria Development. For this analysis, Santa Fe's parking requirement of five spaces was used to assess retail demand.

Shared Parking

Parking can be shared between the residential use and the retail use due to offset peak hours. Table 6 estimates the parking demand at the site at various times of day. ITE parking generation rates were used to estimate demand at the site for residential uses, and Santa Fe's requirement of five parking spaces was used to estimate demand for the retail use.[14]

[14] Land Use Code 220 (Low-Rise Multifamily Residential) was used to calculate residential parking generation rates and utilization rates. Utilization rates for Land Use Code 814 (Variety Store) was used for the shared parking analysis. Due to the lack of studies on small retail spaces, ITE parking generation rates were not used to estimate retail parking demand. Instead, the analysis assumes that the five required parking spaces will reflect demand for the retail use. Weekend rates were omitted due to low data quality.

Table 6: Estimated Parking Utilization By Time of Day

	Residential (123 spaces)		Retail (5 spaces)		Total Utilized Parking Spaces
Hour	Weekday Utilization Rate	Utilized Parking Spaces	Weekday Utilization Rate	Utilized Parking Spaces	
12:00-4:00 AM	97%	119	—	0	119
5:00 AM	100%	123	—	0	123
6:00 AM	96%	118	3%	0	118
7:00 AM	85%	105	5%	0	105
8:00 AM	67%	82	22%	1	84
9:00 AM	54%	66	58%	3	69
10:00 AM	48%	59	56%	3	62
11:00 AM	45%	55	64%	3	59
12:00 PM	45%	55	63%	3	59
1:00 PM	42%	52	80%	4	56
2:00 PM	42%	52	88%	4	56
3:00 PM	47%	58	81%	4	62
4:00 PM	49%	60	81%	4	64
5:00 PM	56%	69	100%	5	74
6:00 PM	64%	79	78%	4	83
7:00 PM	72%	89	49%	2	91
8:00 PM	77%	95	41%	2	97
9:00 PM	85%	105	32%	2	106
10:00 PM	92%	113	—	0	113
11:00 PM	95%	117	—	0	117

Peak demand hours between the two uses do not overlap; no more than 123 spaces are needed at any given time of day to meet demand for both uses. The peak demand time at the site is at 5:00 am, when the retail space is likely to be closed.

CONCLUSION

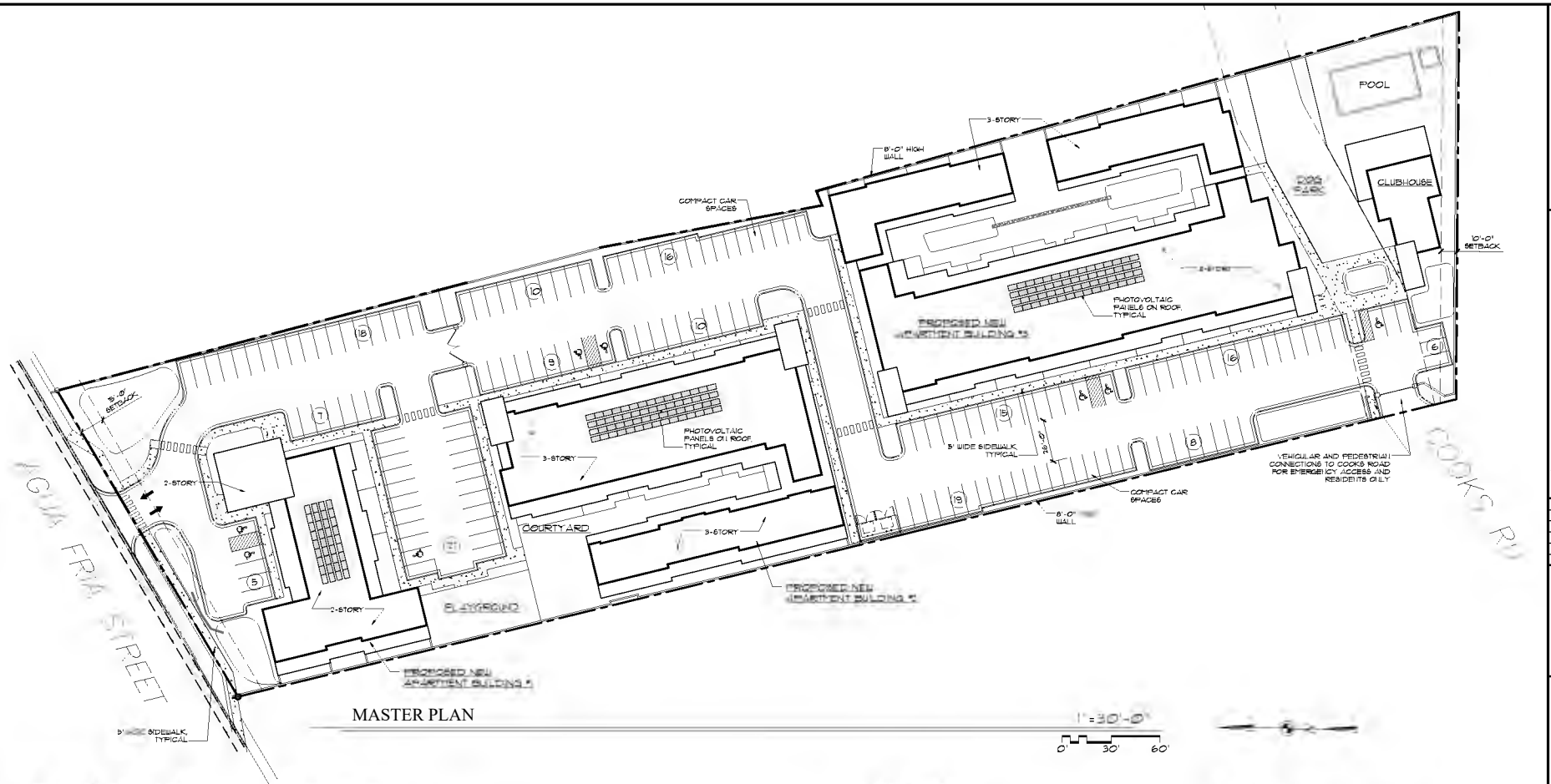
Although the proposed site plan for the Agua Fria Development has 31 fewer parking spaces than are required by Santa Fe Municipal Code, this study demonstrates that there will be ample parking to meet the needs of residents and retail customers.

1. Santa Fe's policies and plans support appropriately-sized parking lots and aim to increase housing supply and affordability. As an infill, mixed-use development, the Agua Fria Street Development will help the City meet their housing, land-use, and transportation goals.
2. The project's location provides residents with multimodal transportation options, including walking, transit, and biking. The site is especially well-suited for bicycle transportation.

3. There are currently high rates of zero-vehicle renter households in the development's census tract, and low rates of renter households that own more than two vehicles.
4. The developer is employing parking management strategies that will reduce parking demand, including setting aside 10 percent of the units as affordable housing, sharing parking with the retail use, and unbundling parking costs from rent costs. These strategies have been shown through robust academic research to reduce parking demand.
5. ITE parking demand estimates indicate that an average of 123 spaces and a conservative 85th percentile rate of 156 spaces will be needed. These estimates indicate that the site plan's 154 parking spaces will be appropriate for the site's needs.
6. As retail hours do not overlap with peak parking demand hours for residential uses, the five spaces required for the retail use can be effectively shared with residents.

By building an appropriately-sized parking lot, the Agua Fria Development will help contribute to Santa Fe's goals of building infill development that addresses the City's housing needs.

APPENDIX A: SITE PLAN



MASTER PLAN

1" = 30'-0"

0' 30' 60'

PERMISSIBLE USES:

RESIDENTIAL:
- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL

COMMERCIAL:
- FOOD AND BEVERAGE
- RETAIL
- STUDIO
- ARTS ACTIVITIES
- SERVICE ESTABLISHMENTS

GENERAL NOTES:

1. PROPERTY WILL BE SUBJECT TO THE WATER ALLOCATION AND/OR WATER OFFSET RETROFIT PROVISIONS OF ORDINANCE NO 2002-39 AND RESOLUTION 2002-95 AT THE TIME OF PERMIT APPLICATION OR WATER HOOKUP REQUEST. COMPLIANCE SHALL BE ACHIEVED BY USE OF RETROFIT CREDITS OR WATER TRANSFERS, IF APPLICABLE.
2. COMPLIANCE WITH PROVISIONS OF GUNNISON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
3. AMERICANS WITH DISABILITIES ACT (ADA) INSPECTION SHALL BE CONDUCTED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. THE CONTRACTOR SHALL COORDINATE CITY STAFF TO SCHEDULE ANY INSPECTION.
4. FENCES, WALLS OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
5. UTILITY EXPANSION CHARGES (UEC) SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
6. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE.
7. COMPLY WITH THE CURRENT CODE WATER CONSERVATION STAGE.
8. LANDSCAPE DESIGN SHALL COMPLY WITH APPLICABLE PROVISIONS OF SFCC SECTION 14-8.4.
9. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8.4(F)(5), "PLANT MATERIAL STANDARDS," WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF CODE ORDINANCE 110, 2008-02 (IMPACT FEES)
11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE CODE ORDINANCE 110, 2003-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14 LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLANS BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF [illegible] PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE:
4.784 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
*(149) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL	95 UNITS x 1.25	= 118.75
LESS THAN 800 SQ. FT. RESIDENTIAL	19 UNITS x 1.5	= 28.5
800-1,200 SQ. FT. RESIDENTIAL	16 UNITS x 2	= 32
OVER 1,200 SQ. FT.		

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-986-5269
FAX 505-986-1270
www.archallinc.com

DO NOT SCALE DRAWINGS
CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS- NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO BEGINNING CONSTRUCTION

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE
MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO.
97-15

CHECKED BY HR DATE 03/20/25
DRAWN BY HR DATE 03/20/25

SHEET TITLE
MASTER PLAN

SHEET NO.
C-2

2768 AGUA FRIA STREET PARKING DEMAND SUPPLEMENTAL RESPONSE

This supplement was prepared in response to City of Santa Fe comments on the 2768 Agua Fria Street Parking Demand Study. It includes an analysis of peer city parking practices, availability of on-demand rideshare and delivery services, and an explanation of how ITE's parking generation methodology is context-sensitive and reflects the characteristics of Santa Fe.

PEER CITY PARKING PRACTICES

While academic research on residential parking demand is largely focused on dense, urban cities, hundreds of smaller communities have eliminated or reduced parking requirements. More small cities and towns have eliminated parking minimums than large or mid-sized cities (see Figure 1). Many of these communities have low densities and are without high-frequency transit service.

Figure 1: Count of US Jurisdictions that have eliminated parking minimums

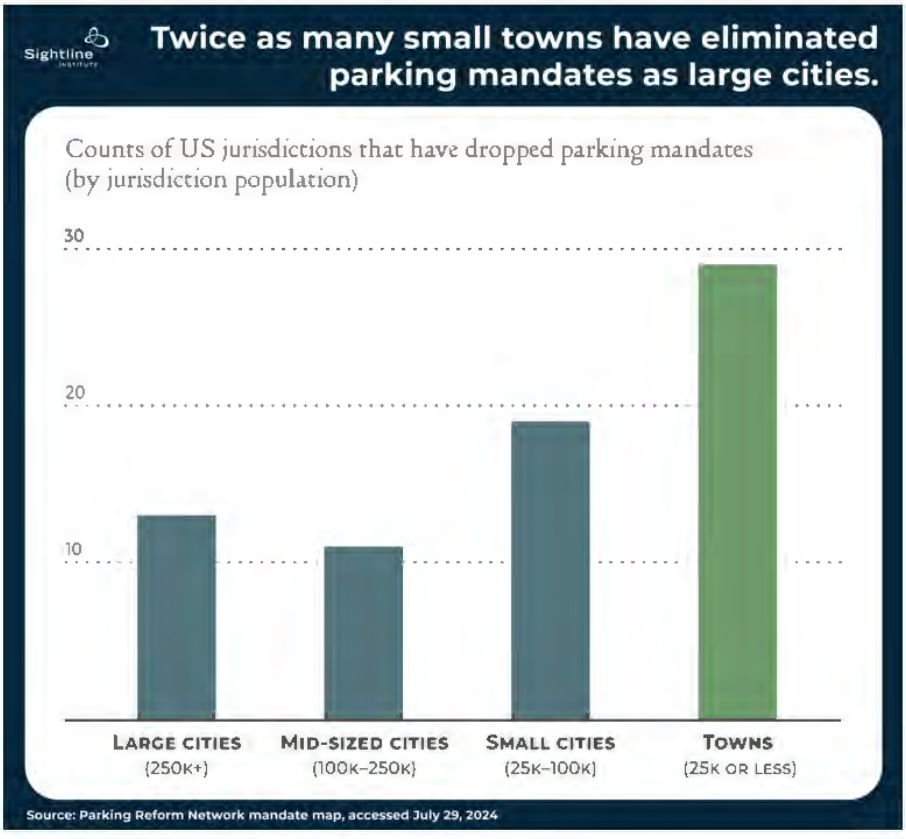

Chart source: Sightline Institute: https://www.sightline.org/2024/09/04/twice-as-many-small-towns-have-eliminated-parking-mandates-as-large-cities/

Table 1 shows parking minimums for peer cities. All of the cities included in the table have eliminated parking minimums, with the exception of Sandpoint, which has lower residential parking minimums than Santa Fe.[1]

Table 1: Population, Population Density, and Transit for Cities with Reduced or Eliminated Parking Minimums

City	Population	Population Density (residents per square mile)	Fixed- Route Transit Availability	Highest-Frequency Transit Service
Santa Fe, NM	~89,000	1,689	Yes	30 min
Sandpoint, ID	~10,000	2,161	Yes	Hourly
Jackson, TN	~68,000	1,147	Yes	30 min
Lansing, KS	~11,000	913	No	None
Bend, OR	~100,000	2,949	Yes	30 min
Portsmouth, OH	~18,000	1,701	No	None
Ecorse, MI	~9,000	3,279	No	None
Chattahoochee Hills, GA	~3,000	48	No	None
Seabrook, NH	~8,000	936	No	None
Gastonia, NC	~84,000	1,600	Yes	Hourly
Rogers, AR	~70,000	1,800	Yes	30 min

Many of the cities presented have lower population densities than Santa Fe. None of the cities have more frequent transit service than Santa Fe, and several of the cities have no fixed-route transit at all. Reducing or eliminating parking minimums is not only possible, but is becoming common practice among smaller communities with low population density and limited transit availability.

ON-DEMAND SERVICES

On-demand services in Santa Fe include rideshare such as Uber and Lyft and grocery delivery services.

- Uber and Lyft both provide rides on-demand and can be utilized 24/7 depending on the availability of drivers.
- Food delivery services available in Santa Fe include Uber Eats, DoorDash, and GrubHub.
- Grocery delivery services are provided by Instacart, DoorDash, Wal-Mart, and Uber Eats.

The availability of on-demand rideshare and food delivery services provides more options for Santa Fe residents who do not own vehicles or who share a vehicle with others in their household. These services can reduce the need for car ownership at the Agua Fria Development.

[1] 1 space required per unit <12,000 sf; 1.4 spaces required for units >12,000 sf

ITE PARKING GENERATION RATES

The ITE Parking Generation peak hour demand estimate is context-sensitive and backed by a large number of parking studies.

The ITE Parking Generation Manual is a compilation of parking count studies taken in a variety of land use contexts. On average, a development of the same size and in the same land use context as the Agua Fria Development will need 123 spaces to accommodate peak hour parking demand. The Agua Fria Development's proposed parking plan will have 31 more spaces than are estimated to be needed. This weighted average peak hour parking demand estimate reflects industry best practice in determining how many spaces will be needed.

The original parking study submittal also included the 85th percentile parking demand estimate of 156 spaces. Of the sites studied by ITE, 85 percent had peak hour parking demand of less than 156 spaces. Only 15 percent of developments had peak hour parking demand higher than 156 spaces. ITE does not recommend using the 85th percentile estimate as a tool to determine the level of parking that should be supplied. The 85th percentile estimate was included to show that the vast majority of developments have peak hour parking demand below this level.

Only studies taken from contexts similar to Santa Fe's were used in generating the ITE estimate, and the parking demand estimate is aligned with Santa Fe's land use and transportation context. Parking counts from 97 sites with the same context factors were compiled by ITE to generate the peak hour parking demand estimate. The three context factors used for the analysis are described below:

1. Type of development
    a. Low-rise (2-3 levels) multifamily housing with at least one dwelling unit with two or more bedrooms
2. Proximity to rail transit
    a. Not within ½ mile of rail transit
3. Land use context

a. General urban/suburban (see call-out box for detailed description)

General Urban/Suburban Land Use Context

An area associated with **almost homogeneous vehicle-centered access**. Nearly all person trips that enter or exit a development site are by personal passenger or commercial vehicle. The area can be fully developed (or nearly so) at low-medium density with a mix of residential and commercial uses. The commercial land uses are typically concentrated at intersections or spread along commercial corridors, often surrounded by low-density, almost entirely residential development. Most commercial buildings are located behind the parking area or surrounded by parking. The mixing of land uses is only in terms of their proximity, not in terms of function. A retail land use may focus on serving a regional clientele whereas a service land use may target motorists or pass-by vehicle trips for its customers. Even if the land uses are complementary, **a lack of pedestrian, bicycling, and transit facilities or services limit non-vehicle travel.**

The Agua Fria Street Development's location is more multi-modal than the general urban/suburban context used for the ITE analysis, as described in the Locations Benefits section of the parking study submittal. In addition, parking demand reduction strategies (unbundled parking and affordable housing) will reduce demand at the site further. **Given these factors, it is reasonable to expect that parking demand at the site will be below the average peak hour demand estimate of 123 spaces.**

AGUA FRIA LOT 38 DEVELOPMENT

TRAFFIC IMPACT ANALYSIS

FINAL SUBMITTAL

OCTOBER 17, 2024



Prepared For:

Cold Water Development Fund QOZF, LLC

106 Faithway St

Santa Fe, NM 87501

Prepared By:

Bohannan Huston

Engineering

Spatial Data

Advanced Technologies

AGUA FRIA, LOT 38 DEVELOPMENT
TRAFFIC IMPACT ANALYSIS

FINAL SUBMITTAL

Date:

October 17, 2024

Prepared by:

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Carl D. Vermillion, PE, PTOE, RSP1 **Date**

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Appendix A Existing Data

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Appendix G 2042 Build Intersection Capacity Analysis

I. INTRODUCTION AND SUMMARY

Cold Water Development Fund QOZF proposes to develop Lot 38, situated southwest of the Agua Fria and Broadmoor Blvd intersection. The proposed development will include 130 multi-family housing units.

A. STUDY PURPOSE

The purpose of the traffic study is to determine the impacts of the proposed development on the surrounding roadway network, evaluate the operation of the proposed site entrances, and to recommend any mitigation measures that may be necessary to support additional traffic generated by the new development.

B. EXECUTIVE SUMMARY

1. SITE LOCATION AND STUDY AREA

The site is located northeast of the Agua Fria and Siler intersection in Santa Fe, New Mexico. A vicinity map and proposed site plan are shown in Figure 1.

The study area consists of the following intersections:

- Agua Fria Street and Siler Road (existing 4-way signalized intersection)
- Agua Fria Street and Harrison Road (existing 4-way unsignalized intersection)
- Agua Fria Street and Siler Park Lane (existing 3-way unsignalized intersection)
- Siler Road & Siler Park Lane (existing 3-way unsignalized intersection)
- Agua Fria Street and North Site Entrance (future 3-way unsignalized intersection)

The intersection evaluations include analysis for the AM and PM peak hours for the following traffic conditions:

- Existing traffic (2024)
- 2027 Completion Year without the proposed site development (2027 No Build)
- 2027 Completion Year with the proposed site development (2027 Build)
- 2042 Horizon Year without the proposed site development (2042 No Build)
- 2042 Horizon Year with the proposed side development (2042 Build)

2. PRINCIPAL FINDINGS

The traffic analysis found that all intersections operate overall acceptably in the 2024 Existing, 2027 No Build and 2027 Build conditions.

In the 2042 No Build and Build scenarios, the westbound thru movement at the signalized intersection, Agua Fria and Siler, will operate at LOS F in the PM peak hour. Since the first occurrence of this appears in the no build scenario, the development is not responsible for this and further assessments as the horizon year nears is recommended.

A dedicated right turn lane was evaluated based on the SAMM, the Santa Fe TIA Guidelines, and AASHTO. A right turn lane on Agua Fria and the proposed access point is required based on the SAMM, but is not required based on the Santa Fe TIA Guidelines. Based on AASHTO requirements, if a turn lane is provided it specifies a desirable deceleration distance of 205 feet for a speed of 35 MPH. It also describes that it is not practical on many facilities to provide the full length of deceleration length in the turn lane due to constraints such as right-of-way, distance available between adjacent intersections, and storage needs. As right-of-way constraints exist along Agua Fria, this concern was evaluated to determine a length of right turn deceleration distance that could be included along the frontage of the development property. From the edge of the property to the access point an approximately 110-foot-long deceleration lane would be able to be constructed. If the adjacent properties are ever developed in the future, the City of Santa Fe may extend this turn lane to the full 205 feet if determined appropriate at that time. It is our professional recommendation that a right turn lane should be constructed at the access point of the proposed development and that this deceleration lane should be 110 feet in length.

Additionally left turn lanes were evaluated based on the SAMM, Santa Fe TIA Guidelines, and AASHTO. The westbound left on Agua Fria at the proposed access point does not meet the SAMM volumes during the AM peak hour but does meet the guidance in the PM peak hour. The Santa Fe TIA Guidelines show this left turn lane being warranted due to the high volume on Agua Fria in this area. As a two-way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

3. RECOMMENDATIONS

- Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site.

- An eastbound dedicated right turn lane is recommended at the proposed access point. This right turn lane shall be 110 feet in length along the frontage of the proposed development property.
- All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements.



Bohannan Huston
www.bhinc.com 800.877.5332

AGUA FRIA, LOT 38 DEVELOPMENT
SANTA FE, NEW MEXICO
SITE TRAFFIC ANALYSIS

FIGURE 1
SITE PLAN

C:\Users\CVERMILLION\appdata\local\temp\AcPublish_13736\20240415_Figures.dwg Aug 12, 2024 - 2:21pm

II. PROPOSED DEVELOPMENT

A. LAND USE AND INTENSITY

The proposed development is a 130-unit multi-family residential subdivision.

The development is located east of the Agua Fria and Siler intersection. The study area is not developed.

B. DEVELOPMENT PHASING AND TIMING

The project is expected to be developed by 2027.

III. STUDY AREA CONDITIONS

A. STUDY AREA

The study area consists of the following intersections:

- Agua Fria Street and Siler Road (existing 4-way signalized intersection)
- Agua Fria Street and Harrison Road (existing 3-way unsignalized intersection)
- Agua Fria Street and Siler Park Lane (existing 3-way unsignalized intersection)
- Siler Road & Siler Park Lane (existing 3-way unsignalized intersection)
- Agua Fria Street and North Site Entrance (future 3-way unsignalized intersection)

B. SITE ACCESSIBILITY

The development will include the main access on Agua Fria Street, approximately 0.3 miles east of the Agua Fria and Siler intersection. The development will also have a gated emergency access off of Cooks Road. This emergency access will not have assigned use as part of this study. The site access location on Agua Fria Street is an existing roadway with one lane in each direction and center two-way left turning lane, future 3-way intersection.

The primary routes to the site are anticipated to be either Agua Fria Street, Siler Road or Harrison Road.

C. DATA SOURCES

The data used in this report consist of the traffic volumes described below, aerial photography and mapping from Google Earth®, as well as information provided by Cleland Traffic Counts.

IV. EXISTING CONDITIONS ANALYSIS

A. BACKGROUND

Roadway federal classification is updated approximately every four years. The classification process involves local governments, the Mid Region Council of Governments (MRCOG), New Mexico Department of Transportation (NMDOT), and the Federal Highway Administration (FHWA). The 2024 MRCOG Roadway Functional Classification Map classifies roadways based on their function. Roadways are subject to design guidance based on their functional classification, design speed, or based on Comprehensive Plan corridor designations.

1. ADJACENT ROADWAYS

The following are adjacent roadways:

- Agua Fria Street is a minor arterial with one lane in each direction and a two-way left turn lane. Agua Fria has a posted speed limit of 35 miles per hour (MPH). Agua Fria provides regional connectivity within the greater Santa Fe area, serving as a link between major/minor roadways which travel north-south directions, including Highway 285 and I-25. Sidewalks and bicycle lanes exist along Agua Fria in this area.
- Siler Road is a minor arterial, with one lane in each direction and a two-way left turn lane. Siler Road has a posted speed limit of 30 MPH. Siler provides regional connectivity within Santa Fe, serving as a connector roadway to NM 14 which leads to Tijeras and I-40 to the south, or I-25 to the south, or US 285 to the northeast. Sidewalks and bicycle lanes exist along Agua Fria in this area.
- Harrison Road is a local roadway with speedhumps no centerline striping. Harrison Road has a posted speed limit of 25 MPH. Sidewalk, curb and gutter exist along Harrison Road in this area.
- Siler Park Lane is a local roadway with no centerline striping or posted speed limit. It has an assumed speed limit of 25 MPH. Siler Park Lane has curb and gutter. No sidewalk or bike paths exist along Siler Park Lane.
- Cooks Road is a local roadway with no centerline striping or posted speed limit. Cooks Road has sidewalk, curb and gutter. Bike lanes/paths do not exist along Cooks Road.

2. MULTI-MODAL CONDITIONS

The Santa Fe Bikeways and Trails map includes designated bicycle lanes on both sides of Agua Fria from Siler to Avenida Cristobal Colon. This map also includes Agua Fria

as a shared use-higher traffic roadway where it does not denote bike lanes or shoulders. Siler Road also includes a bike lane/shoulders from Cerrillos Road to Alameda. Additionally, the bikeways and trails map shows Rufina and Harrison as shared use with lower traffic/speed.

The Santa Fe river trail is located along the north banks of the Santa Fe river, which runs parallel to the north of Agua Fria through the project limits. The nearest access to this trail is currently at Siler Road with many additional access points along the 10 mile trail. Additional access points are in discussion at the City but are not yet under construction.

The Santa Fe Trails bus system currently has an active route along Agua Fria Street, which passes the proposed development. The system map denotes this route as route 1 with the nearest bus stop being located east of the intersection of Agua Fria and Siler.

Additionally, Cerrillos Road has route 2 running along it within a mile of the proposed development. This route has the closest bus stop located at Cerrillos Road and Siler.

B. EXISTING TRAFFIC CONDITIONS

Traffic counts for the intersections analyzed in the study area were collected on March 19, 2024, and March 20, 2024. Existing traffic counts are included in Appendix A. The counts included 6-hour turning movement counts. Build traffic for the proposed subdivisions was estimated by counting the houses, developing trip generation, and distributing those trips onto the Build roadway network, similar to a normal traffic study.

C. LEVEL OF SERVICE DEFINITIONS

The *Highway Capacity Manual Seventh Edition* (HCM) defines Level of Service (LOS) for signalized and un-signalized intersections in Table 1 as follows:

Table 1 | LOS Definitions

Level of Service	Definition	Signalized (sec/veh)	Unsignalized (sec/veh)
A	Most vehicles do not stop	<10	<10
B	Some vehicles stop	>10 and <20	>10 and <15
C	Significant numbers of vehicles stop	>20 and <35	>15 and <25
D	Many vehicles stop	>35 and <55	>25 and <35
E	Limit of acceptable delay	>55 and <80	>35 and <50
F	Unacceptable delay	>80	>50

The City of Santa Fe has established LOS D as the generally acceptable level of service in urban areas. When intersections operate below this level, improvements are considered, where feasible. Other critical movements are also desired to have LOS D or better if possible.

D. EXISTING INTERSECTION CAPACITY ANALYSIS

The traffic volume for all existing intersections were analyzed using Highway Capacity Software version 7 (HCS7), which uses the intersection methodology from the Seventh Edition of the Highway Capacity Manual (HCM). Existing traffic volumes are shown in Figure 2. Individual intersection output for the existing conditions analysis is included in Appendix B. The results are summarized in Table 2 and Table 3.

The signalized intersection of Agua Fria Street and Siler Road operates at an acceptable level of service in the AM and PM peak hours.

Table 2 | Existing Signalized Intersection Results

Intersection/Movement	2024 AM Peak			2024 PM Peak		
	Delay (sec)	V/C	LOS	Delay (sec)	V/C	LOS
Agua Fria & Siler	21.8	0.80	C	28.1	0.88	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

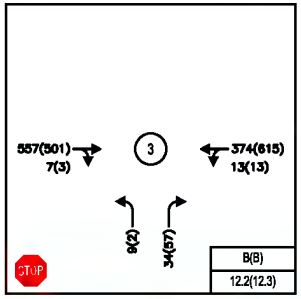
The unsignalized intersections operate at acceptable levels of service in the AM and PM peak hours with a LOS no worse than C. The Results for the unsignalized intersections are shown in Table 3.

Table 3| Existing Unsignalized Intersection Results

Intersection/Movement	2024 AM Peak				2024 PM Peak			
	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.8	0.01	0	A
Westbound Approach	8.9	0.04	25	A	8.9	0.05	25	A
Northbound Approach	14.1	0.11	25	B	15.3	0.23	25	C
Southbound Approach	13.3	0.04	25	B	17.0	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.7	0.01	0	A	8.7	0.01	0	A
Northbound Approach	12.2	0.02	25	B	12.3	0.02	25	B
Siler Road & Siler Park Lane								
Westbound Approach	16.4	0.13	25	C	19.0	0.23	25	C
Southbound Approach	0.4	0.01	0	A	0.4	0.01	0	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



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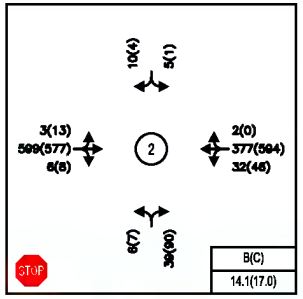

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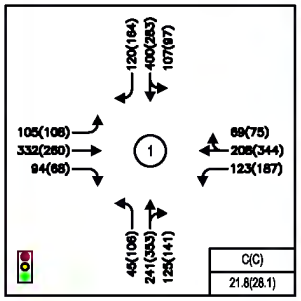

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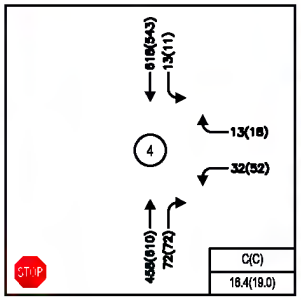

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FIGURE 2
2024 EXISTING

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V. PROJECTED TRAFFIC

A. SITE TRAFFIC FORECASTING

1. TRIP GENERATION

Generated trips are broken down into three types; 1) primary, 2) pass-by trips, and 3) diverted link. The Trip Generation report defines these trips as follows:

- **Primary Trips** – These trips are made for the specific purpose of visiting the generator. The stop at that generator is the primary reason for the trip. For example, a home to shopping to home combination of trips is a primary trip set.
- **Pass-by Trips** – These trips are made as intermediate stops on the way from an origin to a primary trip generation. Pass-by trips are attracted from the traffic passing the site on an adjacent street that contains direct access to the generator site. These trips do not require a diversion from another roadway. For example, stopping at the store on the way home from work is an example of a pass-by trip. No pass-by trips we used in this analysis.
- **Diverted Linked Trips –** These trips are attracted from the traffic volume on the roadway within the vicinity of the generator, but which require a diversion from that roadway to another roadway to gain access to the site. The roadways could include streets or freeways adjacent to the generator, but without access to the generator. For this study, the diverted link trips have been included in with the primary trips.

This study evaluates primary trips only.

The trip generation based on the 10th Edition of the Institute of Transportation engineer's (ITE) Trip Generation Manual is shown in Table 4 below with the following considerations. The trip generation is based on the peak hour of the adjacent street traffic.

Table 4| Trip Generation

Land Use	ITE Code	Size	Daily	AM Enter	AM Exit	PM Enter	PM Exit
Multi-Family Housing (Low-Rise)	220	130	909	15	48	48	28

2. TRIP DISTRIBUTION AND ASSIGNMENT

The trip distribution was determined using a modified gravity model that considered a region-wide travel shed for employment trips. As the development is residential, standard traffic analysis assumes the trips in the peak hour to be primarily employment trips, so the destinations for the AM trips are employment locations, with the origins the site. In the PM peak hour, the destination is the site, and the origins are the employment locations.

The gravity model uses the locations of employment, which are weighted by the number of jobs in the Subareas in the Albuquerque and Santa Fe Metropolitan area divided by their distance from the site. This means that employment locations closer to the site are considered more likely, with those farther away to be less likely, depending on how many jobs are in each Subarea.

The gravity model utilized socioeconomic data obtained from the Mid Region Council of Governments (MRCOG), which included population and employment estimates for each subarea within the Albuquerque and Santa Fe Metropolitan Planning Area to develop the trip distribution.

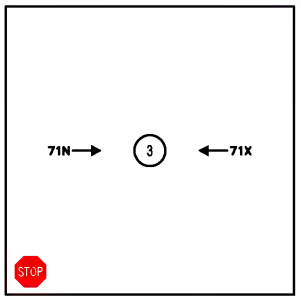
Spreadsheets showing the development of the trip distribution are included in Appendix C. Trip distribution percentages are shown in Figure 3.

3. TRAFFIC PROJECTIONS

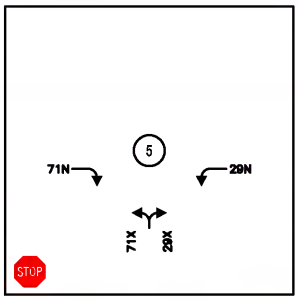
A background growth rate of 1% was applied to provide an estimate of potential future growth of traffic at all intersections evaluated. The growth rate determination and data are summarized in the spreadsheets included in Appendix C.

LEGEND

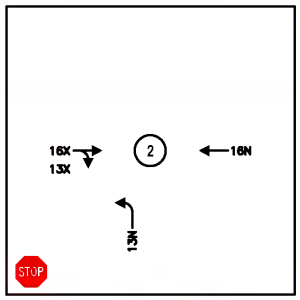
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- N — Entering
- X — Exiting



AGUA FRIA ST / SILER PARK LN



AGUA FRIA ST / NORTH SITE ENTRANCE



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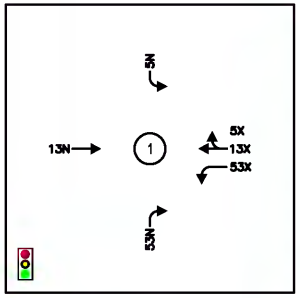

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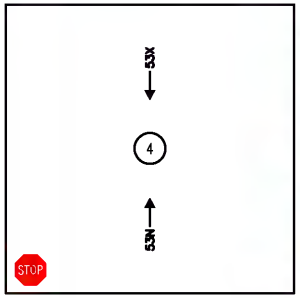

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FIGURE 3
RESIDENTIAL TRIP DISTRIBUTION PERCENTAGES

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VI. TRAFFIC AND IMPROVEMENT ANALYSIS

The following section will discuss the results of the future year traffic analysis. The intersection capacity analysis was completed using HCS7 which implements the Highway Capacity Manual procedures.

1. 2027 NO BUILD INTERSECTION CAPACITY ANALYSIS

The 2027 No Build analysis assumes that the proposed development is not completed in the 2027 and 2042 time periods. Figure 4 shows the 2027 No Build Results. Table 5 and Table 6 show the No Build results. The HCS outputs are included in Appendix D.

The study found that the signalized intersection, Agua Fria Street and Siler Road, operates at acceptable levels of service, LOS C in the AM and PM peak hours for the 2027 No Build condition.

For the 2027 No Build scenario the signalized intersection of Agua Fria Street and Siler operates at LOS C in both the AM and PM peak hours. Table 5 shows the No Build Signalized Results.

Table 5 | 2027 No Build Signalized Intersection Results

Intersection	2027 AM Peak			2027 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	22.6	0.81	C	30.0	0.90	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

The study found that all unsignalized intersections operate at acceptable levels of service in the 2027 No Build condition with all movements at LOS C or better for both AM and PM peak hours.

For the 2027 No Build condition, the Agua Fria and Harrison intersection has eastbound and westbound approaches that are expected to operate at a LOS A in the AM and PM peak hours. The northbound and southbound approaches are expected to operate at a LOS B in the AM peak hour and LOS C in the PM peak hour.

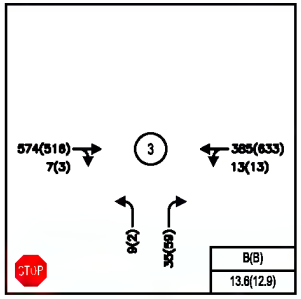
The Agua Fria and Siler Park Lane intersection produced results that the westbound approach is expected to operate at a LOS A in the AM and PM peak hour while the northbound approach is expected to operate at a LOS B during both peak hours.

The Siler and Siler Park Lane intersection is expected to operate at a LOS C for the westbound approach in both the AM and PM peak hour. The Southbound approach is expected to operate at a LOS A in both the AM and PM peak hour.

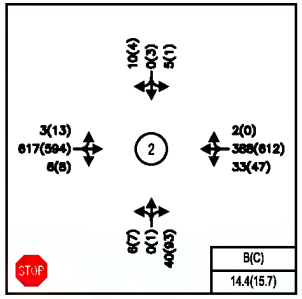
Table 6 | 2027 No Build Unsignalized Intersection Results								
	2027 AM Peak				2027 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.9	0.01	0	A
Westbound Approach	9.0	0.04	25	A	9.0	0.05	25	A
Northbound Approach	14.4	0.11	25	B	15.7	0.24	25	C
Southbound Approach	13.6	0.04	25	B	17.4	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.8	0.01	0	A	8.6	0.01	0	A
Northbound Approach	13.6	0.10	25	B	12.9	0.13	25	B
Siler Road & Siler Park Lane								
Westbound Approach	16.7	0.14	25	C	19.7	0.25	50	C
Southbound Approach	8.7	0.01	0	A	0.4	0.01	0	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



AGUA FRIA ST / SILER PARK LN



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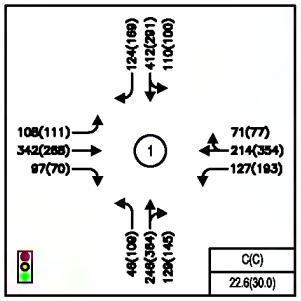

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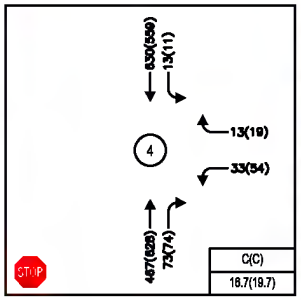

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FIGURE 4
2027 AM(PM) NO BUILD
PEAK HOUR TRAFFIC VOLUMES

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2. 2027 BUILD INTERSECTION CAPACITY ANALYSIS

The trips generated by the site (Table 4) were assigned to the intersections using the trip percentages and associated volumes, shown in Figure 3. These trips were added to the 2027 No Build traffic projections.

The study found that the signalized intersection, Agua Fria and Siler will operate at acceptable levels of service in the 2027 Build condition with a LOS C in both the AM and PM peak hour.

The 2027 Build capacity analysis is shown in Table 7 and Table 8. The individual intersection output is included in Appendix E.

Table 7 | 2027 Build Signalized Intersection Results

Intersection	2027 AM Peak			2027 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	23.4	0.82	C	32.1	0.92	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

For the 2027 Build condition at Agua Fria and Harrison Road, the eastbound and westbound approaches are expected to operate at LOS A in the AM and PM peak hour. The northbound and southbound movements are expected to operate at LOS B in the AM peak hour and LOS C in the PM peak hour.

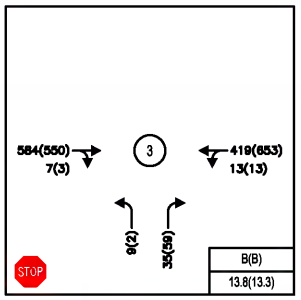
Under the 2027 Build condition at Agua Fria and Siler Park Lane the westbound approach is expected to operate at a LOS A in both the AM and PM peak hour while the northbound approach is expected to operate at LOS B in both the AM and PM peak hours.

At the Siler Road & Siler Park Lane intersection the westbound approach is expected to degrade to LOS C in the PM peak hour. All other movements operate at acceptable Levels of Service in both the AM and PM peak hour.

Table 8 | 2027 Build Unsignalized Intersection Results								
	2027 AM Peak				2027 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.9	0.01	0	A
Westbound Approach	9.1	0.04	25	A	9.0	0.05	25	A
Northbound Approach	14.8	0.12	25	B	16.9	0.27	50	C
Southbound Approach	13.7	0.04	25	B	17.6	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.8	0.01	0	A	8.7	0.01	0	A
Northbound Approach	13.8	0.10	25	B	13.3	0.13	25	B
Siler Road & Siler Park Lane								
Westbound Approach	17.0	0.14	25	C	20.4	0.26	25	C
Southbound Approach	8.7	0.01	0	A	9.4	0.01	0	A
Agua Fria & North Site Entrance								
Westbound Approach	8.9	0.00	0	A	9.0	0.02	0	A
Northbound Approach	15.6	0.13	25	C	16.8	0.09	25	C
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



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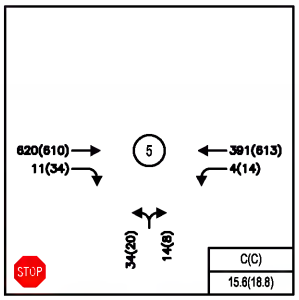

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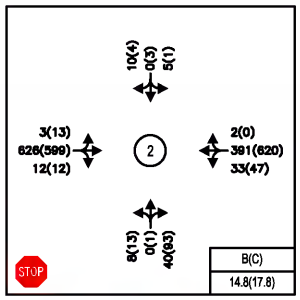

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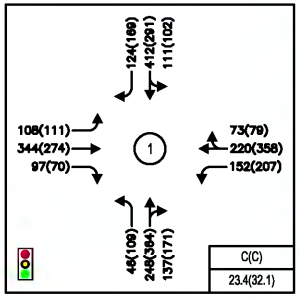

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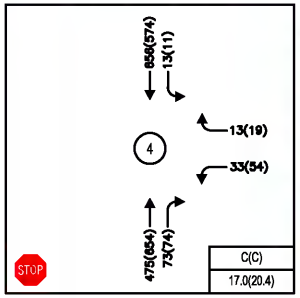

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FIGURE 5
2027 AM(PM) BUILD
PEAK HOUR TRAFFIC VOLUMES

3. 2042 NO BUILD INTERSECTION CAPACITY ANALYSIS

The 2042 Horizon Year No Build analysis assumes the proposed development is completed in the 2027 time period. Figure 6 shows the 2042 Horizon Year No Build Results. Table 9 and Table 10 show a summary of the No Build results. The HCS outputs are included in Appendix F.

The traffic analysis found that the signalized intersection, Agua Fria Street and Siler Road operate overall acceptably for the 2042 No Build condition in the AM and PM peak hours however, during the PM peak hour the westbound movement degrades to LOS F due to the background traffic growth. This decline in operation is not due to the development traffic.

Table 9 | 2042 Horizon Year No Build Signalized Intersection Results

Intersection	2042 AM Peak			2042 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	31.8	0.87	C	51.9	1.16	D**

* – HCM 95th percentile queue rounded to next 25-foot increment
** - Movements of LOS F

The traffic analysis found in the 2042 No Build condition all unsignalized intersections operate at acceptable Levels of Service in both the AM and PM peak hours.

For the 2042 No Build condition the Agua Fria Street and Harrison Road is expected to continue to operate at acceptable conditions. All movements at this intersection are expected to continue to operate at acceptable levels of service.

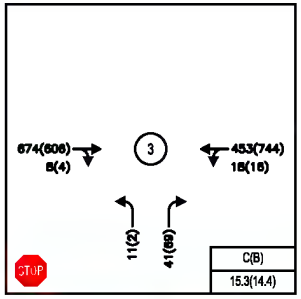
For the Agua Fria Street and Siler Park Lane intersection also continues to operate acceptably. All movement continue to operate at acceptable level of service.

The Siler Road & Siler Park Lane intersection continues to operate with all movements operating at acceptable Levels of Service in both the AM and PM peak hours.

Table 10 | 2042 Horizon Year No Build Unsignalized Intersection Results								
	2042 AM Peak				2042 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.3	0.00	0	A	9.3	0.02	25	A
Westbound Approach	9.5	0.05	25	A	9.5	0.07	25	A
Northbound Approach	16.6	0.15	25	C	19.2	0.33	50	C
Southbound Approach	15.4	0.05	25	C	20.6	0.04	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	9.1	0.02	25	A	8.9	0.02	25	A
Northbound Approach	15.3	0.14	25	C	14.4	0.17	25	B
Siler Road & Siler Park Lane								
Westbound Approach	19.6	0.19	25	C	22.3	0.26	25	C
Southbound Approach	9.1	0.02	25	A	9.9	0.02	25	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



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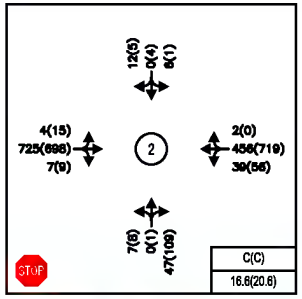

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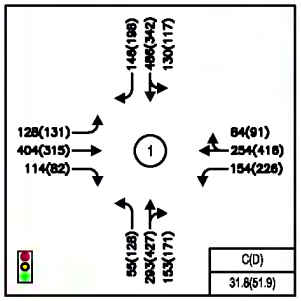

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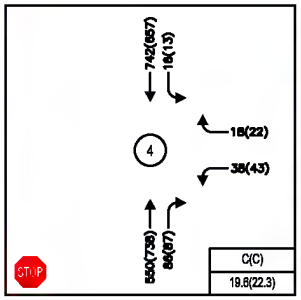

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FIGURE 6
2042 HORIZON YEAR
AM(PM) NO BUILD
PEAK HOUR TRAFFIC VOLUMES

4. 2042 BUILD INTERSECTION CAPACITY ANALYSIS

The trips generated by the site (Table 4) were assigned to the intersections using the trip percentages and associated volumes, shown in Figure 3. These trips were added to the 2042 Horizon Year No Build traffic projections shown in Appendix G 2042 Build Intersection Capacity Analysis. Figure 7 shows the 2042 Build Traffic Volumes and a summary of the results are shown in Table 11 and Table 12. The individual intersection output is included in Appendix G.

The 2042 Horizon Year Build traffic analysis found that the signalized intersection, Agua Fria and Siler continues to have a deficient movement during the PM peak hour. The westbound thru movement operates at a LOS F in the PM peak hour with a delay of 151.4 seconds per vehicle. This deficiency is also noted in the No build scenario and therefore is not caused by the development traffic.

Table 11 | 2042 Horizon Year Build Signalized Intersection Results

Intersection	2042 AM Peak			2042 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	33.2	0.88	C	56.8	1.20	E**

* – HCM 95th percentile queue rounded to next 25-foot increment
** - Movements of LOS F

For the 2042 Build condition, the study found that all unsignalized intersections operate at an acceptable Level of Service in both the AM and PM peak hours.

The eastbound and westbound approaches at the Agua Fria and Harrison intersection operate at a LOS A in the AM and PM peak hour. The northbound and southbound approaches operate at a LOS C in the AM and PM peak hour.

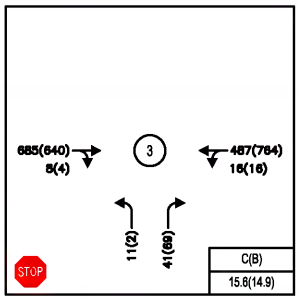
At the Agua Fria Street and Siler Park Lane intersection, all movements operate at acceptable Levels of Service in both the AM and PM peak hours.

At the Siler Road & Siler Park Lane intersection, the westbound approach is expected to degrade to LOS D in the PM peak hour. All other movements operate better than LOS D in both the AM and PM peak hours.

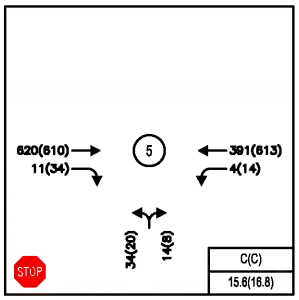
Table 12 | 2042 Horizon Year Build Unsignalized Intersection Results								
	2042 AM Peak				2042 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.3	0.00	0	A	9.3	0.02	25	A
Westbound Approach	9.5	0.05	25	A	9.5	0.07	25	A
Northbound Approach	17.1	0.17	25	C	21.5	0.38	50	C
Southbound Thru Approach	15.5	0.05	25	C	20.9	0.04	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	9.2	0.02	25	A	9.0	0.02	25	A
Northbound Approach	15.6	0.14	25	C	14.9	0.17	25	B
Siler Road & Siler Park Lane								
Westbound Approach	20.1	0.20	25	C	26.1	0.36	50	D
Southbound Approach	9.1	0.02	25	A	10.0	0.02	25	A
Agua Fria & North Site Entrance								
Westbound Approach	8.9	0.00	0	A	9.0	0.02	25	A
Northbound Approach	15.6	0.13	25	C	16.8	0.09	25	C
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

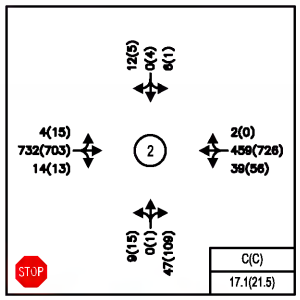
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



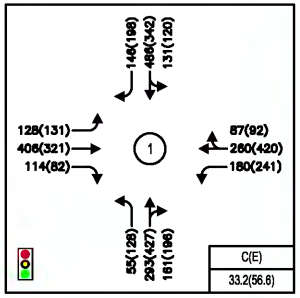
AGUA FRIA ST / SILER PARK LN



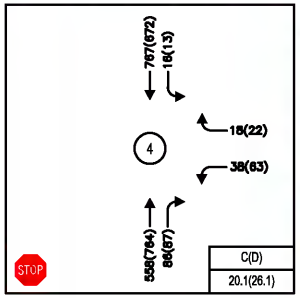
AGUA FRIA ST / NORTH SITE ENTRANCE



AGUA FRIA ST / HARRISON RD



AGUA FRIA ST / SILER RD



SILER RD / SILER PARK LN



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Bohannan Huston
www.bhinc.com 800.877.5332

AGUA FRIA, LOT 38 DEVELOPMENT
SANTA FE, NEW MEXICO
SITE TRAFFIC ANALYSIS

FIGURE 7
2042 HORIZON YEAR
AM(PM) BUILD
PEAK HOUR TRAFFIC VOLUMES

B. TURN LANE EVALUATION

Analyses of the state access management manual (SAMM), comparisons to Transportation Impact Analysis (TIA) Guidelines by the City of Santa Fe, and AASHTO documentation were completed to determine the need to install new right turn or left turn lanes at several of the intersections included in the study area.

Included in decision making for these deceleration lanes was the safety analysis for the Agua Fria Street Corridor Study that was recently completed. This section of the study is included in Appendix C for reference. This safety analysis showed 308 accidents over a 10-year period with 71% of those accidents being rear-end collisions. The FHWA Highway Safety Programs suggests countermeasures that address specific types of crashes. A counter measure that is suggested to help address rear end crashes attributed to turning vehicles hit from behind is providing turning lanes at intersections. As the turn lane evaluation looked at several guidance documents based on national standards, New Mexico standards, and City of Santa Fe standards, a recommendation will take all available information and follow a best practice to help decrease the amount of rear end collisions along Agua Fria creating a safer environment for the traveling public.

Agua Fria has a posted speed limit of 35 MPH, and the development will see a volume of 11 vehicles in the AM peak hour and 34 vehicles during the PM peak hour taking an eastbound right into the site. During both peak hours, a dedicated right turn lane is required based on the SAMM criteria. The Santa Fe TIA Guidelines have different vehicle volumes for the requirement of dedicated right turn lanes, and therefore the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. For this right turn lane, the deceleration length is calculated based on AASHTO recommendations. With a speed of 35 MPH, AASHTO states that a deceleration distance of 205 feet is needed. The Santa Fe guidelines and AASHTO also state that a moderate amount of deceleration within the through lanes is acceptable. Due to existing right-of-way constraints along Agua Fria, the length from the edge of the property to the access point is the limiting factor without requiring right of way acquisitions to adjacent property owners. The length of deceleration lane, which includes the taper, that would fit into this area is approximately 110 feet. This would mean that a vehicle would slow to 25 MPH in the through lane with the remainder of deceleration occurring in the dedicated right turn lane. Since the SAMM criteria warrants this right turn lane, it is recommended to install this dedicated right turn lane with a length of 110 feet along the frontage of the proposed development. If development of the adjacent property occurs in the future, the City of Santa Fe may recommend extending this turn lane to the full 205-foot requirement.

The development will also see a volume of 4 vehicles in the AM peak hour and 14 vehicles during the PM peak hour entering the development via a westbound left movement. The AM peak hour does not require a dedicated turn lane although the

PM peak hour does meet the threshold requiring a left turn lane per the SAMM. The Santa Fe TIA Guidelines show the volume criteria is met for a left turn lane for a two-lane roadway at 35 MPH. As a two way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

The signalized intersection of Agua Fria and Siler Road was also looked at closer to determine the need for dedicated right turning lanes. The SAMM states that one of the purposes of speed change lanes at signalized intersections are to improve intersection operational efficiency. The intersection operates acceptably during the opening year of 2027 but the westbound includes declines in 2042 due to background growth even without the additional traffic generated by the development. In the horizon year it may be beneficial to take a closer look at this movement to determine if a dedicated westbound right turning lane should be installed at this intersection. Using the Santa Fe TIA Guidelines, the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. Alternative mitigation efforts should be explored prior to 2042.

According to the SAMM, the intersection of Siler Road and Siler Park Lane meets the threshold for a dedicated northbound right turning lane in existing conditions during both AM and PM peak hours. The Santa Fe TIA Guidelines show the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. Since this turn lane is not required based on the Santa Fe TIA Guidelines, we recommend this not be installed. Additionally, since this is in existing conditions this right turn lane should not be the responsibility of the developer.

Agua Fria and Siler Park Lane was also evaluated and does not require an eastbound dedicated right turn lane at the intersection based on the SAMM. A westbound dedicated left turn lane is required based on the SAMM. There is an existing westbound left turn lane at this intersection with a length of approximately 50 feet. Additionally, this area includes a two way left turn lane that could be used to extend this left turn lane if needed. The Santa Fe TIA Guidelines for turning lane requirements indicated the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. The traffic volume is met for a dedicated left turn lane for a two-way roadway at 35 MPH. The operational analysis shows that the westbound left at this location will not see a queue develop during either peak hour. The Santa Fe TIA Guidelines state that the minimum turn bay length of 50 feet shall be provided. Since this is met for the westbound left turn lane, additional length is not required. Additionally, no trips associated with the development are assigned to this movement, so these turn lanes at this intersection should not be the responsibility of the developer.

The applicable tables from the SAMM and Santa Fe TIA Guidelines criteria is included in Appendix C for reference

VII. CONCLUSIONS AND RECOMMENDATIONS

A. CONCLUSIONS

The traffic analysis found that all intersections operate overall acceptably in the 2024 Existing, 2027 No Build and 2027 Build conditions.

In the 2042 No Build and Build scenarios, the westbound thru movement at the signalized intersection, Agua Fria and Siler, will operate at LOS F in the PM peak hour. Since the first occurrence of this appears in the no build scenario, the development is not responsible for this and further assessments as the horizon year nears is recommended.

A dedicated right turn lane was evaluated based on the SAMM, the Santa Fe TIA Guidelines, and AASHTO. A right turn lane on Agua Fria and the proposed access point is required based on the SAMM, but is not required based on the Santa Fe TIA Guidelines. AASHTO requirements state that if a turn lane is provided it specifies a desirable deceleration distance of 205 feet for a speed of 35 MPH. It states that it is not practical on many facilities to provide the full length of deceleration length in the turn lane due to constraints such as right-of-way, distance available between adjacent intersections, and storage needs. As right-of-way constraints exist along Agua Fria, this concern was evaluated to determine a length of right turn deceleration distance that could be included along the frontage of the development property. From the edge of the property to the access point an approximately 110-foot-long deceleration lane would be able to be constructed. If the adjacent properties are ever developed in the future, the City of Santa Fe may extend this turn lane to the full 205 feet if determined appropriate at that time. It is our professional recommendation that a right turn lane should be constructed at the access point of the proposed development and that this deceleration lane should be 110 feet in length.

Additionally left turn lanes were evaluated based on the SAMM, Santa Fe TIA Guidelines, and AASHTO. The westbound left on Agua Fria at the proposed access point does not meet the SAMM volumes during the AM peak hour but does meet the guidance in the PM peak hour. The Santa Fe TIA Guidelines show this left turn lane being warranted due to the high volume on Agua Fria in this area. As a two-way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

B. RECOMMENDATIONS

- Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site.

- An eastbound dedicated right turn lane is required at the proposed access point. This right turn lane shall be 110 feet in length along the frontage of the proposed development property.
- All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements.

APPENDIX A
EXISTING DATA

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	2	15	2	0	0	19	1	4	2	0	1	8	3	7	10	0	0	20	1	7	2	0	0	10	57
06:15 AM	8	21	12	0	0	41	5	9	6	0	0	20	2	6	7	0	0	15	1	22	4	0	0	27	103
06:30 AM	5	25	19	0	0	49	9	9	3	0	0	21	1	27	8	0	0	36	5	22	5	0	0	32	138
06:45 AM	9	44	13	0	0	66	7	14	5	0	0	26	3	14	18	0	0	35	10	26	5	0	0	41	168
Total	24	105	46	0	0	175	22	36	16	0	1	75	9	54	43	0	0	106	17	77	16	0	0	110	466
07:00 AM	11	25	7	0	0	43	11	17	5	0	0	33	3	27	13	0	0	43	9	36	10	0	0	55	174
07:15 AM	8	51	17	0	0	76	20	25	13	0	0	58	6	32	21	0	0	59	15	45	15	0	0	75	268
07:30 AM	27	54	21	0	0	102	21	33	15	0	0	69	9	57	30	0	0	96	17	73	18	0	0	108	375
07:45 AM	25	89	23	0	0	137	35	63	16	0	1	115	11	64	28	0	0	103	26	99	35	1	1	162	517
Total	71	219	68	0	0	358	87	138	49	0	1	275	29	180	92	0	0	301	67	253	78	1	1	400	1334
08:00 AM	25	77	23	0	0	125	33	46	16	0	0	95	11	52	27	0	1	91	32	112	33	0	0	177	488
08:15 AM	23	79	27	0	0	129	25	52	18	0	0	95	12	65	25	0	0	102	31	102	24	0	0	157	483
08:30 AM	32	87	21	0	0	140	30	47	19	1	0	97	11	60	45	0	0	116	18	87	28	0	0	133	486
08:45 AM	29	78	16	0	0	123	24	42	6	1	0	73	14	69	41	0	1	125	20	72	18	0	0	110	431
Total	109	321	87	0	0	517	112	187	59	2	0	360	48	246	138	0	2	434	101	373	103	0	0	577	1888
*** BREAK ***																									
03:00 PM	35	60	15	0	0	110	40	78	13	1	1	133	19	82	38	0	0	139	18	75	33	0	0	126	508
03:15 PM	35	53	19	0	0	107	43	85	19	1	0	148	29	74	43	1	0	147	18	61	30	0	0	109	511
03:30 PM	21	67	12	0	0	100	40	72	18	0	0	130	15	65	38	0	0	118	19	93	37	0	0	149	497
03:45 PM	19	72	24	0	0	115	30	65	13	0	0	108	27	69	36	0	0	132	28	92	35	1	0	156	511
Total	110	252	70	0	0	432	153	300	63	2	1	519	90	290	155	1	0	536	83	321	135	1	0	540	2027
04:00 PM	16	76	13	0	0	105	38	74	17	0	0	129	18	67	39	0	0	124	24	77	19	0	0	120	478
04:15 PM	22	66	21	0	0	109	38	83	15	0	0	136	25	87	40	0	0	152	24	67	40	0	0	131	528
04:30 PM	25	77	11	0	0	113	36	77	18	0	0	131	21	81	43	0	1	146	21	56	40	0	0	117	507
04:45 PM	31	59	23	1	0	114	57	88	15	0	0	160	26	79	31	2	1	139	23	87	37	0	0	147	560
Total	94	278	68	1	0	441	169	322	65	0	0	556	90	314	153	2	2	561	92	287	136	0	0	515	2073
05:00 PM	24	63	14	0	0	101	38	92	16	1	0	147	33	91	38	0	0	162	29	64	36	0	0	129	539
05:15 PM	28	61	20	0	0	109	56	87	26	0	0	169	26	102	29	0	1	158	24	76	51	0	0	151	587
05:30 PM	30	54	18	0	0	102	43	78	14	0	0	135	21	76	38	0	0	135	22	68	36	1	0	127	499
05:45 PM	30	63	8	0	0	101	45	85	16	0	0	146	16	62	35	1	0	114	19	55	21	0	0	95	456
Total	112	241	60	0	0	413	182	342	72	1	0	597	96	331	140	1	1	569	94	263	144	1	0	502	2081
Grand Total	520	1416	399	1	0	2336	725	1325	324	5	3	2382	362	1415	721	4	5	2507	454	1574	612	3	1	2644	9869
Apprch %	22.3	60.6	17.1	0	0		30.4	55.6	13.6	0.2	0.1		14.4	56.4	28.8	0.2	0.2		17.2	59.5	23.1	0.1	0		
Total %	5.3	14.3	4	0	0	23.7	7.3	13.4	3.3	0.1	0	24.1	3.7	14.3	7.3	0	0.1	25.4	4.6	15.9	6.2	0	0	26.8	
Cars	517	1404	395	1	0	2317	722	1315	324	5	3	2369	356	1402	706	4	5	2473	451	1557	610	3	1	2622	9781
% Cars	99.4	99.2	99	100	0	99.2	99.6	99.2	100	100	100	99.5	98.3	99.1	97.9	100	100	98.6	99.3	98.9	99.7	100	100	99.2	99.1

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	2	4	3	0	0	9	0	1	0	0	0	1	5	12	5	0	0	22	1	15	0	0	0	16	48
% Trucks	0.4	0.3	0.8	0	0	0.4	0	0.1	0	0	0	0	1.4	0.8	0.7	0	0	0.9	0.2	1	0	0	0	0.6	0.5
Buses	1	8	1	0	0	10	3	9	0	0	0	12	1	1	10	0	0	12	2	2	2	0	0	6	40
% Buses	0.2	0.6	0.3	0	0	0.4	0.4	0.7	0	0	0	0.5	0.3	0.1	1.4	0	0	0.5	0.4	0.1	0.3	0	0	0.2	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 3

	Agua Fria St. Eastbound				Agua Fria St. Westbound				Siler Rd. Northbound				Siler Rd. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	25	89	23	137	35	63	16	114	11	64	28	103	26	99	35	160	514
08:00 AM	25	77	23	125	33	46	16	95	11	52	27	90	32	112	33	177	487
08:15 AM	23	79	27	129	25	52	18	95	12	65	25	102	31	102	24	157	483
08:30 AM	32	87	21	140	30	47	19	96	11	60	45	116	18	87	28	133	485
Total Volume	105	332	94	531	123	208	69	400	45	241	125	411	107	400	120	627	1969
% App. Total	19.8	62.5	17.7		30.8	52	17.2		10.9	58.6	30.4		17.1	63.8	19.1		
PHF	.820	.933	.870	.948	.879	.825	.908	.877	.938	.927	.694	.886	.836	.893	.857	.886	.958
Cars	103	329	92	524	123	207	69	399	45	239	121	405	105	396	119	620	1948
% Cars	98.1	99.1	97.9	98.7	100	99.5	100	99.8	100	99.2	96.8	98.5	98.1	99.0	99.2	98.9	98.9
Trucks	2	2	2	6	0	0	0	0	0	2	2	4	1	4	0	5	15
% Trucks	1.9	0.6	2.1	1.1	0	0	0	0	0	0.8	1.6	1.0	0.9	1.0	0	0.8	0.8
Buses	0	1	0	1	0	1	0	1	0	0	2	2	1	0	1	2	6
% Buses	0	0.3	0	0.2	0	0.5	0	0.3	0	0	1.6	0.5	0.9	0	0.8	0.3	0.3
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	25	77	11	113	36	77	18	131	21	81	43	145	21	56	40	117	506
04:45 PM	31	59	23	113	57	88	15	160	26	79	31	136	23	87	37	147	556
05:00 PM	24	63	14	101	38	92	16	146	33	91	38	162	29	64	36	129	538
05:15 PM	28	61	20	109	56	87	26	169	26	102	29	157	24	76	51	151	586
Total Volume	108	260	68	436	187	344	75	606	106	353	141	600	97	283	164	544	2186
% App. Total	24.8	59.6	15.6		30.9	56.8	12.4		17.7	58.8	23.5		17.8	52	30.1		
PHF	.871	.844	.739	.965	.820	.935	.721	.896	.803	.865	.820	.926	.836	.813	.804	.901	.933
Cars	108	259	68	435	186	342	75	603	106	353	138	597	97	281	164	542	2177
% Cars	100	99.6	100	99.8	99.5	99.4	100	99.5	100	100	97.9	99.5	100	99.3	100	99.6	99.6
Trucks	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1
% Trucks	0	0	0	0	0	0	0	0	0	0	0.7	0.2	0	0	0	0	0.0
Buses	0	1	0	1	1	2	0	3	0	0	2	2	0	2	0	2	8
% Buses	0	0.4	0	0.2	0.5	0.6	0	0.5	0	0	1.4	0.3	0	0.7	0	0.4	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Harrison Rd.
Site Code : 03202024
Start Date : 3/20/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Harrison Rd. Northbound						Boylan Ln. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	1	16	0	0	0	17	0	14	0	0	0	14	2	0	0	0	0	2	0	0	0	0	0	0	33
06:15 AM	1	27	0	0	0	28	1	15	0	0	0	16	0	0	2	0	0	2	0	0	0	0	0	0	46
06:30 AM	0	35	2	0	0	37	0	15	1	0	0	16	0	0	1	0	0	1	0	0	0	0	0	0	54
06:45 AM	9	48	0	0	0	57	0	36	1	0	0	37	1	0	4	0	0	5	1	0	2	0	0	3	102
Total	11	126	2	0	0	139	1	80	2	0	0	83	3	0	7	0	0	10	1	0	2	0	0	3	235
07:00 AM	5	46	0	0	0	51	4	37	1	0	0	42	1	1	1	0	0	3	1	0	0	0	0	1	97
07:15 AM	1	76	1	0	0	78	4	46	1	0	0	51	0	0	4	0	0	4	3	0	3	0	0	6	139
07:30 AM	0	70	0	0	0	70	3	48	0	0	0	51	1	0	6	0	0	7	1	0	5	0	0	6	134
07:45 AM	2	151	2	0	0	155	13	97	1	0	0	111	3	0	9	0	0	12	1	0	4	0	0	5	283
Total	8	343	3	0	0	354	24	228	3	0	0	255	5	1	20	0	0	26	6	0	12	0	0	18	653
08:00 AM	0	148	1	0	0	149	8	94	0	0	0	102	0	0	13	0	0	13	2	0	3	0	0	5	269
08:15 AM	1	132	1	0	0	134	6	93	0	0	0	99	1	0	6	0	0	7	1	0	3	0	0	4	244
08:30 AM	0	168	2	0	0	170	5	93	1	1	0	100	2	0	11	0	0	13	1	0	0	1	0	2	285
08:45 AM	1	150	2	0	0	153	7	83	0	0	0	90	2	0	9	0	0	11	0	0	1	0	0	1	255
Total	2	598	6	0	0	606	26	363	1	1	0	391	5	0	39	0	0	44	4	0	7	1	0	12	1053
*** BREAK ***																									
03:00 PM	2	125	1	0	0	128	5	108	0	0	0	113	0	1	12	0	0	13	0	0	1	0	0	1	255
03:15 PM	4	108	3	0	0	115	8	133	1	0	0	142	3	0	13	0	0	16	0	0	1	0	0	1	274
03:30 PM	9	130	2	0	0	141	7	149	2	0	0	158	3	1	10	0	0	14	3	0	6	0	0	9	322
03:45 PM	2	129	2	0	1	134	8	135	2	0	0	145	2	0	15	0	0	17	2	0	4	0	0	6	302
Total	17	492	8	0	1	518	28	525	5	0	0	558	8	2	50	0	0	60	5	0	12	0	0	17	1153
04:00 PM	1	141	4	0	0	146	16	133	1	0	0	150	0	0	16	0	0	16	0	1	4	0	0	5	317
04:15 PM	0	131	1	1	0	133	7	159	0	0	0	166	2	0	12	0	0	14	0	0	2	0	0	2	315
04:30 PM	0	131	2	0	0	133	7	150	0	0	0	157	1	1	24	0	0	26	0	1	1	0	0	2	318
04:45 PM	11	141	3	0	0	155	13	126	0	0	0	139	1	0	29	0	0	30	1	0	0	0	0	1	325
Total	12	544	10	1	0	567	43	568	1	0	0	612	4	1	81	0	0	86	1	2	7	0	0	10	1275
05:00 PM	2	150	1	0	0	153	12	156	0	1	1	170	3	0	20	0	0	23	0	0	0	0	0	0	346
05:15 PM	0	155	2	0	0	157	14	162	0	0	1	177	2	0	17	0	0	19	0	2	3	0	0	5	358
05:30 PM	0	128	4	1	0	133	3	121	0	0	1	125	2	1	13	0	0	16	0	0	0	0	0	0	274
05:45 PM	0	114	2	0	0	116	7	114	0	1	0	122	1	0	8	0	0	9	0	0	0	0	0	0	247
Total	2	547	9	1	0	559	36	553	0	2	3	594	8	1	58	0	0	67	0	2	3	0	0	5	1225
Grand Total	52	2650	38	2	1	2743	158	2317	12	3	3	2493	33	5	255	0	0	293	17	4	43	1	0	65	5594
Apprch %	1.9	96.6	1.4	0.1	0		6.3	92.9	0.5	0.1	0.1		11.3	1.7	87	0	0		26.2	6.2	66.2	1.5	0		
Total %	0.9	47.4	0.7	0	0	49	2.8	41.4	0.2	0.1	0.1	44.6	0.6	0.1	4.6	0	0	5.2	0.3	0.1	0.8	0	0	1.2	
Cars	52	2620	37	2	1	2712	158	2294	12	3	3	2470	33	5	251	0	0	289	17	4	43	1	0	65	5536
% Cars	100	98.9	97.4	100	100	98.9	100	99	100	100	100	99.1	100	100	98.4	0	0	98.6	100	100	100	100	0	100	99

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
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File Name : Agua Fria St. and Harrison Rd.
Site Code : 03202024
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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Harrison Rd. Northbound						Boylan Ln. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	0	11	1	0	0	12	0	7	0	0	0	7	0	0	1	0	0	1	0	0	0	0	0	0	20
% Trucks	0	0.4	2.6	0	0	0.4	0	0.3	0	0	0	0.3	0	0	0.4	0	0	0.3	0	0	0	0	0	0	0.4
Buses	0	19	0	0	0	19	0	16	0	0	0	16	0	0	3	0	0	3	0	0	0	0	0	0	38
% Buses	0	0.7	0	0	0	0.7	0	0.7	0	0	0	0.6	0	0	1.2	0	0	1	0	0	0	0	0	0	0.7

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Harrison Rd.
Site Code : 03202024
Start Date : 3/20/2024
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	Agua Fria St. Eastbound				Agua Fria St. Westbound				Harrison Rd. Northbound				Boylan Ln. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	2	151	2	155	13	97	1	111	3	0	9	12	1	0	4	5	283
08:00 AM	0	148	1	149	8	94	0	102	0	0	13	13	2	0	3	5	269
08:15 AM	1	132	1	134	6	93	0	99	1	0	6	7	1	0	3	4	244
08:30 AM	0	168	2	170	5	93	1	99	2	0	11	13	1	0	0	1	283
Total Volume	3	599	6	608	32	377	2	411	6	0	39	45	5	0	10	15	1079
% App. Total	0.5	98.5	1		7.8	91.7	0.5		13.3	0	86.7		33.3	0	66.7		
PHF	.375	.891	.750	.894	.615	.972	.500	.926	.500	.000	.750	.865	.625	.000	.625	.750	.953
Cars	3	590	6	599	32	371	2	405	6	0	37	43	5	0	10	15	1062
% Cars	100	98.5	100	98.5	100	98.4	100	98.5	100	0	94.9	95.6	100	0	100	100	98.4
Trucks	0	5	0	5	0	3	0	3	0	0	1	1	0	0	0	0	9
% Trucks	0	0.8	0	0.8	0	0.8	0	0.7	0	0	2.6	2.2	0	0	0	0	0.8
Buses	0	4	0	4	0	3	0	3	0	0	1	1	0	0	0	0	8
% Buses	0	0.7	0	0.7	0	0.8	0	0.7	0	0	2.6	2.2	0	0	0	0	0.7
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	0	131	2	133	7	150	0	157	1	1	24	26	0	1	1	2	318
04:45 PM	11	141	3	155	13	126	0	139	1	0	29	30	1	0	0	1	325
05:00 PM	2	150	1	153	12	156	0	168	3	0	20	23	0	0	0	0	344
05:15 PM	0	155	2	157	14	162	0	176	2	0	17	19	0	2	3	5	357
Total Volume	13	577	8	598	46	594	0	640	7	1	90	98	1	3	4	8	1344
% App. Total	2.2	96.5	1.3		7.2	92.8	0		7.1	1	91.8		12.5	37.5	50		
PHF	.295	.931	.667	.952	.821	.917	.000	.909	.583	.250	.776	.817	.250	.375	.333	.400	.941
Cars	13	574	8	595	46	589	0	635	7	1	90	98	1	3	4	8	1336
% Cars	100	99.5	100	99.5	100	99.2	0	99.2	100	100	100	100	100	100	100	100	99.4
Trucks	0	1	0	1	0	1	0	1	0	0	0	0	0	0	0	0	2
% Trucks	0	0.2	0	0.2	0	0.2	0	0.2	0	0	0	0	0	0	0	0	0.1
Buses	0	2	0	2	0	4	0	4	0	0	0	0	0	0	0	0	6
% Buses	0	0.3	0	0.3	0	0.7	0	0.6	0	0	0	0	0	0	0	0	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Park Ln. Northbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	0	23	0	0	0	23	0	7	0	0	0	7	0	0	0	0	0	0	30
06:15 AM	0	34	0	0	0	34	0	22	0	0	0	22	0	0	0	0	0	0	56
06:30 AM	0	43	1	0	1	45	1	23	0	0	0	24	0	0	2	0	0	2	71
06:45 AM	0	60	7	0	0	67	3	24	0	0	0	27	0	0	1	0	0	1	95
Total	0	160	8	0	1	169	4	76	0	0	0	80	0	0	3	0	0	3	252
07:00 AM	0	42	6	0	0	48	4	38	0	0	0	42	1	0	2	0	0	3	93
07:15 AM	0	88	0	0	0	88	3	64	0	0	0	67	1	0	0	0	0	1	156
07:30 AM	0	96	2	0	2	100	5	75	0	0	0	80	0	0	3	0	0	3	183
07:45 AM	0	149	0	0	0	149	3	102	0	0	0	105	1	0	9	0	0	10	264
Total	0	375	8	0	2	385	15	279	0	0	0	294	3	0	14	0	0	17	696
08:00 AM	0	132	3	0	0	135	5	100	0	0	0	105	2	0	9	0	0	11	251
08:15 AM	0	134	2	0	0	136	3	88	0	0	0	91	3	0	7	0	0	10	237
08:30 AM	0	142	2	0	0	144	2	84	0	1	0	87	3	0	9	0	0	12	243
08:45 AM	0	139	2	0	1	142	4	78	0	0	0	82	1	0	10	0	0	11	235
Total	0	547	9	0	1	557	14	350	0	1	0	365	9	0	35	0	0	44	966
*** BREAK ***																			
03:00 PM	0	108	1	0	0	109	4	136	0	1	0	141	2	0	6	0	0	8	258
03:15 PM	0	116	2	0	1	119	6	149	0	2	0	157	3	0	10	0	0	13	289
03:30 PM	0	123	1	0	2	126	5	132	0	1	0	138	0	0	18	0	0	18	282
03:45 PM	0	146	1	0	0	147	5	99	0	0	0	104	6	0	13	0	0	19	270
Total	0	493	5	0	3	501	20	516	0	4	0	540	11	0	47	0	0	58	1099
04:00 PM	0	138	3	0	0	141	4	138	0	0	0	142	9	0	19	0	0	28	311
04:15 PM	0	127	2	0	1	130	5	151	0	0	0	156	1	0	16	0	0	17	303
04:30 PM	0	140	0	0	2	142	3	147	0	0	0	150	0	0	16	0	1	17	309
04:45 PM	0	104	2	1	0	107	4	141	0	0	0	145	1	0	7	0	0	8	260
Total	0	509	7	1	3	520	16	577	0	0	0	593	11	0	58	0	1	70	1183
05:00 PM	0	130	0	1	0	131	1	156	0	1	0	158	0	0	17	0	0	17	306
05:15 PM	0	127	1	0	1	129	5	171	0	0	0	176	1	0	17	0	1	19	324
05:30 PM	0	130	1	0	0	131	1	154	0	0	0	155	0	0	5	0	0	5	291
05:45 PM	0	119	1	0	1	121	2	127	0	0	0	129	2	0	6	0	1	9	259
Total	0	506	3	1	2	512	9	608	0	1	0	618	3	0	45	0	2	50	1180
Grand Total	0	2590	40	2	12	2644	78	2406	0	6	0	2490	37	0	202	0	3	242	5376
Apprch %	0	98	1.5	0.1	0.5		3.1	96.6	0	0.2	0		15.3	0	83.5	0	1.2		
Total %	0	48.2	0.7	0	0.2	49.2	1.5	44.8	0	0.1	0	46.3	0.7	0	3.8	0	0.1	4.5	
Cars	0	2562	40	2	12	2616	78	2392	0	6	0	2476	37	0	200	0	3	240	5332
% Cars	0	98.9	100	100	100	98.9	100	99.4	0	100	0	99.4	100	0	99	0	100	99.2	99.2

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
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File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Park Ln. Northbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	0	7	0	0	0	7	0	2	0	0	0	2	0	0	2	0	0	2	11
% Trucks	0	0.3	0	0	0	0.3	0	0.1	0	0	0	0.1	0	0	1	0	0	0.8	0.2
Buses	0	21	0	0	0	21	0	12	0	0	0	12	0	0	0	0	0	0	33
% Buses	0	0.8	0	0	0	0.8	0	0.5	0	0	0	0.5	0	0	0	0	0	0	0.6

Cleland Counts

1441 Camino Cerritos S.E.
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File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 3

	Agua Fria St. Eastbound				Agua Fria St. Westbound				Siler Park Ln. Northbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:45 AM													
07:45 AM	0	149	0	149	3	102	0	105	1	0	9	10	264
08:00 AM	0	132	3	135	5	100	0	105	2	0	9	11	251
08:15 AM	0	134	2	136	3	88	0	91	3	0	7	10	237
08:30 AM	0	142	2	144	2	84	0	86	3	0	9	12	242
Total Volume	0	557	7	564	13	374	0	387	9	0	34	43	994
% App. Total	0	98.8	1.2		3.4	96.6	0		20.9	0	79.1		
PHF	.000	.935	.583	.946	.650	.917	.000	.921	.750	.000	.944	.896	.941
Cars	0	548	7	555	13	373	0	386	9	0	34	43	984
% Cars	0	98.4	100	98.4	100	99.7	0	99.7	100	0	100	100	99.0
Trucks	0	5	0	5	0	0	0	0	0	0	0	0	5
% Trucks	0	0.9	0	0.9	0	0	0	0	0	0	0	0	0.5
Buses	0	4	0	4	0	1	0	1	0	0	0	0	5
% Buses	0	0.7	0	0.7	0	0.3	0	0.3	0	0	0	0	0.5
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:30 PM													
04:30 PM	0	140	0	140	3	147	0	150	0	0	16	16	306
04:45 PM	0	104	2	106	4	141	0	145	1	0	7	8	259
05:00 PM	0	130	0	130	1	156	0	157	0	0	17	17	304
05:15 PM	0	127	1	128	5	171	0	176	1	0	17	18	322
Total Volume	0	501	3	504	13	615	0	628	2	0	57	59	1191
% App. Total	0	99.4	0.6		2.1	97.9	0		3.4	0	96.6		
PHF	.000	.895	.375	.900	.650	.899	.000	.892	.500	.000	.838	.819	.925
Cars	0	497	3	500	13	611	0	624	2	0	57	59	1183
% Cars	0	99.2	100	99.2	100	99.3	0	99.4	100	0	100	100	99.3
Trucks	0	0	0	0	0	1	0	1	0	0	0	0	1
% Trucks	0	0	0	0	0	0.2	0	0.2	0	0	0	0	0.1
Buses	0	4	0	4	0	3	0	3	0	0	0	0	7
% Buses	0	0.8	0	0.8	0	0.5	0	0.5	0	0	0	0	0.6

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Siler Park Ln. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	0	0	0	0	0	0	0	24	3	0	0	27	0	11	0	0	0	11	38
06:15 AM	0	0	0	0	0	0	0	18	3	0	0	21	2	34	0	0	0	36	57
06:30 AM	1	0	3	0	0	4	0	36	5	0	0	41	3	50	0	0	0	53	98
06:45 AM	1	0	0	0	0	1	0	38	7	0	1	46	2	47	0	0	0	49	96
Total	2	0	3	0	0	5	0	116	18	0	1	135	7	142	0	0	0	149	289
07:00 AM	2	0	0	0	0	2	0	44	9	0	0	53	0	55	0	0	0	55	110
07:15 AM	3	0	0	0	0	3	0	66	4	0	0	70	1	78	0	0	0	79	152
07:30 AM	6	0	0	0	0	6	0	103	9	0	1	113	0	117	0	0	0	117	236
07:45 AM	8	0	3	0	0	11	0	121	17	0	0	138	4	153	0	0	0	157	306
Total	19	0	3	0	0	22	0	334	39	0	1	374	5	403	0	0	0	408	804
08:00 AM	5	0	3	0	0	8	0	97	15	0	2	114	5	165	0	0	0	170	292
08:15 AM	9	0	4	0	0	13	0	99	16	0	1	116	2	149	0	0	0	151	280
08:30 AM	10	0	3	0	0	13	0	141	24	0	0	165	2	151	0	0	0	153	331
08:45 AM	7	0	2	0	0	9	0	121	16	0	3	140	3	103	0	0	0	106	255
Total	31	0	12	0	0	43	0	458	71	0	6	535	12	568	0	0	0	580	1158
*** BREAK ***																			
03:00 PM	15	0	5	0	0	20	0	143	19	0	0	162	7	121	0	0	0	128	310
03:15 PM	15	0	3	0	0	18	0	146	19	1	2	168	2	122	0	0	0	124	310
03:30 PM	20	0	3	0	0	23	0	127	21	0	0	148	5	143	0	0	0	148	319
03:45 PM	13	0	4	0	0	17	0	136	16	0	0	152	1	134	0	1	0	136	305
Total	63	0	15	0	0	78	0	552	75	1	2	630	15	520	0	1	0	536	1244
04:00 PM	18	0	6	0	0	24	0	135	14	0	0	149	5	130	0	0	0	135	308
04:15 PM	18	0	7	0	0	25	0	147	14	0	1	162	6	119	0	0	0	125	312
04:30 PM	17	0	3	0	0	20	0	143	21	0	0	164	4	114	0	0	0	118	302
04:45 PM	7	0	7	0	0	14	0	144	15	1	2	162	1	158	0	1	0	160	336
Total	60	0	23	0	0	83	0	569	64	1	3	637	16	521	0	1	0	538	1258
05:00 PM	13	0	3	0	0	16	0	172	19	1	1	193	1	122	0	0	0	123	332
05:15 PM	15	0	5	0	0	20	0	151	17	0	1	169	5	149	0	0	0	154	343
05:30 PM	14	0	2	0	0	16	0	146	3	0	0	149	2	128	0	1	0	131	296
05:45 PM	5	0	1	0	0	6	0	113	9	0	1	123	1	102	0	0	0	103	232
Total	47	0	11	0	0	58	0	582	48	1	3	634	9	501	0	1	0	511	1203
Grand Total	222	0	67	0	0	289	0	2611	315	3	16	2945	64	2655	0	3	0	2722	5956
Apprch %	76.8	0	23.2	0	0		0	88.7	10.7	0.1	0.5		2.4	97.5	0	0.1	0		
Total %	3.7	0	1.1	0	0	4.9	0	43.8	5.3	0.1	0.3	49.4	1.1	44.6	0	0.1	0	45.7	
Cars	219	0	64	0	0	283	0	2582	311	3	13	2909	63	2630	0	3	0	2696	5888
% Cars	98.6	0	95.5	0	0	97.9	0	98.9	98.7	100	81.2	98.8	98.4	99.1	0	100	0	99	98.9

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Siler Park Ln. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	3	0	3	0	0	6	0	18	3	0	3	24	1	19	0	0	0	20	50
% Trucks	1.4	0	4.5	0	0	2.1	0	0.7	1	0	18.8	0.8	1.6	0.7	0	0	0	0.7	0.8
Buses	0	0	0	0	0	0	0	11	1	0	0	12	0	6	0	0	0	6	18
% Buses	0	0	0	0	0	0	0	0.4	0.3	0	0	0.4	0	0.2	0	0	0	0.2	0.3

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

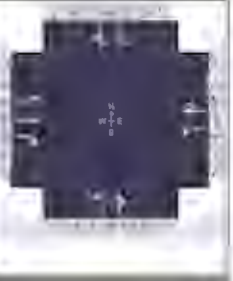
File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 3

	Siler Park Ln. Westbound				Siler Rd. Northbound				Siler Rd. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:45 AM													
07:45 AM	8	0	3	11	0	121	17	138	4	153	0	157	306
08:00 AM	5	0	3	8	0	97	15	112	5	165	0	170	290
08:15 AM	9	0	4	13	0	99	16	115	2	149	0	151	279
08:30 AM	10	0	3	13	0	141	24	165	2	151	0	153	331
Total Volume	32	0	13	45	0	458	72	530	13	618	0	631	1206
% App. Total	71.1	0	28.9		0	86.4	13.6		2.1	97.9	0		
PHF	.800	.000	.813	.865	.000	.812	.750	.803	.650	.936	.000	.928	.911
Cars	31	0	12	43	0	452	72	524	13	614	0	627	1194
% Cars	96.9	0	92.3	95.6	0	98.7	100	98.9	100	99.4	0	99.4	99.0
Trucks	1	0	1	2	0	4	0	4	0	4	0	4	10
% Trucks	3.1	0	7.7	4.4	0	0.9	0	0.8	0	0.6	0	0.6	0.8
Buses	0	0	0	0	0	2	0	2	0	0	0	0	2
% Buses	0	0	0	0	0	0.4	0	0.4	0	0	0	0	0.2
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:30 PM													
04:30 PM	17	0	3	20	0	143	21	164	4	114	0	118	302
04:45 PM	7	0	7	14	0	144	15	159	1	158	0	159	332
05:00 PM	13	0	3	16	0	172	19	191	1	122	0	123	330
05:15 PM	15	0	5	20	0	151	17	168	5	149	0	154	342
Total Volume	52	0	18	70	0	610	72	682	11	543	0	554	1306
% App. Total	74.3	0	25.7		0	89.4	10.6		2	98	0		
PHF	.765	.000	.643	.875	.000	.887	.857	.893	.550	.859	.000	.871	.955
Cars	52	0	18	70	0	608	72	680	11	539	0	550	1300
% Cars	100	0	100	100	0	99.7	100	99.7	100	99.3	0	99.3	99.5
Trucks	0	0	0	0	0	0	0	0	0	1	0	1	1
% Trucks	0	0	0	0	0	0	0	0	0	0.2	0	0.2	0.1
Buses	0	0	0	0	0	2	0	2	0	3	0	3	5
% Buses	0	0	0	0	0	0.3	0	0.3	0	0.6	0	0.5	0.4

APPENDIX B
2024 EXISTING INTERSECTION CAPACITY ANALYSIS

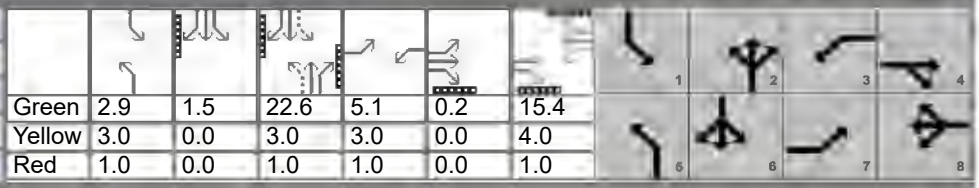
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	EXISTING AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2024	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_EXAM AF-S.xus		
Project Description	EXISTING				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	105	332	94	123	208	69	45	241	125	107	400	120

Signal Information					EB			WB			NB			SB		
Cycle, s	64.6	Reference Phase	2													
Offset, s	0	Reference Point	End	Green	2.9	1.5		22.6	5.1	0.2	15.4					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	4.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



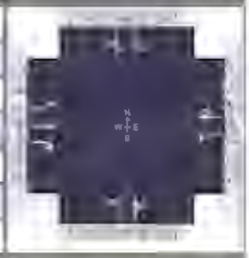
Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.3	20.6	9.1	20.4	6.9	26.6	8.3	28.0
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	5.9	13.1	5.4	11.3	3.0	13.5	4.5	19.4
Green Extension Time (g_e), s	0.2	2.5	0.3	2.6	0.1	4.6	0.3	4.5
Phase Call Probability	0.86	1.00	0.90	1.00	0.57	1.00	0.87	1.00
Max Out Probability	0.00	0.14	0.00	0.09	0.00	0.00	0.00	0.01

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	109	346	98	128	289		47	381		111	542	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1776		1781	1810	
Queue Service Time (g_s), s	3.9	11.1	3.2	3.4	9.3		1.0	11.5		2.5	17.4	
Cycle Queue Clearance Time (g_c), s	3.9	11.1	3.2	3.4	9.3		1.0	11.5		2.5	17.4	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.32	0.24		0.40	0.35		0.42	0.37	
Capacity (*c*), veh/h	147	455	383	297	434		256	621		404	674	
Volume-to-Capacity Ratio (*X*)	0.744	0.760	0.256	0.431	0.665		0.183	0.614		0.276	0.804	
Back of Queue (*Q*), ft/ln (95 th percentile)	85	212	52	60	175		18	200		43	284	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.3	8.4	2.0	2.4	7.0		0.7	8.0		1.7	11.3	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.68	1.69	0.42	0.50	1.46		0.14	1.49		0.48	3.16	
Uniform Delay (d_1), s/veh	29.1	22.9	19.9	17.7	22.3		14.8	17.5		12.9	18.2	
Incremental Delay (d_2), s/veh	7.2	2.6	0.3	1.0	2.1		0.3	1.2		0.4	2.3	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	36.3	25.5	20.2	18.7	24.5		15.2	18.7		13.3	20.5	
Level of Service (LOS)	D	C	C	B	C		B	B		B	C	
Approach Delay, s/veh / LOS	26.7	C		22.7	C		18.3	B		19.3	B	
Intersection Delay, s/veh / LOS	21.8						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.91	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.40	A	1.18	A	1.19	A	1.57	B

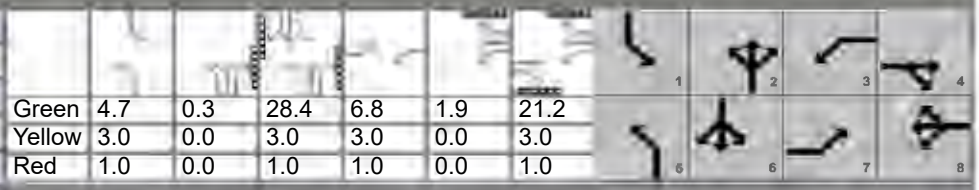
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2024	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_EXPM AF-S.xus		
Project Description	EXISTING				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	260	68	187	344	75	106	353	141	97	283	164

Signal Information			
Cycle, s	79.3	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	4.7	0.3	28.4	6.8	1.9	21.2		
Yellow	3.0	0.0	3.0	3.0	0.0	3.0		
Red	1.0	0.0	1.0	1.0	0.0	1.0		

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	10.8	25.2	12.7	27.2	9.0	32.7	8.7	32.4
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.1	12.3	8.3	20.6	5.1	23.4	4.9	21.0
Green Extension Time (g_e), s	0.2	3.0	0.5	1.6	0.3	5.2	0.3	5.3
Phase Call Probability	0.92	1.00	0.99	1.00	0.92	1.00	0.90	1.00
Max Out Probability	0.00	0.16	0.01	0.98	0.00	0.03	0.00	0.02

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	116	280	73	201	451		114	531		104	481	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	5.1	10.3	2.9	6.3	18.6		3.1	21.4		2.9	19.0	
Cycle Queue Clearance Time (g_c), s	5.1	10.3	2.9	6.3	18.6		3.1	21.4		2.9	19.0	
Green Ratio (*g/C*)	0.09	0.26	0.26	0.37	0.28		0.42	0.36		0.42	0.36	
Capacity (*c*), veh/h	153	481	405	430	515		314	649		255	633	
Volume-to-Capacity Ratio (*X*)	0.761	0.581	0.181	0.467	0.875		0.363	0.819		0.409	0.759	
Back of Queue (*Q*), ft/ln (95 th percentile)	112	202	48	115	365		57	352		54	312	
Back of Queue (*Q*), veh/ln (95 th percentile)	4.4	8.0	1.9	4.6	14.6		2.3	14.0		2.1	12.4	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.89	1.61	0.38	0.96	3.04		0.42	2.61		0.60	3.46	
Uniform Delay (d_1), s/veh	35.5	25.9	23.1	18.8	27.3		16.8	23.0		18.1	22.5	
Incremental Delay (d_2), s/veh	7.6	1.1	0.2	0.8	13.3		0.7	3.1		1.1	1.9	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	43.1	27.0	23.3	19.6	40.6		17.5	26.1		19.2	24.4	
Level of Service (LOS)	D	C	C	B	D		B	C		B	C	
Approach Delay, s/veh / LOS	30.4	C		34.1	C		24.6	C		23.5	C	
Intersection Delay, s/veh / LOS	28.1						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.26	A	1.56	B	1.55	B	1.45	A

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HCS Two-Way Stop-Control Report

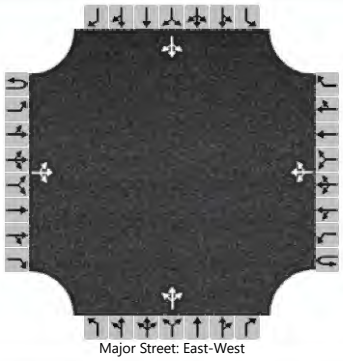
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	599	6		32	377	2		6	0	39		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				34					47				16	
Capacity, c (veh/h)		1162				950					442				449	
v/c Ratio		0.00				0.04					0.11				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		8.9	0.4	0.4			14.1				13.3	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.1				13.3			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

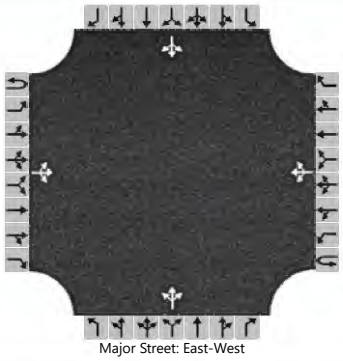
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	577	8		46	594	0		7	1	90		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				49					104				9	
Capacity, c (veh/h)		958				964					452				309	
v/c Ratio		0.01				0.05					0.23				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.9				0.1	
95% Queue Length, Q_{95} (ft)											22.5				2.5	
Control Delay (s/veh)		8.8	0.2	0.2		8.9	0.7	0.7			15.3				17.0	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				15.3				17.0			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

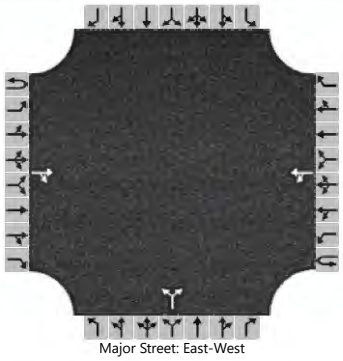
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			557	7		13	374			0		9				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					10					
Capacity, c (veh/h)						985					507					
v/c Ratio						0.01					0.02					
95% Queue Length, Q_{95} (veh)						0.0					0.1					
95% Queue Length, Q_{95} (ft)						0.0					2.5					
Control Delay (s/veh)						8.7	0.2				12.2					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				12.2							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

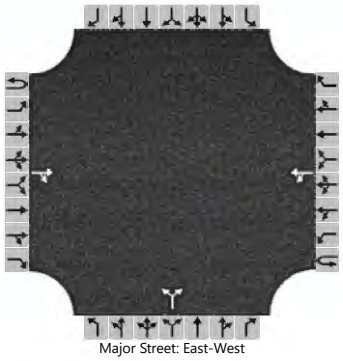
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			557	7		13	374			0		9				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					10					
Capacity, c (veh/h)						980					503					
v/c Ratio						0.01					0.02					
95% Queue Length, Q_{95} (veh)						0.0					0.1					
95% Queue Length, Q_{95} (ft)						0.0					2.5					
Control Delay (s/veh)						8.7	0.2				12.3					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				12.3							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

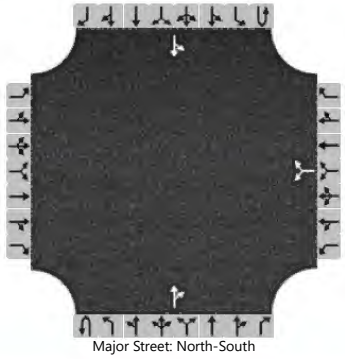
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	EXISTING

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						32		13			458	72		13	618	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							49							14		
Capacity, c (veh/h)							366							999		
v/c Ratio							0.13							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							16.4							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					16.4								0.4			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

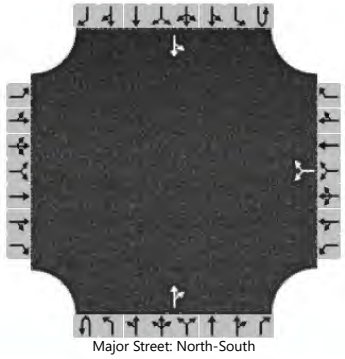
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	EXISTING

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						52		18			610	72		11	543	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							77							12		
Capacity, c (veh/h)							334							866		
v/c Ratio							0.23							0.01		
95% Queue Length, Q_{95} (veh)							0.9							0.0		
95% Queue Length, Q_{95} (ft)							22.6							0.0		
Control Delay (s/veh)							19.0							9.2	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						19.0								0.4		
Approach LOS						C								A		

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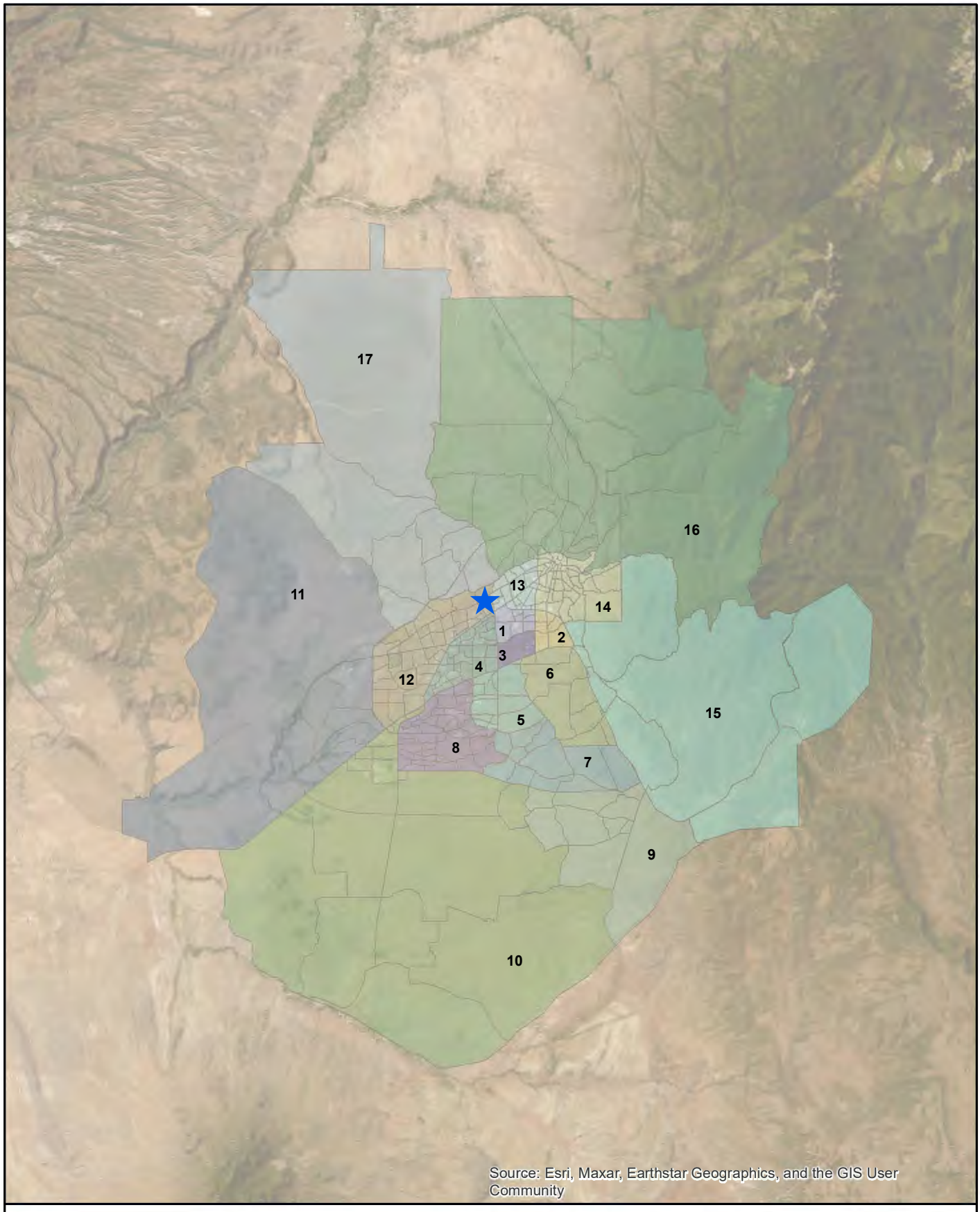
APPENDIX C
TURNING MOVEMENT DEVELOPMENT



Bohannan Huston
www.bhinc.com 800.877.5332

N
W E
S

0 13,750 27,500 Feet
1 in = 27,992 ft

Agua Fria

Santa Fe Region
Traffic Analysis Zones

P:\20240415\TRANS\Study\Analysis\Programs\GIS\SantaFe_BaseMap.mxd
Author: magarcia

April 2024

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Agua Fria Road - To/From East		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	5%	0.58%	112
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%			
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%			
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%			
9	655	654	655	11.01	59	0.31%	15%	0.05%	9
10	1,082	1,094	1,086	10.13	107	0.55%			
11	399	1,984	927	7.4	125	0.65%			
12	6,827	8,904	7,519	3.25	2,314	11.95%			
13	5,956	4,456	5,456	1.39	3,925	20.27%	30%	6.08%	1,178
14	23,927	18,392	22,082	3.76	5,873	30.33%	30%	9.10%	1,762
15	552	551	552	7.18	77	0.40%	30%	0.12%	23
16	2,748	2,613	2,703	5.65	478	2.47%	20%	0.49%	96
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		16%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Agua Fria Road - To/From West		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%			
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%	25%	3.07%	594
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%	5%	0.01%	3
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%	60%	0.83%	161
9	655	654	655	11.01	59	0.31%			
10	1,082	1,094	1,086	10.13	107	0.55%	80%	0.44%	86
11	399	1,984	927	7.4	125	0.65%	65%	0.42%	81
12	6,827	8,904	7,519	3.25	2,314	11.95%	65%	7.77%	1,504
13	5,956	4,456	5,456	1.39	3,925	20.27%			
14	23,927	18,392	22,082	3.76	5,873	30.33%			
15	552	551	552	7.18	77	0.40%			
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%	70%	0.20%	40
TOTALS =	55,357	56,072	55,595		19,362	100.00%		13%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Siler Road - To/From North		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%			
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%			
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%			
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%			
9	655	654	655	11.01	59	0.31%			
10	1,082	1,094	1,086	10.13	107	0.55%			
11	399	1,984	927	7.4	125	0.65%	5%	0.03%	6
12	6,827	8,904	7,519	3.25	2,314	11.95%	5%	0.60%	116
13	5,956	4,456	5,456	1.39	3,925	20.27%	5%	1.01%	196
14	23,927	18,392	22,082	3.76	5,873	30.33%	5%	1.52%	294
15	552	551	552	7.18	77	0.40%	10%	0.04%	8
16	2,748	2,613	2,703	5.65	478	2.47%	80%	1.98%	383
17	326	376	343	6.07	56	0.29%	30%	0.09%	17
TOTALS =	55,357	56,072	55,595		19,362	100.00%		5%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Siler Road - To/From South		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	50%	5.77%	1,117
2	1,986	1,822	1,931	2.88	671	3.46%	70%	2.42%	469
3	1,298	1,776	1,457	2.25	648	3.35%	70%	2.34%	453
4	4,183	8,318	5,561	2.34	2,377	12.27%	60%	7.36%	1,426
5	325	417	356	4.03	88	0.46%	70%	0.32%	62
6	248	345	280	5.02	56	0.29%	75%	0.22%	42
7	42	38	41	7.09	6	0.03%	70%	0.02%	4
8	1,350	1,792	1,497	5.57	269	1.39%	25%	0.35%	67
9	655	654	655	11.01	59	0.31%	60%	0.18%	36
10	1,082	1,094	1,086	10.13	107	0.55%	15%	0.08%	16
11	399	1,984	927	7.4	125	0.65%	25%	0.16%	31
12	6,827	8,904	7,519	3.25	2,314	11.95%	25%	2.99%	578
13	5,956	4,456	5,456	1.39	3,925	20.27%	60%	12.16%	2,355
14	23,927	18,392	22,082	3.76	5,873	30.33%	60%	18.20%	3,524
15	552	551	552	7.18	77	0.40%	55%	0.22%	42
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		53%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Harrison Road - To/From South		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	45%	5.19%	1,005
2	1,986	1,822	1,931	2.88	671	3.46%	30%	1.04%	201
3	1,298	1,776	1,457	2.25	648	3.35%	30%	1.00%	194
4	4,183	8,318	5,561	2.34	2,377	12.27%	15%	1.84%	356
5	325	417	356	4.03	88	0.46%	30%	0.14%	26
6	248	345	280	5.02	56	0.29%	20%	0.06%	11
7	42	38	41	7.09	6	0.03%	30%	0.01%	2
8	1,350	1,792	1,497	5.57	269	1.39%	15%	0.21%	40
9	655	654	655	11.01	59	0.31%	25%	0.08%	15
10	1,082	1,094	1,086	10.13	107	0.55%	5%	0.03%	5
11	399	1,984	927	7.4	125	0.65%	5%	0.03%	6
12	6,827	8,904	7,519	3.25	2,314	11.95%	5%	0.60%	116
13	5,956	4,456	5,456	1.39	3,925	20.27%	5%	1.01%	196
14	23,927	18,392	22,082	3.76	5,873	30.33%	5%	1.52%	294
15	552	551	552	7.18	77	0.40%	5%	0.02%	4
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		13%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees 2015	Employees 2040	Employees 2024	DISTANCE (D)	EMP./DIST. 2024	% 2024			
1	3,453	2,540	3,149	1.41	2,233	11.53%	11.53%	0.00%	100%
2	1,986	1,822	1,931	2.88	671	3.46%	3.46%	0.00%	100%
3	1,298	1,776	1,457	2.25	648	3.35%	3.35%	0.00%	100%
4	4,183	8,318	5,561	2.34	2,377	12.27%	12.27%	0.00%	100%
5	325	417	356	4.03	88	0.46%	0.46%	0.00%	100%
6	248	345	280	5.02	56	0.29%	0.29%	0.00%	100%
7	42	38	41	7.09	6	0.03%	0.03%	0.00%	100%
8	1,350	1,792	1,497	5.57	269	1.39%	1.39%	0.00%	100%
9	655	654	655	11.01	59	0.31%	0.31%	0.00%	100%
10	1,082	1,094	1,086	10.13	107	0.55%	0.55%	0.00%	100%
11	399	1,984	927	7.4	125	0.65%	0.65%	0.00%	100%
12	6,827	8,904	7,519	3.25	2,314	11.95%	11.95%	0.00%	100%
13	5,956	4,456	5,456	1.39	3,925	20.27%	20.27%	0.00%	100%
14	23,927	18,392	22,082	3.76	5,873	30.33%	30.33%	0.00%	100%
15	552	551	552	7.18	77	0.40%	0.40%	0.00%	100%
16	2,748	2,613	2,703	5.65	478	2.47%	2.47%	0.00%	100%
17	326	376	343	6.07	56	0.29%	0.29%	0.00%	100%
TOTALS =	55,357	56,072	55,595		19,362	100.00%	100.00%	0.00%	0%

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

New Mexico Department of TRANSPORTATION

MS2 Transportation Data Management System

Home | Login | Locate | Locate All | Email This

Auto-Locate OFF

List View | All DIRs | Report Center

Record 1 of 1 Goto Record go

Location ID	22874	MPO ID	181811
Type	SPOT	HPMS ID	
On NHS	No	On HPMS	No
LRS ID	FL4735P	LRS Loc Pt.	2.501431
SF Group	09	Route Type	Two-Way Roadway
AF Group	09	Route	FL4735
GF Group	09	Active	Yes
Class Dist Grp	09	Category	
Seas Clss Grp	Statewide		
WIM Group	FC-NOT-1		
QC Group	Perm		
Fnct'l Class	(4) Minor Arterial	Milepost	
Located On	AGUA FRIA ST		
Loc On Alias	JCT. MAEZ		

More Detail

STATION DATA — Show Data

Directions: 2-WAY | NEG 1 | POS 1

AADT

Year	AADT	DHV-30	K %	D %	PA	BC	Src
2022	10,417	1,166	11	52	9,782 (94%)	635 (6%)	
2021	11,217	1,180	11	50	10,578 (94%)	639 (6%)	
2020	10,021	1,120	11	52	9,320 (93%)	701 (7%)	
2019	11,705		11	53	11,213 (96%)	492 (4%)	
2018	11,416	1,236	11	53	11,019 (97%)	397 (3%)	

1-5 of 18

Travel Demand Model

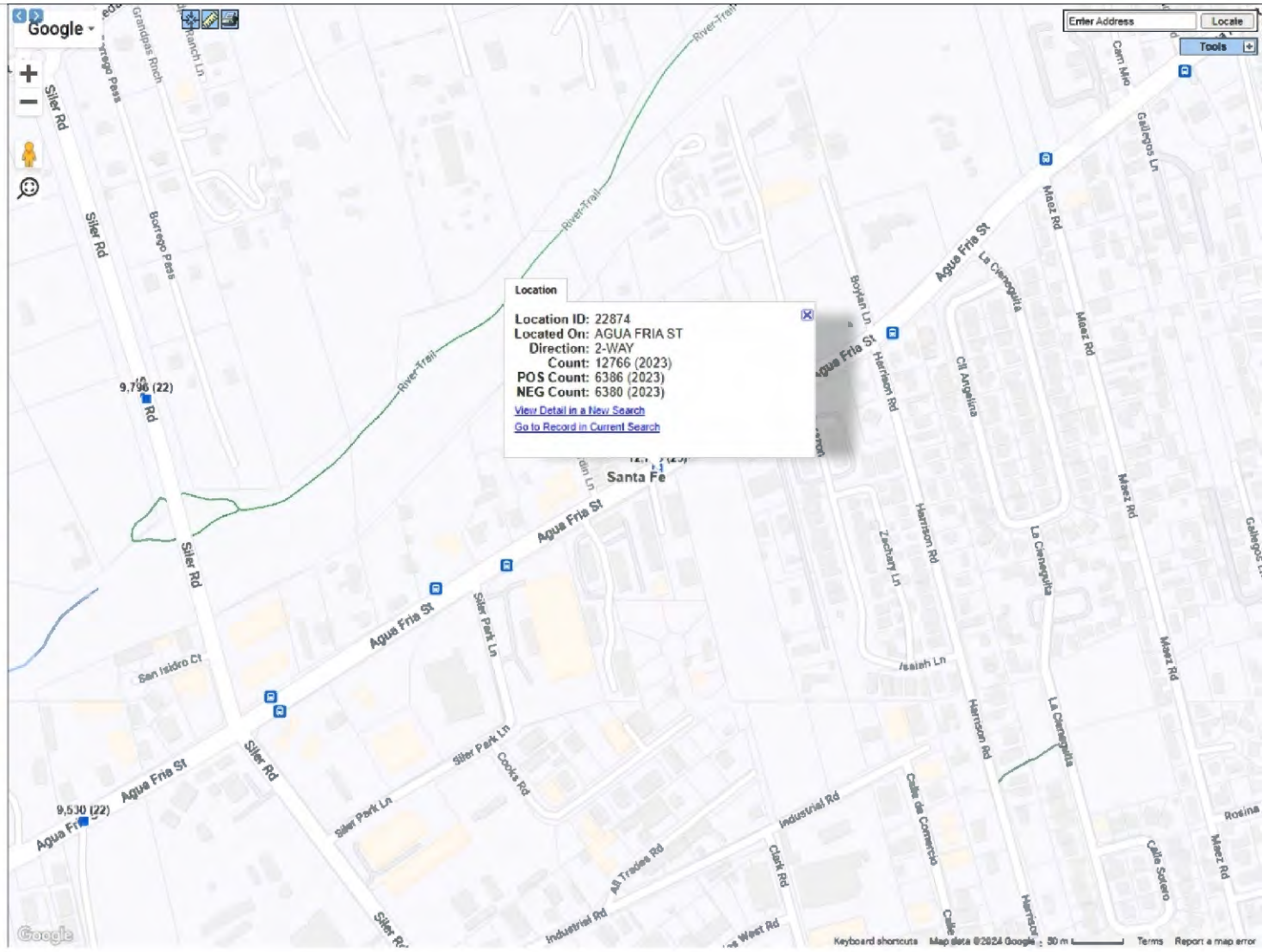
Model Year	Model AADT	AM PHV	AM PPV	MD PHV	MD PPV	PM PHV	PM PPV	NT PHV	NT PPV

VOLUME COUNT

Date	Int	Total
Sun 4/30/2023	15	12,459
Sun 4/23/2023	15	12,088
Sun 4/16/2023	15	12,508
Sun 4/9/2023	15	10,864
Sat 4/8/2023	15	14,235
Wed 3/29/2023	15	12,766
Tue 3/28/2023	15	12,725
Mon 3/27/2023	15	12,421
Sun 3/26/2023	15	7,825
Sat 3/25/2023	15	10,093

VOLUME TREND

Year	Annual Growth
2022	-7%
2021	12%
2020	-14%
2019	3%
2018	-6%
2017	-13%
2016	21%
2015	0%
2014	-3%
2013	-7%



AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Siler Road

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	105	332	94	123	208	69	45	241	125	107	400	120
Background Growth	3	10	3	4	6	2	1	7	4	3	12	4
No Build (2027)	108	342	97	127	214	71	46	248	129	110	412	124
Entering		2							8	1		
Exiting				25	6	2						
Build (2027)	108	344	97	152	220	73	46	248	137	111	412	124
Background Growth	19	62	17	27	40	13	8	45	25	20	74	22
No Build (2042 Horizon Year)	128	404	114	154	254	84	55	293	153	130	486	146
Entering		2							8	1		
Exiting				25	6	2						
Build (2042 Horizon Year)	128	406	114	180	260	87	55	293	161	131	486	146
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*1.3*			*0.3*			*1.5*			*1.1*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	108	260	68	187	344	75	106	353	141	97	283	164
Background Growth	3	8	2	6	10	2	3	11	4	3	8	5
No Build (2027)	111	268	70	193	354	77	109	364	145	100	291	169
Entering		6							25	2		
Exiting				15	4	1						
Build (2027)	111	274	70	207	358	79	109	364	171	102	291	169
Background Growth	19	47	12	34	62	14	19	64	25	17	51	30
No Build (2042 Horizon Year)	131	315	82	226	416	91	128	427	171	117	342	198
Entering		6							25	2		
Exiting				15	4	1						
Build (2042 Horizon Year)	131	321	82	241	420	92	128	427	196	120	342	198
PHF	*0.93*			*0.93*			*0.93*			*0.93*		
HV %		*0.2*			*0.5*			*0.5*			*0.4*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter		13.0%							53.0%	5.0%		
Trip Distribution % Exit				53.0%	13.0%	5.0%						

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Harrison Road

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Harrison			Southbound Harrison		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	3	599	6	32	377	2	6		39	5		10
Background Growth		18	0	1	11	0	0		1	0		
No Build (2027)	3	617	6	33	388	2	6		40	5		10
Entering					2		2					
Exiting		8	6									
Build (2027)	3	625	12	33	391	2	8		40	5		10
Background Growth	1	108	1	6	68		1		7	1		2
No Build (2042 Horizon Year)	4	725	7	39	456	2	7		47	6		12
Entering					2		2					
Exiting		8	6									
Build (2042 Horizon Year)	4	732	14	39	459	2	9		47	6		12
PHF	*0.95*			*0.95*			*0.95*			*0.95*		
HV %		*1.5*			*1.4*			*4.4*			*0*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Harrison			Southbound Harrison		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	13	577	8	46	594		7	1	90	1	3	4
Background Growth		17		1	18				3			
No Build (2027)	13	594	8	47	612		7	1	93	1	3	4
Entering					8		6					
Exiting		4	4									
Build (2027)	13	599	12	47	620		13	1	93	1	3	4
Background Growth	2	104	1	8	107		1		16		1	1
No Build (2042 Horizon Year)	15	698	9	56	719	0	8	1	109	1	4	5
Entering					8		6					
Exiting		4	4									
Build (2042 Horizon Year)	15	703	13	56	726	0	15	1	109	1	4	5
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*0.5*			*0.8*			*0*			*0*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter					16.0%		13.0%					
Trip Distribution % Exit		16.0%	13.0%									

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Siler Park Lane

AM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Agua Fria			Southbound Agua Fria		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		557	7	13	374		9		34			
Background Growth		17			11				1			
No Build (2027)		574	7	13	385		9		35			
Entering		11										
Exiting					34							
Build (2027)		584	7	13	419		9		35			
Background Growth		100	1	2	67		2		6			
No Build (2042 Horizon Year)		674	8	16	453		11		41			
Entering		11										
Exiting					34							
Build (2042 Horizon Year)		685	8	16	487		11		41			
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*1.6*			*0.3*			*0*			*2*	

PM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Agua Fria			Southbound Agua Fria		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		501	3	13	615		2		57			
Background Growth		15	0	0	18		0		2			
No Build (2027)		516	3	13	633		2		59			
Entering		34										
Exiting					20							
Build (2027)		550	3	13	653		2		59			
Background Growth		90	1	2	111				10			
No Build (2042 Horizon Year)		606	4	16	744		2		69			
Entering		34										
Exiting					20							
Build (2042 Horizon Year)		640	4	16	764	0	2	0	69	0	0	0
PHF	*0.93*			*0.93*			*0.93*			*0.93*		
HV %		*0.8*			*0.7*			*0*			*2*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter		71.0%										
Trip Distribution % Exit					71.0%							

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Siler Road & Siler Park Lane

AM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)				32		13		458	72	13	618	
Background Growth				1				9	1		12	
No Build (2027)				33		13		467	73	13	630	
Entering								8				
Exiting											25	
Build (2027)				33		13		475	73	13	656	
Background Growth				6		2		82	13	2	111	
No Build (2042 Horizon Year)				38		16		550	86	16	742	
Entering								8				
Exiting											25	
Build (2042 Horizon Year)				38		16		558	86	16	767	
PHF	*0.91*			*0.91*			*0.91*			*0.91*		
HV %		*4.4*			*1.2*			*2*			*0.6*	

PM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)				52		18		610	72	11	543	
Background Growth				2		1		18	2	0	16	
No Build (2027)				54		19		628	74	11	559	
Entering								25				
Exiting											15	
Build (2027)				54		19		654	74	11	574	
Background Growth				9		3		110	13	2	98	
No Build (2042 Horizon Year)				63		22		738	87	13	657	
Entering								25				
Exiting											15	
Build (2042 Horizon Year)				63		22		764	87	13	672	
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*0*			*0.3*			*2*			*0.7*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter								53.0%				
Trip Distribution % Exit											53.0%	

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria & North Site Entrance

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound North Site Entrance			Southbound		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		608			383							
Background Growth		12			8							
No Build (2027)		620			391							
Entering			11	4								
Exiting							34		14			
Build (2027)		620	11	4	391		34		14			
Background Growth												
No Build (2042 Horizon Year)		620			391							
Entering			11	4								
Exiting							34		14			
Build (2042 Horizon Year)		620	11	4	391		34		14			
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*2*			*2*			*2*			*2*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound North Site Entrance			Southbound		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		598			601							
Background Growth		12			12							
No Build (2027)		610			613							
Entering			34	14								
Exiting							20		8			
Build (2027)		610	34	14	613		20		8			
Background Growth												
No Build (2042 Horizon Year)		610	0	0	613		0		0			
Entering			34	14								
Exiting							20		8			
Build (2042 Horizon Year)		610	34	14	613		20		8			
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*2*			*2*			*2*			*2*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter			71.0%	29.0%								
Trip Distribution % Exit							71.0%		29.0%			

Table 17.B-1
Criteria for Deceleration Lanes on
URBAN TWO-LANE HIGHWAYS

Turning Volume [1] (vph)	LEFT-TURN DECELERATION LANE			RIGHT-TURN DECELERATION LANE		
	Minimum Directional Volume in the Through Lane (vphpl) [2]			Minimum Directional Volume in the Through Lane (vphpl) [2]		
	≤ 30 mph	35 to 45 mph	45 to 55 mph	≤ 30 mph	35 to 40 mph	45 to 55 mph
< 5	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required
5	510	450	330	1,080	610	360
10	390	330	210	700	400	240
15	320	250	150	500	280	170
20	270	200	120	380	210	140
25	230	160	100	300	180	120
30	200	130	Required	250	160	110
35	170	110	Required	220	150	100
40	150	Required	Required	200	140	Required
45	130	Required	Required	190	Required	Required
≥ 46	Required	Required	Required	Required	Required	Required
	Left-turn Deceleration Lanes are Required on Urban Two-lane Highways for the following Left-turn Volumes: • ≤ 30 mph : 46 vph or more • 35 to 40 mph : 36 vph or more • 45 to 55 mph : 26 vph or more			***Right-turn Deceleration Lanes are Required on Urban Two-lane Highways for the following Right-turn Volumes:*** • ≤ 30 mph : 46 vph or more • 35 to 40 mph : 41 vph or more • 45 to 55 mph : 36 vph or more		

Notes:

1. *Use linear interpolation for turning volumes between 5 and 45 vph.*
2. *The directional volume in the through lane includes through vehicles and turning vehicles.*

FIGURE 1. LEFT TURN LANE WARRANT CRITERIA

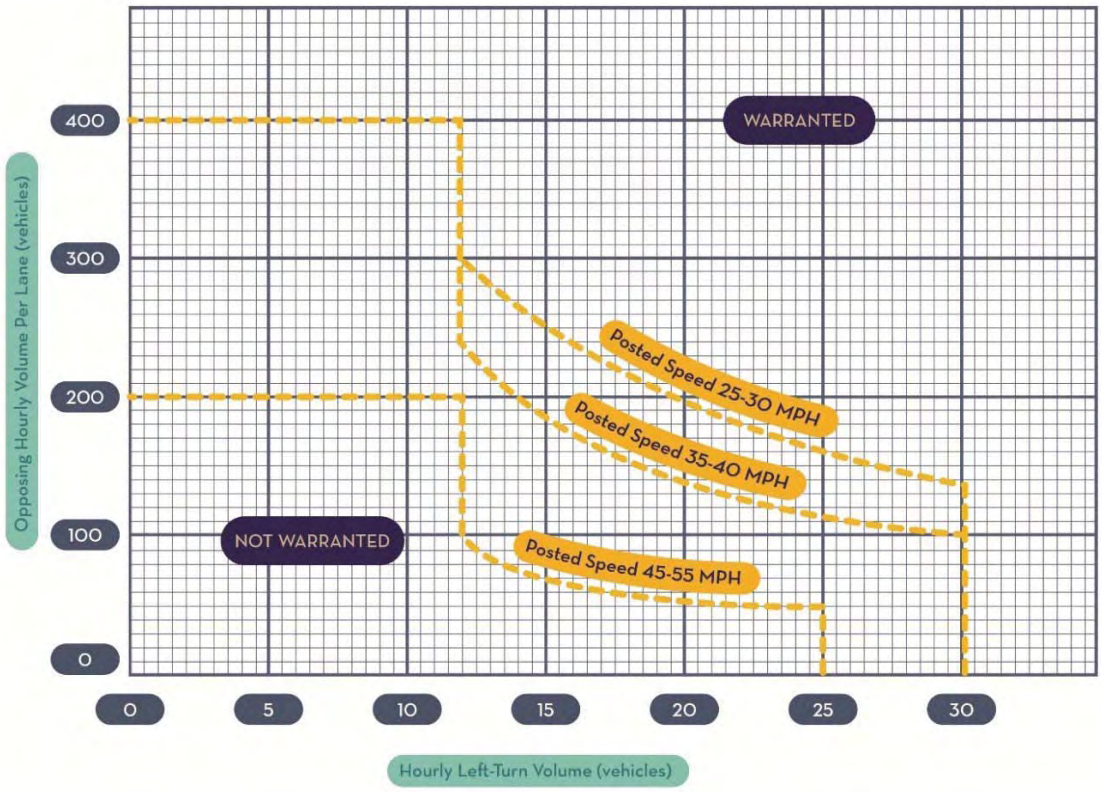
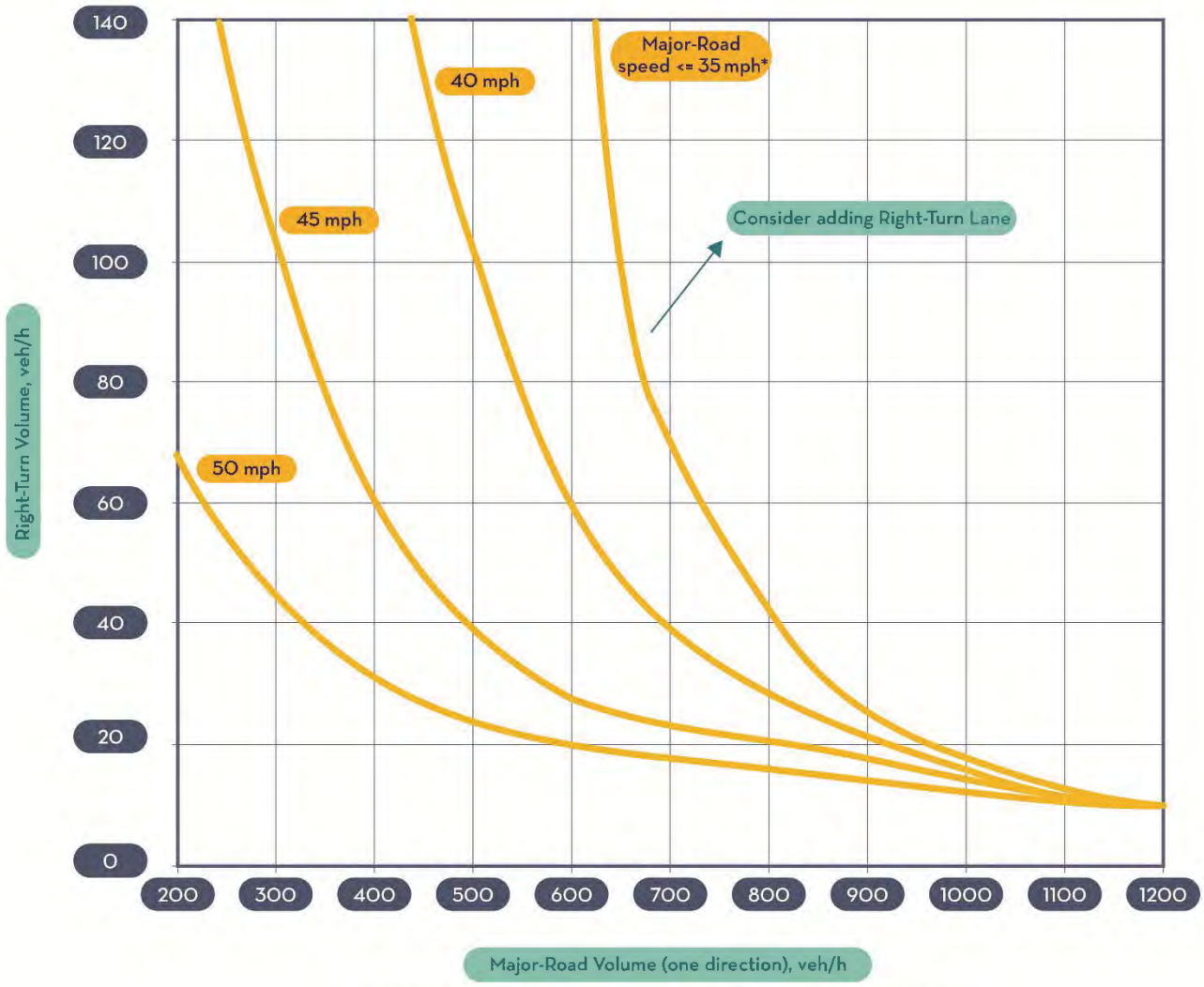
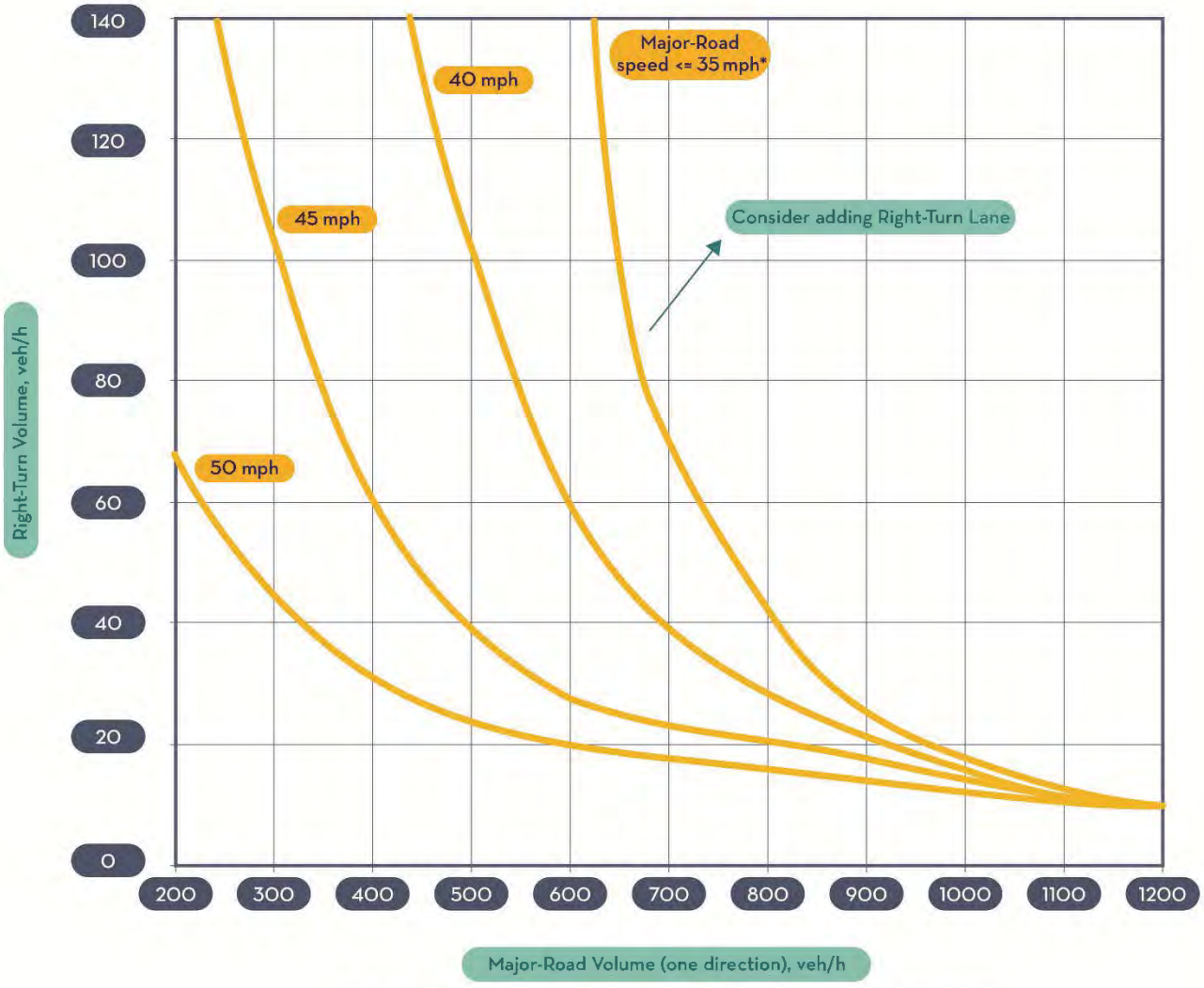


FIGURE 2. RIGHT TURN LANE CRITERIA FOR TWO-LANE ROADWAY



**Right-turn lanes are not typically considered for roadways posted at 25 mph, but certain circumstances may warrant their consideration:*
- *Right-turning volume of 50 vph or greater*
- *At the City Traffic Engineer, or designee's discretion*

FIGURE 3. RIGHT TURN LANE CRITERIA FOR FOUR+ LANE ROADWAY



**Right-turn lanes are not typically considered for roadways posted at 25 mph, but certain circumstances may warrant their consideration:*
• Right-turning volume of 50 vph or greater
• At the City Traffic Engineer, or designee's discretion

Turn Lane Dimensions

The minimum turn lane width is 10 feet unless approved by City Staff. A separate turn lane consists of a taper plus a full width auxiliary lane. The design of turn lanes is to be based on the speed at which drivers turn into the lane, the speed to which drivers must reduce to turn into the driveway, and the required vehicular storage length. Other special considerations include the volume of trucks that will use the turn lane and the steepness of an ascending or descending grade. The TIA should recommend turn lane location and provide the required turn lane length associated with each, demonstrating that turn lane design objectives can be achieved within known current and future anticipated constraints.

Required turn lane length elements are outlined in **Table 1**.

TABLE 1. TURN LANE LENGTH REQUIREMENTS

Posted speed limit	Left turn deceleration lane	Right turn deceleration lane
<40mph (See Note 1.)	Taper + storage	Taper + storage
≥40mph (See Note 2.)	Decel. Length	Decel. Length

Notes for Table 1:

Note 1: Storage length should be provided from operational analyses. Storage length should be provided from operational analyses. Storage length should be calculated as the 95th percentile queue length rounded up to the nearest 25 feet with a 50-foot minimum length.

When operational analyses are not applicable (e.g., for turning movements that are uncontrolled), utilize the deceleration distance for the auxiliary lane length. Using guidance from the latest AASHTO Green Book for "Deceleration Lanes", accept a moderate amount of deceleration within the through lanes and utilize the taper length as part of the deceleration within the through lanes. Deceleration rates greater than 6.5 ft/s^2 may be used where practical. A minimum bay length of 50 feet shall be provided.

Note 2: Deceleration length should be calculated based on the distance required to brake from the posted speed of the roadway to a stop and includes the appropriate taper based upon the posted speed. Utilize recommended deceleration distances for "Lane Change and Deceleration Distance" provided by the latest AASHTO Green Book.

If the noted design requirements for full movement access spacing and/or turn lanes cannot be met, driveway turning movement restrictions may be imposed. The restriction may be for left-turn movements in or out of the driveway or right-turns in or out. Turning restrictions may be imposed for driveways that are too close to signalized intersections, or where existing driveways or roadway characteristics may increase accident potential or at locations with a history of high accident rates.

17. MULTIMODAL REVIEW

The 2022 City of Santa Fe Multimodal Transition Plan includes two overarching goals:

Goal 1. Move Santa Fe towards a city where all elements of an active life can be achieved without the need for a private automobile.

2.3 Safety Analysis

2.3.1 Crash Records (2010-2020)

Historical crash data was provided by the City of Santa Fe for the most recent ten years available (2010 to 2020). The crash data requested was for the study area on Agua Fria Street from Siler Road to Osage Avenue. The crash data was analyzed to identify any crash trends within the study limits.

There was a total of 308 reported crashes within the study limits. **Table 9** summarizes the total crash severity. The full crash data can be found in **Appendix C**.

Table 9: Total Crashes (2010-2020)

Year	Crash Severity			Total
	Fatal	Injury	PDO*	
2010	0 (0%)	10 (33%)	20 (67%)	30 (100%)
2011	0 (0%)	12 (37%)	20 (63%)	32 (100%)
2012	0 (0%)	5 (28%)	13 (72%)	18 (100%)
2013	0 (0%)	6 (29%)	15 (71%)	21 (100%)
2014	0 (0%)	4 (17%)	19 (83%)	23 (100%)
2015	0 (0%)	17 (53%)	15 (47%)	32 (100%)
2016	0 (0%)	23 (42%)	32 (58%)	55 (100%)
2017	0 (0%)	7 (30%)	16 (70%)	23 (100%)
2018	0 (0%)	6 (21%)	22 (79%)	28 (100%)
2019	0 (0%)	9 (35%)	17 (65%)	26 (100%)
2020	0 (0%)	4 (20%)	16 (80%)	20 (100%)
Total	**0 (0%)**	**103 (33%)**	**205 (67%)**	**308 (100%)**

*PDO – Property Damage Only

The following observations were concluded from the historical crash data:

- Out of the total crashes in the ten-year period, none of them resulted in a fatal crash, 33% (103 crashes) resulted in injury with no fatalities and 67% (205 crashes) resulted in property damage only (PDO).
- Approximately 88% (272 crashes) of all the crashes had as classification collision with other vehicle, and 7% (21 crashes) were classified as collision with a fixed object.
- About 80% (246 crashes) of all the crashes occurred during daylight conditions, 11% (35 crashes) occurred during dark-lighted conditions, 3% (11 crashes) occurred in unknown conditions, 3% (10 crashes) occurred during dusk conditions, 2% (5 crashes) occurred during dark-not-lighted conditions, and 1% (1 crashes) occurred during dawn conditions.
- Close to 94% (290 crashes) of all crashes occurred during clear weather conditions, 3% (9 crashes) occurred in unknown weather conditions, 1.3% (4 crashes) occurred in snowing weather conditions, 1.3% (4 crashes) occurred in raining weather conditions, and 0.4% (1 crashes) occurred in other weather conditions.
- From the total crashes, 6% (18 crashes) were alcohol related and 1% (2 crashes) were related to drug involvement.

Physical conditions during crashes such as lighting, and weather did not indicate any strong influence on crashes.

Table 10: Lighting Conditions

Lighting Conditions	Crash Count
Daylight	246 (80%)
Dark & Low Light*	51 (17%)
Unknown	11 (3%)
Total	**308 (100%)**

*Dark & Low Light include the following light conditions: Dark-Not Lighted, Dark-Lighted, Dawn and Dusk.

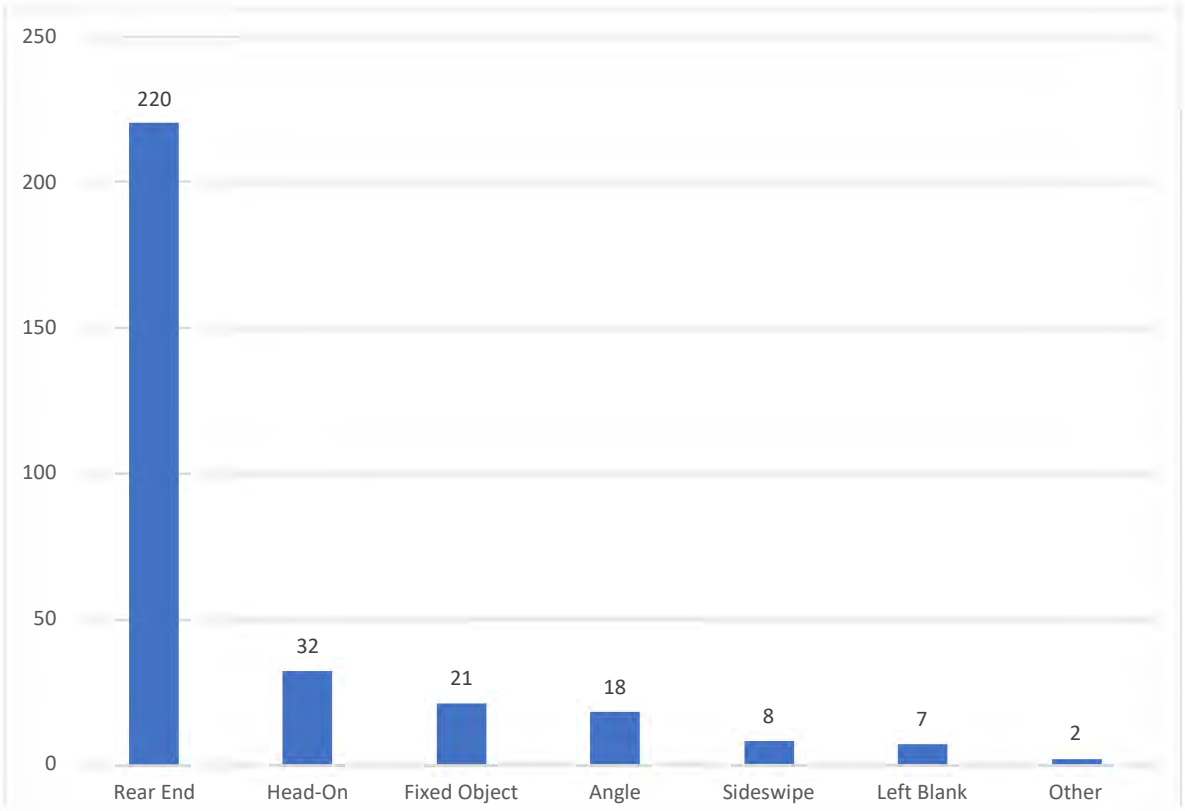


Figure 7: Crash Type Summary

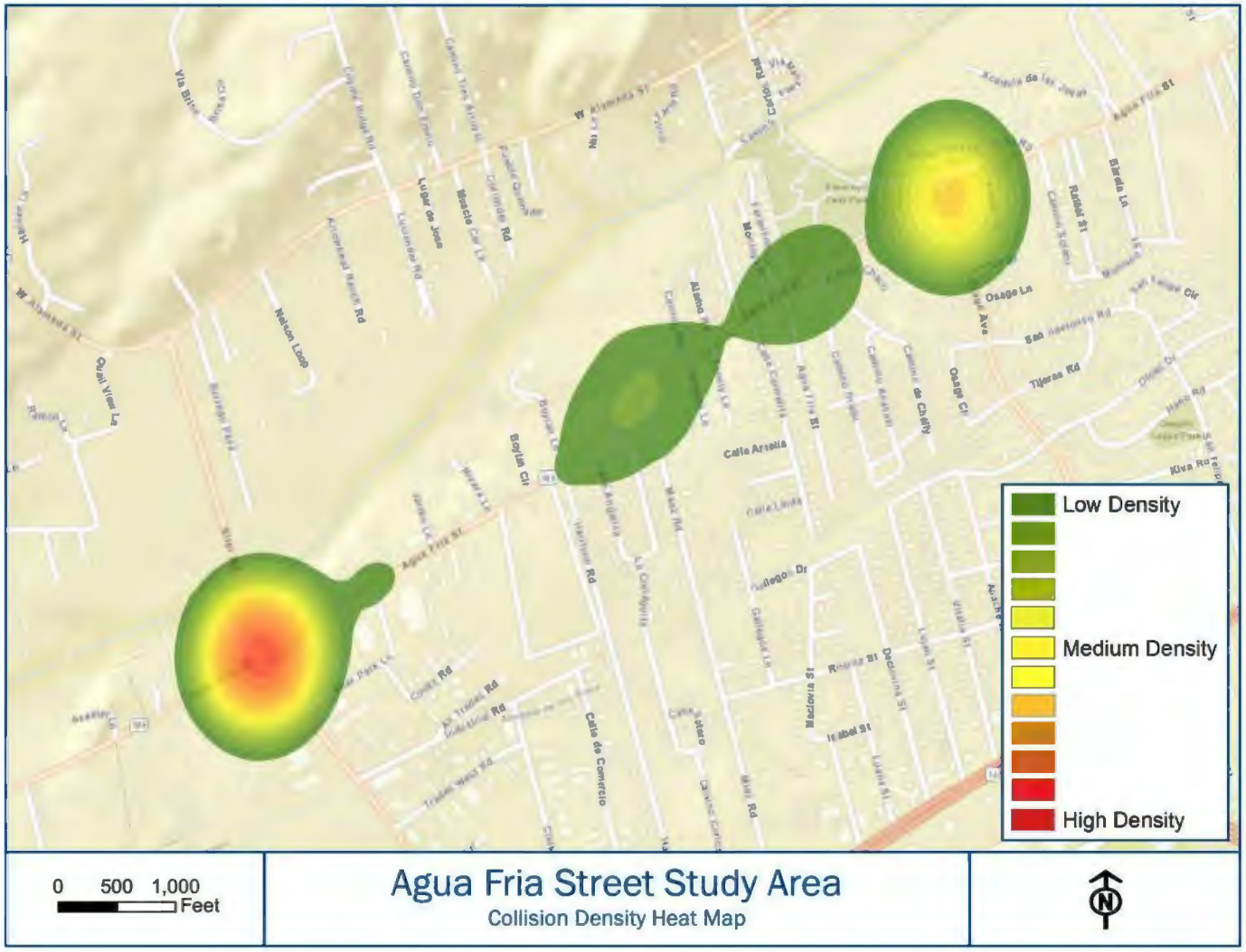


Figure 8: Crash Heat Map

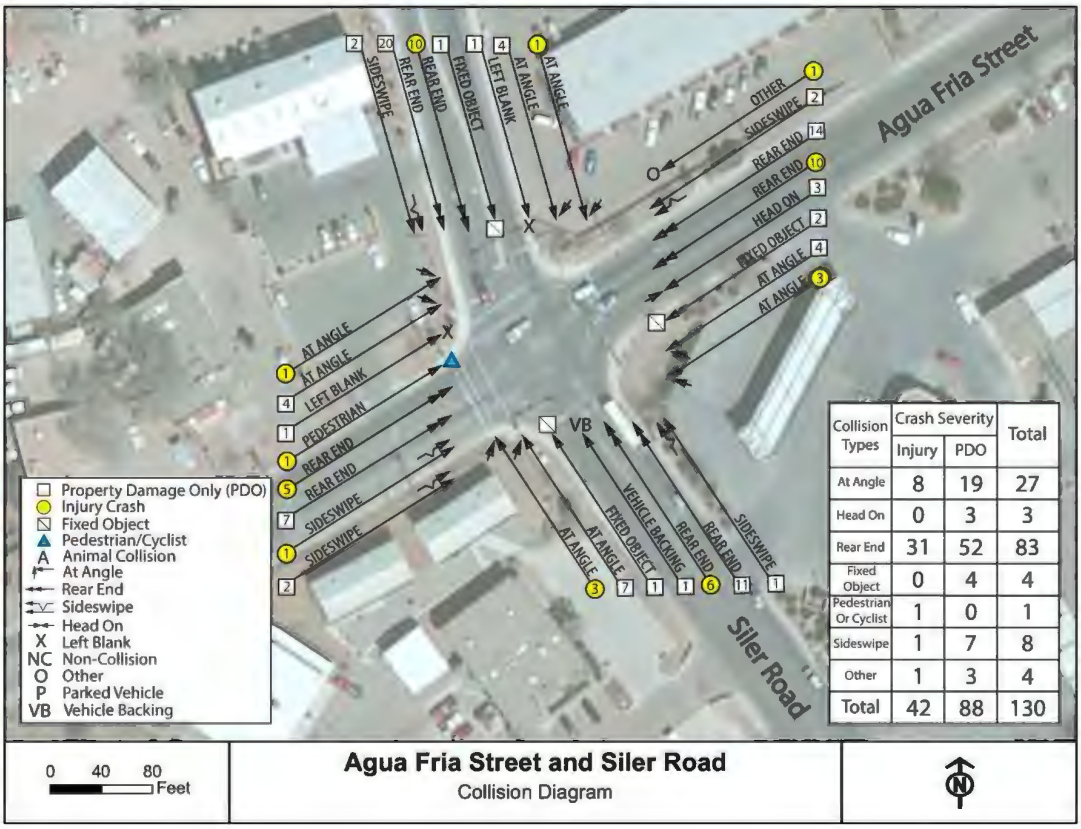
The following intersections were analyzed further based on the historical crash data provided:

1. Agua Fria Street and Siler Road
2. Agua Fria Street and Siler Park Lane
3. Agua Fria Street and Harrison Road
4. Agua Fria Street and La Cieneguita
5. Agua Fria Street and Maez Road
6. Agua Fria Street and Camino Carlos Rael
7. Agua Fria Street and Calle Carmilita
8. Agua Fria Street and Ferguson Lane
9. Agua Fria Street and Camino de Chelly
10. Agua Fria Street and Osage Avenue

In addition, sight triangles were analyzed for Intersections #2 through #8. The AASHTO *2018 Policy on Geometric Design of Highways and Streets, 7th Edition*, has standards for departure sight triangles. Measured from the stop bar on the side street for instance on one end and to the center of the through lane on the other end. These were used to determine if a stopped vehicle on a minor roadway has sufficient sight distance from the intersection to enter or cross a major roadway.

Intersection #1 – Agua Fria Street and Siler Road

The intersection of Agua Fria Street and Siler Road had a total of 130 reported crashes. From the crash data, it was reported that 83 of the crashes were rear end and 27 crashes were angle. The pedalcyclist car crash happened in 2015 and was contributed to following too closely, it occurred on a clear day during daylight, information provided did not indicate any strong influences. From the total, 88 of the collisions were reported as property damage only and 42 were injury only. Seven crashes at this intersection were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	8	19	27
Head On	0	3	3
Rear End	31	52	83
Fixed Object	0	4	4
Pedestrian Or Cyclist	1	0	1
Sideswipe	1	7	8
Other	1	3	4
Total	42	88	130

Figure 9: Intersection #1 – Agua Fria Street and Siler Road – Crash Types and Crash Severity

Intersection #2 – Agua Fria Street and Siler Park Lane

Five crashes were reported at the intersection of Agua Fria Street and Siler Park Lane, two were reported as rear end, one as entering at an angle, one as head-on and one as a collision with a parked vehicle. Two crashes were reported as injury with no fatalities and three were reported as property damage only. Two crashes at this intersection were alcohol related.



Figure 10: Intersection #2 – Agua Fria Street and Siler Park Lane – Crash Types and Crash Severity

Intersection #2 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance since according to AASHTO, "if the available sight distance for an entering or crossing vehicle is at least equal to the appropriate stopping sight distance for the major road, then drivers have sufficient distance to anticipate and avoid collisions." Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Siler Park Lane. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 11 shows the sight triangles for the Siler Park Lane northbound approach. The vegetation at the corner reduces and inhibits the view of the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 11 shows the sight triangles for the Siler Park Lane northbound approach. There are trees and a fence at the corner property that obstructs the sight triangle (see Figure 37).

It is recommended that objects within the sight triangle will need to be kept below 3-ft.

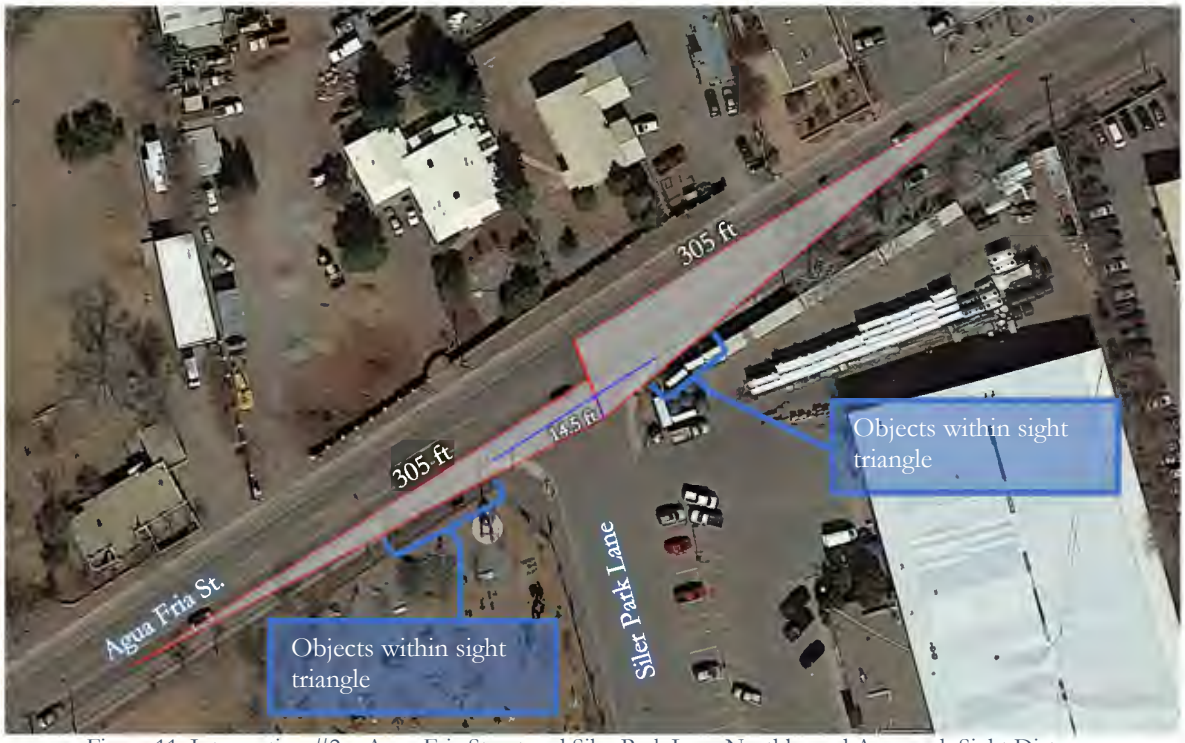


Figure 11: Intersection #2 – Agua Fria Street and Siler Park Lane Northbound Approach Sight Distance

Intersection #3 – Agua Fria Street and Harrison Road

Six total crashes were reported at the intersection of Agua Fria Street and Harrison Road, three were reported as rear end, one as a collision with a fixed object, one as head-on, and one as a collision with a parked vehicle. The crash involving a cyclist was in 2013 and contributed to the driver disregarding the traffic signal, it occurred on a clear day during daylight, information provided did not indicate any strong influences. Two crashes were reported as injury with no fatalities and four were reported as property damage only. For this intersection, none of the crashes were alcohol related.



Figure 12: Intersection #3 – Agua Fria Street and Harrison Road – Crash Types and Crash Severity

Intersection #3 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Harrison Road. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 13 shows the sight triangles for the Harrison Road northbound approach. There are no objects within the sight triangle. Figure 14 shows the sight triangles for the Boylan Lane southbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 13 shows the sight triangles for the Harrison Road northbound approach. There are no objects within the sight triangle. **Figure 14** shows the sight triangles for the Boylan Lane southbound approach. A bus stop sign can be found within the sight triangle that is over 3-ft in height, however, it does not block the view of the driver.



Figure 13: Intersection #3 – Agua Fria Street and Harrison Road Southbound Approach Sight Distance



Figure 14: Intersection #3 – Agua Fria Street and Boylan Ln. Southbound Approach Sight Distance

Intersection #4 – Agua Fria Street and La Cieneguita

Four total crashes were reported at the Agua Fria Street and La Cieneguita intersection, one was reported as rear end, one as head-on and one crash with no information regarding crash classification or analysis (left blank), and one as a collision with a parked vehicle. One crash was reported as injury with no fatalities and three were reported as property damage only. For this intersection, none of the crashes were alcohol related.



Figure 15: Intersection #4 – Agua Fria Street and La Cieneguita– Crash Types and Crash Severity

Intersection #4 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and La Cieneguita. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 16 shows the sight triangles for the La Cieneguita northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

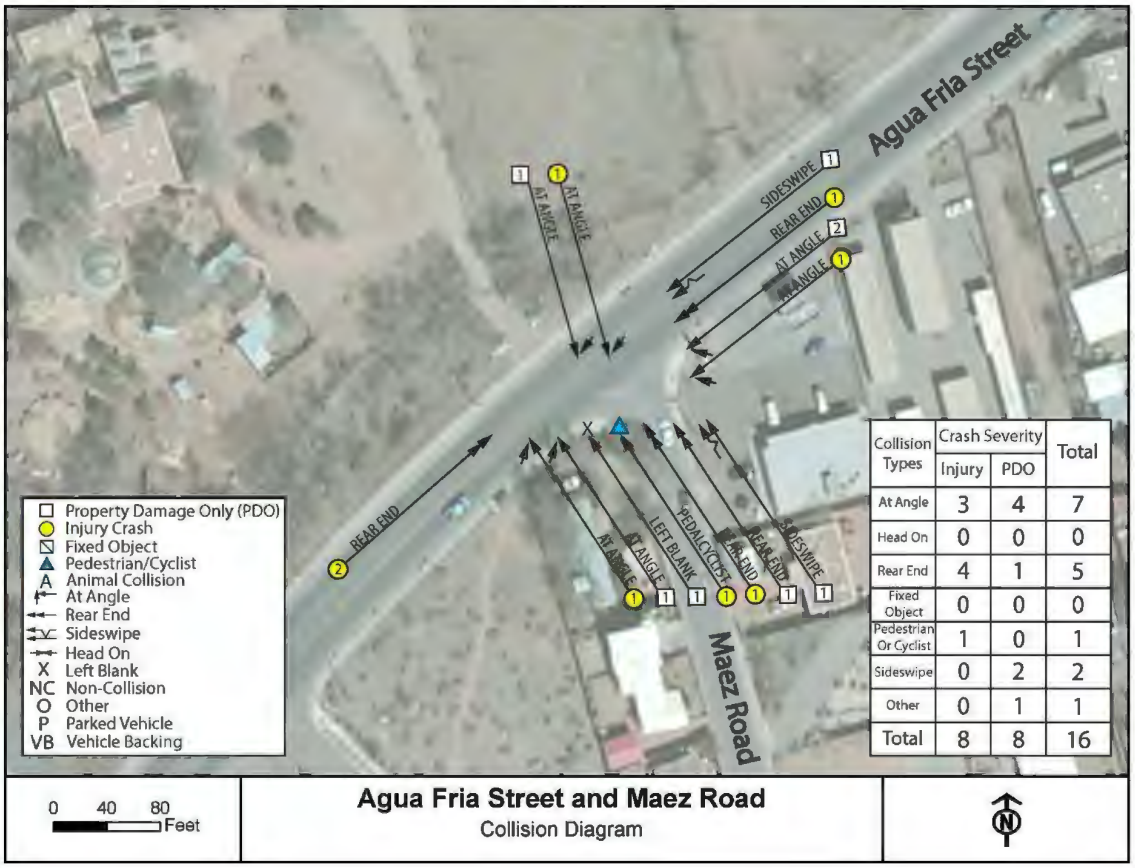
Figure 16 shows the sight triangles for the La Cieneguita northbound approach. There are no objects within the sight triangle.



Figure 16: Intersection #4 – Agua Fria Street and La Cieneguita Northbound Approach Sight Distance

Intersection #5 – Agua Fria Street and Maez Road

The intersection of Agua Fria Street and Maez Road had a total of sixteen (16) crashes. Seven crashes were reported as entering at an angle, five as rear end, two as sideswipe, one as a collision with a pedalcyclist and one crashes with no information regarding crash classification or analysis (left blank). The crash that involved a cyclist happened in 2016 with a contributing factor of driver inattention, it occurred on a clear day during daylight, information provided did not indicate any strong influences. Eight of these collisions were property damage only and eight were injury only. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	3	4	7
Head On	0	0	0
Rear End	4	1	5
Fixed Object	0	0	0
Pedestrian Or Cyclist	1	0	1
Sideswipe	0	2	2
Other	0	1	1
Total	8	8	16

Figure 17: Intersection #5 – Agua Fria Street and Maez Road – Crash Types and Crash Severity

Intersection #5 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Maez Road. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 18 shows the sight triangles for the Maez Road northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 18 shows the sight triangles for the Maez Road northbound approach. There are objects over 3-ft in height within the sight triangle, which reduces and inhibits the view of the sight triangle.



Figure 18: Intersection #5 – Agua Fria Street and Maez Road Northbound Approach Sight Distance

Intersection #6 – Agua Fria Street and Camino Carlos Rael

Two crashes were observed at the intersection of Agua Fria Street and Camino Carlos Rael, one was reported as a rear end collision, and one as a collision with a fixed object. Both crashes were reported as property damage only. One of the crashes was alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	0	0	0
Rear End	0	1	1
Fixed Object	0	1	1
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	0	0
Other	0	0	0
Total	0	2	2

Figure 19: Intersection #6 – Agua Fria Street and Camino Carlos Rael – Crash Types and Crash Severity

Intersection #6 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Camino Carlos Rael. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 20 shows the sight triangles for the Camino Carlos Rael southbound approach. There is a rock wall at the corner property that obstructs the sight triangle.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 20 shows the sight triangles for the Camino Carlos Rael southbound approach. There is a wood fence at the corner property that obstructs the sight triangle (see **Figure 39**).

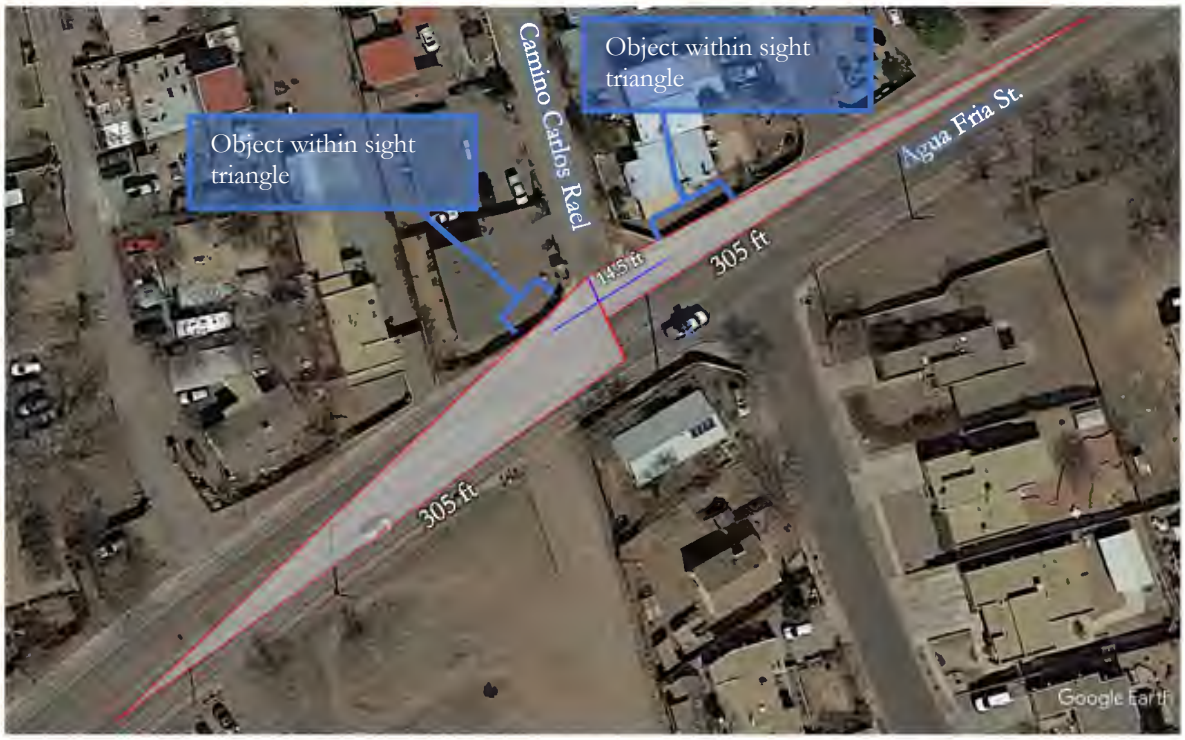


Figure 20: Intersection #6 – Agua Fria Street and Camino Carlos Rael Southbound Approach Sight Distance

Intersection #7 – Agua Fria Street and Calle Carmilita

Six crashes were reported at the intersection of Agua Fria Street and Calle Carmilita. Two were reported as rear end, one as sideswipe, one as head-on, one as a collision with a fixed object and one crash had no information regarding crash classification or analysis (left blank). Five crashes were reported as injury with no fatalities and one was reported as property damage only. One crash at this intersection was alcohol related.

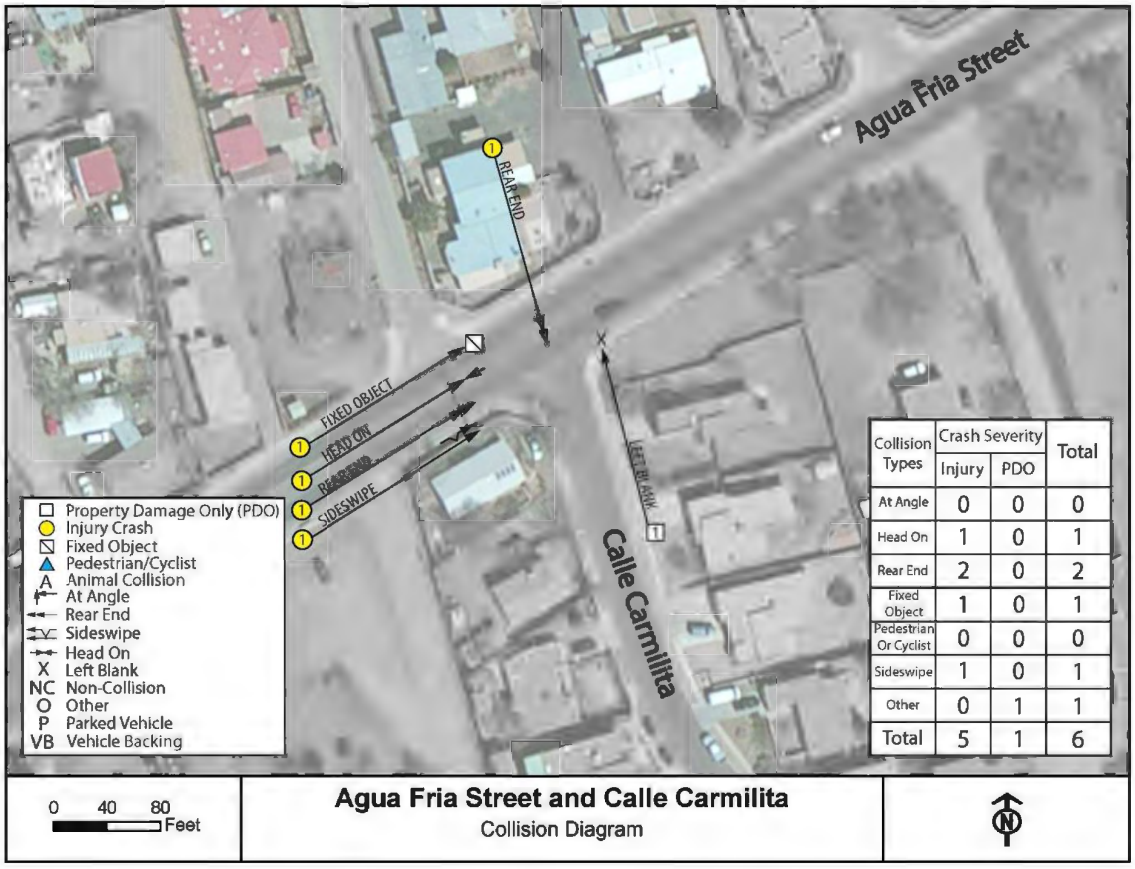


Figure 21: Intersection #7 – Agua Fria Street and Calle Carmilita – Crash Types and Crash Severity

Intersection #7 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Calle Carmilita. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 22 shows the sight triangles for the Calle Carmilita northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 22 shows the sight triangles for the Calle Carmilita northbound approach. There is a concrete wall at the corner property that obstructs the sight triangle (see **Figure 40**).



Figure 22: Intersection #7 – Agua Fria Street and Calle Carmilita. Northbound Approach Sight Distance

Intersection #8 – Agua Fria Street and Ferguson Lane

No crashes were reported at this intersection during the ten-year timeframe that was analyzed.



Figure 23: Intersection #8 – Agua Fria Street and Ferguson Lane – Crash Types and Crash Severity

Intersection #8 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Ferguson Lane. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 24 shows the sight triangles for the Ferguson Lane southbound approach. There is a block wall that obstructs the sight triangle (see Figure 41). **Figure 25** shows the sight triangles for the Agua Fria Street northbound approach.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 24 shows the sight triangles for the Ferguson Lane southbound approach. There is a block wall within the sight triangle. **Figure 25** shows the sight triangles for the Agua Fria Street northbound approach. There are no objects within the sight triangle.

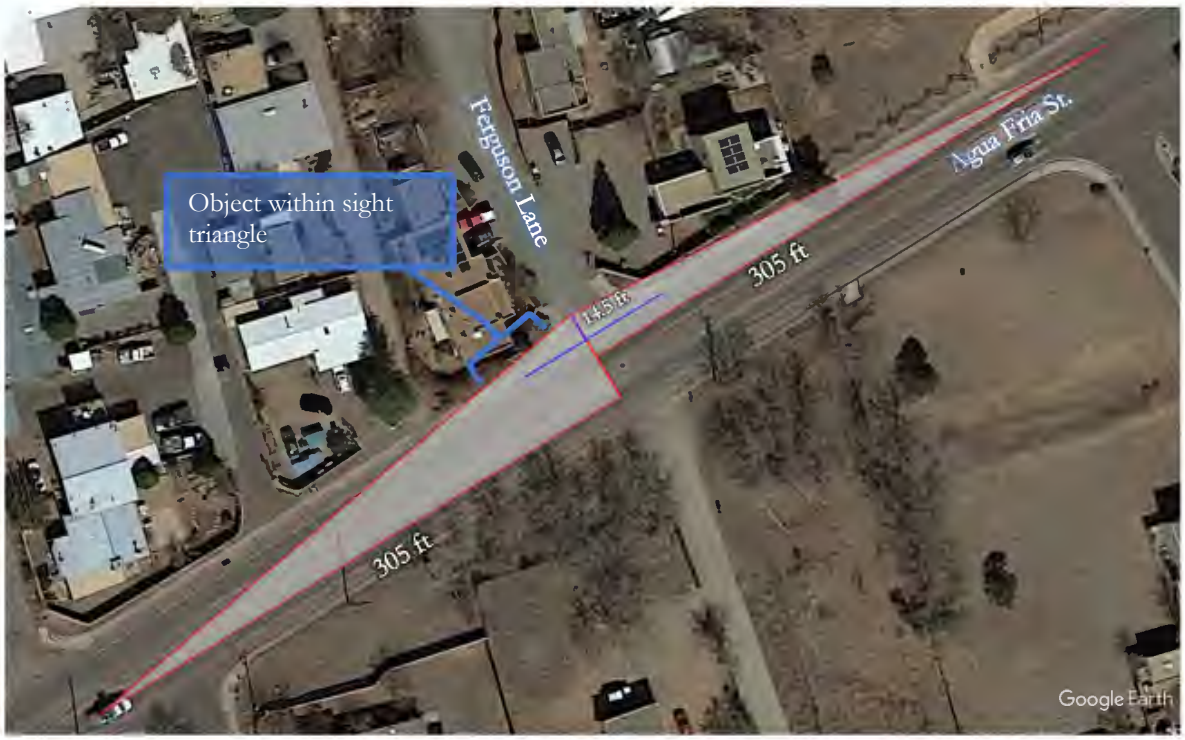


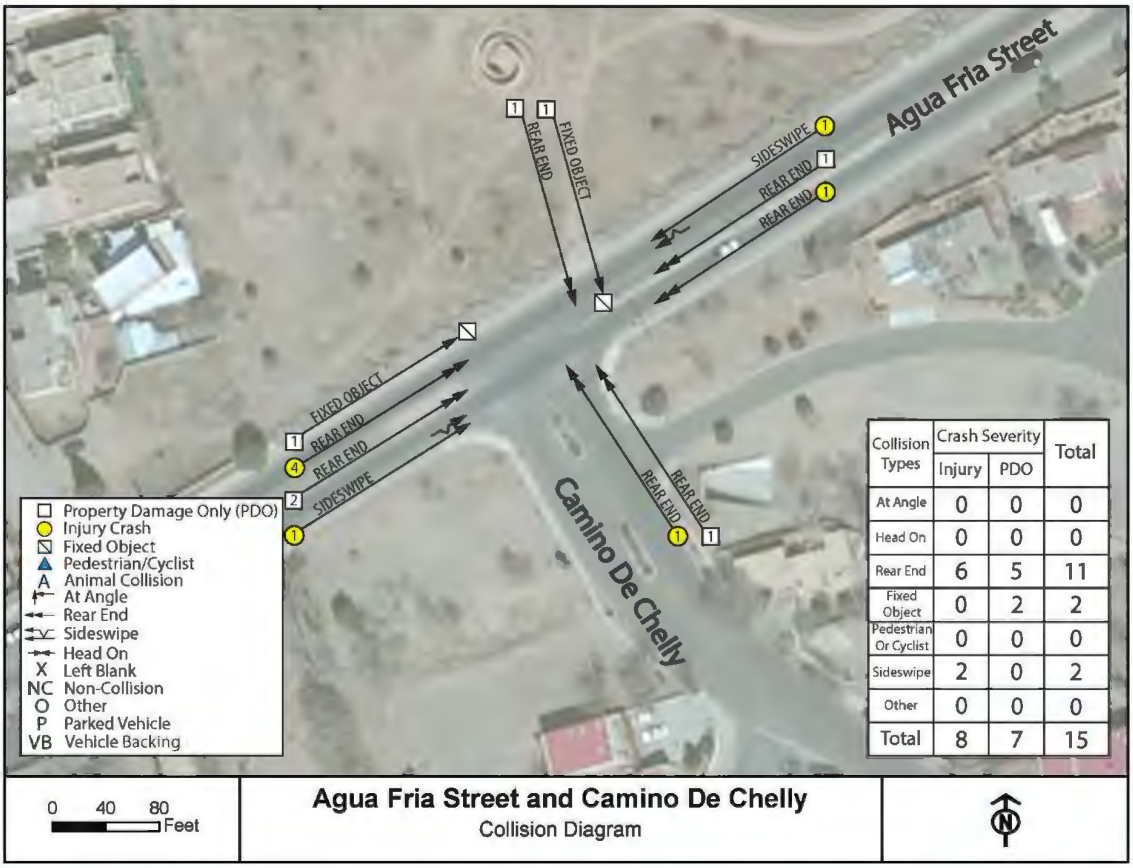
Figure 24: Intersection #8 – Agua Fria Street and Ferguson Lane Southbound Approach Sight Distance



Figure 25: Intersection #8 – Agua Fria Street and Agua Fria Street Northbound Approach Sight Distance

Intersection #9 – Agua Fria Street and Camino de Chelly

The intersection of Agua Fria Street and Camino de Chelly had a total of fifteen (15) crashes. It was reported that 11 of the crashes were classified as rear end, two as sideswipe and two as a collision with a fixed object. Eight of the crashes were classified as injury crash only and seven as property damage crashes. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	0	0	0
Rear End	6	5	11
Fixed Object	0	2	2
Pedestrian Or Cyclist	0	0	0
Sideswipe	2	0	2
Other	0	0	0
Total	8	7	15

Figure 26: Intersection #9 – Agua Fria Street and Camino de Chelly – Crash Types and Crash Severity

Intersection #9 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Camino De Chelly. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 27 shows the sight triangles for the Camino De Chelly northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

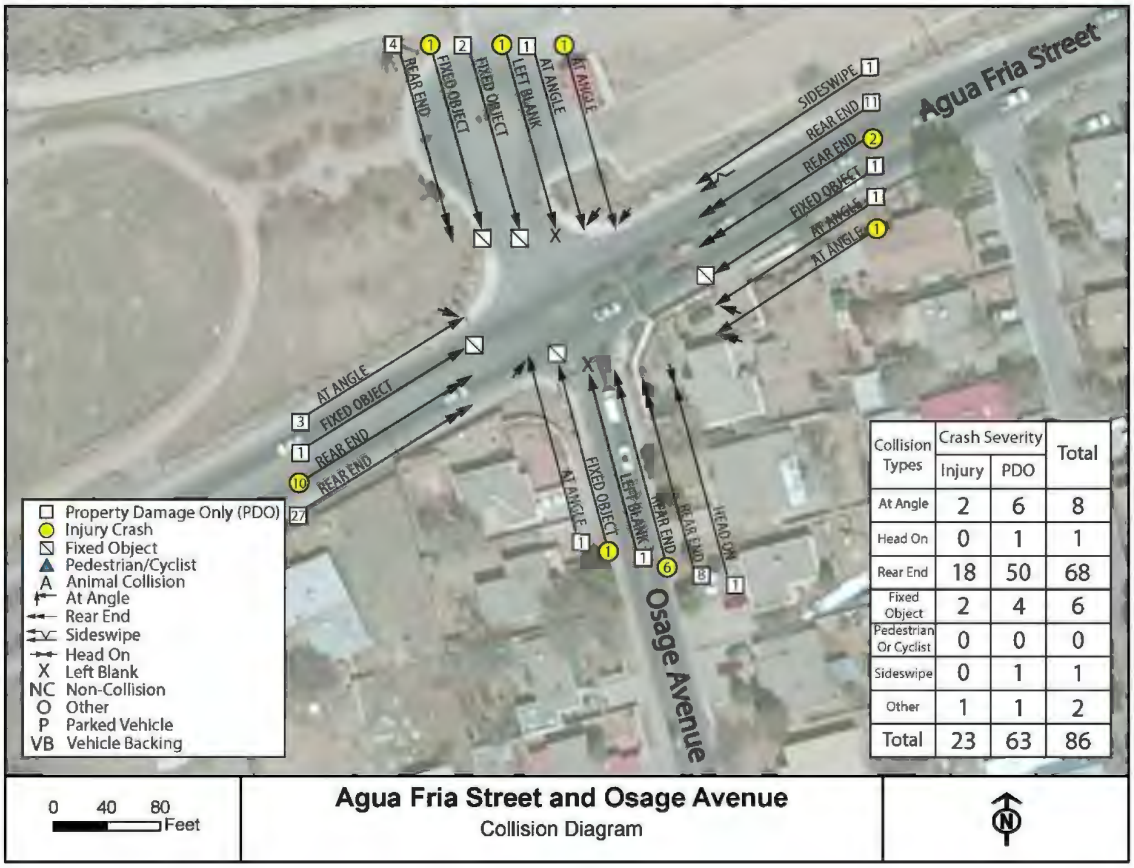
Figure 27 shows the sight triangles for the Camino De Chelly northbound approach. There are no objects within the sight triangle.



Figure 27: Intersection #9 – Agua Fria Street and Camino De Chelly Northbound Approach Sight Distance

Intersection #10 – Agua Fria Street and Osage Avenue

The intersection of Agua Fria Street and Osage Avenue had a total of 86 reported crashes. From the crash data, it was reported that 68 of the crashes were rear end, eight crashes were entering at an angle, six crashes were with fixed objects, and two had no information regarding crash classification or analysis (left blank). Out of the total crashes, 63 of the crashes were reported at property damage only and 23 were reported at injury only. Six crashes at this intersection were alcohol related.



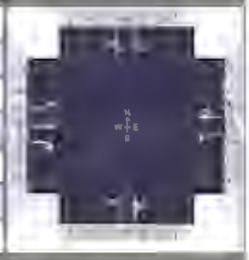
Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	2	6	8
Head On	0	1	1
Rear End	18	50	68
Fixed Object	2	4	6
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	1	1
Other	1	1	2
Total	23	63	86

Figure 28: Intersection #10 – Agua Fria Street and Osage Avenue – Crash Types and Crash Severity

APPENDIX D
2027 NO BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027NBAM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	342	97	127	214	71	46	248	129	110	412	124

Signal Information					EB			WB			NB			SB		
Cycle, s	67.5	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	3.0	1.5		24.1	5.5	0.2	16.3					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	4.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.7	21.5	9.5	21.3	7.0	28.1	8.4	29.6
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (*g s*), s	6.2	13.9	5.6	12.0	3.1	14.4	4.7	20.8
Green Extension Time (*g e*), s	0.2	2.5	0.3	2.6	0.1	4.8	0.3	4.7
Phase Call Probability	0.88	1.00	0.92	1.00	0.59	1.00	0.88	1.00
Max Out Probability	0.00	0.19	0.00	0.12	0.00	0.00	0.00	0.01

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	113	356	101	132	297		48	393		115	558	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1776		1781	1810	
Queue Service Time (*g s*), s	4.2	11.9	3.5	3.6	10.0		1.1	12.4		2.7	18.8	
Cycle Queue Clearance Time (*g c*), s	4.2	11.9	3.5	3.6	10.0		1.1	12.4		2.7	18.8	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.32	0.24		0.40	0.36		0.42	0.38	
Capacity (*c*), veh/h	151	460	387	293	438		250	635		399	686	
Volume-to-Capacity Ratio (*X*)	0.747	0.774	0.261	0.451	0.678		0.192	0.618		0.287	0.813	
Back of Queue (*Q*), ft/ln (95 th percentile)	91	228	56	66	190		20	214		46	304	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.6	9.0	2.2	2.6	7.6		0.8	8.5		1.8	12.1	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.73	1.82	0.45	0.55	1.59		0.15	1.58		0.51	3.38	
Uniform Delay (*d 1*), s/veh	30.3	23.9	20.7	18.4	23.3		15.3	17.9		13.3	18.9	
Incremental Delay (*d 2*), s/veh	7.2	3.1	0.4	1.1	2.2		0.4	1.2		0.4	2.4	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	37.5	26.9	21.0	19.5	25.5		15.7	19.1		13.7	21.3	
Level of Service (LOS)	D	C	C	B	C		B	B		B	C	
Approach Delay, s/veh / LOS	27.9	C		23.7	C		18.8	B		20.0	B	
Intersection Delay, s/veh / LOS	22.6						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.91	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.43	A	1.20	A	1.21	A	1.60	B

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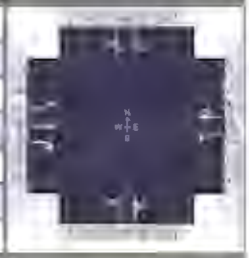
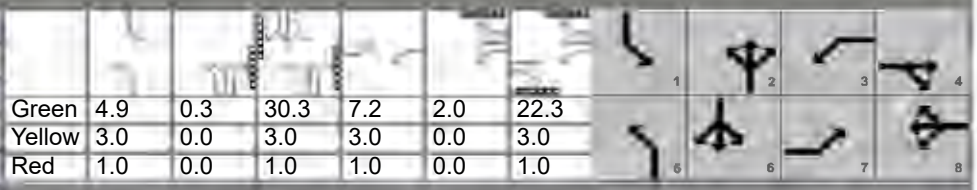
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027NBPM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	111	268	70	193	354	77	109	364	145	100	291	169

Signal Information			
Cycle, s	83.0	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	4.9	0.3	30.3	7.2	2.0	22.3						
Yellow	3.0	0.0	3.0	3.0	0.0	3.0						
Red	1.0	0.0	1.0	1.0	0.0	1.0						

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	11.2	26.3	13.3	28.3	9.2	34.5	8.9	34.3
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.5	13.2	8.8	22.1	5.3	25.1	5.1	22.5
Green Extension Time (g_e), s	0.3	3.0	0.5	1.1	0.3	5.4	0.3	5.5
Phase Call Probability	0.94	1.00	0.99	1.00	0.93	1.00	0.92	1.00
Max Out Probability	0.00	0.20	0.01	1.00	0.00	0.05	0.00	0.03

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	119	288	75	208	463		117	547		108	495	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	5.5	11.2	3.1	6.8	20.1		3.3	23.1		3.1	20.5	
Cycle Queue Clearance Time (g_c), s	5.5	11.2	3.1	6.8	20.1		3.3	23.1		3.1	20.5	
Green Ratio (*g/C*)	0.09	0.26	0.26	0.37	0.28		0.43	0.37		0.42	0.36	
Capacity (*c*), veh/h	156	484	407	424	517		309	660		250	645	
Volume-to-Capacity Ratio (*X*)	0.767	0.596	0.185	0.489	0.897		0.380	0.829		0.431	0.767	
Back of Queue (*Q*), ft/ln (95 th percentile)	120	217	52	126	404		61	378		58	333	
Back of Queue (*Q*), veh/ln (95 th percentile)	4.7	8.6	2.0	5.0	16.2		2.4	15.0		2.3	13.2	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.96	1.73	0.42	1.05	3.37		0.45	2.80		0.65	3.70	
Uniform Delay (d_1), s/veh	37.1	27.1	24.1	19.7	28.8		17.5	23.9		18.9	23.3	
Incremental Delay (d_2), s/veh	7.7	1.3	0.2	0.9	16.8		0.8	3.5		1.2	2.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	44.8	28.4	24.4	20.5	45.6		18.2	27.4		20.1	25.3	
Level of Service (LOS)	D	C	C	C	D		B	C		C	C	
Approach Delay, s/veh / LOS	31.8	C		37.9	D		25.8	C		24.3	C	
Intersection Delay, s/veh / LOS	30.0						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.28	A	1.59	B	1.58	B	1.48	A

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HCS Two-Way Stop-Control Report

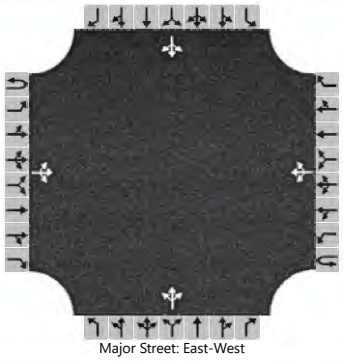
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	617	6		33	388	2		6	0	40		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				35					48				16	
Capacity, c (veh/h)		1151				934					431				437	
v/c Ratio		0.00				0.04					0.11				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		9.0	0.4	0.4			14.4				13.6	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)		0.1				1.1				14.4				13.6		
Approach LOS		A				A				B				B		

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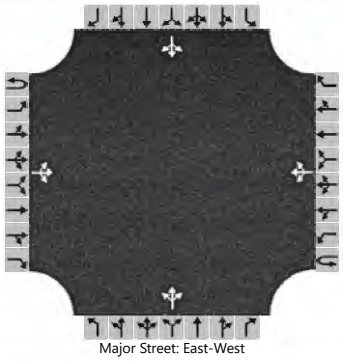
HCS Two-Way Stop-Control Report

General Information		Site Information	
Analyst	MG	Intersection	AGUA FRIA & HARRISON
Agency/Co.	BHI	Jurisdiction	SANTA FE
Date Performed	4/5/2024	East/West Street	AGUA FRIA STREET
Analysis Year	2027	North/South Street	HARRISON ROAD
Time Analyzed	PM PEAK HOUR	Peak Hour Factor	0.94
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	NO BUILD		

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	594	8		47	612	0		7	1	93		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				50					107				9	
Capacity, c (veh/h)		942				950					442				299	
v/c Ratio		0.01				0.05					0.24				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.9				0.1	
95% Queue Length, Q_{95} (ft)											22.5				2.5	
Control Delay (s/veh)		8.9	0.2	0.2		9.0	0.7	0.7			15.7				17.4	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				15.7				17.4			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

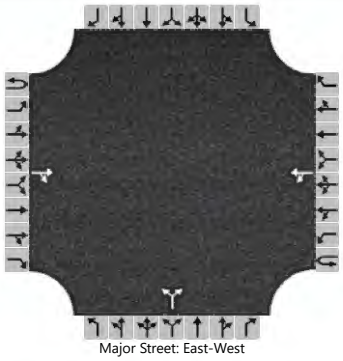
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			574	7		13	385			9		35				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage			Left + Thru							1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					47					
Capacity, c (veh/h)						970					467					
v/c Ratio						0.01					0.10					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.5					
Control Delay (s/veh)						8.8	0.2				13.6					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				13.6						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

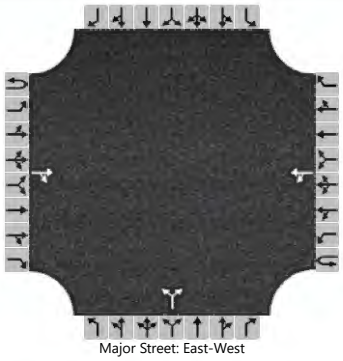
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			516	3		13	633			2		59				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					66					
Capacity, c (veh/h)						1021					523					
v/c Ratio						0.01					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.0					
Control Delay (s/veh)						8.6	0.2				12.9					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				12.9							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

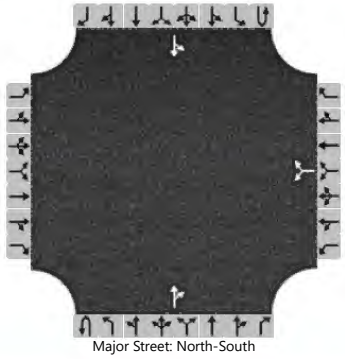
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						33		13			467	73		13	630	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							51							14		
Capacity, c (veh/h)							359							990		
v/c Ratio							0.14							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							16.7							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					16.7								0.4			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

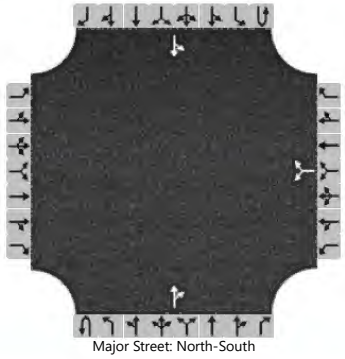
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						54		19			628	74		11	559	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							80							12		
Capacity, c (veh/h)							325							850		
v/c Ratio							0.25							0.01		
95% Queue Length, Q_{95} (veh)							1.0							0.0		
95% Queue Length, Q_{95} (ft)							25.1							0.0		
Control Delay (s/veh)							19.7							9.3	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					19.7								0.4			
Approach LOS					C								A			

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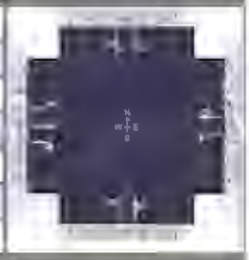
APPENDIX E
2027 BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027BAM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	344	97	152	220	73	46	248	137	111	412	124

Signal Information					EB			WB			NB			SB		
Cycle, s	70.0	Reference Phase	2													
Offset, s	0	Reference Point	End	Green	3.0	1.6		24.8	5.9	0.7	18.0					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.9	22.0	10.6	22.7	7.0	28.8	8.6	30.4
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (*g s*), s	6.3	14.5	6.5	12.6	3.1	15.3	4.8	21.5
Green Extension Time (*g e*), s	0.2	2.4	0.4	2.6	0.1	4.9	0.3	4.8
Phase Call Probability	0.89	1.00	0.95	1.00	0.61	1.00	0.90	1.00
Max Out Probability	0.00	0.22	0.00	0.14	0.00	0.01	0.00	0.02

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	113	358	101	158	305		48	401		116	558	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1772		1781	1810	
Queue Service Time (*g s*), s	4.3	12.5	3.6	4.5	10.6		1.1	13.3		2.8	19.5	
Cycle Queue Clearance Time (*g c*), s	4.3	12.5	3.6	4.5	10.6		1.1	13.3		2.8	19.5	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.34	0.25		0.40	0.35		0.42	0.38	
Capacity (*c*), veh/h	150	458	385	340	460		243	628		385	683	
Volume-to-Capacity Ratio (*X*)	0.749	0.782	0.262	0.465	0.664		0.197	0.638		0.301	0.818	
Back of Queue (*Q*), ft/ln (95 th percentile)	95	240	59	81	198		21	228		49	317	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.7	9.5	2.3	3.2	7.9		0.8	9.0		1.9	12.6	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.76	1.92	0.47	0.67	1.65		0.15	1.68		0.55	3.52	
Uniform Delay (*d 1*), s/veh	31.4	24.8	21.5	18.2	23.6		16.0	18.9		14.0	19.7	
Incremental Delay (*d 2*), s/veh	7.3	3.7	0.4	1.0	2.0		0.4	1.3		0.4	2.5	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	38.7	28.5	21.8	19.2	25.6		16.4	20.2		14.4	22.2	
Level of Service (LOS)	D	C	C	B	C		B	C		B	C	
Approach Delay, s/veh / LOS	29.3	C		23.4	C		19.8	B		20.8	C	
Intersection Delay, s/veh / LOS	23.4						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.43	A	1.25	A	1.23	A	1.60	B

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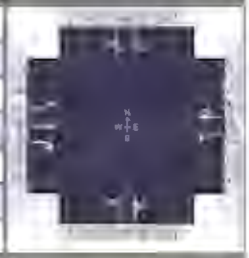
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027BPM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	111	274	70	207	358	79	109	364	171	102	291	169

Signal Information					EB			WB			NB			SB		
Cycle, s	87.2	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	5.1	0.2		33.0	7.6	2.6	22.6					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	11.6	26.6	14.2	29.3	9.3	37.3	9.1	37.0
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (*g s*), s	7.7	14.2	9.7	23.6	5.4	27.7	5.2	23.1
Green Extension Time (*g e*), s	0.3	2.9	0.5	0.6	0.3	5.5	0.3	5.7
Phase Call Probability	0.94	1.00	1.00	1.00	0.94	1.00	0.93	1.00
Max Out Probability	0.00	0.26	0.02	1.00	0.00	0.08	0.00	0.04

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	119	295	75	223	470		117	575		110	495	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1840		1810	1783		1781	1768	
Queue Service Time (*g s*), s	5.7	12.2	3.3	7.7	21.6		3.4	25.7		3.2	21.1	
Cycle Queue Clearance Time (*g c*), s	5.7	12.2	3.3	7.7	21.6		3.4	25.7		3.2	21.1	
Green Ratio (*g/C*)	0.09	0.25	0.25	0.37	0.28		0.44	0.38		0.44	0.38	
Capacity (*c*), veh/h	155	467	393	414	512		320	680		241	670	
Volume-to-Capacity Ratio (*X*)	0.772	0.630	0.191	0.538	0.918		0.366	0.846		0.455	0.738	
Back of Queue (*Q*), ft/ln (95 th percentile)	127	236	56	144	444		63	421		61	340	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.0	9.4	2.2	5.8	17.8		2.5	16.7		2.4	13.5	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.02	1.89	0.45	1.20	3.70		0.46	3.12		0.68	3.78	
Uniform Delay (*d 1*), s/veh	39.0	29.3	25.9	20.8	30.6		17.5	24.7		19.7	23.4	
Incremental Delay (*d 2*), s/veh	7.9	1.9	0.2	1.1	21.1		0.7	4.8		1.3	1.6	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	47.0	31.1	26.2	21.9	51.6		18.2	29.5		21.0	25.0	
Level of Service (LOS)	D	C	C	C	D		B	C		C	C	
Approach Delay, s/veh / LOS	34.2	C		42.1	D		27.6	C		24.3	C	
Intersection Delay, s/veh / LOS	32.1						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.29	A	1.63	B	1.63	B	1.48	A

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HCS Two-Way Stop-Control Report

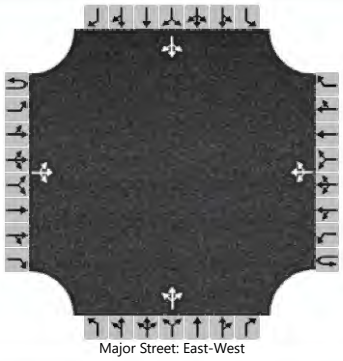
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	626	12		33	391	2		8	0	40		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				35					51				16	
Capacity, c (veh/h)		1148				922					416				432	
v/c Ratio		0.00				0.04					0.12				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		9.1	0.4	0.4			14.8				13.7	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.8				13.7			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

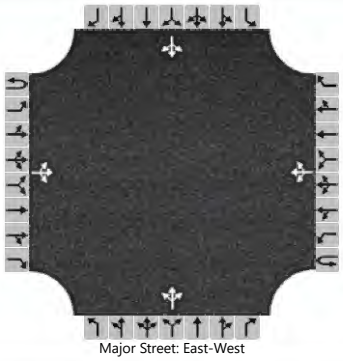
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	599	12		47	620	0		13	1	93		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				50					114				9	
Capacity, c (veh/h)		936				942					414				295	
v/c Ratio		0.01				0.05					0.27				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					1.1				0.1	
95% Queue Length, Q_{95} (ft)											27.5				2.5	
Control Delay (s/veh)		8.9	0.2	0.2		9.0	0.8	0.8			16.9				17.6	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				16.9				17.6			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

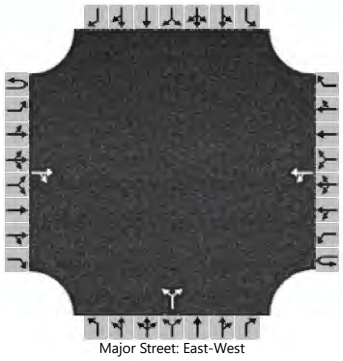
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			584	7		13	419			9		35				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage			Left + Thru							1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					47					
Capacity, c (veh/h)						962					458					
v/c Ratio						0.01					0.10					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.5					
Control Delay (s/veh)						8.8	0.2				13.8					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				13.8						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

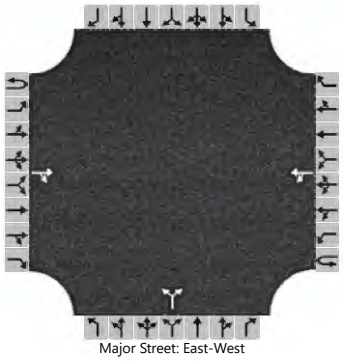
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			550	3		13	653			2		59				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					66					
Capacity, c (veh/h)						990					499					
v/c Ratio						0.01					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.5					
95% Queue Length, Q_{95} (ft)						0.0					12.5					
Control Delay (s/veh)						8.7	0.2				13.3					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				13.3							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

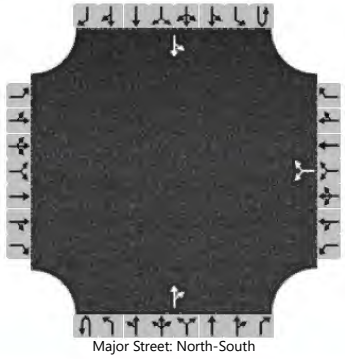
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						33		13			475	73		13	656	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							51							14		
Capacity, c (veh/h)							350							982		
v/c Ratio							0.14							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							17.0							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					17.0								0.4			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

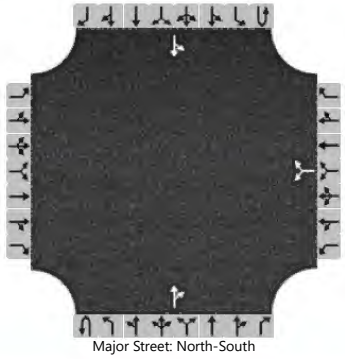
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						54		19			654	74		11	574	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							80							12		
Capacity, c (veh/h)							314							829		
v/c Ratio							0.26							0.01		
95% Queue Length, Q_{95} (veh)							1.0							0.0		
95% Queue Length, Q_{95} (ft)							25.1							0.0		
Control Delay (s/veh)							20.4							9.4	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					20.4								0.4			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

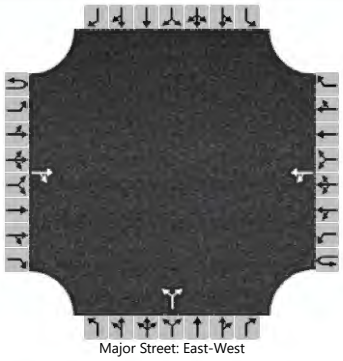
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			620	11		4	391			34		14				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						4					51					
Capacity, c (veh/h)						919					390					
v/c Ratio						0.00					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.2					
Control Delay (s/veh)						8.9	0.1				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.1				15.6							
Approach LOS					A				C							

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HCS Two-Way Stop-Control Report

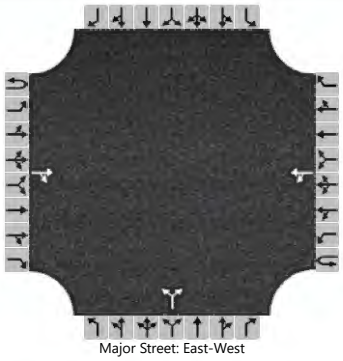
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			610	34		14	613			20		8				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						15					30					
Capacity, c (veh/h)						908					335					
v/c Ratio						0.02					0.09					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.6					
Control Delay (s/veh)						9.0	0.2				16.8					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.4				16.8							
Approach LOS					A				C							

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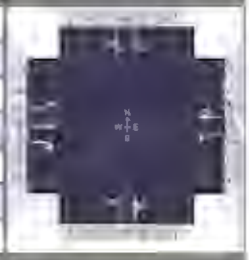
APPENDIX F
2042 NO BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042NBAM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	128	404	114	154	254	84	55	293	153	130	486	146

Signal Information					EB			WB			NB			SB		
Cycle, s	87.8	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	3.8	2.3		34.4	7.9	0.5	21.9					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	4.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	12.4	27.5	11.9	26.9	7.8	38.4	10.1	40.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	8.4	20.8	7.6	17.8	3.6	21.0	5.9	31.3
Green Extension Time (g_e), s	0.3	1.6	0.4	2.3	0.1	5.9	0.4	5.3
Phase Call Probability	0.96	1.00	0.98	1.00	0.75	1.00	0.96	1.00
Max Out Probability	0.00	1.00	0.00	0.56	0.00	0.03	0.00	0.14

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	133	421	119	160	352		57	465		135	658	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1819		1810	1776		1781	1810	
Queue Service Time (g_s), s	6.4	18.8	5.3	5.6	15.8		1.6	19.0		3.9	29.3	
Cycle Queue Clearance Time (g_c), s	6.4	18.8	5.3	5.6	15.8		1.6	19.0		3.9	29.3	
Green Ratio (*g/C*)	0.10	0.26	0.26	0.34	0.25		0.44	0.39		0.46	0.42	
Capacity (*c*), veh/h	171	482	406	263	455		209	696		369	756	
Volume-to-Capacity Ratio (*X*)	0.780	0.872	0.293	0.610	0.775		0.275	0.668		0.367	0.870	
Back of Queue (*Q*), ft/ln (95 th percentile)	142	383	90	110	300		31	311		71	478	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.6	15.2	3.6	4.4	12.0		1.2	12.4		2.8	19.0	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.13	3.06	0.72	0.92	2.50		0.23	2.31		0.79	5.32	
Uniform Delay (d_1), s/veh	38.9	31.3	26.3	23.7	30.7		19.7	22.0		16.1	23.4	
Incremental Delay (d_2), s/veh	7.5	13.7	0.4	2.3	6.7		0.7	1.3		0.6	6.3	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	46.4	45.0	26.7	26.0	37.4		20.4	23.4		16.7	29.7	
Level of Service (LOS)	D	D	C	C	D		C	C		B	C	
Approach Delay, s/veh / LOS	42.1	D		33.8	C		23.0	C		27.5	C	
Intersection Delay, s/veh / LOS	31.8						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.60	B	1.33	A	1.35	A	1.80	B

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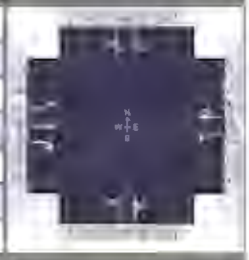
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042NBPM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	131	315	82	226	416	91	128	427	171	117	342	198

Signal Information					EB			WB			NB			SB		
Cycle, s	97.8	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	6.1	0.3		39.7	9.7	2.6	23.4					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	13.7	27.4	16.2	30.0	10.4	44.0	10.1	43.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	9.6	18.5	11.7	27.0	6.3	34.3	6.0	30.4
Green Extension Time (g_e), s	0.3	2.5	0.5	0.0	0.3	5.7	0.4	6.2
Phase Call Probability	0.98	1.00	1.00	1.00	0.98	1.00	0.97	1.00
Max Out Probability	0.01	0.69	0.07	1.00	0.00	0.28	0.00	0.18

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	141	339	88	243	545		138	643		126	581	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	7.6	16.5	4.4	9.7	25.0		4.3	32.3		4.0	28.4	
Cycle Queue Clearance Time (g_c), s	7.6	16.5	4.4	9.7	25.0		4.3	32.3		4.0	28.4	
Green Ratio (*g/C*)	0.10	0.23	0.23	0.36	0.26		0.47	0.41		0.47	0.41	
Capacity (*c*), veh/h	176	432	363	363	470		291	734		231	718	
Volume-to-Capacity Ratio (*X*)	0.801	0.784	0.243	0.669	1.159		0.473	0.876		0.544	0.809	
Back of Queue (*Q*), ft/ln (95 th percentile)	168	327	78	189	838		81	536		77	456	
Back of Queue (*Q*), veh/ln (95 th percentile)	6.6	13.0	3.1	7.6	33.5		3.2	21.2		3.0	18.1	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.34	2.61	0.62	1.58	6.98		0.60	3.97		0.86	5.07	
Uniform Delay (d_1), s/veh	43.1	35.4	30.8	25.1	36.4		19.7	26.6		21.9	25.7	
Incremental Delay (d_2), s/veh	8.1	7.5	0.3	2.1	92.9		1.2	8.4		2.0	4.4	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	51.3	42.9	31.1	27.2	129.3		20.9	35.0		23.9	30.1	
Level of Service (LOS)	D	D	C	C	F		C	D		C	C	
Approach Delay, s/veh / LOS	43.1	D		97.9	F		32.5	C		29.0	C	
Intersection Delay, s/veh / LOS	51.9						D					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.42	A	1.79	B	1.78	B	1.65	B

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HCS Two-Way Stop-Control Report

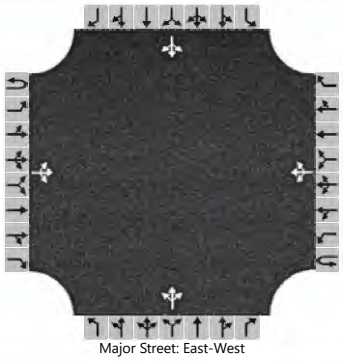
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		4	725	7		39	456	2		7	0	47		6	0	12
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		4				41					57				19	
Capacity, c (veh/h)		1083				847					368				366	
v/c Ratio		0.00				0.05					0.15				0.05	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.5				0.2	
95% Queue Length, Q_{95} (ft)											12.9				5.0	
Control Delay (s/veh)		8.3	0.1	0.1		9.5	0.6	0.6			16.6				15.4	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.1				1.3				16.6				15.4			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

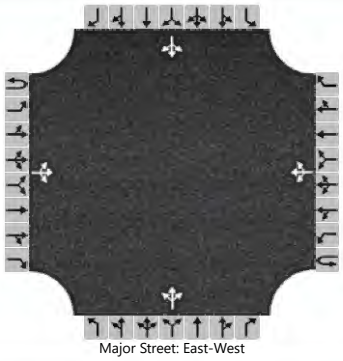
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		15	698	9		56	719	0		8	1	109		1	4	5
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		16				60					126				11	
Capacity, c (veh/h)		855				863					377				241	
v/c Ratio		0.02				0.07					0.33				0.04	
95% Queue Length, Q_{95} (veh)		0.1				0.2					1.4				0.1	
95% Queue Length, Q_{95} (ft)											35.0				2.5	
Control Delay (s/veh)		9.3	0.3	0.3		9.5	1.1	1.1			19.2				20.6	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.5				1.7				19.2				20.6			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

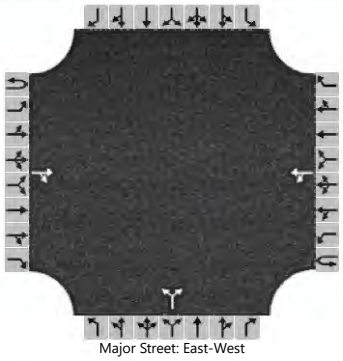
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			674	8		16	453			11		41				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage			Left + Thru							1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					55					
Capacity, c (veh/h)						885					404					
v/c Ratio						0.02					0.14					
95% Queue Length, Q_{95} (veh)						0.1					0.5					
95% Queue Length, Q_{95} (ft)						2.5					12.5					
Control Delay (s/veh)						9.1	0.2				15.3					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.5				15.3						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

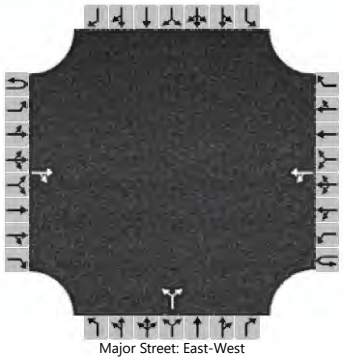
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			606	4		16	744			2		69				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					76					
Capacity, c (veh/h)						940					461					
v/c Ratio						0.02					0.17					
95% Queue Length, Q_{95} (veh)						0.1					0.6					
95% Queue Length, Q_{95} (ft)						2.5					15.0					
Control Delay (s/veh)						8.9	0.3				14.4					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.5				14.4							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

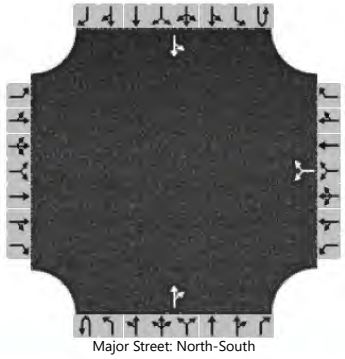
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						38		16			550	86		16	742	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							59							18		
Capacity, c (veh/h)							305							904		
v/c Ratio							0.19							0.02		
95% Queue Length, Q_{95} (veh)							0.7							0.1		
95% Queue Length, Q_{95} (ft)							17.7							2.5		
Control Delay (s/veh)							19.6							9.1	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					19.6								0.5			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

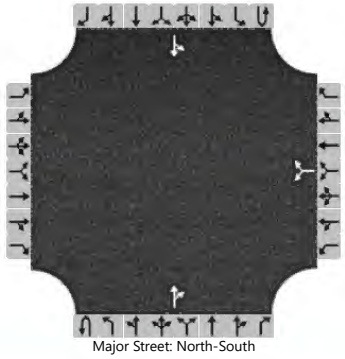
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						43		22			738	87		13	657	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							71							14		
Capacity, c (veh/h)							279							756		
v/c Ratio							0.26							0.02		
95% Queue Length, Q_{95} (veh)							1.0							0.1		
95% Queue Length, Q_{95} (ft)							25.1							2.5		
Control Delay (s/veh)							22.3							9.9	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					22.3								0.5			
Approach LOS					C								A			

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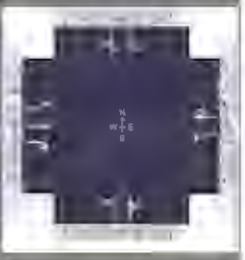
APPENDIX G
2042 BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042BAM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	128	406	114	180	260	87	55	293	161	131	486	146

Signal Information					EB			WB			NB			SB		
Cycle, s	90.7	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	3.8	2.4		35.3	8.6	0.5	24.0					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	12.6	28.0	13.2	28.5	7.8	39.3	10.2	41.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	8.6	21.6	8.8	18.7	3.7	22.2	6.1	32.3
Green Extension Time (g_e), s	0.3	1.4	0.4	2.2	0.1	6.0	0.4	5.3
Phase Call Probability	0.97	1.00	0.99	1.00	0.76	1.00	0.97	1.00
Max Out Probability	0.00	1.00	0.01	0.67	0.00	0.04	0.00	0.17

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	133	423	119	188	361		57	473		136	658	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1772		1781	1810	
Queue Service Time (g_s), s	6.6	19.6	5.5	6.8	16.7		1.7	20.2		4.1	30.3	
Cycle Queue Clearance Time (g_c), s	6.6	19.6	5.5	6.8	16.7		1.7	20.2		4.1	30.3	
Green Ratio (*g/C*)	0.10	0.25	0.25	0.36	0.26		0.43	0.39		0.46	0.42	
Capacity (*c*), veh/h	170	479	402	299	472		203	689		356	752	
Volume-to-Capacity Ratio (*X*)	0.784	0.883	0.295	0.627	0.766		0.283	0.686		0.384	0.875	
Back of Queue (*Q*), ft/ln (95 th percentile)	146	403	94	132	314		32	331		75	499	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.8	16.0	3.7	5.3	12.6		1.3	13.1		2.9	19.8	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.17	3.22	0.75	1.10	2.62		0.24	2.45		0.83	5.55	
Uniform Delay (d_1), s/veh	40.2	32.6	27.3	23.7	31.1		20.5	23.1		16.9	24.4	
Incremental Delay (d_2), s/veh	7.7	15.6	0.4	2.2	6.9		0.8	1.5		0.7	7.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	47.9	48.2	27.7	25.8	38.0		21.2	24.6		17.6	31.4	
Level of Service (LOS)	D	D	C	C	D		C	C		B	C	
Approach Delay, s/veh / LOS	44.5	D		33.8	C		24.2	C		29.0	C	
Intersection Delay, s/veh / LOS	33.2						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.60	B	1.39	A	1.36	A	1.80	B

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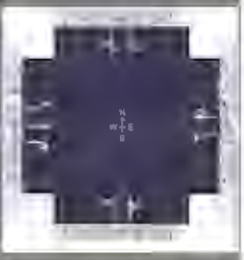
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042BPM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	131	321	82	241	420	92	128	427	196	120	342	198

Signal Information					EB			WB			NB			SB		
Cycle, s	100.8	Reference Phase	2		L	T	R	L	T	R	L	T	R	L	T	R
Offset, s	0	Reference Point	End	Green	6.3	0.2		42.3	9.9	3.4	22.8					
Uncoordinated	Yes	Simult. Gap E/W	On	Yellow	3.0	0.0		3.0	3.0	0.0	3.0					
Force Mode	Fixed	Simult. Gap N/S	On	Red	1.0	0.0		1.0	1.0	0.0	1.0					



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	13.9	26.8	17.3	30.1	10.5	46.5	10.3	46.3
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (*g s*), s	9.8	19.7	12.8	27.2	6.3	37.1	6.1	30.6
Green Extension Time (*g e*), s	0.3	2.0	0.5	0.0	0.3	5.3	0.4	6.4
Phase Call Probability	0.98	1.00	1.00	1.00	0.98	1.00	0.97	1.00
Max Out Probability	0.01	0.86	0.15	1.00	0.00	0.40	0.00	0.20

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	141	345	88	259	551		138	670		129	581	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1840		1810	1784		1781	1768	
Queue Service Time (*g s*), s	7.8	17.7	4.7	10.8	25.2		4.3	35.1		4.1	28.6	
Cycle Queue Clearance Time (*g c*), s	7.8	17.7	4.7	10.8	25.2		4.3	35.1		4.1	28.6	
Green Ratio (*g/C*)	0.10	0.22	0.22	0.36	0.25		0.48	0.42		0.48	0.42	
Capacity (*c*), veh/h	175	407	342	352	459		303	752		224	742	
Volume-to-Capacity Ratio (*X*)	0.803	0.849	0.258	0.737	1.200		0.455	0.891		0.577	0.783	
Back of Queue (*Q*), ft/ln (95 th percentile)	173	363	82	212	914		81	582		80	457	
Back of Queue (*Q*), veh/ln (95 th percentile)	6.8	14.4	3.2	8.5	36.6		3.3	23.1		3.2	18.2	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.39	2.90	0.66	1.76	7.62		0.60	4.31		0.89	5.08	
Uniform Delay (*d 1*), s/veh	44.5	38.0	32.9	26.3	37.9		19.4	27.0		22.6	25.3	
Incremental Delay (*d 2*), s/veh	8.3	12.4	0.4	4.1	109.2		1.1	10.4		2.3	4.0	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	52.8	50.4	33.2	30.4	147.1		20.5	37.4		25.0	29.3	
Level of Service (LOS)	D	D	C	C	F		C	D		C	C	
Approach Delay, s/veh / LOS	48.3	D		109.8	F		34.5	C		28.5	C	
Intersection Delay, s/veh / LOS	56.8						E					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.44	A	1.82	B	1.82	B	1.66	B

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HCS Two-Way Stop-Control Report

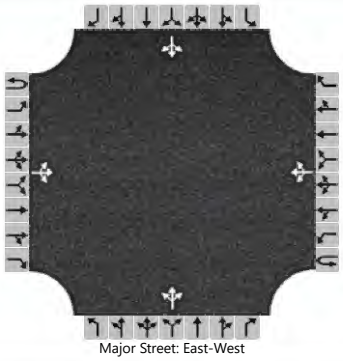
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		4	732	14		39	459	2		9	0	47		6	0	12
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		4				41					59				19	
Capacity, c (veh/h)		1080				836					356				362	
v/c Ratio		0.00				0.05					0.17				0.05	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.6				0.2	
95% Queue Length, Q_{95} (ft)											15.5				5.0	
Control Delay (s/veh)		8.3	0.1	0.1		9.5	0.6	0.6			17.1				15.5	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.1				1.3				17.1				15.5			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

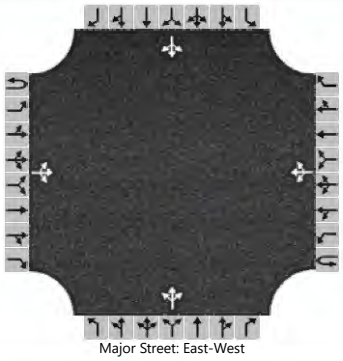
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		15	703	13		56	726	0		15	1	109		1	4	5
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		16				60					133				11	
Capacity, c (veh/h)		850				856					350				237	
v/c Ratio		0.02				0.07					0.38				0.04	
95% Queue Length, Q_{95} (veh)		0.1				0.2					1.7				0.1	
95% Queue Length, Q_{95} (ft)											42.5				2.5	
Control Delay (s/veh)		9.3	0.3	0.3		9.5	1.2	1.2			21.5				20.9	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.5				1.8				21.5				20.9			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

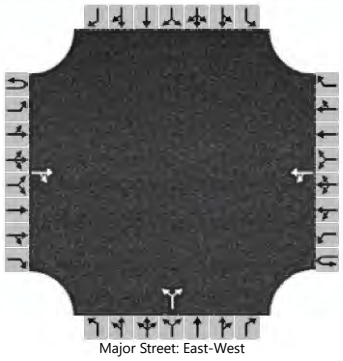
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			685	8		16	487			11		41				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage			Left + Thru							1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					55					
Capacity, c (veh/h)						876					396					
v/c Ratio						0.02					0.14					
95% Queue Length, Q_{95} (veh)						0.1					0.5					
95% Queue Length, Q_{95} (ft)						2.5					12.5					
Control Delay (s/veh)						9.2	0.3				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.5				15.6						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

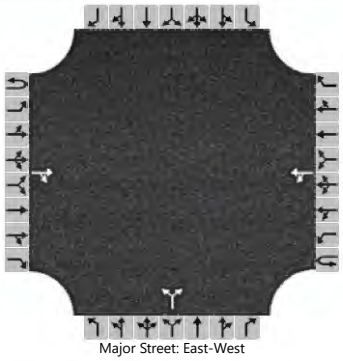
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			640	4		16	764			2		69				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					76					
Capacity, c (veh/h)						911					439					
v/c Ratio						0.02					0.17					
95% Queue Length, Q_{95} (veh)						0.1					0.6					
95% Queue Length, Q_{95} (ft)						2.5					15.0					
Control Delay (s/veh)						9.0	0.3				14.9					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.5				14.9							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

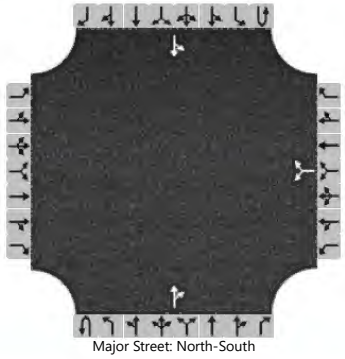
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						38		16			558	86		16	767	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							59							18		
Capacity, c (veh/h)							297							897		
v/c Ratio							0.20							0.02		
95% Queue Length, Q_{95} (veh)							0.7							0.1		
95% Queue Length, Q_{95} (ft)							17.7							2.5		
Control Delay (s/veh)							20.1							9.1	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)					20.1								0.5			
Approach LOS					C								A			

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HCS Two-Way Stop-Control Report

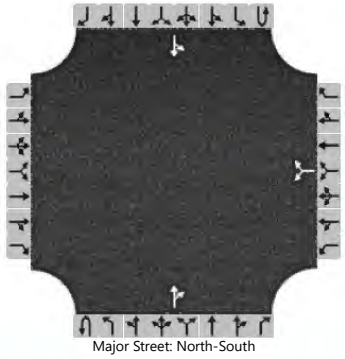
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						63		22			764	87		13	672	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							93							14		
Capacity, c (veh/h)							262							738		
v/c Ratio							0.36							0.02		
95% Queue Length, Q_{95} (veh)							1.5							0.1		
95% Queue Length, Q_{95} (ft)							37.6							2.5		
Control Delay (s/veh)							26.1							10.0	0.3	
Level of Service (LOS)							D							A	A	
Approach Delay (s/veh)					26.1								0.5			
Approach LOS					D								A			

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HCS Two-Way Stop-Control Report

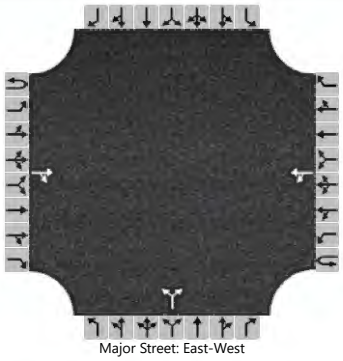
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			620	11		4	391			34		14				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						4					51					
Capacity, c (veh/h)						919					390					
v/c Ratio						0.00					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.2					
Control Delay (s/veh)						8.9	0.1				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.1				15.6							
Approach LOS					A				C							

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HCS Two-Way Stop-Control Report

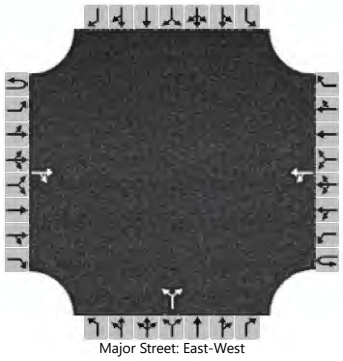
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			610	34		14	613			20		8				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left Only								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						15					30					
Capacity, c (veh/h)						908					335					
v/c Ratio						0.02					0.09					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.6					
Control Delay (s/veh)						9.0	0.2				16.8					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)					0.4				16.8							
Approach LOS					A				C							

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City of Santa Fe, New Mexico
PUBLIC MEETING NOTICE

City of Santa Fe, New Mexico

Case # 2024-8901 & 8902
2768 Agua Fria
Rezoning and Master Plan
Planning Commission
June 5th, 2025

Attachment D

Applicant Materials

1. **Master Set Plan**

MASTER PLAN

2768 Agua Fria Street
Santa Fe NM, 87507

Building Criteria

SITE: 2768 Agua Fria Street, Santa Fe, New Mexico

Building Code Information

2021 IBC & SANTA FE CITY
LAND DEVELOPMENT CODE

ZONING:	CURRENT MU; PROPOSED C2
LOT SIZE:	4.1194 ACRES (179,445.2635 SQ. FT.)
SETBACKS:	STREET= 15'-0" SIDE= 0'-0" REAR= 10'-0" NOTE 2: 25'-0" IF ABUT RESIDENTIAL
LANDSCAPE REQUIREMENTS:	Per Santa Fe City Code 14-8.4
FLOOD PLAIN:	Proposed Structures out of flood plain

Project Team:

Architect:

Architectural Alliance, LLC
612 Old Santa Fe Trail
Santa Fe, NM 87505
505-988-5269

Planner:

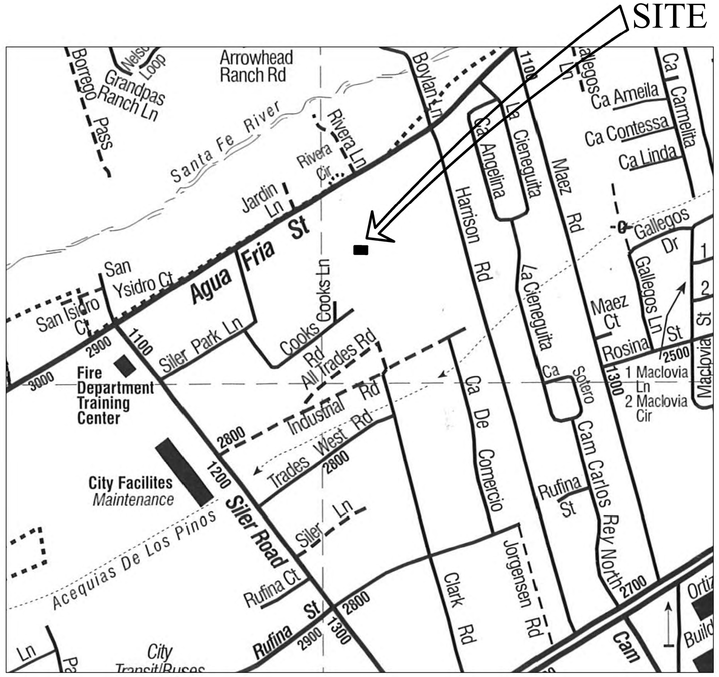
JenkinsGavin
130 Grant Avenue Ste 101
Santa Fe, NM 87501
505-820-7444

Civil Engineer:

Civil Design Group, LLC
617 West Alameda Street
Santa Fe, NM 87501
575-571-5164

Surveyor:

Dawson Surveys Inc.
7505 Mallard Way
Santa Fe, NM 87507
505-471-6660



Vicinity Map

NORTH
N.T.S.

Drawing Index

C-O	COVER
C-1	EXISTING CONDITIONS
C-2	MASTER PLAN
C-3	PRELIMINARY GRADING PLAN
C-4	MASTER UTILITY PLAN
C-5	PRELIMINARY LANDSCAPING PLAN

CITY OF SANTA FE APPROVALS

GOVERNING BODY APPROVAL, CASE NO. 2024-XXXX
APPROVED BY THE GOVERNING BODY AT THEIR MEETING OF XXXX

MAYOR _____ DATE _____

ATTEST: _____ DATE _____
CITY CLERK

CITY OF SANTA FE LAND USE APPROVAL:

CITY PLANNER _____ DATE _____

CITY ENGINEER FOR LAND USE _____ DATE _____

MASTER PLAN DRAWINGS:
MARCH 20, 2025
ARCHITECT'S PROJECT NUMBER 97-15

612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269 FAX 505-986-1270

WEBSITE: www.archallinc.com

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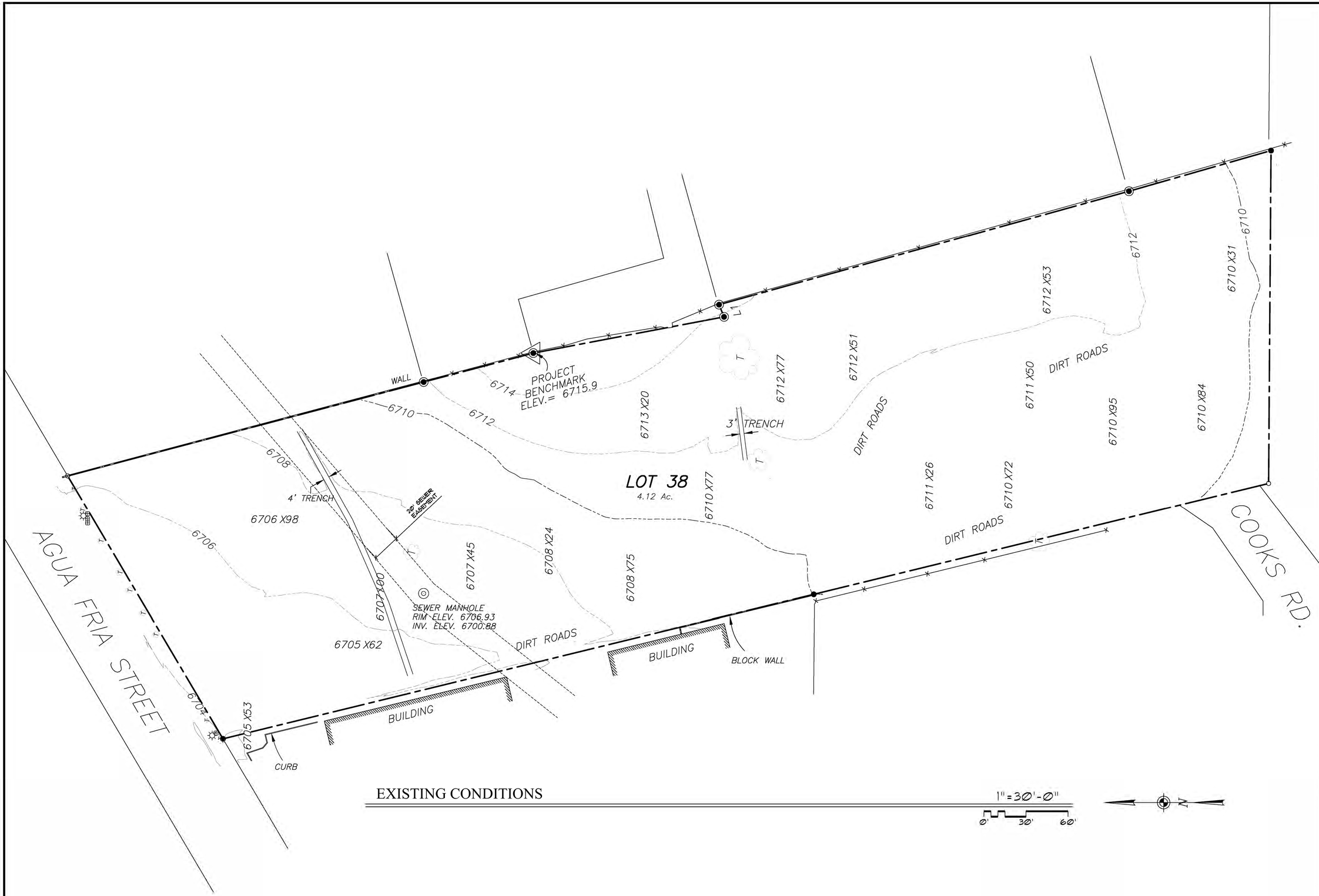
MASTER PLAN - AGUA FRIA STREET



EXISTING CONDITIONS

1" = 30'-0"

0' 30' 60'

N

ARCHITECTURAL ALLIANCE LLC

612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269
FAX 505-986-1270

www.archallinc.com

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

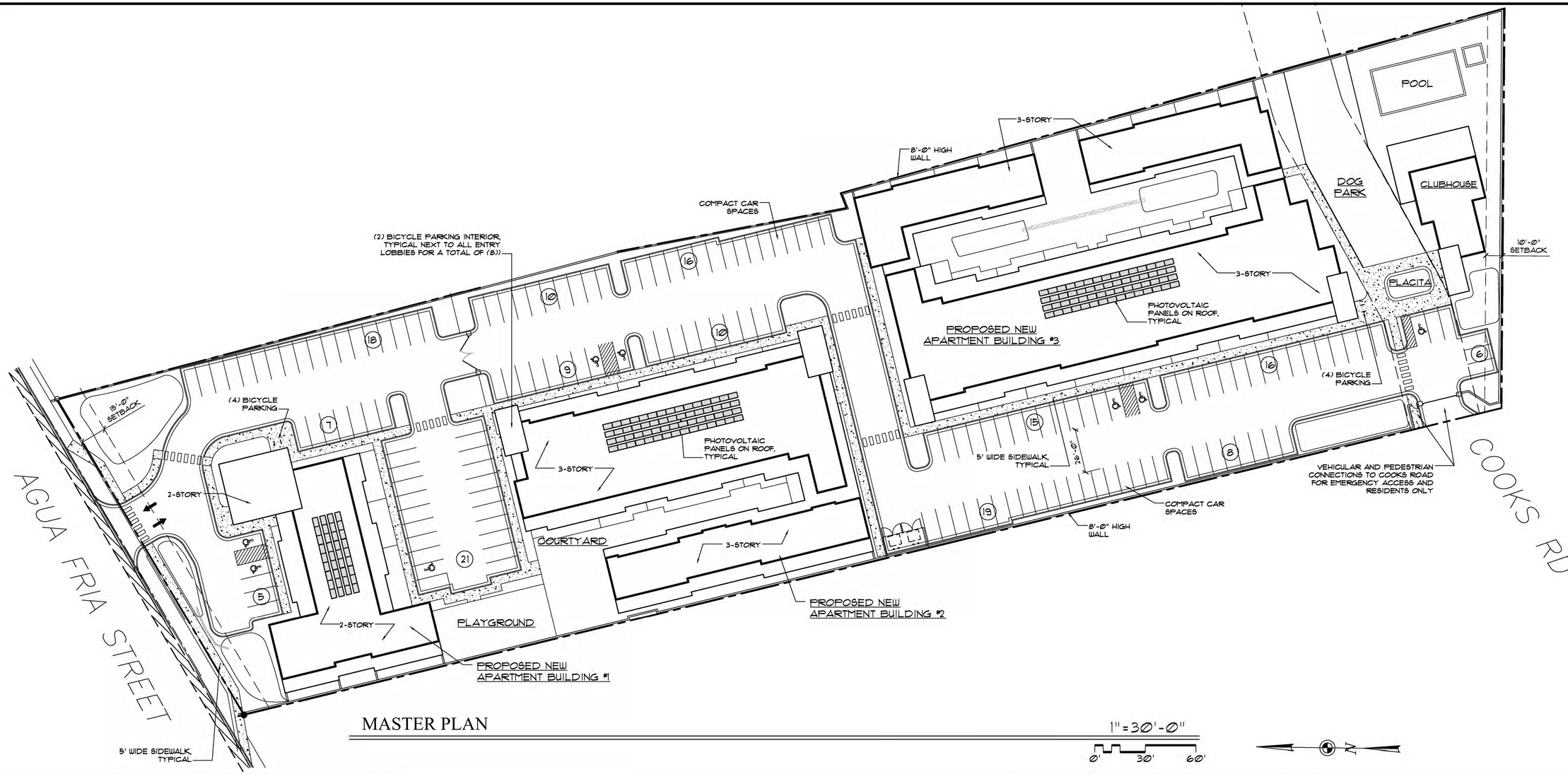
CHECKED BY HR	DATE 08/09/24
DRAWN BY HR	DATE 08/09/24

SHEET TITLE

EXISTING CONDITIONS

SHEET NO.

C-1



MASTER PLAN

1" = 30'-0"

0' 30' 60'

PERMISSIBLE USES:

RESIDENTIAL:
- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL

COMMERCIAL:
- FOOD AND BEVERAGE
- RETAIL
- STUDIO
- ARTS ACTIVITIES
- SERVICE ESTABLISHMENTS

GENERAL NOTES:

1. PROPERTY WILL BE SUBJECT TO THE WATER ALLOCATION AND/OR WATER OFFSET RETROFIT PROVISIONS OF ORDINANCE NO 2002-29 AND RESOLUTION 2002-55 AT THE TIME OF PERMIT APPLICATION OR WATER HOOKUP REQUEST. COMPLIANCE SHALL BE ACHIEVED BY USE OF RETROFIT CREDITS OR WATER TRANSFERS, IF APPLICABLE.
2. COMPLIANCE WITH PROVISIONS OF GUNNISON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
3. AMERICANS WITH DISABILITIES ACT (ADA) INSPECTION SHALL BE CONDUCTED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. THE CONTRACTOR SHALL CONTACT CITY STAFF TO SCHEDULE AN INSPECTION.
4. FENCES, WALLS, OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
5. UTILITY EXPANSION CHARGES (UEC) SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
6. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE.
7. COMPLY WITH THE CURRENT COSF WATER CONSERVATION STAGE
8. LANDSCAPE DESIGN SHALL COMPLY WITH APPLICABLE PROVISIONS OF SFCC SECTION 14-8.4.
9. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8.4(1)(5), PLANT ATERIAL STANDARDS," WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF COSF ORDINANCE NO. 2008-02 (IMPACT FEES).
11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE COSF ORDINANCE NO, 2002-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.1.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.1.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLAN BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF DEVELOPMENT PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE
4.1194 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
*(49) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)
*COMMON OPEN SPACE DOES NOT INCLUDE THE DOG PARK AND PLACITA WHICH TOTAL 6,818 SF.

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) 1 ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL LESS THAN 800 SQ. FT.	95 UNITS x 1.25	= 118.75
RESIDENTIAL 800-1,200 SQ. FT.	19 UNITS x 1.5	= 28.5
RESIDENTIAL OVER 1,200 SQ. FT.	16 UNITS x 2	= 32

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

BICYCLE PARKING: 12 SPACES REQUIRED
12 SPACES PROVIDED

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269
FAX 505-986-1270
www.archallinc.com

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CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS- NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO BEGINNING CONSTRUCTION

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE
MASTER PLAN
2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

CHECKED BY	HR	DATE	05/21/25
DRAWN BY	HR	DATE	05/21/25

SHEET TITLE
MASTER PLAN

SHEET NO.
C-2

SHEET INDEX:

SHEET NO.	SHEET TITLE
C-1	PRELIMINARY GRADING PLAN
C-2	MASTER UTILITY PLAN

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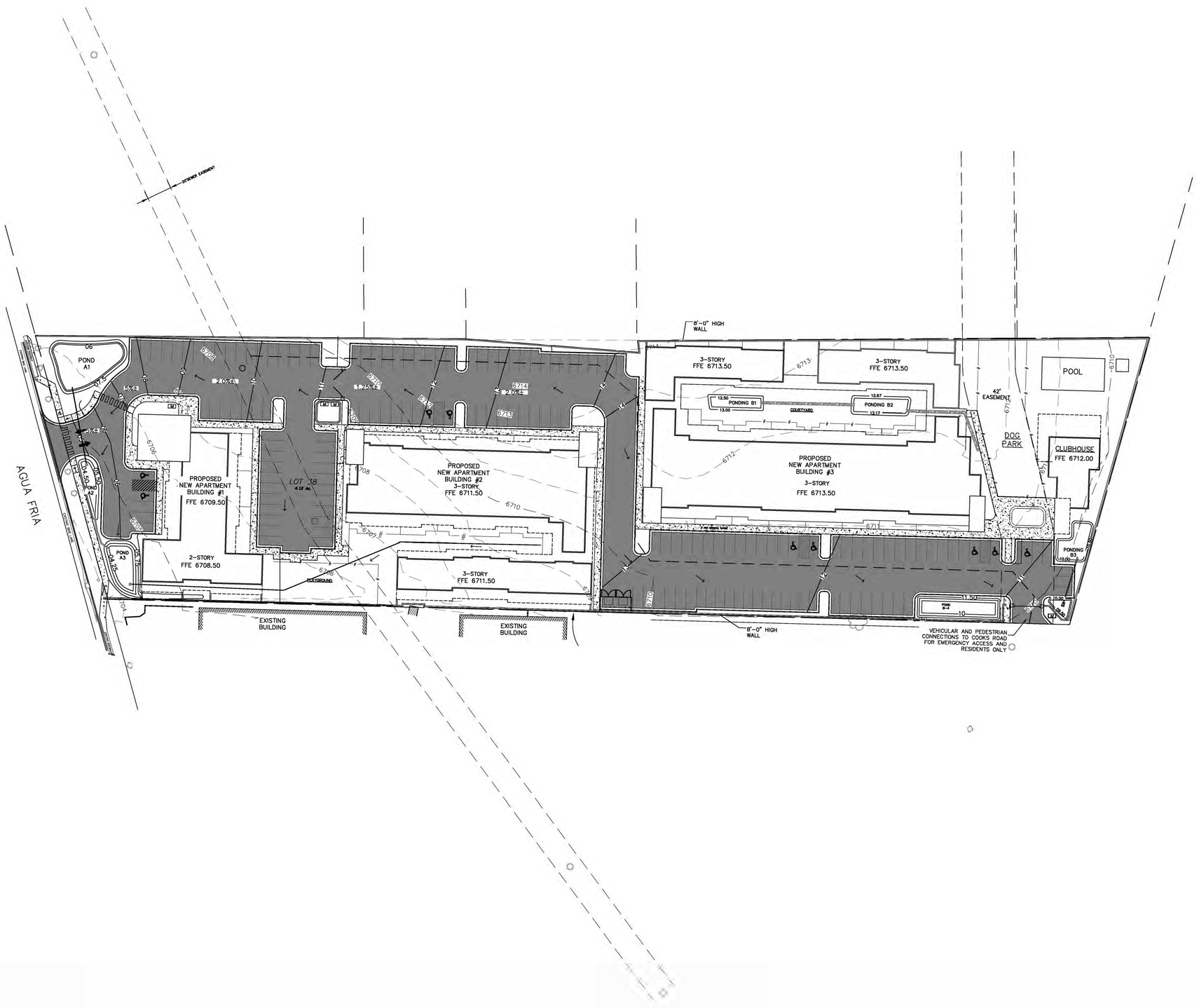

N

0' 40' 80'

SCALE: 1" =40'

LEGEND

	PROPERTY LINE
7901	EXISTING CONTOUR MAJOR
7900	EXISTING CONTOUR MINOR
7901	PROPOSED CONTOUR MINOR
7901	PROPOSED CONTOUR MAJOR
	PROP. ASPHALT
FG 40.50	PROPOSED SPOT ELEVATION FG: FINISHED GRADE TC: TOP OF CURB/ TOP OF CONCRETE TS: TOP OF SIDEWALK
	RIP RAP
	FLOW DIRECTION
FFE	FINISHED FLOOR ELEVATION

UTILITY NOTE

THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE LOCATION, DEPTH, SIZE OR TYPE OF EXISTING ABOVE AND UNDERGROUND UTILITIES, OR EXISTING PIPELINES. THE DESIGNER AND ENGINEER ASSUMES NO RESPONSIBILITY OR LIABILITY. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE CAUSED BY HIS FAILURE TO LOCATE, IDENTIFY AND PRESERVE ANY AND ALL EXISTING ABOVE AND UNDERGROUND UTILITIES, AND EXISTING PIPELINES. THE CONTRACTOR SHALL COMPLY WITH STATE STATUES PERTAINING TO THE LOCATION OF THESE LINES IN PLANNING AND CONDUCTING EXCAVATION WORK.

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TOPOGRAPHY NOTE:

THE EXISTING TOPOGRAPHY SURVEY WAS PROVIDED BY AND CERTIFIED BY DAWSON SURVEYS.

- THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE PROVIDED TOPOGRAPHY INFORMATION, AND ASSUME NO RESPONSIBILITY OR LIABILITY OF THE PROVIDED TOPOGRAPHY. THE DESIGNER AND ENGINEER'S RESPONSIBILITY IS LIMITED TO THE ENGINEERING WITHIN THE PROVIDED TOPOGRAPHY SURVEY.

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PO Box 24154, Santa Fe, NM 87502
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Phone: 575-571-5164

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P.O. BOX 20364
COLORADO CITY, CO 81019
57 VENTERO RD
P.O. BOX 143
AMALIA, NM 87512
OFFICE: (719) 676-2551

REVISIONS

DATE	DESCRIPTION

		DATE
DESIGN:	PLB	03/21/25
DRAFTED:	PLB	03/21/25
APPROVAL:	AMA	03/21/25
SCALE:	AS SHOWN	
SHEET SIZE:	24 x 36	
FILE:	200-24-01_Agua Fria Apartments_REV3.dwg	

PROJECT NUMBER: 202-24-01

CLIENT CONTACT INFO:
JENKINS GAVIN
130 GRANT AVE, SUITE 101
SANTA FE, NM 87501
505-820-7444

OWNER CONTACT INFO:
COLD WATER DEVELOPMENT
106 FAITHWAY ST.
SANTA FE, NM 87501

SITE LOCATION:
2768 AGUA FRIA ST
SANTA FE, NM 87507

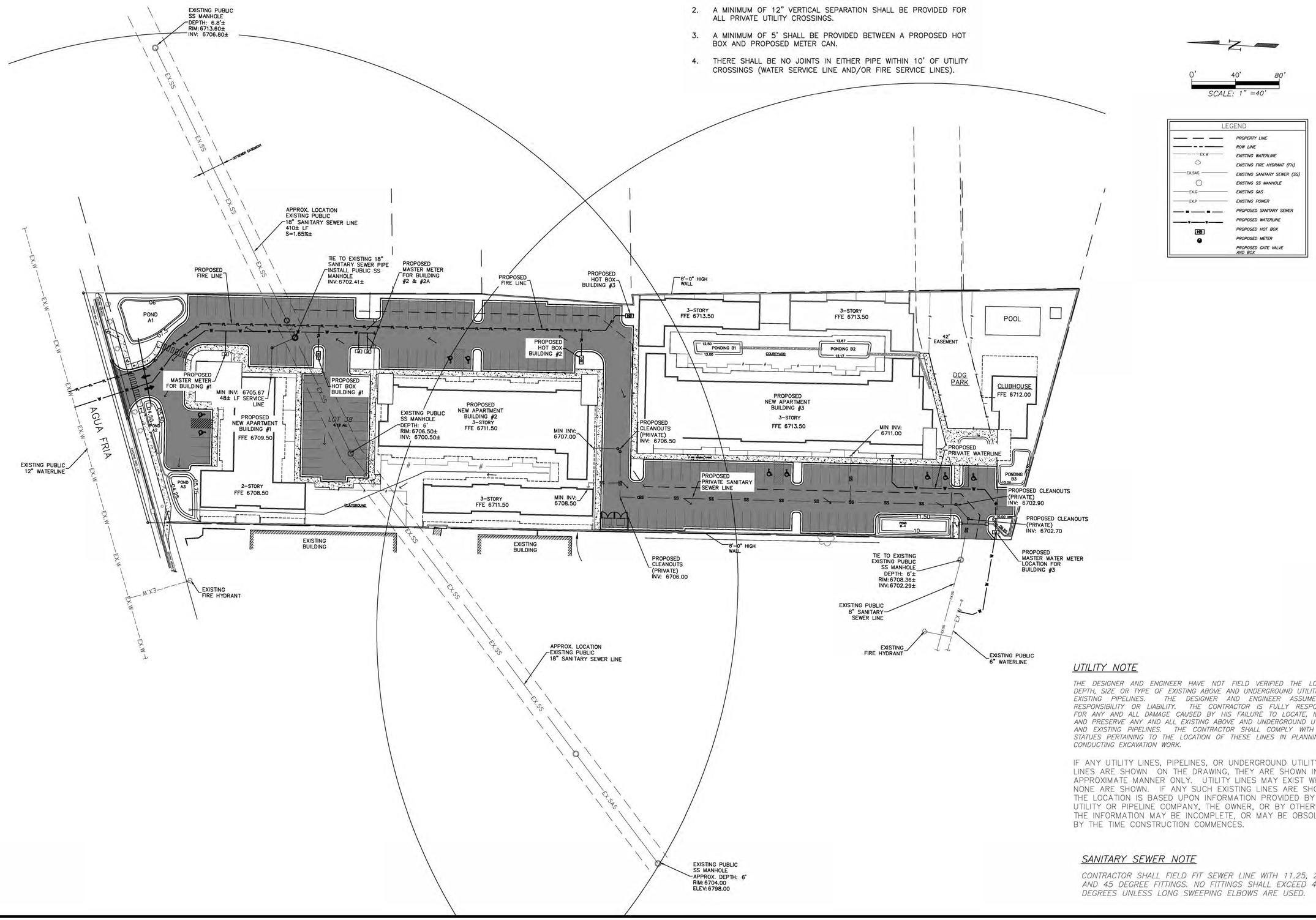
PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
PRELIMINARY GRADING PLAN

SHEET NO:
C - 3

GENERAL UTILITY NOTES

1. A MINIMUM OF 24" VERTICAL SEPARATION SHALL BE PROVIDED BETWEEN OUTSIDE OF THE PUBBLIC WATER LINE TO THE OUTSIDE OF THE PUBLIC SANITARY SEWER LINE.
2. A MINIMUM OF 12" VERTICAL SEPARATION SHALL BE PROVIDED FOR ALL PRIVATE UTILITY CROSSINGS.
3. A MINIMUM OF 5' SHALL BE PROVIDED BETWEEN A PROPOSED HOT BOX AND PROPOSED METER CAN.
4. THERE SHALL BE NO JOINTS IN EITHER PIPE WITHIN 10' OF UTILITY CROSSINGS (WATER SERVICE LINE AND/OR FIRE SERVICE LINES).



0' 40' 80'

SCALE: 1" =40'

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SANITARY SEWER NOTE

CONTRACTOR SHALL FIELD FIT SEWER LINE WITH 11.25, 22.5, AND 45 DEGREE FITTINGS. NO FITTINGS SHALL EXCEED 45 DEGREES UNLESS LONG SWEEPING ELBOWS ARE USED.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
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Phone: 575-571-5164

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REVISIONS

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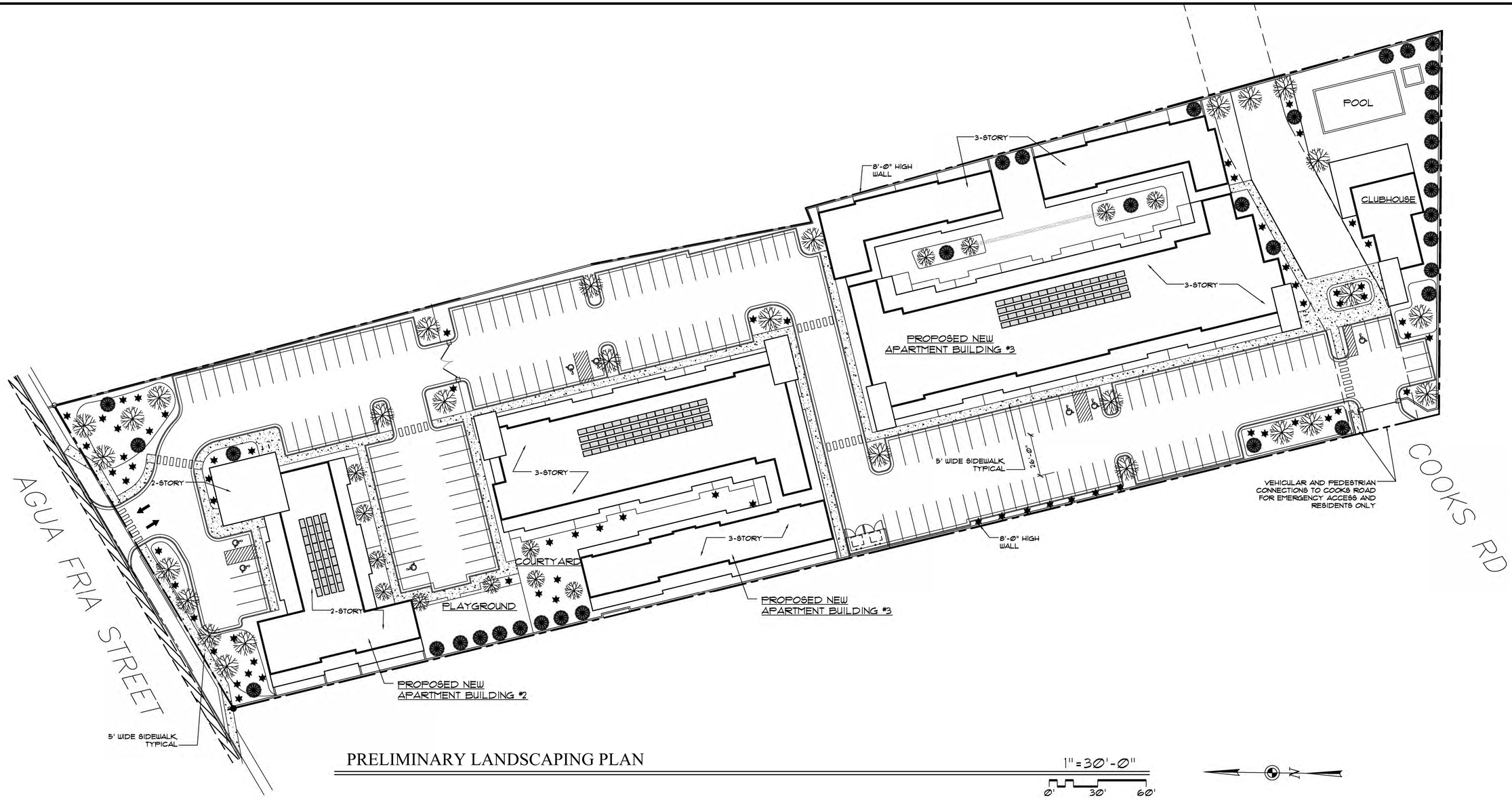
SANTA FE, NM 87507

PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
MASTER UTILITY PLAN

SHEET NO:
C - 4



PRELIMINARY LANDSCAPING PLAN

1" = 30'-0"

0' 30' 60'

N

LANDSCAPING NOTES:

1) ALL DECIDUOUS TREES TO BE (2) INCH MINIMUM CALIPER.

2) ALL EVERGREEN TREES SHALL BE A MINIMUM OF (6) FEET IN HEIGHT.

3) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF (2) INCHES.

4) ALL NEW SHRUBS SHALL BE 5 GALLON MINIMUM EXCEPT AS NOTED ON THE CITY OF SANTA FE RECOMMENDED PLANT LIST.

5) PLANTERS AS NOTED ON PLAN TO BE PLANTED WITH WATER-WISE CITY APPROVED PLANTS.

6) ALL PLANT MATERIAL SHALL BE COLD HARDY TO USDA CLASSIFICATION ZONE 5.

7) A MINIMUM OF ONE TREE AND THREE SHRUBS PER 500 SQUARE FEET OF REQUIRED PONDING AREA.

8) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF 2 INCHES AND THE MULCH RENEWED YEARLY OR AS NEEDED. MULCH MAY BE OF ORGANIC OR INORGANIC MATERIAL.

GENERAL NOTES:

1) REFER TO GRADING AND DRAINAGE FOR PONDING LOCATIONS

LEGEND:

PROPOSED NEW DECIDUOUS TREE

PROPOSED NEW EVERGREEN TREE

PROPOSED NEW SHRUB

ARCHITECTURAL ALLIANCE LLC

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 94-03

CHECKED BY	HR	DATE	03/20/25
DRAWN BY	HR	DATE	03/20/25

SHEET TITLE

PRELIMINARY LANDSCAPING PLAN

SHEET NO.

C-4

City of Santa Fe
Planning Commission
Findings of Fact and Conclusions of Law

Case #2025-8901
2768 Agua Fria Rezoning from Mixed Use to General Commercial
Owner's/Applicant's Name – Cold Water Development Fund QOZF,
Agent's Name – JenkinsGavin

THIS MATTER came before the Planning Commission ("Commission") for public hearing on July 17, 2025 ("Hearing") upon the application ("Application") of Cold Water Development Fund QOZF, ("Agent") for JenkinsGavin, Inc ("Applicant").

The Applicant requests rezoning from MU (Mixed-Use District) to C-2 (General Commercial District) ("Project").

After conducting a public hearing and having heard from staff and all interested persons, the Planning Commission ("Commission") hereby FINDS, as follows:

FINDINGS OF FACT

1. SFCC 1987 Section 14-3.5(C) sets out approval criteria and requires the Commission to make complete findings of fact sufficient to show that these criteria have been met before recommending the Governing Body approve the rezoning request.

2. In this case, the Applicant sought a rezoning from MU to C-2.

3. SFCC 1987 Section 14-3.5(B) sets out procedures for rezoning and requires the Commission to hold a public hearing, review the Application, and make a recommendation to the Governing Body.

4. The property is approximately 4.12 acres, located at 2768 Agua Fria.

5. 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.l(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)].

6. The Applicant attended a pre-application conference on December 7, 2023.

7. The Applicant conducted an ENN meetings on January 24, 2024, and April 23, 2024 virtually via Zoom. The Agent, Applicant, and City staff attended the ENN meeting. approximately 20 members of the public were in attendance. The Applicant team presented an overview of the

proposed development and received questions from the public and City staff. The public asked questions on topics including parking, affordable housing, traffic, building height, and neighboring uses. At the second ENN meeting, members of the Applicant team, city staff, and approximately 17 members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics including affordable housing, location adjacent to industrial uses, traffic, zoning definitions building height, and connections.

8. At the Hearing, the Commission received reports from staff, as well as testimony and evidence from the Applicant's agent prior to making a decision. The Commission opened the hearing to public comment; members of the public testified in opposition of the project with concerns of placing a residential development next to an industrial park and the applicant not satisfying the approval criteria.

9. Once the Chair closed the Public Hearing, the Commission discussed a motion and voted to recommend the Governing Body approve an Ordinance for a Rezoning from MU to C-2.

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), notice of the ENN meeting was properly given.

2. The ENN meeting was properly conducted, pursuant to SFCC 1987 Section 14-3.1(F).

3. The Applicant has the right under the SFCC to propose the rezoning of the Property. Pursuant to SFCC 1987 Section 14-3.5(A)(1)(d), any person may submit a written request for rezoning, along with all submissions required by the SFCC 1987 Chapter 14 and any other information requested by the land use director as reasonably necessary to determine compliance with Chapter 14 ("Submittal Requirements").

4. Pursuant to SFCC 1987 Table 14-2.1-1: Review and Decision-Making Bodies and Responsibilities and Section 14-3.5(B)(1), and 14-3.5(C), the Commission has the authority to review and recommend the Governing Body approve or deny the rezoning request.

5. SFCC 1987 Section 14-3.5(B) sets out procedures for rezoning 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 disapproval.

6. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(a)(i)-(iii), the Commission finds:
    i. There is no mistake in the original zoning.
    ii. Greater Agua Fria Corridor ("Corridor") has continuously developed as a commercial and residential corridor since the construction of the road, to the point that there is a dynamic blend of industrial, commercial, and residential along the corridor.
    iii. A rezoning from MU (Mixed-Use) to C-2 zoning would directly align with the intent of the General Plan, which has identified the Future Land Use of the parcel as TXMU (Transitional Mixed-Use).

7. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(b), the Commission finds that the Applicant submittal is a complete application as required by Chapter SFCC 1987, 14-3.5(C) "Approval Criteria", and the rezoning request does meet all rezoning approval criteria required by Chapter 14 SFCC 1987, Subsection 14-3.5(C).

8. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(c), the Commission finds that the applicant addressed compliance to General Plan Themes and Policies to allow for a change from MU to C-2. The Rezoning request satisfies all rezoning approval criteria.

9. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(d), the Commission finds the Rezoning request provides sufficient information to address 14-3.5(C)(1)(d), the current use of the property vacant undeveloped land. The project is located within the "Infill Area" identified in the Growth Management Chapter of the General Plan figure 4-4 Urban Sub-Areas and proposes a development that meets the needs of the community while being served by sufficient infrastructure including roads, utilities and transit.

10. Pursuant to SFCC 1987 Section 14-3.5(C)(1)(e), the Commission finds that the existing and proposed infrastructure, such as the streets system, sewer and water lines, and public facilities, such as fire stations and parks, are able to accommodate the proposed residential and commercial uses.

11. Pursuant to SFCC 1987 Section 14-3.5(C)(2), the Commission finds:
    a. The prevailing use and character of the corridor along Agua Fria is generally residential, commercial, and undeveloped land. The rezoning from MU to C-2 promotes infill development, affordable housing, and creates a harmonious transition from industrial district to residential districts.
    b. The property is greater than 2 acres.
    c. The proposed change is consistent with applicable general plan policies

12. 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.

13. The Commission has the power and authority to review and recommend the Governing Body approve Case #2024-8901 at 2768 Agua Fria, Rezoning from MU to C-2.

14. The Applicant met the applicable Submittal Requirements.

15. The Commission recommended the Governing Body approve the requested rezoning because the application met all applicable code criteria for approval of the proposed rezoning.

WHEREFORE, IT IS ORDERED ON THE 4TH DAY OF SEPTEMBER 2025, BY THE PLANNING COMMISSION OF THE CITY OF SANTA FE:

Considering the foregoing findings and conclusions, the Commission recommends the Governing Body approve the rezoning as requested from MU to C-2, as requested in the Application for Case #2024-8901.

Janet Clow
Chairperson

9/15/2025
Date:

FILED:

ANDREA SALAZAR (Sep 22, 2025 11:05:36 MDT)
Andrea Salazar
City Clerk

Sep 22, 2025
Date:

APPROVED AS TO FORM:

Frank Ruybalid
Assistant City Attorney

9/15/25
Date:

City of Santa Fe
Planning Commission
Findings of Fact and Conclusions of Law

Case #2025-8902
2768 Agua Fria Master Plan
Owner's/Applicant's Name – Cold Water Development Fund QOZF,
Agent's Name – JenkinsGavin

THIS MATTER came before the Planning Commission ("Commission") for public hearing on July 17, 2025 ("Hearing") upon the application ("Application") of Cold Water Development Fund QOZF, ("Agent") for JenkinsGavin, Inc ("Applicant").

The Applicant requests a Master Plan to develop a 130 dwelling unit multi-family project with one-thousand (1,000) square feet of commercial use ("Plan").

After conducting a public hearing and having heard from staff and all interested persons, the Planning Commission ("Commission") hereby FINDS, as follows:

FINDINGS OF FACT

1. SFCC 1987 Section 14-3.9(D) sets out approval criteria and requires the 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.

2. In this case, the Applicant sought a Master Plan application.

3. SFCC 1987 Section 14-3.9(B) sets out applicability standards, that a Master Plan is required in conjunction with rezoning applications in certain districts as provided in Article 14-4 (Zoning Districts) and may be required in conjunction with specified annexation applications as provided in Section 14-3.4, a Master Plan. Case # 2025-8901 is the associated rezoning application. Proposing to rezone a parcel approximately 4.12-acre parcel at 2768 Agua Fria from Mixed Use ("MU") to General Commercial ("C-2").

4. 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.l(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)].

5. The Applicant attended a pre-application conference on December 7, 2023.

6. The Applicant conducted an ENN meetings on January 24, 2024, and April 23, 2024, virtually via Zoom. The Agent, Applicant, and City staff attended the ENN meeting. approximately 20

members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics including parking, affordable housing, traffic, building height, and neighboring uses. At the second ENN meeting, members of the Applicant team, city staff, and approximately 17 members of the public were in attendance. The Applicant team presented an overview of the proposed development and received questions from the public and City staff. The public asked questions on topics including affordable housing, location adjacent to industrial uses, traffic, zoning definitions building height, and connections.

7. At the Hearing, tbe Commission received reports from staff, as well as testimony and evidence from the Applicant's agent prior to making a decision. The Commission opened the hearing to public comment; members of the public testified in opposition of the project with concerns of placing a residential development next to an industrial park and the applicant not satisfying the approval criteria.

8. Once the Chair closed the Public Hearing, the Commission discussed a motion and voted to recommend the Governing Body approve a Master Plan.

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), notice of the ENN meeting was properly given.

2. The ENN meeting was properly conducted, pursuant to SFCC 1987 Section 14-3.1(F).

3. The Applicant has the right under the SFCC to propose the Master Plan of the Property. Pursuant to SFCC 1987 Section 14-3.9(B)(1), **A** master plan is required in conjunction with rezoning applications in certain districts as provided in Article 14-4 (Zoning Districts) and may be required in conjunction with specified annexation applications as provided in Section 14-3.4.

4. Pursuant to SFCC 1987 Table 14-2.1-1: Review and Decision-Making Bodies and Responsibilities and Section 14-3.9(B)(3), **All** use and development of land within a master-planned area must comply with the provisions of the adopted master plan. Final actions by the governing body , land use boards and the land use director concerning rezonings, subdivisions, special use permits , development plans and construction permits shall include a specific finding or determination that the action complies with all applicable provisions of the master plan.

5. Pursuant to SFCC 1987 Section 14-3.9(D)(1)(a-d), the Commission finds:

a) The master plan is consistent with the general plan ;.
b) development of the master plan area will contribute to the coordinated and efficient development of the community; and
c) development of the master plan area will contribute to the coordinated and efficient development of the community; and
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 .

6. Pursuant to SFCC 1987 Section 14-3.9(D)(1)(a-d), the Commission finds that the Applicant submittal is a complete application as required by Chapter SFCC 1987, 14-3.9(D)(1) "Approval Criteria", and the Master Plan request does meet all approval criteria required by Chapter 14 SFCC 1987, Subsection 14-3.9(D)(1).

7. Pursuant to SFCC 1987 Section 14-3.9(D)(1)(d), the Commission finds that the existing and proposed infrastructure, such as the streets system, sewer and water lines, and public facilities, such as fire stations and parks, are able to accommodate the proposed residential and commercial uses.

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 Commission has the power and authority to review and recommend the Governing Body approve Case #2024-8902 at 2768 Agua Fria, Master Plan.

10. The Applicant met the applicable Submittal Requirements.

11. Pursuant to SFCC 1987 Section 14-3.9(C)(4), Section 14-3.9(B)(1), and Section 14-3.9(B)(3) – Notice and Final Action by the Planning Commission and The Commission recommended the Governing Body approve the requested Master Plan, determining the application has met all applicable code criteria for approval of the proposed Master Plan.

WHEREFORE, IT IS ORDERED ON THE 4TH DAY OF SEPTEMBER 2025, BY THE PLANNING COMMISSION OF THE CITY OF FE:

Considering the foregoing findings and conclusions, the Commission recommends the Governing Body approve the Master Plan as requested in the Application for Case #2024-8902.

Case #2024-8901
2768 Agua Fria Rezoning from MU to C-2

Janet Clow
Chairperson

9/15/2025
Date:

FILED:

ANDREA SALAZAR (Sep 22, 2025 11:05:22 MDT)

Andrea Salazar
City Clerk

Sep 22, 2025
Date:

APPROVED AS TO FORM:

Frank Ruybalid
Assistant City Attorney

9/15/25
Date:

City of Santa Fe

MINUTES

REGULAR MEETING OF THE PLANNING COMMISSION
July 17, 2025, AT 6:00 PM

A. ROLL CALL

Commissioners Present:
Chair Janet Clow *(Zoom)*
Vice Chair Peter Smith
Commissioner Thomas (TJ) Rieland
Commissioner Piper Kapin
Commissioner Kelly McReynolds
Commissioner Scott Barber *(Zoom)*
Commissioner Sasha McGhee
Commissioner Gurushabad Mirando

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

MOTION: Commissioner McGhee moved, seconded by Commissioner Mirando, to approve the agenda with postponement of Case #2024-9320 to August 7, 2025.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

D. CONSENT OF AGENDA

MOTION: Commissioner Rieland moved, seconded by Commissioner McGhee to approve the agenda as presented.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

E. APPROVAL OF MINUTES

1. June 5, 2025

MOTION: Commissioner McGhee moved, seconded by Commissioner Kapin, to approve the minutes from Planning Commission meeting on June 5, 2025.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: Member Gurushabad Mirando

E. APPROVAL OF FINDINGS/CONCLUSIONS

1. **Case #2025-010094. 5211 Las Soleras Dr., Development Plan.** JenkinsGavin, Inc., Agent, for HomeWise, Inc., owner and applicant ("Applicant"), was approved of a Preliminary Subdivision Plat for a 97-unit residential development consisting of 42 townhomes and 55 single-family detached homes, as well as the development of a 5.12-acre public park. The subject 14.41-acre parcel is located at 3730 South Meadows Road and is zoned R-6 (six residential units per acre). (Janice Biletnikoff, AICP, Case Manager,jibiletnikoff@santafenm.gov). (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner Kapin moved, seconded by Commissioner McReynolds, to approve Findings for Case #2025-010094 without changes or corrections.

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

For:
Chair Janet Clow Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain:
Commissioner Sasha McGhee
Commissioner Gurushabad Mirando

2. **Case #2024-8027. 635 Alto Street Development Plan.** Brian Lawler, Agent, Santa Fe Habitat for Humanity, Applicant. Requests approval of a Development Plan for a multifamily residential use consisting of 5 two-story affordable single-family attached dwelling units. The subject 0.25-acre parcel is located in the Historic Downtown Archaeological Review district and zoned R21 (residential twenty-one dwelling units per acre). (Rebekah Clouser, Case Manager, reclouser@santafenm.gov).

MOTION: Commissioner Kapin moved, seconded by Commissioner Rieland, to approve Findings for Case #2024-8027 without changes or corrections.

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

For:
Chair Janet Clow Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain:
Commissioner Sasha McGhee
Commissioner Gurushabad Mirando

3. **Case #2025-10276. 3439 Cerrillos Rd Rezoning.** JenkinsGavin, Agent, for RKSS Santa Fe 1, LLC, Applicant, requests approval to rezone a 1.49- acre lot from its current land use designation of R-3 (Residential three dwelling units per acer) to C-2 (General Commercial). The property is located within the Suburban Archaeological Review District. (Claudia Kath, Case Manager, dcmkath@santafenm.gov).

MOTION: Commissioner McGhee moved, seconded by Commissioner Kapin, to approve Findings for Case #2025-10276 without changes or corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain:
Commissioner Gurushabad Mirando

4. **Case#2025-10420. 3730 South Meadows Road Final Subdivision Plat.** JenkinsGavin, Inc., Agent, for Homewise, Inc., Applicant. Requests approval of a Final Subdivision Plat on 14.41 +/- acres for a 97-unit residential subdivision. The Final Plat consists of 42 townhomes and 55 single-family detached dwelling units. The property is located within the Suburban, and River and Trails Archaeological Review Districts and is zoned R-6 (residential six dwelling units per acre). (Janice Biletnikoff, AICP, Case Manager, jibiletnikoff@santafenm.gov).

MOTION: Commissioner Rieland moved, seconded by Commissioner Kapin, to approve Findings for Case #2025-10420 without changes or corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain:
Commissioner Gurushabad Mirando

F. CONSENT

1. **Case #2024-8026. Casa De Todos Final Subdivision Plat Time Extension.** Liaison Planning Services, Inc, Agent for Luna Turquzo, LLC owner requests a time extension for the approved final subdivision plat for Casa De Todos (Case# 2021-3355). The Applicant is requesting a 1-year extension to the time allowed for approvals granted by the Planning Commission on May 5, 2024. (Claudia Kath, Case Manager, cmkath@santafenm.gov)

MOTION: Commissioner McGhee moved, seconded by Commissioner Mirando, to approve the consent of Case #2024-8026 as is.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

G. OLD BUSINESS

H. NEW BUSINESS

1. **Case # 2025-10706. 1600 St. Michaels Dr, Master Plan Amendment.** NV5,Inc, Agent for Daniel Hernandez, Director of the Midtown Redevelopment Agency, applicant, request a master plan amendment to the Midtown Master Plan on 64.22 +/- acres. The property is zoned C-2 PUD (General Commercial Planned Unit Development) and within the Midtown Local Innovation Corridor (LINC) overlay district. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov)

MOTION: Commissioner McGhee moved, seconded by Commissioner Rieland, to table to a later point in the public meeting, Case #2025-10706, to revise the proposed amendments to Section 5.6 of the Midtown Master Plan.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

1. **Case # 2025-10706. 1600 St. Michaels Dr, Master Plan Amendment.** NV5,Inc, Agent for Daniel Hernandez, Director of the Midtown Redevelopment Agency, applicant, request a master plan amendment to the Midtown Master Plan on 64.22 +/- acres. The property is zoned C-2 PUD (General Commercial Planned Unit Development) and within the Midtown Local Innovation Corridor (LINC) overlay district. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov)

MOTION: Commissioner Rieland moved, seconded by Commissioner Mirando, to untable Case #2025-10706, to discuss staff and applicant changes to the proposed amendments in Section 5.6 of the Midtown Master Plan.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

1. **Case # 2025-10706. 1600 St. Michaels Dr, Master Plan Amendment.** NV5,Inc, Agent for Daniel Hernandez, Director of the Midtown Redevelopment Agency, applicant, request a master plan amendment to the Midtown Master Plan on 64.22 +/- acres. The property is zoned C-2 PUD (General Commercial Planned Unit Development) and within the Midtown Local Innovation Corridor (LINC) overlay district. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov)

MOTION: Commissioner Mirando moved, seconded by Commissioner McGhee, to approve Case #2025-10706, subject to the conditions of approval and technical corrections presented by Planning and Land Use Department Director.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

2. **Case #2025-10172. 4157 & 4161 Walking Rain Rd Special Use Permit.** JenkinsGavin, Inc., Agent for Charter Schools Development Corporation (CSDCPC Monte Del Sol, LLC), Applicant, requests approval of a special use permit for construction of a 20,432 square foot gymnasium, classrooms, office space, and outdoor amenities. The Property is approximately 6.30 acres and is identified as Tract Q-1 and Tract 16 of the Las Soleras Master Plan. The Property is located within the Suburban Archaeological Review district and zoned PRC (Planned Residential Community) and R-1 (Residential – one dwelling unit per acre). (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov) (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner Mirando moved, seconded by Commissioner Kapin, to approve Case #2025-10172, 4157 & 4161 Walking Rain Rd Special Use Permit, subject to conditions of approval and technical corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

3. **Case #2025-10189. 4157 & 4161 Walking Rain Rd Development Plan Amendment.** JenkinsGavin, Inc., Agent for Charter Schools Development Planning Commission July 17, 2025 Page 3 of 4 Corporation (CSDCPC Monte Del Sol, LLC), Applicant, requests approval of a development plan amendment for construction of a 20,432 square foot gymnasium, classrooms, office space, and outdoor amenities. The property is approximately 6.30 acres and is identified as Tract Q-1 and Tract 16 of the Las Soleras Master Plan. The Property is located within the Suburban Archaeological Review district and zoned PRC (Planned Residential Community) and R-1 (Residential – one dwelling unit per acre). (Joel CruzHaber, Case Manager, jacruzhaber@santafenm.gov) (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner Mirando moved, seconded by Commissioner McGhee, to approve Case #2025-10189, 4157 & 4161 Walking Rain Rd Development Plan Amendment, subject to conditions of approval and technical corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

4. **Case #2025-10037. 1111 Ocate Road.** Liaison Planning, Agent, for the Santa Fe Civic Housing Authority, Applicant, requests Development Plan approval to construct approximately 80,491 square feet of new construction for affordable housing on 5.64± acres. The site is zoned C-2 (General Commercial) and is located at 1111 Ocate Road. (Claudia Kath, Case Manager, cmkath@santafenm.gov)

MOTION: Commissioner Rieland moved, seconded by Commissioner McGhee, to approve Case #2025-10037, 1111 Ocate Road, subject to conditions of approval and technical corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

5. **Case #2024 – 8901. 2768 Agua Fria Rezoning.** JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Applicant, requests approval to rezone a 4.12 acre lot from its current land use designation of MU (Mixed Use) to C-2 (General Commercial). The property is located within the River and Trails Archaeological Review District. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov) (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner Kainpin moved, seconded by Commissioner McGhee, to approve Case #2024-8901, 2768 Agua Fria Rezoning, as is.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

6. **Case #2024 – 8902. 2768 Agua Fria Master Plan.** JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Applicant, requests approval of a master plan on a 4.12-acre lot to develop a 130-unit mixed-use residential and nonresidential community. The property is located within the River and Trails Archaeological Review District. (Joel Cruz-Haber, Case Manager, jacruzhaber@santafenm.gov) (POSTPONED FROM JUNE 5, 2025)

MOTION: Commissioner McGhee moved, seconded by Commissioner Kapin, to approve Case #2024-8902, 2768 Agua Fria Master Plan, subject to conditions of approval and technical corrections.

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

For:
Chair Janet Clow Yes
Commissioner Sasha McGhee Yes
Commissioner Gurushabad Mirando Yes
Commissioner TJ Rieland Yes
Commissioner Piper Kapin Yes
Commissioner Kelly McReynolds Yes
Commissioner Scott Barber Yes

Against: None

Abstain: None

I. STAFF COMMUNICATIONS

J. MATTERS FROM THE COMMISSION

K. ADJOURNMENT

11:26 P.M.

Geraldine Jurule
Liaison

Chair

City of Santa Fe Planning Commission
200 Lincoln Avenue
Santa Fe, NM 87501

RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Dear City of Santa Fe Planning Commission,

I am writing to urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices.

GENM supports this project for the following reasons: (1) promotes infill development on a currently underutilized property, (2) promotes housing growth, (3) the project has the potential to improve the local infrastructure in the neighborhood. This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area. I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis!

I respectfully request that you recommend approval of these requests.

Thank you!

Renn Halstead
GENM Founding Board Member

From: Bryan D <bryandombrowski3@yahoo.com>
Sent: Wednesday, July 16, 2025 3:44 PM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.com; info@letselevatenm.org
Subject: Support for Agua Fria Rezone & Agua Fria Masterplan

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am writing you to share my support for the Rezoning and Master plan proposed changes to along Agua Fria St. The residents of Santa Fe and all of NM need your support for Case #2024-8901 and #2024-8902 Aqua Fria Master Plan.

The Santa Fe housing and rental market is becoming increasingly unaffordable for working class New Mexicans. Per the Santa Fe Reporter the Santa Fe metro area is short over 7 Thousand units, and that number is only growing. Each day we delay building housing we are setting back the younger generations that seek to start their own independent adult lives. We block mid career professionals wanting to boost our workforce an affordable option to leave their current home. We prevent retirees from affordably enjoying the beauties of the New Mexican high desert.

The type of development these 2 cases are bringing are valuable, equitable, and much needed in New Mexico. Infill to prevent sprawl into our cherished wild lands and reduced utility costs to the city. Meeting impact report requirements to ensure neighbors aren't negatively effected. Adding to the housing supply to fight the critical shortage causing sky high rents and mortgages.

Having lived in apartments and mixed use neighborhoods in my past I know how important they are to the housing stock. These types of housing options are not just affordable but a very desirable option for individuals and families trying to not go broke putting a roof over their head. We can't afford to let the voices of those who have benefited in the past from better housing market states, prevent newcomers from having a fair shot at affordability, community, and achieving the American dream.

Thank you!

Bryan Dombrowski
GENM Member

From: Dante Gonzalez <dantearmand1@gmail.com>
Sent: Wednesday, July 16, 2025 3:27 PM
To: CRUZ-HABER, JOEL A.; jennifer@jenkinsgavin.com; info@letselevatenm.org
Subject: RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am writing to urge your support for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan.

GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices.

GENM supports this project for the following reasons: (1) promotes infill development on a currently underutilized property, (2) promotes housing growth, (3) the project has the potential to improve the local infrastructure in the neighborhood. This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area. I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis!

I respectfully request that you recommend approval of these requests.

Thank you!
Dante Armand Gonzalez
GENM Member

From: Jacob Maranda <jacob.maranda05@gmail.com>
Sent: Wednesday, July 16, 2025 6:27 PM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.com; GENM .
Subject: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Follow Up Flag: Flag for follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am writing to urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices.

GENM supports this project for the following reasons: (1) promotes infill development on a currently underutilized property, (2) promotes housing growth, (3) the project has the potential to improve the local infrastructure in the neighborhood. This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area. I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis!

I respectfully request that you recommend approval of these requests.

Thank you!

--
Jacob Maranda
Albuquerque, NM
jacob.maranda05@gmail.com
(309) 428-1436

City of Santa Fe Planning Commission
200 Lincoln Avenue
Santa Fe, NM 87501

RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Dear City of Santa Fe Planning Commission,

I'm writing to urge your support for Case#2024 8901 (Agua Fria Rezoning) and Case#2024 8902 (Agua Fria Master Plan).

GENM is a coalition of young leaders advocating for smart, sustainable, and resilient development in New Mexico. We support projects that improve quality of life, expand job opportunities, and make our communities more livable for all New Mexicans.

Santa Fe is in the midst of a housing crisis. Rents are rising fast and there is a severe shortage of rental units. Blocking new housing, affordable or market-rate, only makes the problem worse.

We support this project because it

1. Builds housing on underused land
2. Encourages growth where it is needed
3. Can lead to local infrastructure improvements

This development has the potential to bring new life to an area that has long needed investment. Please recommend approval of this much-needed project. Santa Fe cannot afford to miss this opportunity.

I respectfully request that you recommend approval of these requests.

Thank you!

JT Mitchell
GENM Founding Board Member

From: Kat Kincade <kkincade2@gmail.com>
Sent: Wednesday, July 16, 2025 8:49 PM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.com; info@letselevatenm.org
Subject: Support for Agua Fria multi-family project

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am writing to urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. According to a January Pew Report on housing in NM, "Median rents in New Mexico increased by 60% from October 2017 to October 2024, much more than the 27% recorded for the U.S. overall." The situation in Santa Fe is even more acute, so a multifamily project like that being proposed for the above Agua Fria Street site is a critical piece of the city-wide response needed.

What's more, much of the affordable housing being built is in the southern part of the city farther from public transportation and amenities. Sprawling development increases traffic, carbon emissions and isolation. The Agua Fria site is just the kind of infill development Santa Fe needs. It is close to bus routes, Cerrillos Road businesses and many workplaces.

I hope you will support the rezoning needed to move this project forward with all due speed. Thank you for your time and consideration.

Kat Kincade
she/her
240-476-4572

From: mmhall1025@gmail.com
Sent: Thursday, July 17, 2025 11:17 AM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.com
Subject: Support Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan.

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,
I am writing to strongly urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. I'm not going to waste your time repeating the facts about the critical shortage of housing in Santa Fe. You know all that. I will note that I am a resident of Santa Fe County because I could not find a home I could afford in the City.

And you know, that this project, with 130 residential units will make a notable dent in shat shortage. Even better, it is an infill project in an area that has so much going for it, but isn't quite there. With an established bus route nearby, the project provides a housing option for those who do not want to be dependant on cars to get around. In addition, rezoning from MU to C-2 will empower a higher density of housing (and neighborhood residents), which will benefit the restaurants and shops along Agua Fria and Cerillos with increased neighborhood support to those businesses. This will only enhance the character of the neighborhood, which is currently industrial and commercial.

I strongly urge you to support Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan.

Mary M Hall
Adult educator and community advocate

mmhall1025@gmail.com
916-844-4507

From: Ciaran Lithgow
To: CRUZ-HABER, JOEL A.; jennifer@jenkinsgavin.com; GENM .
Subject: RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan
Date: Tuesday, July 15, 2025 3:58:00 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am a young New Mexico resident. Recently, I've had many friends who were forced to leave Santa Fe due to unaffordable rents and lack of adequate housing opportunities. My friends range from service industry workers, healthcare providers, and sales & marketing professionals. They have left to a variety of places, including Albuquerque, Reno, and Philadelphia.

If the Santa Fe area welcomed more housing development opportunities, you could retain these bright and emerging workers and families. More units = less competition = lower rents and home costs (or at least slow rent and housing price growths).

Without more housing options, including both affordable and market rate housing, Santa Fe will continue to lose young people to other, more affordable cities.

I hope you vote yes to this rezone and master plan request, which would allow a mix of new housing options. Livability is a partnership we should all care about.

Thank you!
Ciaran Lithgow
GENM Board Member

GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

City of Santa Fe Planning Commission

RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

Dear City of Santa Fe Planning Commission,

As Chair of the Board for Generation Elevate New Mexico ("GENM"), I am writing to urge your **support** for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices.

GENM supports this project for the following reasons: (1) promotes infill development on a currently underutilized property, (2) promotes housing growth, (3) the project has the potential to improve the local infrastructure in the neighborhood. This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area. I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis!

I respectfully request that you recommend approval of these requests.

Thank you!

Sal Perdomo

Sal Perdomo
Elevator In Charge
Generation Elevate New Mexico (GENM)

From: Sean Abeyta <sabeyta17@gmail.com>
Sent: Wednesday, July 16, 2025 9:37 AM
To: CRUZ-HABER, JOEL A.; jennifer@jenkinsgavin.com; info@letselevatenm.org
Subject: RE: Support for Case#2024-8901 Agua Fria Rezone and Case#2024-8902 Agua Fria Master Plan

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission,

I am writing to urge your support for Case#2024-8901 Agua Fria Rezoning and Case#2024-8902 Agua Fria Master Plan. GENM is a coalition of young leaders committed to positively shaping the future of New Mexico by voicing our support for smart, sustainable, and resilient development projects and governmental policies. We champion projects that promise to enhance the quality of life, bring a diversified job base, and create more opportunities for New Mexicans.

The Santa Fe rental market has become increasingly unaffordable for the average New Mexican. Per the Santa Fe Reporter, there's an estimated shortage of about 7,343 rental units in the Santa Fe Metropolitan Statistical Area, according to SFAR's 2021 State of Housing Report. Over the past four years, the average monthly rent for one-bedroom apartments has increased by 40%, up to $1,358, reports CBRE. Preventing any number of new rental units, affordable or otherwise, will only increase rental housing scarcity and further drive up rent prices. GENM supports this project for the following reasons:

(1) promotes infill development on a currently underutilized property,
(2) promotes housing growth,
(3) the project has the potential to improve the local infrastructure in the neighborhood.

This project also helps develop an area in much need of growth and improvement, potentially incentivizing future development in the surrounding area.

I ask that you recommend approval of this critical project for Santa Fe during this state's housing crisis! I respectfully request that you recommend approval of these requests.

Thank you!

Sean Abeyta
GENM Member

From: westinglass <westinglass@gmail.com>
Sent: Thursday, July 17, 2025 10:40 AM
To: CRUZ-HABER, JOEL A.
Cc: jennifer@jenkinsgavin.con; info@letselevatenm.org
Subject: Support for Agua Fría rezone & master plan 2024-8901; 2024-8902

Follow Up Flag: Flag for follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Santa Fe Planning Commission—

Please give your support to the rezone and master plan for this project on Agua Fría. This is the kind of forward-thinking development that Santa Fe needs in order to address the desperate and worsening housing crisis. It will enhance the livability of the neighborhood and provide much-needed housing.

Thank you for your consideration.
Westin Glass

(date stamp)

MASTER PLAN APPLICATION

Parcel Information

Project Name: Agua Fria Multi Family Master Plan
Los Prados Master Plan

Address: 2768 Agua Fria Street
3600 and 3740 South Meadows Road

Property Size: 4.12 acres
22.2 acres

Current Use of Land: vacant

Proposed Use of Land: Residential/ Commercial
residential

Does a Rezoning application accompany this application? YES ☑ NO ☐

Are any variances required? YES ☐ NO ☑

Preapplication Conference Date: 12/07/2023
June 2, 2022

Early Neighborhood Notice (ENN) meeting date: #1 June 28, 2022
#1 10/29/23, #2 12/23/24

Zoning: Current: MU Mixed Use
Proposed: C-2 General Commercial
R-1 (R-6 and R-21 proposed under separate applications)

Property Owner Information

Name: Cold Water Development Fund QOZF, LLC
Homewise, Inc.
First *Last*

Address: 106 Faithway Street
1301 Siler Road, Building D
Street Address *Suite/Unit #*

Santa Fe NM 87501
87507
City *State* *ZIP Code*

Phone: ( ) E-mail Address:

Applicant/Agent Information (if different from owner)

Company Name: JenkinsGavin, Inc.

Name: Jennifer Jenkins
First *Last*

Address: 130 Grant Avenue Suite 101
Street Address *Suite/Unit #*

Santa Fe NM 87501
City *State* *ZIP Code*

Phone: (505) 820-7444 E-mail Address: jennifer@jenkinsgavin.com / angelica@jenkinsgavin.com

Correspondence Directed to: ☐ Owner ☒ Applicant ☐ Both

Agent Authorization (if applicable)

I am/We are the owner(s) and record title holder(s) of the property located at:

I/We authorize *<<See attached notarized owner authorization.>>* to act as my/our agent to execute this application.

Signed: Date:

Signed: Date:

Submittal Checklist (Requirements found in Section 14-3.8 SFCC 1987)

☐ *Six (6) 24"x36" plan sets and one (1) CD are required. Please include the following:*

☒	Letter of Application (intent, location, acreage)	☒	Statement addressing approval criteria	☒	Legal Lot of Record, Legal Description	☒	Los Prados Master Plan Set	☐	
☒	Archaeological Clearance (if applicable)	☒	Traffic Impact Analysis (if required)	☒	Proof of Compliance with Conditions of Annexation Approval (if applicable)	☒	Sewer and Water Plan (including profiles and details)	☐	
☐									

Master Plan Submittal Requirements, as defined by Section 14-3.9(C) SFCC 1987:

Applicants for developments that require master plans under this section shall submit plans and other documentation as required by the land use director that show compliance with the applicable provisions of the Santa Fe City Code as provided in Section 14-3.1(C) (Form of Application), including plans that show:

(a) existing conditions on the site and within the vicinity;
(b) proposed modifications to the site, including the locations of existing and new structures, grading, landscaping, lighting, pedestrian and vehicular circulation, parking and loading facilities;
(c) proposed changes to the zoning of land within the master plan area and the types, extent and intensity of land uses that are proposed;
(d) the proposed boundaries of tracts comprising the various land use areas and development phases;
(e) proposed modifications to the infrastructure serving the site, including locations of utilities and public and private streets and driveways and traffic control measures;
(f) the phases of development, if applicable;
(g) if public or private infrastructure is proposed to be constructed in phases, a plan for the timing, financing and responsibility for infrastructure construction;
(h) a development water budget as required by Section 14-8.13;
(i) for master plans involving five or more acres of land, the land use director may require an analysis of the fiscal impact to the city of providing utility and other municipal services to the area.

Signature

I hereby certify that the documents submitted for review and consideration by the City of Santa Fe have been prepared to meet the minimum standards outlined in the Land Development Code, Chapter 14 SFCC 1987. Failure to meet these standards may result in the rejection of my application. I also certify that I have met with the City's Current Planning staff in a preapplication meeting to verify that the attached proposal is in compliance with the City's zoning and development plan requirements.

Signature: _____ Date: August 12, 2024 ~~7/18/2022~~

A case manager will be assigned to your project and will notify you within 10 business days if any additional information is needed. After your application has been reviewed by City staff, you will be contacted by us regarding public notice requirements. A packet of information and instructions will be provided regarding the required mailing and sign posting. Thank you, and feel free to contact the Land Use Department staff at (505) 955-6585 with any questions.

[Type text]

Revised 12-11-12

(date stamp)

REZONING APPLICATION 14-3.5

Parcel Information

Project Name: ~~Agua Fria Multi Family~~ Homewise - South Meadows Property Size: ~~4.12 acres~~ 19.54 acres

Address: ~~2768 Agua Fria Street~~ ~~3600 and 3740~~ South Meadows Road - TRACT 4 (per proposed Lot Line Adjustment Plat)

Current Zoning: ~~(MU) Mixed Use~~ R-1 Proposed Zoning: ~~(C-2) General Commercial~~ R-6 (Tract 4, 19.54 acres)

Does a Development Plan application accompany this application? YES ☐ NO ☑

Preapplication Conference Date: ~~8/07/2023~~ Sept. 2, 2021 UPC Code Number: 1051097275431000000 ~~1-048-096-450-107~~ & ~~#2 3/29/24~~ ~~#3 4/23/24~~ 1-048-096-475-035

Early Neighborhood Notice (ENN) meeting date: Sept. 22 and Oct. 14, 2021

Property Owner Information

Name: ~~Cold Water Development Fund QOZF, LLC~~ Homewise, Inc.
First *Last*

Address: ~~1064 Cathedral City Street~~ 1301 Siler Road, Bldg D
Street Address *Suite/Unit #*

~~Santa Fe~~ ~~NM~~ ~~87501~~ ~~87507~~
City *State* *ZIP Code*

Phone: _____ E-mail Address: _____

Applicant/Agent Information (if different from owner)

Company Name: Jenkins Gavin, Inc.

Name: Jennifer Jenkins
First *Last*

Address: 130 Grant Ave Suite 101
Street Address *Suite/Unit #*

Santa Fe, NM 87501
City *State* *ZIP Code*

Phone: 505-820-7444 E-mail Address: jennifer@jenkinsgavin.com / angelica@jenkinsgavin.com

Correspondence Directed to: ☐ Owner ☒ Applicant ☐ Both

Agent Authorization (if applicable)

I am/We are the owner(s) and record title holder(s) of the property located at: _____

I/We authorize See attached authorization letter to act as my/our agent to execute this application.

Signed: _____ Date: _____

Signed: _____ Date: _____

A case manager will be assigned to your project and will notify you within 10 business days if any additional information is needed. After your application has been reviewed by City staff, we will contact you regarding public notice requirements. A packet of information and instructions will be provided regarding the required mailing and sign posting. Please contact the Land Use Department staff at (505) 955-6585 with any questions.

Submittal Checklist (Requirements found in Section 14-3.5 SFCC 1987)

Six (6) 24"x36" or 11"x17" scalable plan sets and 1 CD with a PDF copy are required. Submittal requirements may vary based on the individual application and the requested zoning district. The City reserves the right to request additional information at any time during the review process. See Section 14-4 and 14-5 SFCC 1987 for rezoning regulations related to specific zones. Please include the following and check box to indicate submittal:

☑	Letter of Application (intent, location, acreage)	☑	Narrative addressing approval criteria (see below)	☑	Legal Lot of Record, Legal Description	☐	Development Plan (see Section 14-3.8 SFCC 1987)	☐	Landscape, Parking and Lighting Plan, Signage Specifications
☐	Terrain Management Plans (as required by Section 14-8.2 SFCC 1987)	☑	Traffic Impact Analysis (if required)	☐	Archaeological Clearance (if applicable)	☐	Sewer and Water Plan (including profiles and details), letter of availability (if applicable)	☐	Phasing Plan (if applicable)

Rezoning Approval Criteria, Sections 14-3.5(C) and (D) SFCC 1987

(C) Approval Criteria

(1) The planning commission and the governing body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approving any rezoning:

(a) one or more of the following conditions exist:
  (i) there was a mistake in the original zoning;
  (ii) there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or
  (iii) a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;

(b) all the rezoning requirements of Chapter 14 have been met;

(c) the rezoning is consistent with the applicable policies of the general plan, including the future land use map;

(d) the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city; and

(e) 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 proposed development.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

(D) Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

(2) If the proposed rezoning creates a need for additional streets, sidewalks or curbs necessitated by and attributable to the new development, the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Signature

I hereby certify that the documents submitted for review and consideration by the City of Santa Fe have been prepared to meet the minimum standards outlined in the Land Development Code, Chapter 14 SFCC 1987. Failure to meet these standards may result in the rejection of my application. I also certify that I have met with the City's Current Planning staff in a preapplication meeting to verify that the attached proposal is in compliance with the City's zoning requirements.

Signature: Jennifer Jenkins Date: ~~August 12, 2024~~ November 22, 2021

October 27, 2023

Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Avenue,
Santa Fe, New Mexico 87501

RE: Cold Water Development Fund QOZF, LLC
Agua Fria: Lot 38

To Whom It May Concern:

This letter shall serve as authorization for JenkinsGavin, Inc. to act on our behalf with respect to the referenced property regarding land use applications to be submitted to the City of Santa Fe.

Thank you.

Sincerely,

Cold Water Development Fund QOZF, LLC

By: Andrew Duetta, Manager

Signed: _____ Date NOV 2, 2023

ACKNOWLEDGMENT

State of New Mexico)
) ss
County of Santa Fe)

The foregoing instrument was acknowledged before me this 2nd day of November, 2023 by Andrew W. Werner Duetta.

Lori M. Vigil
Notary Public

06-01-2024
My Commission Expires

STATE OF NEW MEXICO
NOTARY PUBLIC
LORI M. VIGIL
Commission # 1091563
My Comm. Exp. 06/01/2024

SWTE Courtesy 2816-2022

e-Recorded 2007233 02/27/23 SFC

WARRANTY DEED

AGUA FRIA DEVELOPMENT QOZB, LLC, a New Mexico limited liability company, for consideration paid, grants to COLD WATER DEVELOPMENT FUND QOZF, LLC, a New Mexico limited liability company, the address for which is 154 W. Marcy Street, Suite 104, Santa Fe, New Mexico 87501, the following described real property in Santa Fe County, New Mexico:

> Lot Thirty-eight (38) as shown on "Boundary Survey Plat Prepared for Department of the Interior Bureau of Land Management, showing Section 33, T17N, R9E, N.M.P.M., Santa Fe County, N.M.", filed in the office of the County Clerk, Santa Fe County, New Mexico on October 18, 1995, in Plat Book 318, page 032, as Document No. 921,975

Subject to: Restrictions, reservations, easements of record and taxes for the year 2023 and thereafter

with warranty covenants

Dated: February 27, 2023

AGUA FRIA DEVELOPMENT QOZB, LLC
a New Mexico limited liability company

By: PIGEON HAWK QOZF, LLC
a New Mexico limited liability company

Its: Manager

By _____
Marc Bertram, Managing Member

COUNTY OF SANTA FE } WARRANTY DEED
STATE OF NEW MEXICO } ss PAGES: 1

I Hereby Certify That This Instrument Was e-Recorded for
Record On The 27TH Day Of February, A.D., 2023 at 01:28:52 PM
And Was Duly Recorded as Instrument # 2007233
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy - KVAUGHN County Clerk, Santa Fe, NM

COUNTY CLERK KATHARINE E. CLARK SANTA FE COUNTY NEW MEXICO

ACKNOWLEDGMENT

STATE OF NEW MEXICO)
COUNTY OF SANTA FE) SS.

The foregoing instrument was acknowledged before me on January 27th, 2023, by Marc Bertram, Managing Member of Pigeon Hawk QOZF, LLC, a New Mexico limited liability company, as Manager of Agua Fria Development QOZB, LLC, a New Mexico limited liability company, on behalf of said limited liability company.

STATE OF NEW MEXICO
NOTARY PUBLIC
KATARINA SOMMER
Commission # 1130609
My Comm. Exp. Sept. 21, 2024

Katarina Sommer
Notary Public
My Commission Expires

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

CERTIFICATE OF COMPLIANCE AS LEGAL LOT OF RECORD

RE: Legal Lot of Record status for a parcel identified as 2768 Agua Fria Street, depicted as Lot 38 on a boundary Survey Plat prepared for Department of the Interior Bureau of Land Management in 1995 **recorded in Book 318, Page 32 as instrument number 921.975, records of Santa Fe County, New Mexico** on October 18, 1995 (hereinafter, the "Property").

In compliance with Subsection 14-3.7(A)(7) of the Santa Fe City Code ("SFCC") this Certificate of Compliance documents status as a legal lot of record for the Property.

This Planning Commission ("Commission") considered the following documents:

1. Survey Plat prepared for Richard P. Cook showing the split of Lot 2 into 2-A, 2-B, and the consolidation of Lot 1 with the remainder of Lot 2 to form lot 1-2-C all within a portion of projected section 22, T/17N, R.9E, N.M.P.M. recorded by the Office of the Santa Fe County Clerk on September 16, 1994, recorded in Book 286, Page 2 as Instrument Number 877873.
2. Amended Cook's Industrial Subdivision recorded by the County of Santa Fe August 20, 1985, in Book 156, Page 12 as instrument number 574,639.
3. Lot Line Adjustment of Tract 3 Lot 2, tract 3 Lot 1A and PC 2838 TR. 5 recorded by the County of Santa Fe on May 1, 1998, in Book 385, Page 35, as instrument number 1022556.
4. Quitclaim Deed "Otila M. Quintana, daughter of Inex Montoya, and Juan B. Quintana, her husband for consideration paid, quitclaim to Maria Magdalena B. Montoya (now Arias)" recorded by the County of Santa Fe on August 24, 1962, as instrument number 258,868.
5. Lot Split Survey for Lawrence Boyd of Lot 36 recorded b the County of Santa Fe on September 16, 2008, on September 16, 2008, in Book 690, Page 4 as instrument number 1538,57.
6. Warranty Deed, "Santos I. Montoya, a married man dealing in his sole and separate property and Maclovio Montoya, a married man for consideration paid grant to Santos I. Montoya and Marie Montoya, husband and wife, and Maclovio Montoya and Juanita Montoya, husband and wife as joint tenants" recorded by the County of Santa Fe on April 30, 1998, in Book 1486, Page 202 as instrument 1022377.
7. Warranty Deed, "Maclovio B. Montoya and Juanita T. Montoya for consideration paid grant to Santos I. Montoya" recorded by the County of Santa Fe on August 5, 1974, in Book 314, Page 146.
8. Warranty Deed "Samarkand Properties Ltd. for consideration paid grants to Thanh Long Nguyen and Lan Kim Nguyen, husband and wife" recorded by the County of Santa Fe on May 10, 1994, in Book 1055, Page 112-113 as instrument number 862,179.

SFC CLERK RECORDED 09/11/2024

SFCC 1987, §14-3.7(A)(7)(b) allows the Planning Commission to issue a certificate of compliance "for a lot or contiguous lots that have been created in violation of the procedural requirements of this section if it determines that the lots comply with all other applicable standards of Chapter 14 or it imposes conditions of approval necessary to ensure such compliance."

Following a public hearing on April 4, 2024, in which the Commission considered the above-referenced documents, heard reports from city staff and the applicant, and opened the floor the public comment, the Commission found that the Property was "[a] lot that was created in such a manner that would today qualify for a lot split the City of Santa Fe's Family Transfer Subdivision Ordinance," and that it therefore met the applicable criteria under SFCC 1987, §14-3.7(A)(7)(b). The lot is granted compliance with the City of Santa Fe Zoning Ordinance.

Approval of the Certificate of Compliance makes no determination regarding the conformity or lack thereof pertaining to development or structures on the property.

Janet Clow 9/5/24

Janet Clow, Chair, City of Santa Fe Planning Commission Date

STATE OF NEW MEXICO)
) ss.
COUNTY OF SANTA FE)

SUBSCRIBED AND SWORN to before me this 5 day of September 2024.

By Janet Clow.

Notary Public

My Commission Expires:
5/30/28

DANIEL A ESQUIBEL
Notary Public
State of New Mexico
Comm. # 2003334
My Comm. Exp. May 30, 2028

SFC CLERK RECORDED 09/11/2024

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
CERTIFICATE OF COMPLIA
PAGES: 2

I Hereby Certify That This Instrument Was Filed for Record On The 11TH Day Of September, 2024 at 09:45:27 AM
And Was Duly Recorded as Instrument # 2041564
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy County Clerk, Santa Fe, NM

CITY OF SANTA FE, NEW MEXICO

ORDINANCE NO. 2007-29

AN ORDINANCE

AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SANTA FE; CHANGING THE CLASSIFICATION FROM R-2 TO MU; APPROVING A MASTER PLAN, AND PROVIDING AN EFFECTIVE DATE WITH RESPECT TO A CERTAIN PARCEL OF LAND COMPRISING 4.12 ACRES MORE OR LESS LOCATED WITHIN SECTION 33, T17N, R9E, N.M.P.M., GENERALLY LOCATED ON THE SOUTH SIDE OF AGUA FRIA ROAD APPROXIMATELY 500 FEET WEST OF HARRISON ROAD ("AGUA FRIA COMPOUND" ZONING CASE NO. ZA 2007-01)

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

Section 1. The following real property (the "Property") located within the municipal boundaries of the city of Santa Fe, which is restricted to and classified as R-2 (Residential, Two units per acre).

A parcel of land comprising 4.12 acres, Lot 38 within Section 33, T.17N., R.19E., N.M.P.M. as shown in the attached Boundary Survey "Exhibit A" attached hereto and incorporated by reference. Said Boundary Survey is recorded with the County of Santa Fe, State of New Mexico, October 18, 1995 in book 318, page 32 of the records of Santa Fe County.

Section 2. The official zoning map of the City of Santa Fe adopted by Ordinance No. 2001-27 is amended to conform to the changes of zoning classifications for the property set forth in Section 1 of this Ordinance.

Section 3. The rezoning action effected by this ordinance is subject to the conditions of approval set forth in "Exhibit B" attached hereto and incorporated by reference.

Section 4. The Master Plan for development of the property (Exhibit C, attached) is hereby approved.

Section 5. This Ordinance shall be published one time by the title and general summary and shall become effective five days after such publication.

Section 6. The rezoning action with respect to the Property affected by this Ordinance is subject to the time restrictions set forth in Section 14-3.5(D)(1) SFCC 2001 (Two-year Review/Rescission).

PASSED , APPROVED AND ADOPTED this 8th day of August, 2007.

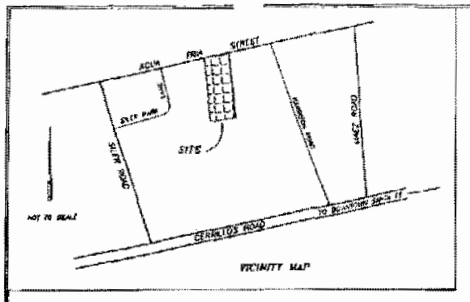
DAVID COSS, MAYOR

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

FRANK D. KATZ, CITY ATTORNEY





LINE	BEARING	DISTANCE
L1	N89°30'01"E	9.40'

PUBLIC NOTICE

THIS SURVEY IS BASED ON ONLINE RECORDED DOCUMENTS NOTED HEREON. CITY OF SANTA FE STAFF MUST APPROVE ALL DOCUMENTS SUBMITTED WITH AN APPLICATION FOR A BUILDING PERMIT AND ANY REQUIRE SUBMITTAL OF ADDITIONAL DOCUMENTATION TO PROVE LEGAL LOT OF RECORD

FLOOD ZONE

THIS PROPERTY LIES WITHIN ZONE "C" AREAS OF MINIMAL FLOODING AS SHOWN ON F.I.R.M. PANEL 350070 0001 B DATED JULY 2, 1980

COUNTY OF SANTA FE
STATE OF NEW MEXICO } ss 921,975
I hereby certify that this instrument was filed for record on the 18 day of MAY, 1995 A.D. at 2:05 o'clock PM and was duly recorded in book 340 page(s) 092 of the records of Santa Fe County.
Witness my Hand and Seal of office
LOUIS C. ARMIJO
County Clerk, Santa Fe County, N.M.
By: Deputy



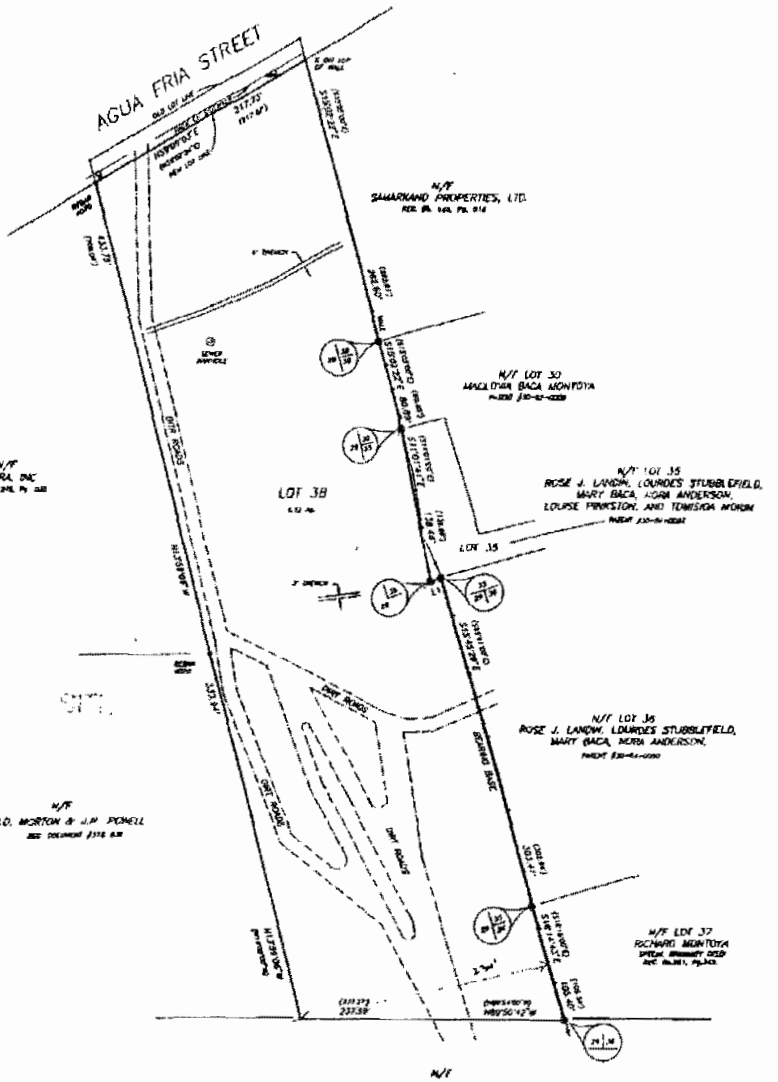

AGUA FRIA STREET
N/F SAMARKAND PROPERTIES, LTD.
N/F LOT 30 MAGDALENA BACA MONTOYA
N/F PIEDRA, INC.
LOT 38
4.92 Ac.
N/F LOT 35 ROSE J. LANDW, LOURDES STUBBLEFIELD, MARY BACA, NORA ANDERSON, LOUISE PRINSTON, AND TOMASITA MORIN
LOT 35
N/F LOT 36 ROSE J. LANDW, LOURDES STUBBLEFIELD, MARY BACA, NORA ANDERSON,
N/F R.D. MORTON & J.P. POWELL
N/F LOT 37 RICHARD MONTOYA
N/F B.L.M.
SITE
BEARING BASE
LIGHT POLES
POWER POLE
S89°59'29"E 555.29'
S89°59'42"W 555.29'
217.23' (M&D)
217.33' (M)
N89°30'01"E 9.40'
S89°30'01"W 9.40'
N89°59'42"W 555.29'
S89°59'42"E 555.29'
N89°59'42"W 555.29'
S89°59'42"E 555.29'
N89°59'42"W 555.29'
S89°59'42"E 555.29

EXHIBIT B:
CONDITIONS OF APPROVAL
ORDINANCE NO. 2007-29

AGUA FRIA REZONING

Exhibit B-1:	**Engineering Division Traffic Review**
Exhibit B-2:	**Subdivision Engineer**
Exhibit B-3:	**Solid Waste Division**
Exhibit B-4:	**Landscaping Review**
Exhibit B-5:	**Parks, Trails, and Open Space**
Exhibit B-6:	**Wastewater Division**
Exhibit B-7:	**Office of Affordable Housing**

City of Santa Fe, New Mexico

memo

DATE: March 29, 2007

TO: Donna Wynant, Planning and Land Use Department

FROM: John Romero, Public Works Dpt/Engineering Div/Traffic Impacts Section JR

SUBJECT: **Case #ZA-2007-01, Agua Fria Compound Rezoning**

ISSUE

Request to rezone 4.12 acres from R-2 (Residential, two units per acre) to MU (Mixed Use). The property is located on the south side of Agua Fria Road and west of Harrison Road.

RECOMMENDED ACTION:

Review comments are based on submittals received on March 14, 2007. The comments below should be considered as Conditions of Approval to be addressed in a satisfactory manner prior to subsequent submittals:

1. A Condition of approval imposed during General Plan Amendment approval recommended that the developer dedicate sufficient right-of-way to accommodate a Clark Road extension from Industrial Road to Agua Fria Road (see attached Traffic memo dated 11/3/2005). The Santa Fe Metropolitan Planning Organization has since determined that the extension of Clark Road to Agua Fria is not a recommended alternative (see attached MPO memo dated 03/29/06). In light of this, the Public Works Department rescinds their initial recommendation of dedicating right-of-way for the Clark Road extension.

If you have any questions or need any more information, feel free to contact me at 955-6638. Thank you.

Attachments: Traffic memo dated 11/3/2005
MPO memo dated 03/29/06

M:\Traffic Impacts\01-TIAs\2005\Agua Fria Compound\Agua Fria Compound 03-29-07.doc

Exhibit B-1
for Ordinance No. 2007-29

SS001 PM5 - 7/95

City of Santa Fe, New Mexico

memo

DATE: April 20, 2007

TO: Donna Wynant, Case Manager

FROM: Risana Zaxus, M.S., PE
City Engineer

RE: Case # ZA 2007-01
Agua Fria Compound Rezoning

I reviewed Sheet A-1, "Agua Fria Compound Concept & Landscape Plan," dated March 17, 2007.

This plan sheet does not show drainage ponds as did the previous drawings that I reviewed. Runoff control measures will be required when the property is developed, per Article 14-8.1(F)(2)(c)(ii).

Also of note is that when the property is developed, the Gunnison's Prairie Dogs shall be relocated per Article 14-8.12 of the Land Development Code.

A complete review of this project will be required when it proceeds to the Development Plan phase.

Exhibit B 2

for Ordinance No. 2007-29

SS001.PM5 - 7/95

City of Santa Fe
New Mexico

DEVELOPMENT REVIEW TEAM TRANSMITTAL FORM

RECEIVED
MAR 15 2007
DEVELOPMENT REVIEW

Case #ZA 2007-01. Agua Fria Compound Rezoning. Jim Hays and Associates, Inc., agent for Marc Bertram and Eric Enfield, requests rezoning of 4.12 acres from R-2 (Residential, two units per acre) to MU (Mixed Use). The property is located on the south side of Agua Fria Road and west of Harrison Road. (Donna Wynant, case manager)

Name: Jim Hays
Hays and Associates, Inc.
Agent/ Owner **# 982-5467 FAX 982-7944**

Submittal date **March 12, 2007**
Email hays@haysinc.com

DRT final Comments by **March 22, 2007**
Planning Commission date **May 03, 2007**

- ☐ **PDR Case File/Case Manager**
- ☐ **Fire Inspector(s)**
- ☐ **Traffic Division Engineer**
- ☐ **Waste Water Division Engineer**
- ☐ **PW/ Engineering Division**
- ☐ **Landscaping**
- ☐ **Water Division Engineer**
- ☐ **Subdivision Engineer**
- ☐ **Office of Affordable Housing**
- ☒ **Solid Waste Division Engineer** 3/15/07
- ☐ **Trails & Open Space**

COMMENTS: NO SOLID WASTE ISSUES at this Time.

Contact RANDALL MARCO @ 955-2228

Case Manager: Donna Wynant x6325

Lou Baker x 6656 lbaker@ci.santa-fe.nm.us
Daniel A. Esquibel x 6587 daesquibel@ci.santa-fe.nm.us
Gary G. Park x 6954 ggpark@ci.santa-fe.nm.us
Charlie D. Gonzales x 6955 cdgonzales@ci.santa-fe.nm.us
Wendy M. Blackwell x 6127 wmblackwell@ci.santa-fe.nm.us
Greg T. Smith x 6957 gtsmith@ci.santa-fe.nm.us
Donna J. Wynant x 6325 djwynant@ci.santa-fe.nm.us
RB Zaxus x 6658 rbzaxus-onaxis@ci.santa-fe.nm.us

Exhibit B-3
for Ordinance

City of Santa Fe, New Mexico

memo

DATE: April 17, 2007

TO: Donna Wynant, Land Use Senior Planner,
Planning Division

CC: R. B. Zaxus, City Subdivision Engineer,
Engineering Development Review Division

FROM: Charlie Gonzales, Land Use Senior Planner, CHARLIE
Engineering Development Review Division

RE: **Landscaping Comments for case #ZA 2007-01. Agua Fria Compound Rezoning**

Below are comments for the Agua Fria Compound Rezoning request. These comments are based on the plan set dated March 17, 2007. A Landscaping Plan shall be submitted, showing compliance with the following:

Landscaping : Sheet A-1

1. Show compliance with Section 14-8.4 (E) (1) (4). Water Harvesting and Irrigation Standards. Please provide explanation and coordinate with Grading and Drainage Plan.
2. Show compliance with Section 14-8.4 (F) (2) (a) – (i). Plant Material Standards. More information needs to be submitted in order to conduct a thorough review of the plans. (Preferably on a chart or table)
    - Plant size, (height and caliper, including trees)
    - Mature size, (height and spread).
    - Shrubs to be 5 gallons minimum,
    - 2" of mulch, seed mix and fertilization.
    - Landscaping of stormwater retention/detention ponds.
3. Show compliance with Section 14-8.4 (F) (5). Existing Vegetation. Explain and show how many trees/shrubs will be removed, replaced or added.
4. Show compliance with Section 14-8.4 (G) (2) (b). Street Tree Standards. Provide additional tree on perimeter of the South Boundary.
5. Show compliance with Section 14-8.4 (H). Open Space Landscaping Requirements.

A more complete review will be conducted upon receiving the additional information as mentioned above.

Exhibit B-4
for Ordinance
No. 2007-29

APPLICATION NAME: Agua Fria Compound Rezoning

CASE NO.: ZA 2007-01

REVIEW DATE: March 21, 2007

HEARING DATE: May 3, 2007

CASE MANAGER: Donna Wynant

REVIEWED BY: Anne McLaughlin

PARKS, OPEN SPACE & TRAILS REVIEW

No comment.

City of Santa Fe
New Mexico

MEMO

Wastewater Management Division
DEVELOPMENT REVIEW COMMENTS

E-MAIL DELIVERY

Date: March 21, 2007

To: Donna Wyatt, Planner
Planning and Land Use

From: Stan Holland, P.E.
Wastewater Management Division

Subject: Case #ZA 2007-01 Agua Fria Compound Rezoning

The Wastewater Division has no objection to the rezoning request. The Wastewater Division will require extension of sewer easements to the property line on the north and east side of the project boundaries on the proposed development plan.

Please contact me at 955-4637 if you have any questions.

cc: Jim Hays
File

Exhibit B6
for Ordinance No. 2007-27

FILE COPY

SANTA FE HOMES PROGRAM

PROPOSAL FOR SALE UNITS

Agua Fria Compound Live Work

This Santa Fe Homes Program Proposal ("SFHP Proposal") is made this 9 day of May, 2007 by Hays and Associates Inc. ("SFHP Developer").

RECITALS

A. SFHP Developer is the developer of 4.12 acres located on the south side of Agua Fria Road Approximately 600 feet west of Maes Road. SFHP Developer proposes to develop the property as described in the document attached hereto as Exhibit 1 (*Development Plan)* incorporated herein by reference, and hereinafter referred to as the "Property".

B. SFHP Developer desires to develop the Property, and seeks from the City, development incentives subject to the terms and conditions hereinafter set forth.

C. It is understood that all representations made herein are material to the City and that the City will rely upon these representations in permitting or approving development of the Property.

PROPOSAL

SFHP Developer proposes to comply with the SFHP requirements as follows:

A. DEVELOPMENT REQUEST.

1. SFHP Developer seeks a Re-zoning approval from R-2 to a Residential Mixed Use designation for thirty two (32) live/work homes.

2. The Property is to be developed with finished homes for rent and for sale.

B. SFHP PLAN. SFHP Developer proposes to build a total of thirty two (32) live work condominiums on 4.12 acres. This results in a SFHP unit requirement of 4.8 affordable

Exhibit B-7 page 1 of 8
for Ordinance
Page 1767 of 1987

homes. The unit requirement is based on a thirty percent requirement for the "live" portion of the project (1/2 x 32 = 16 x 30% = 4.8 SFHP homes). SFHP Developer proposes to construct four (4) SFHP live/work homes as indicated on the attached SFHP Plan (Exhibit 2). The .8 fraction of the requirement will be satisfied with a forty three thousand six hundred dollar ($43,600) fractional payment to the City's Investment Loan Fund (ILF) for affordable housing per the formula in the SFHP Ordinance. The prices stated on the SFHP Pricing Schedule (Exhibit 3) do not include a reduction for homeowner's dues. Should there be homeowners' dues, the price shall be reduced accordingly. SFHP Developer proposes to deliver the first two (2) SFHP live/work homes for sale before the first fourteen (14) market rate live/work homes have sold and the second two (2) SFHP live/work homes for sale before the final fourteen (14) live/work homes have been sold

C. SUCCESSORS IN TITLE. SFHP Developer proposes to develop the Property consistent with this SFHP Proposal. In the event that SFHP Developer sells, assigns, leases, conveys, mortgages, or encumbers the Property to any third party, the third party shall be required to execute a SFHP Agreement consistent with this Proposal prior to obtaining any City approvals. SFHP Developer proposes to record applicable regulatory agreements or liens in the public records that will ensure long-term affordability of the SFHP units.

D. REPORTING. SFHP Developer proposes to sign an affidavit declaring that the sale prices did not exceed the amount specified in the SFHP Agreement.

E. MONITORING. SFHP Developer proposes to provide such information and documentation as the City may reasonably require in order to insure that the actual sales were in compliance with the SFHP Agreement.

F. DEVELOPMENT INCENTIVES. SFHP Developer requests a reduction in the amount of submittal fees for development review applications, waivers of the building permit

Exhibit B-7
p. 2 of 8
for Ordinance
No. 2007-29

fees, capital impact fees, and sewer extension fees proportional to the number of SFHP units. SFHP Developer also requests a reduction to the water utility extension fee and an exemption from the retrofit and consumptive water rights requirements for the SFHP units.

G. REVISIONS, MODIFICATIONS AND SUPPLEMENTATION OF THIS PROPOSAL. In the event that the SFHP Developer or the City make material modifications, including modifications to the number of lots or units or the area covered by the Proposal, a revised SFHP Proposal shall be promptly submitted to the Office of Affordable Housing in order to provide a SFHP Proposal that is current and reflects the intended development.

H. CERTIFICATION. Income Certification of buyers of the SFHP units will be provided by the City's Agent, either Homewise or The Santa Fe Community Housing Trust.

I. ACCESS. SFHP Developer proposes to grant access to the City or its agent to inspect the following records of SFHP Developer for the SFHP units in order to determine compliance with the SFHP Ordinance and the SFHP Agreement: the sales agreement with the SFHP buyer, information relating to when the affordable unit was completed and made available for occupancy, permits and waivers of permits for affordable units and similar types of information regarding the affordable units and the relationship with the market units in terms of similar design and architecture.

IN WITNESS WHEREOF, this Proposal is made the day and year first written above.

SFHP DEVELOPER:

STATE OF NEW MEXICO)
)ss.

Exhibit B-7
P. 3 of 8
For Ordinance No. 2007-29

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this 10th day of May, 2007,

by Jim Hays

OFFICIAL SEAL
Gloria A Roybal
NOTARY PUBLIC
STATE OF NEW MEXICO
My Commission expires

NOTARY PUBLIC

Gloria A. Roybal

My Commission Expires:

9-21-2010

REVIEWED BY:

J R Pacheco
OFFICE OF AFFODABLE HOUSING

5/11/07
DATE

Attach: Exhibit 1 - Subdivision layout (proposed)
Exhibit 2 - Pricing Schedule
Exhibit 3 - SFHP unit obligation calculation worksheet
Exhibit 4 – Unit types and requirements

Exhibit B-7
p 4 of 7
for Ordinance No. 07-0210-0929

EXHIBIT 2

SANTA FE HOMES PROGRAM

PRICING SCHEDULE

Effective August 25, 2005*

Refer to Section 26-1.16 (B) and the SFHP Administrative Procedures
For specific requirements contact The Office of Affordable Housing

Income Range	Affordable Home Price Studio	Affordable Home Price 1 Bedroom	Affordable Home Price 2 Bedroom	Affordable Home Price 3 Bedroom	Affordable Home Price 4 Bedroom
Income Range 2	$74,500	$85,000	$97,000	$109,000	$122,000
Income Range 3	$100,500	$111,000	$126,000	$142,000	$158,000
Income Range 4	$125,500	$136,000	$155,000	$175,000	$194,000

*Prices are revised according to the most recent area median income published by HUD.
Household income based upon HUD area median incomes as of 2/24/2005.

AFFORDABLE PRICES AND BEDROOM SIZES REQUIRED

Income Range	Affordable Home Price **2 bedroom**	Affordable Home Price **3 Bedroom**	Affordable Home Price **4 Bedroom**
Income Range 2	**One Unit** $97,500		
Income Range 3		**Two Units** $142,000	
Income Range 4			**One Unit** $194,000

Exhibit B-7
p. 5 of 7
for Ordinance No. 2007-129

EXHIBIT 3

SFHP FOR SALE UNIT CALCULATION WORKSHEET

The project is proposed in a Transitional Mixed Use zoning district.

The project has an area of approximately 4.12 acres.

The project is proposing 32 live/work homes with the affordable homes requirement based on 30% of 16 homes (the "live" portion of the project).

Calculate SFHP Obligation

1. Total number of all units to be built in development	16
2. Multiply number from line 1 by 30%	4.8
3. Enter whole number result of line 2 calculation. **This is the total number of SFHP units that must be built in the development**	4
4. Determine how many units are required in each applicable Income Range. Divide number from line 3 by 3. Enter the **whole** number result in each of the following Income Ranges:	
4a. Income Range 2:	1
4b. Income Range 3:	2
4c. Income Range 4:	1
5. If the total of lines 4a, 4b and 4c does not equal the total required from line 3, add one unit to the requirement for Income Range 3 (line 4b). If the new total still does not equal the total required from line 3, add one unit to the requirement for Income Range 2 (line 4a). Enter new totals on lines 5a, 5b and 5c. The total of lines 5a, 5b, and 5c must equal this total from line 3. **This is the total number of SFHP units that must be provided in each Income Range.**	
5a. Income Range 2:	1
5b. Income Range 3:	2
5c: Income Range 4:	1
6. Determine fractional fee. Enter the remaining fraction resulting from the calculation in line 2:	.8
7. Multiply the fraction from line 6 by $54,500*. **This is the total fractional fee that is owed:**	**$43,600**

*The base fractional fee is updated when the AMI is updated and is equal to one-half the price of a 3 bedroom home for Income Range 2.

Exhibit B-7
6 of 7
for Ordinance No. 2007-29

EXHIBIT 4

SANTA FE HOMES PROGRAM

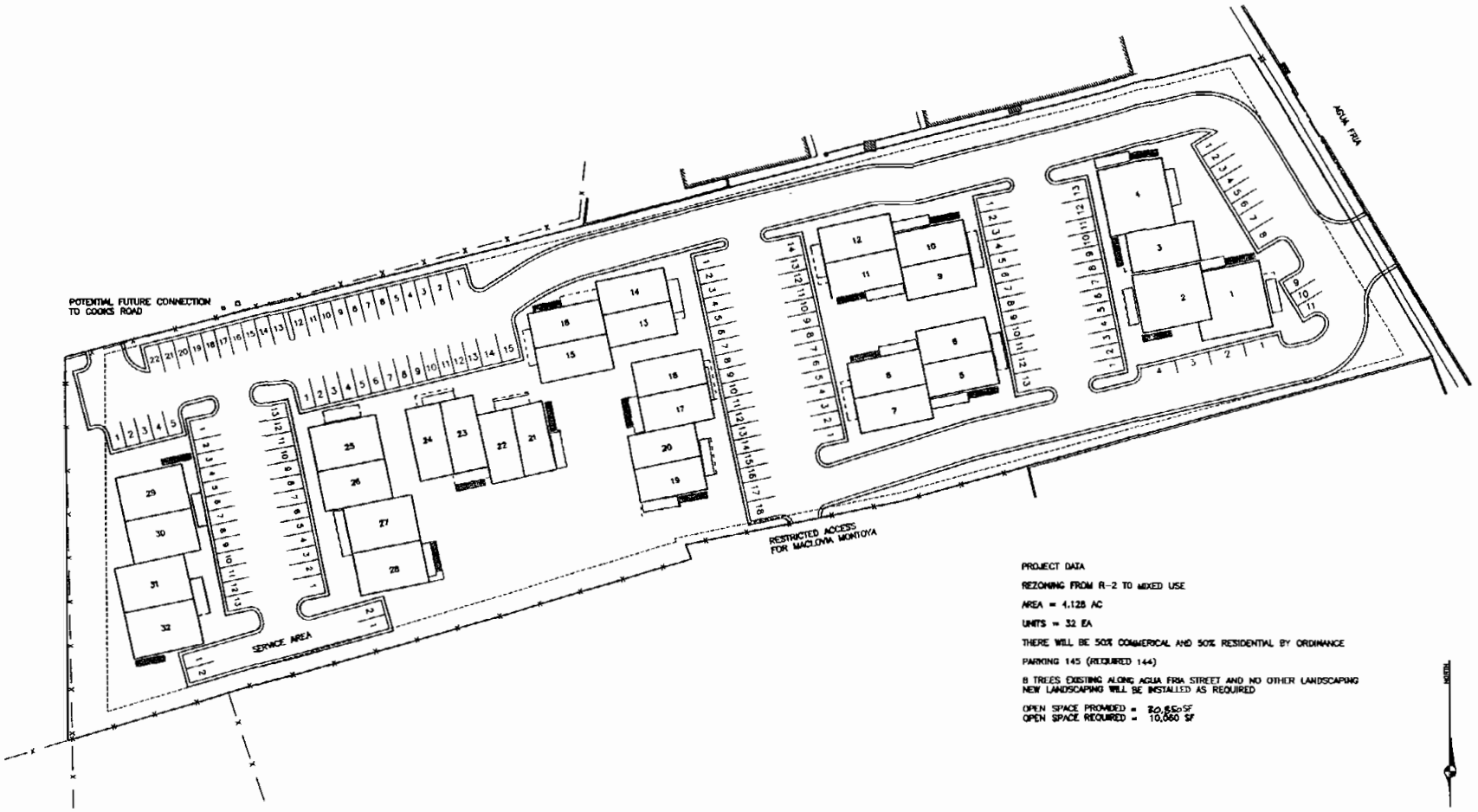
UNIT TYPES AND REQUIREMENTS

Refer to Section 26-1.17 and the SFHP Administrative Procedures
For specific requirements contact The Office of Affordable Housing

1. Total number of required SFHP Units	4
2. Required distribution: Apply the following percentages to the total from line 1 to determine the required number of units of each type. If a fraction results, round up for .5 or over, round down for .4 or under	
2a. Studio/One bedroom/Two Bedroom. 25% x Line 1	1
2 b. Three Bedroom: 50% x Line 1	2
2 c. Four Bedroom: 25% x Line 1	1
3. The sum of lines 2a, 2b, and 2c should equal the total from Line 1. If this total is greater than the total from line 1, drop one unit from Line 2a (Studio/One Bedroom/Two Bedroom). If the new total is still greater than the total from line 1, drop one unit from line 2c (Four Bedroom). This is the required distribution of unit sizes that must be provided, unless an alternate distribution is approved by the Office of Affordable Housing.	
3a. Studio/One Bedroom/Two Bedroom. 25% x Line 1*	1
3b. Three Bedroom: 50% x Line 1	2
3c. Four Bedroom: 25% x Line 1	1

* The Office of Affordable Housing shall have the authority to further specify the required percentage of Studio, One Bedroom and Two Bedroom homes, taking into consideration the type of non-SFHP units offered for sale in the development.

Exhibit B-7
P. 7 of 7
An Ordinance No.
Page 1773 of 1997



PROJECT DATA

REZONING FROM R-2 TO MIXED USE

AREA = 4.128 AC

UNITS = 32 EA

THERE WILL BE 50% COMMERICAL AND 50% RESIDENTIAL BY ORDINANCE

PARKING 145 (REQUIRED 144)

8 TREES EXISTING ALONG AGUA FRIA STREET AND NO OTHER LANDSCAPING NEW LANDSCAPING WILL BE INSTALLED AS REQUIRED

OPEN SPACE PROVIDED = 20,650 SF
OPEN SPACE REQUIRED = 10,060 SF

NORTH

SCALE: 1" = 30'

30 0 30

REVISIONS	
DATE	BY

CONCEPTUAL SITE PLAN / MASTERPLAN

AGUA FRIA COMPOUND

SCALE: 1"=30' | DATE: MARCH 12, 2007 | DRAWN BY: YP

C.R. WALBRIDGE & ASSOCIATES, LLC
1421 LUISA STREET SUITE E
SANTA FE NEW MEXICO
(505) 982-9711

SHEET 4

Exhibit C
For Ordinance
NO. 2007-29

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

***Fill in all highlighted fields on this application. Applicant must sign and date application.**

Check one only:

- ✓ Sewer Service Technical Evaluation Request
- ✓ Water Service Technical Evaluation Request
- ___ Agreement for Metered Service (AMS)
- ___ Agreement to Construct and Dedicate Public Improvements (ACD)
- ___ Annexation Application Water Budget
- ✓ Water Offset Program/Water Rights Compliance Evaluation Request

WORK ORDER # _____

Applicant Name: Cold Water Development Fund QOZF, LLC Homewise, Inc.

Project Address: 2768 Agua Fria Street 3600 and 3740 South Meadows Road

***Required - Attach a Plat of the Property (legal lot of record and proposed development)**

* Certificate of Compliance: Approved at PC on 6.6.24

Plat Filing Information: Year_____ Book_____ Page_____ Township, Range, Section: S33 T17N R 9E T 16N, R 8E & 9E, S 6

Location: (check one only) Inside Corporate City Limits ✓ Outside Corporate City Limits ___

Property Uniform Property Code: _____ Existing Well: Yes ___ No ✓

Legal Description including lot size: LOT 38, 4.22 AC, S33 T17N R 9E, UPC 1051097275431000000

Short Description of Project: Master Plan and Rezone of a residential development with a small commercial space Master Plan, General Plan Amendments and Rezonings of residential and park development

Construction Start Date: 2025 2023

*RESIDENTIAL PROJECT - Complete the following

1. Type of project: (i.e. Single Family Residence, Subdivision, Lot split, Apartments) Mixed Multi Family Residential/ Commercial Mixed residential and park development
2. Total number of lots approved on final plat/development plan: N/A
3. Total number of homes existing or under construction: 0
4. Size of service requested: (5/8", 3/4", 1" or 2") 5/8" for single family and 2" for condos

***Please fill in all categories below that apply for which water service is requested:**

--- COMPLETED BY APPLICANT --- Number of Lots or Units		*--- COMPLETED BY STAFF ---* Water Use Factors	Annual Water Demand
__	Single Family Dwelling Unit, lot size less than 6,000 sq. ft.	.15 afy per d.u.	
_____	Single Family Dwelling Unit, lot size 6,000-10,890 sq. ft	.17 afy per d.u.	_____
_____	Single Family Dwelling Unit, lot size greater than 10,890 sq. ft.	.25 afy per d.u.	_____
_____	Mobile Home (in Mobile home park)	.17 afy per d.u.	_____
_____	Accessory Dwelling Unit	.09 afy per d.u.	_____
130__	Apartment/Condominium	.16 afy per d.u.	
_____	Senior Complex	.12 afy per d.u.	_____
130__	**Total**	**Total Residential Water Demand**	_____ **AFY**

*COMMERCIAL PROJECT - Complete the following

Type of Project: (i.e. Office, Retail, Mixed, etc.) Mixed: Multi Family + Small Scale Commercial Serving
Total gross floor area of building: Retail 1,450 square feet
Total area of lot, tract or parcel: 4.12 acres
Automatic Fire Sprinkler System: X Yes _____ No
Building Construction Type: _____
Building Square Footage: 115, 250 sf
Site Plan Attached: X Yes _____ No

*Please check all use categories below that are planned for the building and the gross floor areas of each use within the proposed building.

---- COMPLETED BY APPLICANT ----		---- COMPLETED BY STAFF ----	
Check Type of Use	Gross Floor Area	Water Use Factors	Annual Water Demand
Commercial			
____ Office – Non-medical	_____	(0.70 afy per 10,000 s.f.)	_____
____ Medical Office	_____	(0.72 afy per 10,000 s.f.)	_____
____ Office – City/State	_____	(0.58 afy per 10,000 s.f.)	_____
____ Research and Development Lab	_____	(1.18 afy per 10,000 s.f.)	_____
____ Manufacturing – Goods	_____	(0.21 afy per site)	_____
____ Manufacturing – Consumables	_____	(2.33 afy per site)	_____
____ Laundromat, Commercial	_____	(0.78 afy per machine)	_____
____ Laundromat, Other	_____	(0.22 afy per machine)	_____
____ Drycleaner	_____	(0.41 afy per site)	_____
____ Plant Nursery	_____	(0.56 afy per 10,000 s.f.)	_____
____ Gyms with showers	_____	(8.94 afy per site)	_____
____ Gyms without showers	_____	(0.77 afy per site)	_____
____ Salons	_____	(0.21 afy per site)	_____
____ Pet Grooming	_____	(0.52 afy per site)	_____
____ Pet Daycare	_____	(0.11 afy per site)	_____
____ Retail, Large (Individual stores or shopping areas > 75,000 sq ft)	_____	(0.45 afy per 10,000 s.f.)	_____
____ Neighborhood Center/Medium Retail (Individual stores or shopping areas 75,000-25,000 sq ft)		(0.43 afy per 10,000 s.f.)	_____
X Retail, Small (Individual stores or shopping areas < 25,000 sq ft)	1,450 sf	(0.06 afy per site)	_____
____ Gallery	_____	(0.60 afy per site)	_____
____ Grocery Store	_____	(1.27 afy per 10,000 s.f.)	_____
____ Restaurant (full service)	_____	(0.02 afy per seat)	_____
____ Restaurant (limited service)	_____	(1.63 afy per Site)	_____
____ Gasoline Station w/ Car Wash	_____	(6.56 afy per Site)	_____

____ Gasoline Station _____ (0.88 afy per Site) _____

City of Santa Fe, New Mexico

UTILITY SERVICE APPLICATION

____ Car Wash (full service) _____ (5.66 afy per Site) _____
____ Car Wash (limited service) _____ (0.94 afy per Wash Bay) _____
____ Auto Repair _____ (0.12 afy per site) _____
____ Car Rental _____ (0.12 afy per site) _____

____ Car Sales _____ (0.07 afy per 10,000 s.f.) _____

____ Self Storage _____ (0.13 afy per site) _____

____ Wholesale, Warehousing _____ (0.4 afy per 10,000 s.f.) _____
____ Industrial, Manufacturing _____ (applicant estimate of water use) _____

____ Church w/ day care or school) _____ (1.3 afy per Site) _____
____ Church w/o day care or school) _____ (0.6 afy per Site) _____

____ Hotel No. of rooms _____ (.13 afy per room) _____
____ Motel No. of rooms _____ (.09 afy per room) _____

Public Services

____ School, Elementary (0.53 afy per 100 students) _____
____ School, Middle or Junior High (1.68 afy per 100 students) _____
____ School, Senior High (2.64 afy per 100 students) _____
____ Schools, Daycare (0.85 afy per 100 kids) _____

____ Places of Worship (0.15 afy per site) _____
With Daycare and school (0.95 afy per site) _____

____ Parks (1.48 afy per acre) _____

____ **Other** (not listed above) Please attach (with attachment) _____

water demand calculations and assumptions used

Total Floor Area _____

APARTMENT BUILDING:
1ST FLOOR HEATED: 42,200 SF
2ND FLOOR HEATED: 42,200 SF
3RD FLOOR HEATED: 27,000 SF
TOTAL APARTMENT: 111,400 SF

RETAIL/FITNESS (2-STORY): 2,600 SF
(retail bottom floor, 1,450 sf)
(fitness upper floor, 1,150 sf)
CLUBHOUSE (1-STORY): 1,250 SF
TOTAL PROJECT HEATED: 115,250 SF

Total Commercial Water Demand _____ AFY

Total Residential Water Demand _____ AFY

TOTAL PROJECT WATER DEMAND _____ AFY

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

OWNER: Homewise, Inc. Cold Water Development Fund QOZF, LLC	***Only If Applicable**
Mailing Address: 1301 Siler Road Building D Santa Fe, NM 87507 106 Fairview Street Santa Fe, NM 87501	AGENT: JenkinsGavin Inc. Angelica Reed
	Title: Project Assistant
	Mailing Address: 130 Grant Ave Suite 101 Santa Fe, NM 87501
Phone Number: 505-983-9473	Phone Number: 505-820-7444
Mobile Number:	Mobile Number: 505-386-6343

Information Provided By: Check one: Owner _____ Agent ✓

Signature: *Angelica Reed* Date: 7/18/2022 7/18/2024

Technical Evaluation to be Sent to: Check one: Owner _____ Agent ✓

COMMENTS: Water budget presented is conceptual and based on the Los Prados Master Plan site program.

APPLICANTS, PLEASE NOTE:

- Ordinance 2008-53, prohibits new connections outside the presumptive city limits including the Agua Fria traditional historic community (AFTHC) unless specific conditions are met. Applications for service outside the presumptive city limits and AFTHC must include documentation showing these conditions are met or the application will be rejected. The documents required are shown below.
- A map of the proposed project in relation to the existing city limits and the presumptive city limits
- A detailed description of the proposed develop0ment including the type and size of proposed land uses
- The health, safety and welfare or other legal reason for the connection
- A site water budget
- Documentation from the County of Santa Fe that county water service is not available
- Documentation from the wastewater division regarding sewer availability
- A certified Santa Fe Homes Proposal as set forth in Section 14-8.11 SFCC 1987 if applicable

SANTA FE HOMES PROGRAM

RENTAL PROPOSAL

"Cold Water Development Fund QOZF. LLC"
Santa Fe, New Mexico

This Santa Fe Homes Program Proposal ("SFHP Proposal") is made this _____ day of _____, 2024 by *Cold Water Development Fund QIZF, LLC* ("SFHP Developer").

RECITALS

A. SFHP Developer is the developer of *2768 Agua Fria Multi Family* hereinafter referred to as the "Property".

B. SFHP Developer desires to develop the Property.

C. It is understood that all representations made herein are material to the City and that the City will rely upon these representations in permitting or approving development of the Property.

PROPOSAL

SFHP Developer proposes to comply with the SFHP requirements as follows:

A. DEVELOPMENT REQUEST.

1. SFHP Developer seeks **Master Plan** and **Rezone** approval.

2. The Property is to be developed as a mixed-use project, which includes **130** rental units as described below:

Studio:	34 Units
1Bedroom:	76 Units
2 Bedroom:	18
3 Bedroom:	02 Units
Total	130 Multi Family Units

B. SFHP PLAN. Developer is proposing an alternate means of compliance with the Santa Fe Homes Program ordinance by setting aside 10% of the Project's total units for income-qualified tenants. Rents will be restricted to rates affordable to those earning no more than 80% of the Area Median Income (AMI), as determined by the Department of Housing and Urban Development (HUD)'s annual AMI statistic. The set-aside units will be substantially proportionate in bedroom type to the market rate units, with some flexibility permitted in response to market conditions, with rents calculated as described in **Exhibit 2**.

C. SUCCESSORS IN TITLE. SFHP Developer proposes to develop the Property consistent with this SFHP Proposal. In the event that SFHP Developer sells, assigns, leases, conveys, mortgages, or encumbers the Property to any third party, the third party shall be required to execute a SFHP Agreement consistent with this Proposal prior to obtaining any City approvals. SFHP Developer proposes to record applicable regulatory agreements or liens in the public records that will ensure long-term affordability of the SFHP units or fulfillment of the proposed alternate compliance.

D. DEVELOPMENT INCENTIVES. SFHP Developer requests the following development incentives:

Waiver of 100% of the following fees as calculated for the entire Project:

Development Review Application Fees, Construction Permit Fees, Impact Fees, and Utility Expansion Charges. In addition, water offsets will be waived for the **13** affordable units per SFCC §14-8.13(B)(5).

E. MONITORING. SFHP Developer proposes to provide such information and documentation as the City may reasonably require in order to ensure that the actual rental

agreements were in compliance with the SFHP Agreement.

F. REVISIONS, MODIFICATIONS AND SUPPLEMENTATION OF THIS PROPOSAL. In the event that the SFHP Developer or the City make material modifications, including modifications to the number of lots or units or the area covered by the Proposal, a revised SFHP Proposal shall be promptly submitted to the Office of Affordable Housing in order to provide a SFHP Proposal that is current and reflects the intended development.

G. ACCESS. SFHP Developer proposes to grant access to the City or its agent to inspect the records of SFHP Developer for the SFHP units in order to determine compliance with the SFHP Ordinance and the SFHP Agreement.

IN WITNESS WHEREOF, this Proposal is made the day and year first written above.

SFHP DEVELOPER: ***Cold Water Development Fund QOZF. LLC***

_____
Title: _____

STATE OF NEW MEXICO)
)ss.
COUNTY OF SANTA FE)

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this ____day of _____, 2024, by_____ on behalf of *Cold Water Development Fund QOZF. LLC*.

_____
NOTARY PUBLIC

My Commission Expires:

_____

REVIEWED BY:

_____ _____
OFFICE OF AFFORDABLE HOUSING DATE

Attach: Exhibit 1 – Site Plan/Location Map (proposed)
Exhibit 2 - SFHP calculation worksheet

EXHIBIT 1

Site Plan/Location Map

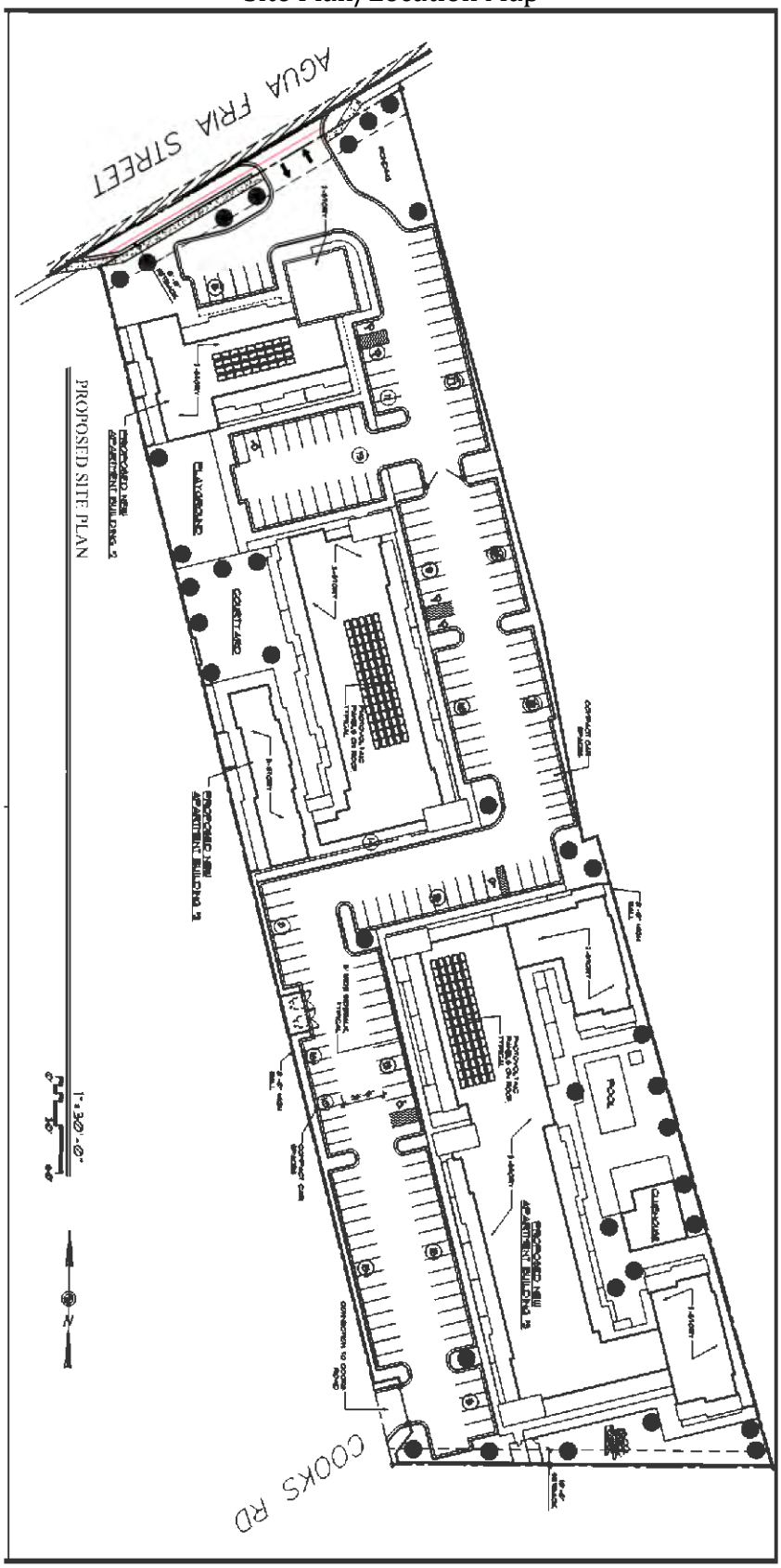


EXHIBIT 2

SFHP RENTAL UNIT CALCULATION WORKSHEET

The project is proposed as a ***C2-General Commercial zoning*** district, permitting ***no maximum*** units per acre. The project has an area of approximately ***4.12*** acres. The project is proposing ***130*** rental homes; studio ***34,*** one-bedroom units ***76,*** two-bedroom units ***18***, and ***2*** three-bedroom units. There are not additional land use requirements for this site.

The SFHP requirement is calculated below:

Total number of units multiplied by (0.15) = the number of SFHP rental units required

130 total units x 0.15 = ***19.50*** SFHP unit(s) is/are required.

13 SFHP units will be provided and a fractional fee paid for the **0.60 units.**

SFHP Rent/Unit Distribution

	HH Size	Max. Rent	80% AMI	Total # Units	# of Affordable Units
Studio	1	$ 1,065	$42,600	34	5
1 BR	1	$ 1,065		76	12
2 BR	2	$ 1,216	$48,650	18	3
3 BR	3	$ 1,318	$54,750	2	0
4 BR	4+	$ 1,464	$60,800	0	0

FRACTIONAL FEE-IN-LIEU CALCULATION WORKSHEET

In addition to providing affordable rental units, the Developer proposes to comply with SFHP through the payment of a fee based on 5% of the total units as per Ordinance 2019-30.

Proposed Project

Unit Type	% of Total	# of Units
Studio	26.2%	34
1 BR	58.5%	76
2 BR	13.8%	18
3 BR	1.5%	2
	100%	130

Steps for Calculation

1. enter # of each unit type
2. multiply # of units by 5%
3. multiply # of affordable units by fee/unit/month
4. multiply fee/month by 24 (months) = Project Fee
5. Sum Project Fee to get Total Project Fee

Affordability Gap Voucher Calculation

Bedrooms	# Units	Aff'd Units (5%)	Fee/Unit	Total Fee
0	34	5.1	$ 413	$50,551.20
1	76	11.4	$ 656	$179,481.60
2	18	2.7	$ 763	$49,442.40
3	2	0.3	$ 1,204	$8,668.80
TOTAL	130	19.5		$288,144.00

NOTE: The rents and fee schedule are modified by the City according to Section 8.7.3 of the SFHP Administrative Procedures to reflect annual changes in the median income levels. The current schedule in effect at the time the fees are paid, determines the amount of the fee. The prices are updated annually.

Santa Fe Public Schools

Property & Asset Management
Residential Development Impact Information Form
School Notification as required by City Ordinance 14-8.18 AFCC 1987

1. Project Name: Agua Fria: Multi Family
2. Location of Property: 2768 Agua Fria St.
3. Owner/Agent Name: JenkinsGavin Inc.

   Mailing Address: 130 Grant Ave Suite 101 Santa Fe, NM 87501

   Phone & Fax: 505-820-7444
4. Unit Matrix

PROJECT EFFECT ON STUDENT POPULATION

Unit Type	Unit Quantity	Average Price
Single Family (detached) Single Family (attached) Townhome/ Apartment Multi-Family Commercial	150	

5. Elementary School Zone for Proposed Development: El Camino Real Elementary
6. Middle School Zone for Proposed Development: El Camino Real Middle School
7. High School Zone for Proposed Development: Santa Fe High School
8. Build out Rates (Year/s; #/yr): _____

Educational Services Center
610 Alta Vista
Santa Fe, NM 87505
Telephone (505) 467-2000
www.sfps.info

For questions & submittal, contact:
Santa Fe Public Schools, Property & Asset Management,
2195 Zia Road, Santa Fe NM 87505
505 467 3400

Agua Fria Master Plan and Rezone
Preliminary Water Budget
August 12, 2024

110 Apartments
1.25 Residents/unit
138 Residents

18 Apartments
1.5 Residents/ Units
27 Residents

2 Apartments
2.0 Residents/unit
4 Residents

TOTALS
130 Units
169 Residents
1.30 Residents/unit

USAGE PER UNIT	**GPY**	**AFY**
5 FLUSHES/DAY @ 1.26 GAL EACH	2,980.5	0.009
SHOWER - 10 MINUTES/DAY @ 1.5 GPM	7,096.4	0.022
BATHROOM SINK - 5 MIN/DAY @ 2.2 GPM	5,204.1	0.016
LAUNDRY - 0.3 LOADS /DAY @ 20 GAL/LOAD	3,154.0	0.010
DISHWASHER - 0.3 LOADS/DAY @ 13 GAL/LOAD	2,050.1	0.006
KITCHEN SINK - 10 MIN/DAY @ 2.0 GPM	9,461.9	0.029
SUBTOTAL PER UNIT	*29,947.0*	*0.092*
TOTAL DOMESTIC USAGE FOR 130 UNITS	3,893,108.3	11.95
LEASING OFFICE & COMMON AREAS	500,000.0	1.53
LANDSCAPE IRRIGATION	TBD	AFY
ANNUAL WATER BUDGET	**4,393,108.3**	13.48
9.8% Contingency per SFCC §14-8.13(E)(1)	**430,524.6**	1.32
TOTAL	**4,823,632.9**	**14.80**
ANNUAL WATER BUDGET PER DWELLING UNIT	37,104.9	0.114

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

AGUA FRIA MULTI FAMILY REZONE AND MASTER PLAN
EARLY NEIGHBORHOOD NOTIFICATION MEETING NOTES

Date: January 24, 2024
Time: 5:30 to 6:30 PM
Location: Virtual Meeting held via Zoom
Attendees: City Land Use Department Representative (Maggie Moore) (Daniel Alvarado)
JenkinsGavin, Inc. (Jennifer Jenkins) (Angelica Reed)
Project Team
±20 Attendees

A presentation was given by Jennifer Jenkins of JenkinsGavin, Inc. regarding upcoming Rezone and Master Plan application to the City of Santa Fe for the property located at 2768 Agua Fria Street.

Following the presentation, a Question & Answer session was held. The following notes capture the questions and concerns raised and the responses by the Project Team.

Questions/Comments	**Responses**
(Screen Share: Video of Scrap Yard) There is an industrial metal complex right against your project. EPA needs to shut this place down, it's not safe. It's polluted and full of toxic waste. They have had several violation notices.	Thank you for the information. Daniel Alvarado: Agua Fria is a transitional neighborhood and is quickly creating more residential properties. The city does not have the jurisdiction to regulate Capitol Scrap. Jennifer Jenkins: The residents are of the utmost importance and we are looking at all our options. We have a tall wall around the property to buffer against non-residential uses. This is a very diverse part of town.
Will there be ADA parking?	Absolutely, and it is already reflected in the plans for the commercial and residential.
Will you be paying the fee in lieu?	We are still addressing this and getting a better sense of the cost. We are looking at doing a fee in lieu or maybe even a mix.
As residents here we ask that you be a good neighbor and respect the surrounding neighborhoods.	Agua Fria Road is a very distinct location as it has several mixed uses from industrial, commercial and residential. We want to make sure we are respecting our neighbors while also creating housing, it's a balancing act.

As the President of the las Cienegita HOA, I represent over 250 households it's unfair to have the ENN online. We prefer face to face meetings. Most of the residents can't access this online due to age, technology or the time of day it is held.	Daniel Alvarado: Since Covid we found that doing these online is much more accessible for residents. Tech can be a barrier but even our phones have access to connect to Zoom.
The TIA is a very important process as the traffic on Agua Fria and Siler is already out of control. We have spoken up about it and nothing is ever done.	Noted.
There are Acequia' s on the property that need to be cared for, this is too high a density for the area and it's not affordable for anyone local.	Maggie Moore: Just for clarity affordable homes are never advertised at the affordable rate. They are advertised at market rate and the affordability takes place behind the senses so not as to effect the Market.
Are these for sale or rent?	These are rentals
This project is way out of line and this needs to stop. The Acequia Lofts were already too much and this is over the top. 3 stories is crazy and R-20 max.	Noted.
Our family owns the property to the east side and we worry about the height of the building. It needs to come down for privacy.	We hear your concerns and we would also love to discuss the height of the wall that will be near your home to make sure we give as much privacy as we possibly can. The wall can be anywhere from 5-6 Ft. or 8ft if you want to go taller.
We used to play baseball in that field and we would call it El Llanito. Maybe you can name it that?	We like that, thank you.
I am opposed to the 3story and density of this project. Most of us can't afford to live in the town we were born in and we are what add to the City Different. These need to be made affordable.	Noted.
Why the rezone?	We all know that more housing is needed in Santa Fe. The rezone will allow us to have a greater quantity of housing, as well as have the residential/ commercial space.
Can we see a copy of the Traffic Study?	Once we submit to the City of Santa Fe everything will be public record and at your disposal.
There is a huge difference between 2 and 3 stories, it needs to come down to 2 stories. It will fit the neighborhood better.	Thank you!

130 GRANT AVENUE, SUITE 101 SANTA FE, NEW MEXICO 87501 PHONE: 505.820.7444 FACSIMILE: 505.820.7445

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

AGUA FRIA MULTI FAMILY REZONE AND MASTER PLAN
EARLY NEIGHBORHOOD NOTIFICATION MEETING NOTES

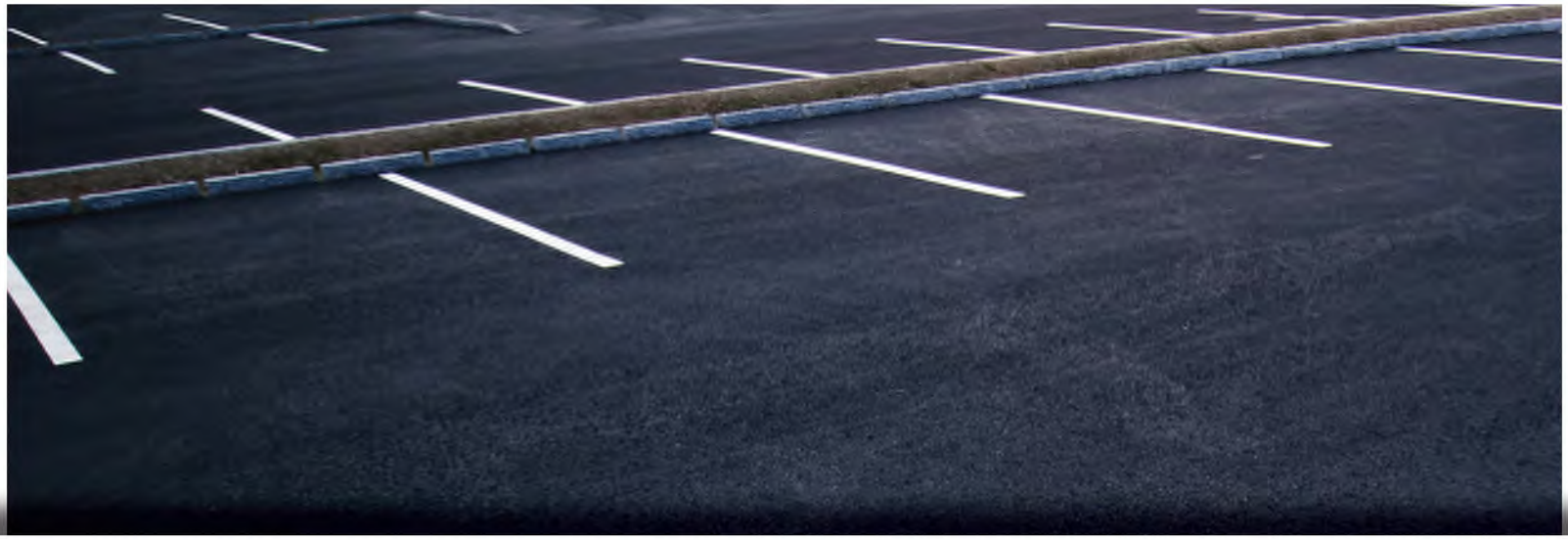
Date: April 23, 2024
Time: 5:30 to 6:30 PM
Location: Virtual Meeting held via Zoom
Attendees: City Land Use Department Representative (Maggie Moore) (Daniel Alvarado)
JenkinsGavin, Inc. (Jennifer Jenkins) (Angelica Reed)
Project Team
±17 Attendees

A presentation was given by Jennifer Jenkins of JenkinsGavin, Inc. regarding upcoming Rezone and Master Plan application to the City of Santa Fe for the property located at 2768 Agua Fria Street.

Following the presentation, a Question & Answer session was held. The following notes capture the questions and concerns raised and the responses by the Project Team.

Questions/Comments	**Responses**
Is there affordable housing provided?	This is a combo where 10% (13) affordable houses and a 5% fee in lieu.
There are concerns about the location of this project and the industrial site to the west.	We took that into consideration and shifted the buildings to give a better buffer.
Will the Traffic Impact Analysis be made public? You should look at Osage as well.	When we submit to the City of Santa Fe everything will become public record. We will be looking at the Agua Fria and Siler intersection. Noted.
There are several traffic issues on Agua Fria that need to be addressed.	There is a road redesign that has been adopted for Agua Fria that includes road improvements but I don't have a precise date on when that is to begin.
Daniel Alvarado: Can you let people know what a Conceptual Plan is and its intent?	A Conceptual Plan creates an envelope for what is acceptable to be developed in the area. It's a high level/ conceptual level.
Could the street be named El Llanito?	Noted, we like that.
What is the closest transit and trail connectivity?	Frenchie's Park is ½ mile, which is a bike able distance. There is also an existing bike lane on Agua Fria and you can connect to the River trail via Siler Rd. Bus transit is Route 1, East to West.

What will the sizes of these apartments be?	Likely there will be a variety of studio, 1, 2 & a few 3 bedroom apartments.
What size will the affordable housing apartments be?	They will match in proportion of the market rate units.
Who had this zoned Transitional Mixed Use?	The previous owner did so in 2007 with a plan to develop however the recession hit and it did not move forward.
Why are we switching from Transitional Mixed Use to C-2?	For the unit count, we can only achieve this density for our housing needs with a C-2 zoning. It also includes the neighborhood/ commercial aspect for us to utilize.
Could you have done a variance?	We cannot do a variance for density.
This is an opportunity zone how does that help the project?	Yes, it incentivizes projects to generate economic developments, there are great tax benefits after 10 years.
How are you handling the industrial side of this?	We are proposing a significant wall on the South and West side as well as placing the parking on the West side nearest the industrial yard.
Does the 3 story building meet the criteria for this neighborhood?	Context is important, this is a very diverse neighborhood and we want to respect our neighbors. But because this is a residential and industrial it's a balancing act.
What is the highest point for the building?	C2 Zoning is 42' and our building will be between 36-38'.
Why was R29 not acceptable for this?	C2 does not have a maximum density and it will allow for the commercial space which R29 does not.
What will the rental rate be?	That depends, we are about 3 years away from that. We will need to see what the market is doing at that time.
The Cooks Road connection is not maintained by the city, this a concern for more congestion on the street.	Thank you we will research further.





2768 Agua Fria Street Parking Demand Study

PREPARED FOR: COLD WATER DEVELOPMENT FUND

PREPARED BY: BOHANNAN HUSTON INC



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Introduction 2

Proposed and Required Parking 3

Santa Fe Context 4

Site Characteristics and Location Benefits 6

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INTRODUCTION

This parking study supports Cold Water Development Fund's multi-family residential development at 2768 Agua Fria Street in Santa Fe, New Mexico (referred to in this study as the Agua Fria Development). Although the development plans include 31 fewer parking spaces than are required by the City of Santa Fe's Municipal Code, the City allows parking to be supplied below required minimums if supported by a parking demand study.[1] This study estimates the future parking demand at the site taking into account parking generation rates, the planning and policy context within the City of Santa Fe, the site's proximity to multimodal transportation options, and parking demand reduction strategies that will be included within the development.

Background

The Agua Fria Development will be a three-story multifamily housing complex consisting of three buildings and outdoor amenities for residents. There will be 25 studio units, 70 one-bedroom units, 19 two-bedroom units, and 16 three-bedroom units for a total of 130 units. There will also be a small 1000 square foot retail space.

Development plans for site lay out 160 parking spaces. However, the developer is providing a roadway easement at the south end of the site. If the roadway is built, it would remove six parking spaces. For the purposes of this parking study, the amount of provided parking is assumed to be 154 spaces to estimate parking needs if the easement is needed in the future. Figure 1 shows the location of the project site.

Figure 1: 2768 Agua Fria Development Location Map



[1] Santa Fe Municipal Code 14-8.6 (B)(4)

Study Considerations

This study considers the following factors in assessing potential future parking demand:

- **Santa Fe's Context:** Santa Fe has a severe housing shortage.[2] Higher than necessary parking requirements decrease the supply of housing while increasing housing costs. Santa Fe plans and policies support increasing the supply of housing while decreasing space set aside for parking.
- **Site Characteristics and Location Benefits:** Due to the site's proximity to transit and bicycle facilities, as well as the numerous employment opportunities and destinations within walking distance, residents have ample transportation options that reduce their need for owning vehicles and visitors can access the site without driving. In addition, demographic data show higher rates of zero-vehicle households near the project site and low rates of households owning more than two vehicles, indicating that future residents may also have low rates of vehicle ownership.
- **Parking Management Strategies:** Strategies that will be included in the Agua Fria Development - such as unbundling parking costs from rent costs, providing affordable units, and shared parking - are proven strategies that can reduce the demand for parking and allow for more efficient use of space.
- **ITE Parking Generation Rates:** This study includes parking generation rates from the Institute of Transportation Engineers' (ITE) Parking Generation Manual (6th Edition). These estimates show that the developer's parking plan will exceed expected demand at the site.

Parking generation rates, coupled with an analysis of the site's context, demonstrate that the proposed parking supply of 154 spaces will be sufficient and appropriate for the Agua Fria Development.

PROPOSED AND REQUIRED PARKING

The Santa Fe municipal code sets parking requirements for multifamily housing based on the square footage of the unit. Table 1 demonstrates Santa Fe's parking minimums as applied to the Agua Fria Development.

[2] Draft City of Santa Fe Five Year Affordable Housing Strategic Plan. 2024.

Table 1: Santa Fe Parking Minimums for 2768 Agua Fria Street Development

	Units <800 SF	Units 800 SF – 1199 SF	Units 1200 SF and over	Retail
Number of Units	95	19	16	1000 SF NLA
Parking Spaces Required per Unit	1.25	1.5	2	1 per 200 SF NLA*
Required Parking Spaces	118.75	28.5	32	5
Total Required Parking Spaces	**185****			

Net Leasable Area

***Rounded up to the nearest whole number*

Table 2 describes the difference between required and proposed parking spaces. The developer plans to provide 31 fewer parking spaces than are required, or 17% below requirements.

Table 2: Required and Proposed Parking Spaces at 2768 Agua Fria Street Development

Dwelling Units	130
Required Parking	185
Provided Parking	154
Percent Below Requirements	17%

SANTA FE CONTEXT

Santa Fe has a severe housing shortage: from 2015 -2021, the City of Santa Fe added 6,462 households but only 4,925 housing units. By 2030, the city will need at least 1,045 more rental units to accommodate household growth.

The housing shortage is especially acute for low-income households. There is a shortage of 1,210 units affordable for households with income at 30% Area Median Income (AMI) or below, and a shortage of 1,087 units affordable for households with income between 30% and 50% AMI.[3]

As of June 2023, Santa Fe had a 4% rental vacancy rate, with an even lower rate (3%) for rental units priced below $2000. According to the City of Santa Fe Five Year Affordable Housing Strategic Plan, “low vacancy rates reflect the inability of supply to keep pace with demand for housing across the region.” In Santa Fe, the lack of supply causes higher-income households to occupy homes affordable to lower-income households, which further exacerbates the affordable housing crisis.[4]

The Agua Fria Development will help ease the affordable housing crisis by setting aside 10 percent of its units as affordable. In addition, the market-rate units can address the housing shortage and affordability issues by increasing the overall supply of housing.

However, parking costs can drive up the cost of housing development, which are passed on to renters through higher rents and decreased housing supply. Providing one parking space per unit increases

[3] Draft City of Santa Fe Five Year Affordable Housing Strategic Plan. 2024.

[4] Ibid

development costs by 12.5% and providing two spaces per unit increases the cost by 25%.[5] Meanwhile, parking lots at many locations are rarely, if ever, full.

While much of Santa Fe's land uses and roadways are auto-oriented, the City is shifting towards a more multi-modal environment that provides better walking, biking, and transit facilities. Overly large parking lots contribute to sprawl and make multi-modal environments difficult to implement. Reducing the size of the parking lot will support a multi-modal environment and allow Cold Water Development Fund to construct more housing units, which are needed to address Santa Fe's housing shortage.

The following Santa Fe plans and policies support parking management and appropriately sized parking areas at the Agua Fria Development.

Multimodal Transition Plan (2022)

The Santa Fe Multimodal Transition Plan provides strategies to reduce auto dependency and move towards a multimodal transportation system. The Parking Strategy Plan (2022) recommends adjusting parking space requirements to better match current parking demand patterns. The Plan further recommends implementing parking minimum reductions for projects that include other mobility strategies. As the Agua Fria Development provides mobility strategies in the form of unbundled parking, shared parking, and affordable housing, parking minimum reductions would be appropriate for the site under the Multimodal Transition Plan's recommendations.

Santa Fe General Plan (1999)

The Santa Fe General Plan identifies themes that guide policy development and planning within the City. Two of the themes support the idea of reduced parking for infill housing developments:

- **Transportation alternatives:** Reduce automobile dependence and dominance.
- **Urban form:** Promote a compact urban form and encourage sensitive/compatible infill development.

The development at Agua Fria Development will promote transportation alternatives through parking management practices and providing residents with options to walk, bike, and take transit. As an infill development with an appropriately sized parking area, the project also represents progress towards developing a compact urban form.

City of Santa Fe Land Use & Urban Design Plan

The City of Santa Fe Land Use & Urban Design Plan recommends reducing minimum parking requirements and states that "One of the biggest contributors to sprawl and poor land management can be found in the amount of land devoted to massive parking lots that are rarely, if ever, full."

[5] Todd Litman. *Parking Requirement Impacts on Housing Affordability*. Victoria Transport Policy Institute. 2021.

City of Santa Fe Five Year Affordable Housing Strategic Plan (2024)

The City of Santa Fe Affordable Housing Plan identifies outdated parking restrictions as a barrier to housing production.

SITE CHARACTERISTICS AND LOCATION BENEFITS

The Agua Fria Development's location is well-suited for residents and visitors who prefer multi-modal transportation options. Due to the site's proximity to transit, biking facilities, daily destinations, and employment opportunities, residents will be able to own fewer cars, reducing the demand for parking at the site. Research has shown that employment density and access to destinations is associated with reduced parking demand at multifamily developments.[6]

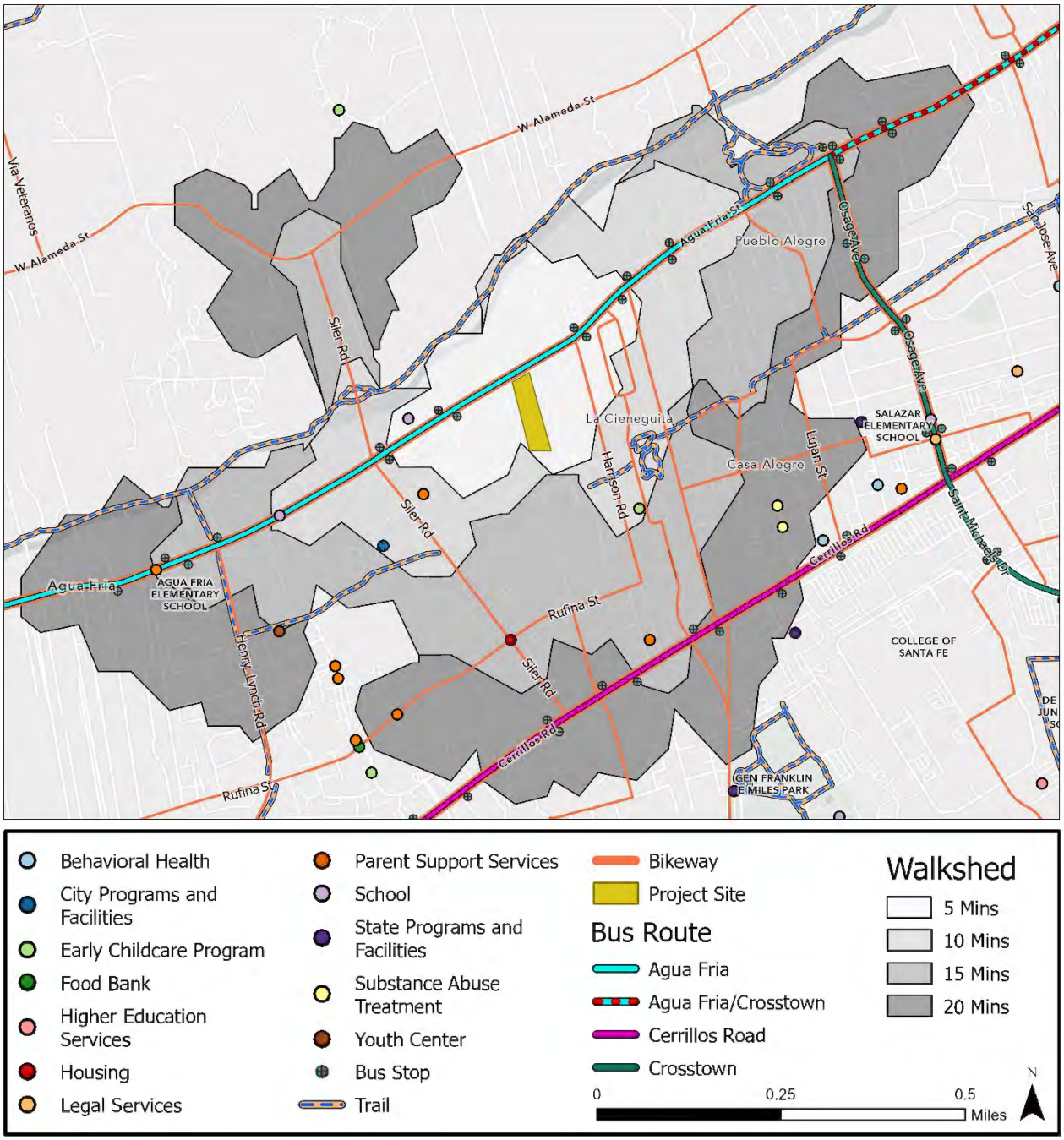
Walking

Residents of the Agua Fria Development will be able to access many daily destinations within a 20-minute walk. Figure 2 depicts public facilities that can be accessed within a five-, ten-, and twenty-minute walk from the site. In addition, within a twenty-minute walk, residents can access:

- Several restaurants and breweries
- Latinos Unidos Mini Market
- CVS pharmacy
- Three city parks

[6] McCahill, C. (2017). Factors affecting residential parking occupancy in Madison, Wisconsin. *Transportation Research Record*, *2651*(1), 71-79.
Rowe, D., Morse, S., Ratchford, C., Haas, P., & Becker, S. (2014). Modeling of multifamily residential parking use in King County, Washington. *Transportation Research Record*, *2469*(1), 57-64.

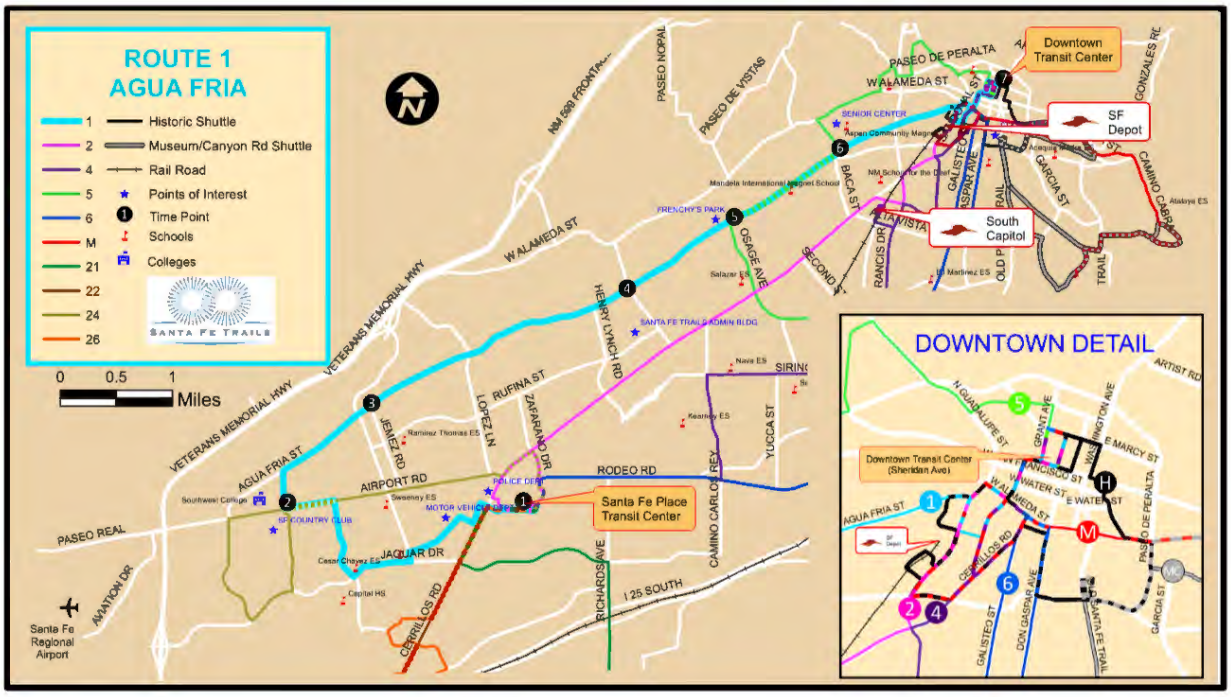
Figure 2: Walkshed and Transportation Map



Transit

The development will be located within a three-minute walk of bus stops on Agua Fria Street (Santa Fe Trails Route 1). Route 1 provides hourly bus service from 8:30 am to 6:00 pm every day of the week, with on-demand service from 7:00 am to 8:00 am and 6:30 pm to 7:30 pm. The route runs from the Downtown Transit Center along Agua Fria Street to the Santa Fe Place Transit Center (see Figure 3).

Figure 3: Santa Fe Trails Route 1 Map



In addition, 2768 Agua Fria Street is located about a twenty-minute walk from Route 2 bus stops. Route 2 provides more frequent transit service along Cerrillos Road, running every 30 minutes from 7:00 am to 8:00 pm daily.

Biking

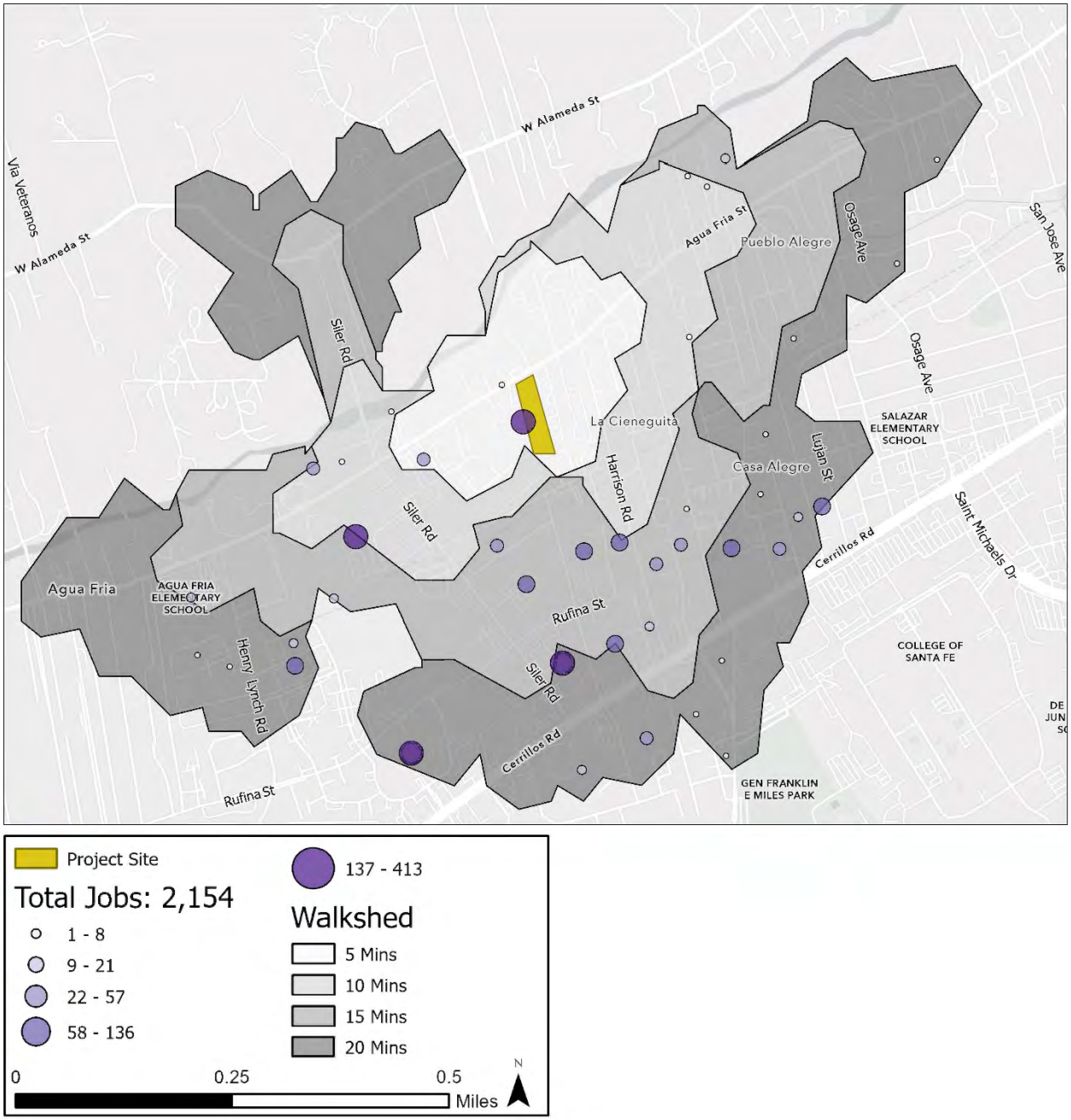
The Agua Fria Development is ideally located for bicycle travel. Comfortable and high-quality bicycle facilities allow residents to access a wide range of destinations in Santa Fe.

Agua Fria Street has bike lanes from Siler Road to Saint Francis Drive. The River Trail, a high-quality multi-use trail separated from cars, can be accessed via a five-minute bike ride on the bike lanes on Agua Fria Street. The River Trail connects three miles further to downtown Santa Fe. There are also many neighborhood bike routes that can be taken to connect to destinations, such as Wal-Mart and Smith's, along Cerrillos Road and further south.

Employment Access

Future residents of the Agua Fria Development will be able to access employment opportunities within walking distance, further reducing the need for vehicle ownership. Figure 4 shows employment density within walking distance of the Agua Fria Development. There are 2,154 jobs within a 20-minute walk of the project site, including a large cluster directly adjacent to the site.

Figure 4: Employment Access Map



Vehicle Availability

Vehicle availability is directly related to parking demand, as households with low vehicle availability require fewer parking spaces for their vehicles. The Agua Fria Development is in Census Tract 12.02, which has lower vehicle availability for renter-occupied households than the City of Santa Fe as a whole. 14 percent of renter-occupied households do not have a vehicle (4 percent higher than the City of Santa Fe). Renters in Census Tract 12.02 are also less likely to have access to three or more vehicles (4 percent for Census Tract 12.02 vs 8 percent for the City of Santa Fe).

Table 3: Vehicles Available, Renter-Occupied Households

	Census Tract 12.02		Santa Fe	
	Count	Percent	Count	Percent
No Vehicle Available	230	14%	1,448	10%
1 Vehicle Available	829	51%	8,134	54%
2 Vehicles Available	504	31%	4,297	28%
3 or More Vehicles Available	60	4%	1,261	8%
Total Renter-Occupied Housing Units	1,623		15,140	

Source: Social Explorer Tables: ACS 2023 (5-Year Estimates)(SE), ACS 2023 (5-Year Estimates), Social Explorer; U.S. Census Bureau

PARKING MANAGEMENT STRATEGIES

Shared Parking

Shared parking allows for adjacent uses with offset peak hours to share parking facilities, reducing the total number of parking spaces needed to meet demand for both uses. The five spaces required for the Agua Fria Development's retail space can be shared between shoppers and residents because of offset peak hours. Residential peak hours are from 10 pm to 7 am, when most residents are at home. Retail peak hours are from 1 pm to 6 pm, when many residential parking spaces will be vacant.[7] For a detailed analysis of shared parking at the site, reference the Parking Demand Estimate section.

Affordable Housing

Affordable housing tends to have lower parking demand than market-rate housing. As 10 percent of the Agua Fria Development will be affordable units, lower parking demand can be expected at the site.

Affordable housing developments have been shown to have significantly lower parking demand than market-rate housing. A study from San Diego conducted in 2011 researched how income levels, transit access, land use context, and housing size contribute to vehicle ownership and parking demand. The study found that:

- Parking demand for affordable projects is about one half of typical rental units in San Diego.
- Parking demand is lower in areas with many walkable destinations and more transit service.
- In all of the projects studied, the amount of peak overnight parking used was less than the amount supplied.[8]

[7] ITE Parking Generation Manual, 6th Edition. Land Use Code 220 and 814 Time of Day Distributions.
[8] Willson, R., O'connor, T., & Hajjiri, S. (2012). Parking at affordable housing: Study results in San Diego, California. *Transportation research record*, *2319*(1), 13-20.

A 2014 study in King County, Washington, came to a similar conclusion, finding that as the percentage of affordable units in a development went up, parking use went down.[9]

Unbundled Parking Costs

Costs for parking spaces can be unbundled from rent costs to create a more equitable fee structure for tenants and can reduce parking demand at residential developments.[10] Parking costs can be unbundled either by charging renters an additional fee per parking space, or by offering a discount to residents who do not need a parking space. Unbundling parking costs can reduce parking demand by 10% - 20%[11], as residents may choose to not own a vehicle, or own fewer vehicles, to save money on housing costs. Providing tenants the option to opt out of paying for parking not only reduces parking demand, but also improves housing affordability and provides a more equitable fee structure.

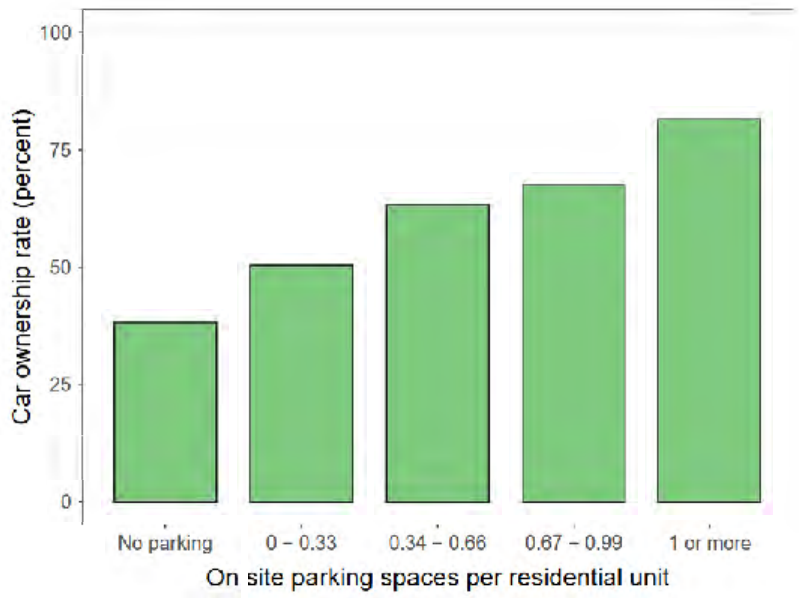
Induced Demand

Research on transportation behavior indicates that supplying high amounts of parking leads to an increase in vehicle ownership. A study based in San Francisco analyzed the relationship between parking availability and vehicle ownership at affordable housing developments. Researchers selected apartment complexes that use affordable housing lotteries, meaning that residents were assigned housing randomly and did not select it based on parking availability or other transportation-related preferences.

The study found that tenants at apartment buildings with less parking owned fewer vehicles, and that parking availability did not affect employment or job mobility.[12] Figure 5 shows that the percent of households who owned a vehicle increased with parking availability.

[9] Rowe, D., Morse, S., Ratchford, C., Haas, P., & Becker, S. (2014). Modeling of multifamily residential parking use in King County, Washington. *Transportation Research Record*, *2469*(1), 57-64.
[10] Ibid
[11] Litman, Todd. *Parking Management: Strategies, Evaluation and Planning*. Victoria Transport Policy Institute, 2023.
[12] Millard-Ball, A., West, J., Rezaei, N., & Desai, G. *What do residential lotteries show us about transportation choices?*. 2022. *Urban Studies*, *59*(2), 434-452.

Figure 5: Car Ownership by Parking Availability



Source: Millard-Ball et al., 2022

Demand for parking is flexible, as residents will change their transportation behaviors based on parking availability. The result of providing fewer parking spaces at the Agua Fria Development will likely be reduced rates of vehicle ownership and higher use of alternative transportation modes such as walking, biking, or riding transit.

PARKING DEMAND ESTIMATE

The ITE Parking Generation Manual (6th Edition) compiles parking studies for a wide variety of land uses and contexts in order to provide parking demand estimates. Parking demand for multifamily residential uses can be estimated using either the number of dwelling units or the number of bedrooms. This study uses bedrooms to calculate parking demand, as parking generation rates tend to be more accurate when assessed on a per-bedroom rate rather than by unit.[13]

Table 4 shows the number of bedrooms at the Agua Fria Development and Table 5 describes ITE parking generation rates for the development.

Table 4: Agua Fria Street Development Bedrooms

	Studio Units	One-Bedroom Units	Two-Bedroom Units	Three-Bedroom Units	Total
Number of Units	25	70	19	16	130
Number of Bedrooms	25	70	38	48	181

[13] Smith, Mary S. Shared Parking. 3rd ed. Washington, DC: Urban Land Institute, ICSC, and National Parking Association, 2020.

Table 5: ITE Parking Demand Estimates for Agua Fria Development (181 Bedrooms)

Weighted Average	123 spaces
Fitted Curve	119 space
85th Percentile	156 spaces
Average Rate	0.68 spaces per bedroom

ITE Land Use Code 220: Multifamily Housing 2+ Bedrooms (Low-Rise), General Urban/Suburban Context, not close to rail transit

The average parking demand for a multifamily residential development with 181 bedrooms is 123 spaces. The developer plans on providing 154 spaces at the development, 31 more spaces than the ITE's estimated average parking demand. The development will provide parking at rates close to the conservative 85th percentile estimated parking demand.

The development will also include a small retail space, which could generate additional parking demand. The ITE Parking Generation Manual does include parking demand estimates for retail land uses; however, studies are limited and data quality is poor for small retail spaces like the one proposed at the Agua Fria Development. For this analysis, Santa Fe's parking requirement of five spaces was used to assess retail demand.

Shared Parking

Parking can be shared between the residential use and the retail use due to offset peak hours. Table 6 estimates the parking demand at the site at various times of day. ITE parking generation rates were used to estimate demand at the site for residential uses, and Santa Fe's requirement of five parking spaces was used to estimate demand for the retail use.[14]

[14] Land Use Code 220 (Low-Rise Multifamily Residential) was used to calculate residential parking generation rates and utilization rates. Utilization rates for Land Use Code 814 (Variety Store) was used for the shared parking analysis. Due to the lack of studies on small retail spaces, ITE parking generation rates were not used to estimate retail parking demand. Instead, the analysis assumes that the five required parking spaces will reflect demand for the retail use. Weekend rates were omitted due to low data quality.

Table 6: Estimated Parking Utilization By Time of Day

	Residential (123 spaces)		Retail (5 spaces)		Total Utilized Parking Spaces
Hour	Weekday Utilization Rate	Utilized Parking Spaces	Weekday Utilization Rate	Utilized Parking Spaces	
12:00-4:00 AM	97%	119	—	0	119
5:00 AM	100%	123	—	0	123
6:00 AM	96%	118	3%	0	118
7:00 AM	85%	105	5%	0	105
8:00 AM	67%	82	22%	1	84
9:00 AM	54%	66	58%	3	69
10:00 AM	48%	59	56%	3	62
11:00 AM	45%	55	64%	3	59
12:00 PM	45%	55	63%	3	59
1:00 PM	42%	52	80%	4	56
2:00 PM	42%	52	88%	4	56
3:00 PM	47%	58	81%	4	62
4:00 PM	49%	60	81%	4	64
5:00 PM	56%	69	100%	5	74
6:00 PM	64%	79	78%	4	83
7:00 PM	72%	89	49%	2	91
8:00 PM	77%	95	41%	2	97
9:00 PM	85%	105	32%	2	106
10:00 PM	92%	113	—	0	113
11:00 PM	95%	117	—	0	117

Peak demand hours between the two uses do not overlap; no more than 123 spaces are needed at any given time of day to meet demand for both uses. The peak demand time at the site is at 5:00 am, when the retail space is likely to be closed.

CONCLUSION

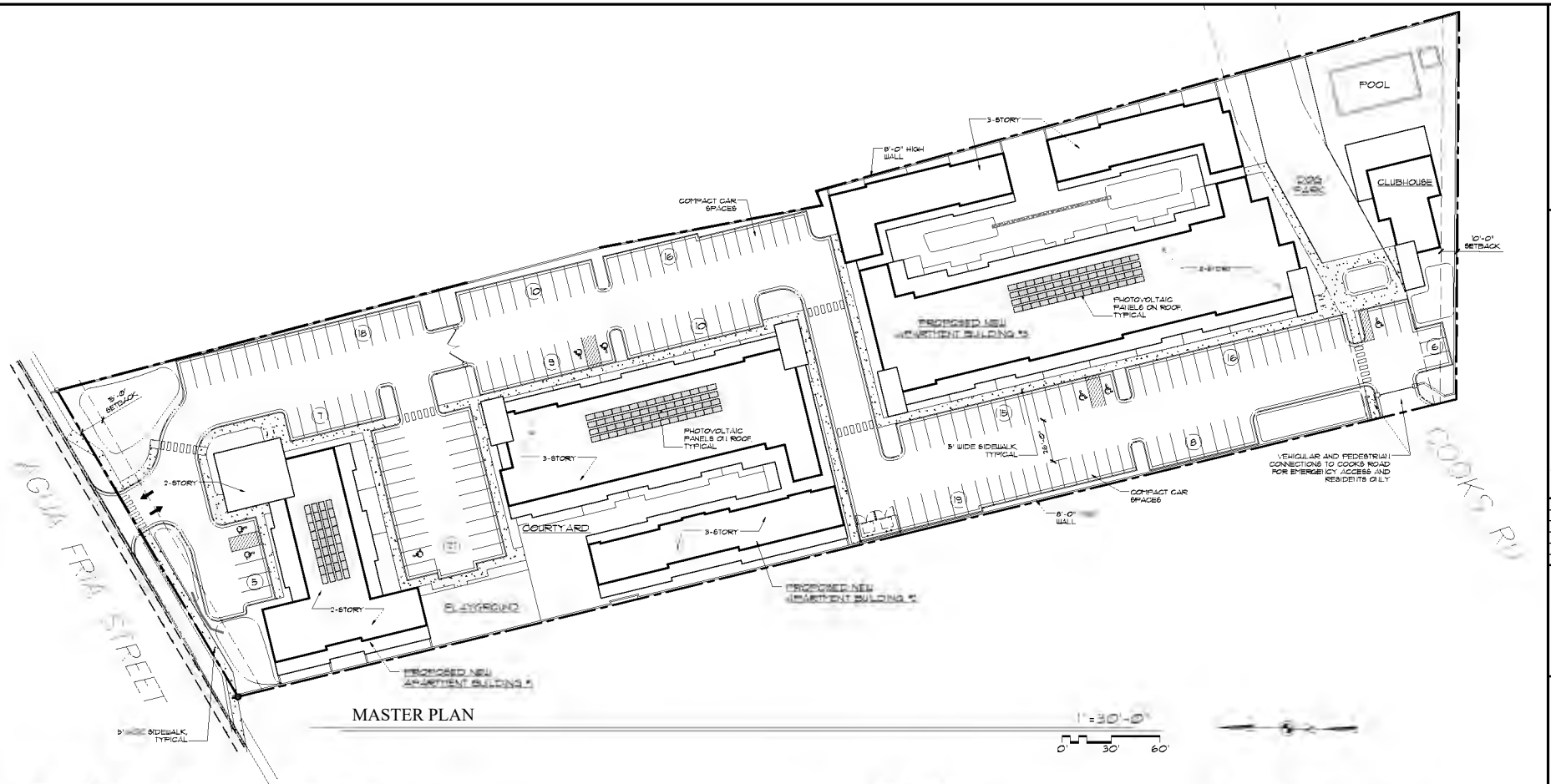
Although the proposed site plan for the Agua Fria Development has 31 fewer parking spaces than are required by Santa Fe Municipal Code, this study demonstrates that there will be ample parking to meet the needs of residents and retail customers.

1. Santa Fe's policies and plans support appropriately-sized parking lots and aim to increase housing supply and affordability. As an infill, mixed-use development, the Agua Fria Street Development will help the City meet their housing, land-use, and transportation goals.
2. The project's location provides residents with multimodal transportation options, including walking, transit, and biking. The site is especially well-suited for bicycle transportation.

3. There are currently high rates of zero-vehicle renter households in the development's census tract, and low rates of renter households that own more than two vehicles.
4. The developer is employing parking management strategies that will reduce parking demand, including setting aside 10 percent of the units as affordable housing, sharing parking with the retail use, and unbundling parking costs from rent costs. These strategies have been shown through robust academic research to reduce parking demand.
5. ITE parking demand estimates indicate that an average of 123 spaces and a conservative 85th percentile rate of 156 spaces will be needed. These estimates indicate that the site plan's 154 parking spaces will be appropriate for the site's needs.
6. As retail hours do not overlap with peak parking demand hours for residential uses, the five spaces required for the retail use can be effectively shared with residents.

By building an appropriately-sized parking lot, the Agua Fria Development will help contribute to Santa Fe's goals of building infill development that addresses the City's housing needs.

APPENDIX A: SITE PLAN



MASTER PLAN

1" = 30'-0"

0' 30' 60'

PERMISSIBLE USES:

RESIDENTIAL:
- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL

COMMERCIAL:
- FOOD AND BEVERAGE
- RETAIL
- STUDIO
- ARTS ACTIVITIES
- SERVICE ESTABLISHMENTS

GENERAL NOTES:

1. PROPERTY WILL BE SUBJECT TO THE WATER ALLOCATION AND/OR WATER OFFSET RETROFIT PROVISIONS OF ORDINANCE NO 2002-39 AND RESOLUTION 2002-95 AT THE TIME OF PERMIT APPLICATION OR WATER HOOKUP REQUEST. COMPLIANCE SHALL BE ACHIEVED BY USE OF RETROFIT CREDITS OR WATER TRANSFERS, IF APPLICABLE.
2. COMPLIANCE WITH PROVISIONS OF GUNNISON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
3. AMERICANS WITH DISABILITIES ACT (ADA) INSPECTION SHALL BE CONDUCTED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. THE CONTRACTOR SHALL COMPACT CITY STAFF TO SCHEDULE AN INSPECTION.
4. FENCES, WALLS OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
5. UTILITY EXPANSION CHARGES (UEC) SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
6. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE.
7. COMPLY WITH THE CURRENT CODE WATER CONSERVATION STAGE.
8. LANDSCAPE DESIGN SHALL COMPLY WITH APPLICABLE PROVISIONS OF SFCC SECTION 14-8.4.
9. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8.4(F)(5), "PLANT ATERIAL STANDARDS," WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF CODE ORDINANCE 110, 2008-02 (IMPACT FEES)
11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE CODE ORDINANCE 110, 2002-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14 LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLANS BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF [illegible] PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE:
4.784 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
(149) GROUND FLOOR DWELLING UNITS X 250= 37,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL	95 UNITS x 1.25	= 118.75
LESS THAN 800 SQ. FT. RESIDENTIAL	19 UNITS x 1.5	= 28.5
800-1,200 SQ. FT. RESIDENTIAL	16 UNITS x 2	= 32
OVER 1,200 SQ. FT.		

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-986-5269
FAX 505-986-1270
www.archallinc.com

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE
MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

CHECKED BY	HR	DATE 03/20/25
DRAWN BY	HR	DATE 03/20/25

SHEET TITLE
MASTER PLAN

SHEET NO.
C-2

2768 AGUA FRIA STREET PARKING DEMAND SUPPLEMENTAL RESPONSE

This supplement was prepared in response to City of Santa Fe comments on the 2768 Agua Fria Street Parking Demand Study. It includes an analysis of peer city parking practices, availability of on-demand rideshare and delivery services, and an explanation of how ITE's parking generation methodology is context-sensitive and reflects the characteristics of Santa Fe.

PEER CITY PARKING PRACTICES

While academic research on residential parking demand is largely focused on dense, urban cities, hundreds of smaller communities have eliminated or reduced parking requirements. More small cities and towns have eliminated parking minimums than large or mid-sized cities (see Figure 1). Many of these communities have low densities and are without high-frequency transit service.

Figure 1: Count of US Jurisdictions that have eliminated parking minimums

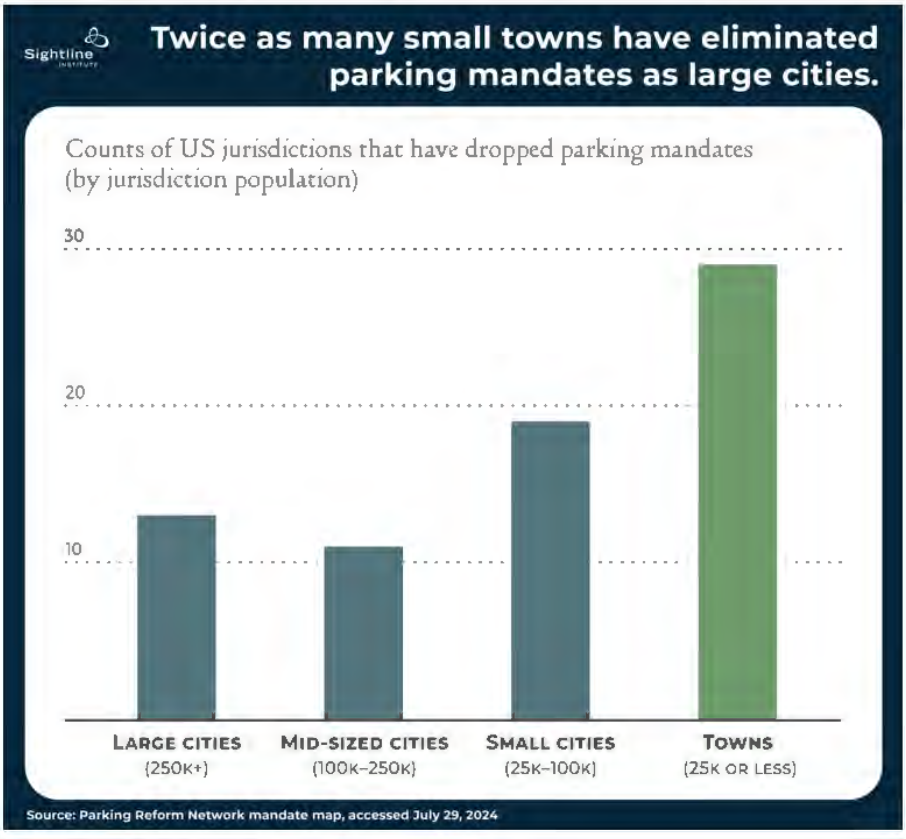

Chart source: Sightline Institute: https://www.sightline.org/2024/09/04/twice-as-many-small-towns-have-eliminated-parking-mandates-as-large-cities/

Table 1 shows parking minimums for peer cities. All of the cities included in the table have eliminated parking minimums, with the exception of Sandpoint, which has lower residential parking minimums than Santa Fe.[1]

Table 1: Population, Population Density, and Transit for Cities with Reduced or Eliminated Parking Minimums

City	Population	Population Density (residents per square mile)	Fixed- Route Transit Availability	Highest-Frequency Transit Service
Santa Fe, NM	~89,000	1,689	Yes	30 min
Sandpoint, ID	~10,000	2,161	Yes	Hourly
Jackson, TN	~68,000	1,147	Yes	30 min
Lansing, KS	~11,000	913	No	None
Bend, OR	~100,000	2,949	Yes	30 min
Portsmouth, OH	~18,000	1,701	No	None
Ecorse, MI	~9,000	3,279	No	None
Chattahoochee Hills, GA	~3,000	48	No	None
Seabrook, NH	~8,000	936	No	None
Gastonia, NC	~84,000	1,600	Yes	Hourly
Rogers, AR	~70,000	1,800	Yes	30 min

Many of the cities presented have lower population densities than Santa Fe. None of the cities have more frequent transit service than Santa Fe, and several of the cities have no fixed-route transit at all. Reducing or eliminating parking minimums is not only possible, but is becoming common practice among smaller communities with low population density and limited transit availability.

ON-DEMAND SERVICES

On-demand services in Santa Fe include rideshare such as Uber and Lyft and grocery delivery services.

- Uber and Lyft both provide rides on-demand and can be utilized 24/7 depending on the availability of drivers.
- Food delivery services available in Santa Fe include Uber Eats, DoorDash, and GrubHub.
- Grocery delivery services are provided by Instacart, DoorDash, Wal-Mart, and Uber Eats.

The availability of on-demand rideshare and food delivery services provides more options for Santa Fe residents who do not own vehicles or who share a vehicle with others in their household. These services can reduce the need for car ownership at the Agua Fria Development.

[1] 1 space required per unit <12,000 sf; 1.4 spaces required for units >12,000 sf

ITE PARKING GENERATION RATES

The ITE Parking Generation peak hour demand estimate is context-sensitive and backed by a large number of parking studies.

The ITE Parking Generation Manual is a compilation of parking count studies taken in a variety of land use contexts. On average, a development of the same size and in the same land use context as the Agua Fria Development will need 123 spaces to accommodate peak hour parking demand. The Agua Fria Development's proposed parking plan will have 31 more spaces than are estimated to be needed. This weighted average peak hour parking demand estimate reflects industry best practice in determining how many spaces will be needed.

The original parking study submittal also included the 85th percentile parking demand estimate of 156 spaces. Of the sites studied by ITE, 85 percent had peak hour parking demand of less than 156 spaces. Only 15 percent of developments had peak hour parking demand higher than 156 spaces. ITE does not recommend using the 85th percentile estimate as a tool to determine the level of parking that should be supplied. The 85th percentile estimate was included to show that the vast majority of developments have peak hour parking demand below this level.

Only studies taken from contexts similar to Santa Fe's were used in generating the ITE estimate, and the parking demand estimate is aligned with Santa Fe's land use and transportation context. Parking counts from 97 sites with the same context factors were compiled by ITE to generate the peak hour parking demand estimate. The three context factors used for the analysis are described below:

1. Type of development
    a. Low-rise (2-3 levels) multifamily housing with at least one dwelling unit with two or more bedrooms
2. Proximity to rail transit
    a. Not within ½ mile of rail transit
3. Land use context

a. General urban/suburban (see call-out box for detailed description)

General Urban/Suburban Land Use Context

An area associated with **almost homogeneous vehicle-centered access**. Nearly all person trips that enter or exit a development site are by personal passenger or commercial vehicle. The area can be fully developed (or nearly so) at low-medium density with a mix of residential and commercial uses. The commercial land uses are typically concentrated at intersections or spread along commercial corridors, often surrounded by low-density, almost entirely residential development. Most commercial buildings are located behind the parking area or surrounded by parking. The mixing of land uses is only in terms of their proximity, not in terms of function. A retail land use may focus on serving a regional clientele whereas a service land use may target motorists or pass-by vehicle trips for its customers. Even if the land uses are complementary, **a lack of pedestrian, bicycling, and transit facilities or services limit non-vehicle travel.**

The Agua Fria Street Development's location is more multi-modal than the general urban/suburban context used for the ITE analysis, as described in the Locations Benefits section of the parking study submittal. In addition, parking demand reduction strategies (unbundled parking and affordable housing) will reduce demand at the site further. **Given these factors, it is reasonable to expect that parking demand at the site will be below the average peak hour demand estimate of 123 spaces.**

AGUA FRIA LOT 38 DEVELOPMENT

TRAFFIC IMPACT ANALYSIS

FINAL SUBMITTAL

OCTOBER 17, 2024



Prepared For:

Cold Water Development Fund QOZF, LLC

106 Faithway St

Santa Fe, NM 87501

Prepared By:

Bohannan Huston

Engineering

Spatial Data

Advanced Technologies

AGUA FRIA, LOT 38 DEVELOPMENT
TRAFFIC IMPACT ANALYSIS

FINAL SUBMITTAL

Date:

October 17, 2024

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Carl D. Vermillion, PE, PTOE, RSP1 **Date**

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Appendix B 2024 Existing Intersection Capacity Analysis

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Appendix D 2027 No Build Intersection Capacity Analysis

Appendix E 2027 Build Intersection Capacity Analysis

Appendix F 2042 No Build Intersection Capacity Analysis

Appendix G 2042 Build Intersection Capacity Analysis

I. INTRODUCTION AND SUMMARY

Cold Water Development Fund QOZF proposes to develop Lot 38, situated southwest of the Agua Fria and Broadmoor Blvd intersection. The proposed development will include 130 multi-family housing units.

A. STUDY PURPOSE

The purpose of the traffic study is to determine the impacts of the proposed development on the surrounding roadway network, evaluate the operation of the proposed site entrances, and to recommend any mitigation measures that may be necessary to support additional traffic generated by the new development.

B. EXECUTIVE SUMMARY

1. SITE LOCATION AND STUDY AREA

The site is located northeast of the Agua Fria and Siler intersection in Santa Fe, New Mexico. A vicinity map and proposed site plan are shown in Figure 1.

The study area consists of the following intersections:

- Agua Fria Street and Siler Road (existing 4-way signalized intersection)
- Agua Fria Street and Harrison Road (existing 4-way unsignalized intersection)
- Agua Fria Street and Siler Park Lane (existing 3-way unsignalized intersection)
- Siler Road & Siler Park Lane (existing 3-way unsignalized intersection)
- Agua Fria Street and North Site Entrance (future 3-way unsignalized intersection)

The intersection evaluations include analysis for the AM and PM peak hours for the following traffic conditions:

- Existing traffic (2024)
- 2027 Completion Year without the proposed site development (2027 No Build)
- 2027 Completion Year with the proposed site development (2027 Build)
- 2042 Horizon Year without the proposed site development (2042 No Build)
- 2042 Horizon Year with the proposed side development (2042 Build)

2. PRINCIPAL FINDINGS

The traffic analysis found that all intersections operate overall acceptably in the 2024 Existing, 2027 No Build and 2027 Build conditions.

In the 2042 No Build and Build scenarios, the westbound thru movement at the signalized intersection, Agua Fria and Siler, will operate at LOS F in the PM peak hour. Since the first occurrence of this appears in the no build scenario, the development is not responsible for this and further assessments as the horizon year nears is recommended.

A dedicated right turn lane was evaluated based on the SAMM, the Santa Fe TIA Guidelines, and AASHTO. A right turn lane on Agua Fria and the proposed access point is required based on the SAMM, but is not required based on the Santa Fe TIA Guidelines. Based on AASHTO requirements, if a turn lane is provided it specifies a desirable deceleration distance of 205 feet for a speed of 35 MPH. It also describes that it is not practical on many facilities to provide the full length of deceleration length in the turn lane due to constraints such as right-of-way, distance available between adjacent intersections, and storage needs. As right-of-way constraints exist along Agua Fria, this concern was evaluated to determine a length of right turn deceleration distance that could be included along the frontage of the development property. From the edge of the property to the access point an approximately 110-foot-long deceleration lane would be able to be constructed. If the adjacent properties are ever developed in the future, the City of Santa Fe may extend this turn lane to the full 205 feet if determined appropriate at that time. It is our professional recommendation that a right turn lane should be constructed at the access point of the proposed development and that this deceleration lane should be 110 feet in length.

Additionally left turn lanes were evaluated based on the SAMM, Santa Fe TIA Guidelines, and AASHTO. The westbound left on Agua Fria at the proposed access point does not meet the SAMM volumes during the AM peak hour but does meet the guidance in the PM peak hour. The Santa Fe TIA Guidelines show this left turn lane being warranted due to the high volume on Agua Fria in this area. As a two-way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

3. RECOMMENDATIONS

- Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site.

- An eastbound dedicated right turn lane is recommended at the proposed access point. This right turn lane shall be 110 feet in length along the frontage of the proposed development property.
- All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements.



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AGUA FRIA, LOT 38 DEVELOPMENT
SANTA FE, NEW MEXICO
SITE TRAFFIC ANALYSIS

FIGURE 1
SITE PLAN

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II. PROPOSED DEVELOPMENT

A. LAND USE AND INTENSITY

The proposed development is a 130-unit multi-family residential subdivision.

The development is located east of the Agua Fria and Siler intersection. The study area is not developed.

B. DEVELOPMENT PHASING AND TIMING

The project is expected to be developed by 2027.

III. STUDY AREA CONDITIONS

A. STUDY AREA

The study area consists of the following intersections:

- Agua Fria Street and Siler Road (existing 4-way signalized intersection)
- Agua Fria Street and Harrison Road (existing 3-way unsignalized intersection)
- Agua Fria Street and Siler Park Lane (existing 3-way unsignalized intersection)
- Siler Road & Siler Park Lane (existing 3-way unsignalized intersection)
- Agua Fria Street and North Site Entrance (future 3-way unsignalized intersection)

B. SITE ACCESSIBILITY

The development will include the main access on Agua Fria Street, approximately 0.3 miles east of the Agua Fria and Siler intersection. The development will also have a gated emergency access off of Cooks Road. This emergency access will not have assigned use as part of this study. The site access location on Agua Fria Street is an existing roadway with one lane in each direction and center two-way left turning lane, future 3-way intersection.

The primary routes to the site are anticipated to be either Agua Fria Street, Siler Road or Harrison Road.

C. DATA SOURCES

The data used in this report consist of the traffic volumes described below, aerial photography and mapping from Google Earth®, as well as information provided by Cleland Traffic Counts.

IV. EXISTING CONDITIONS ANALYSIS

A. BACKGROUND

Roadway federal classification is updated approximately every four years. The classification process involves local governments, the Mid Region Council of Governments (MRCOG), New Mexico Department of Transportation (NMDOT), and the Federal Highway Administration (FHWA). The 2024 MRCOG Roadway Functional Classification Map classifies roadways based on their function. Roadways are subject to design guidance based on their functional classification, design speed, or based on Comprehensive Plan corridor designations.

1. ADJACENT ROADWAYS

The following are adjacent roadways:

- Agua Fria Street is a minor arterial with one lane in each direction and a two-way left turn lane. Agua Fria has a posted speed limit of 35 miles per hour (MPH). Agua Fria provides regional connectivity within the greater Santa Fe area, serving as a link between major/minor roadways which travel north-south directions, including Highway 285 and I-25. Sidewalks and bicycle lanes exist along Agua Fria in this area.
- Siler Road is a minor arterial, with one lane in each direction and a two-way left turn lane. Siler Road has a posted speed limit of 30 MPH. Siler provides regional connectivity within Santa Fe, serving as a connector roadway to NM 14 which leads to Tijeras and I-40 to the south, or I-25 to the south, or US 285 to the northeast. Sidewalks and bicycle lanes exist along Agua Fria in this area.
- Harrison Road is a local roadway with speedhumps no centerline striping. Harrison Road has a posted speed limit of 25 MPH. Sidewalk, curb and gutter exist along Harrison Road in this area.
- Siler Park Lane is a local roadway with no centerline striping or posted speed limit. It has an assumed speed limit of 25 MPH. Siler Park Lane has curb and gutter. No sidewalk or bike paths exist along Siler Park Lane.
- Cooks Road is a local roadway with no centerline striping or posted speed limit. Cooks Road has sidewalk, curb and gutter. Bike lanes/paths do not exist along Cooks Road.

2. MULTI-MODAL CONDITIONS

The Santa Fe Bikeways and Trails map includes designated bicycle lanes on both sides of Agua Fria from Siler to Avenida Cristobal Colon. This map also includes Agua Fria

as a shared use-higher traffic roadway where it does not denote bike lanes or shoulders. Siler Road also includes a bike lane/shoulders from Cerrillos Road to Alameda. Additionally, the bikeways and trails map shows Rufina and Harrison as shared use with lower traffic/speed.

The Santa Fe river trail is located along the north banks of the Santa Fe river, which runs parallel to the north of Agua Fria through the project limits. The nearest access to this trail is currently at Siler Road with many additional access points along the 10 mile trail. Additional access points are in discussion at the City but are not yet under construction.

The Santa Fe Trails bus system currently has an active route along Agua Fria Street, which passes the proposed development. The system map denotes this route as route 1 with the nearest bus stop being located east of the intersection of Agua Fria and Siler.

Additionally, Cerrillos Road has route 2 running along it within a mile of the proposed development. This route has the closest bus stop located at Cerrillos Road and Siler.

B. EXISTING TRAFFIC CONDITIONS

Traffic counts for the intersections analyzed in the study area were collected on March 19, 2024, and March 20, 2024. Existing traffic counts are included in Appendix A. The counts included 6-hour turning movement counts. Build traffic for the proposed subdivisions was estimated by counting the houses, developing trip generation, and distributing those trips onto the Build roadway network, similar to a normal traffic study.

C. LEVEL OF SERVICE DEFINITIONS

The *Highway Capacity Manual Seventh Edition* (HCM) defines Level of Service (LOS) for signalized and un-signalized intersections in Table 1 as follows:

Table 1 | LOS Definitions

Level of Service	Definition	Signalized (sec/veh)	Unsignalized (sec/veh)
A	Most vehicles do not stop	<10	<10
B	Some vehicles stop	>10 and <20	>10 and <15
C	Significant numbers of vehicles stop	>20 and <35	>15 and <25
D	Many vehicles stop	>35 and <55	>25 and <35
E	Limit of acceptable delay	>55 and <80	>35 and <50
F	Unacceptable delay	>80	>50

The City of Santa Fe has established LOS D as the generally acceptable level of service in urban areas. When intersections operate below this level, improvements are considered, where feasible. Other critical movements are also desired to have LOS D or better if possible.

D. EXISTING INTERSECTION CAPACITY ANALYSIS

The traffic volume for all existing intersections were analyzed using Highway Capacity Software version 7 (HCS7), which uses the intersection methodology from the Seventh Edition of the Highway Capacity Manual (HCM). Existing traffic volumes are shown in Figure 2. Individual intersection output for the existing conditions analysis is included in Appendix B. The results are summarized in Table 2 and Table 3.

The signalized intersection of Agua Fria Street and Siler Road operates at an acceptable level of service in the AM and PM peak hours.

Table 2 | Existing Signalized Intersection Results

Intersection/Movement	2024 AM Peak			2024 PM Peak		
	Delay (sec)	V/C	LOS	Delay (sec)	V/C	LOS
Agua Fria & Siler	21.8	0.80	C	28.1	0.88	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

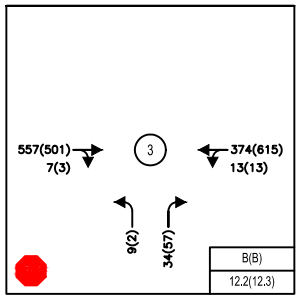
The unsignalized intersections operate at acceptable levels of service in the AM and PM peak hours with a LOS no worse than C. The Results for the unsignalized intersections are shown in Table 3.

Table 3| Existing Unsignalized Intersection Results

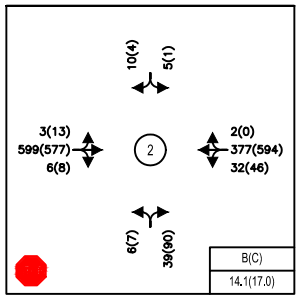
Intersection/Movement	2024 AM Peak				2024 PM Peak			
	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.8	0.01	0	A
Westbound Approach	8.9	0.04	25	A	8.9	0.05	25	A
Northbound Approach	14.1	0.11	25	B	15.3	0.23	25	C
Southbound Approach	13.3	0.04	25	B	17.0	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.7	0.01	0	A	8.7	0.01	0	A
Northbound Approach	12.2	0.02	25	B	12.3	0.02	25	B
Siler Road & Siler Park Lane								
Westbound Approach	16.4	0.13	25	C	19.0	0.23	25	C
Southbound Approach	0.4	0.01	0	A	0.4	0.01	0	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



AGUA FRIA ST / SILER PARK LN



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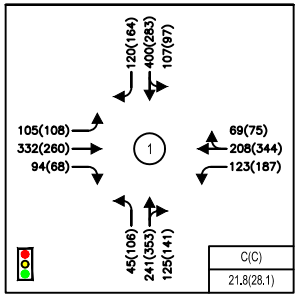

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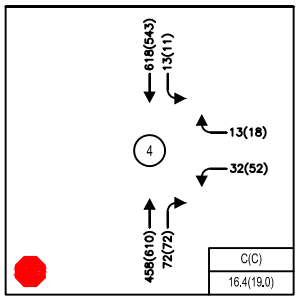

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FIGURE 2
2024 EXISTING

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V. PROJECTED TRAFFIC

A. SITE TRAFFIC FORECASTING

1. TRIP GENERATION

Generated trips are broken down into three types; 1) primary, 2) pass-by trips, and 3) diverted link. The Trip Generation report defines these trips as follows:

- **Primary Trips** – These trips are made for the specific purpose of visiting the generator. The stop at that generator is the primary reason for the trip. For example, a home to shopping to home combination of trips is a primary trip set.
- **Pass-by Trips** – These trips are made as intermediate stops on the way from an origin to a primary trip generation. Pass-by trips are attracted from the traffic passing the site on an adjacent street that contains direct access to the generator site. These trips do not require a diversion from another roadway. For example, stopping at the store on the way home from work is an example of a pass-by trip. No pass-by trips we used in this analysis.
- **Diverted Linked Trips –** These trips are attracted from the traffic volume on the roadway within the vicinity of the generator, but which require a diversion from that roadway to another roadway to gain access to the site. The roadways could include streets or freeways adjacent to the generator, but without access to the generator. For this study, the diverted link trips have been included in with the primary trips.

This study evaluates primary trips only.

The trip generation based on the 10th Edition of the Institute of Transportation engineer's (ITE) Trip Generation Manual is shown in Table 4 below with the following considerations. The trip generation is based on the peak hour of the adjacent street traffic.

Table 4| Trip Generation

Land Use	ITE Code	Size	Daily	AM Enter	AM Exit	PM Enter	PM Exit
Multi-Family Housing (Low-Rise)	220	130	909	15	48	48	28

2. TRIP DISTRIBUTION AND ASSIGNMENT

The trip distribution was determined using a modified gravity model that considered a region-wide travel shed for employment trips. As the development is residential, standard traffic analysis assumes the trips in the peak hour to be primarily employment trips, so the destinations for the AM trips are employment locations, with the origins the site. In the PM peak hour, the destination is the site, and the origins are the employment locations.

The gravity model uses the locations of employment, which are weighted by the number of jobs in the Subareas in the Albuquerque and Santa Fe Metropolitan area divided by their distance from the site. This means that employment locations closer to the site are considered more likely, with those farther away to be less likely, depending on how many jobs are in each Subarea.

The gravity model utilized socioeconomic data obtained from the Mid Region Council of Governments (MRCOG), which included population and employment estimates for each subarea within the Albuquerque and Santa Fe Metropolitan Planning Area to develop the trip distribution.

Spreadsheets showing the development of the trip distribution are included in Appendix C. Trip distribution percentages are shown in Figure 3.

3. TRAFFIC PROJECTIONS

A background growth rate of 1% was applied to provide an estimate of potential future growth of traffic at all intersections evaluated. The growth rate determination and data are summarized in the spreadsheets included in Appendix C.

LEGEND

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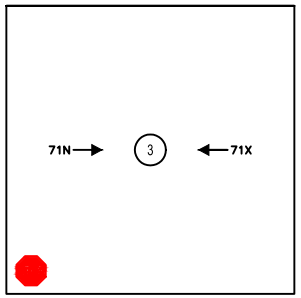
- Turning Lanes (# as indicated)
- N — Entering
- X — Exiting



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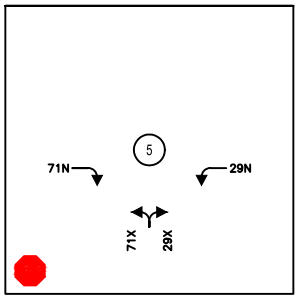

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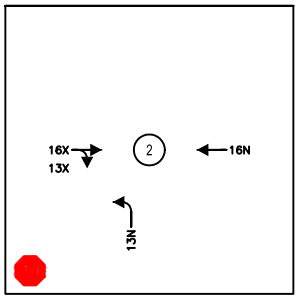

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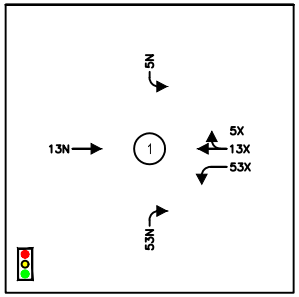

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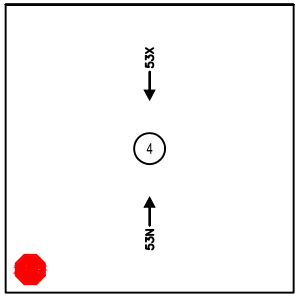

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FIGURE 3
RESIDENTIAL TRIP DISTRIBUTION PERCENTAGES

VI. TRAFFIC AND IMPROVEMENT ANALYSIS

The following section will discuss the results of the future year traffic analysis. The intersection capacity analysis was completed using HCS7 which implements the Highway Capacity Manual procedures.

1. 2027 NO BUILD INTERSECTION CAPACITY ANALYSIS

The 2027 No Build analysis assumes that the proposed development is not completed in the 2027 and 2042 time periods. Figure 4 shows the 2027 No Build Results. Table 5 and Table 6 show the No Build results. The HCS outputs are included in Appendix D.

The study found that the signalized intersection, Agua Fria Street and Siler Road, operates at acceptable levels of service, LOS C in the AM and PM peak hours for the 2027 No Build condition.

For the 2027 No Build scenario the signalized intersection of Agua Fria Street and Siler operates at LOS C in both the AM and PM peak hours. Table 5 shows the No Build Signalized Results.

Table 5 | 2027 No Build Signalized Intersection Results

Intersection	2027 AM Peak			2027 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	22.6	0.81	C	30.0	0.90	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

The study found that all unsignalized intersections operate at acceptable levels of service in the 2027 No Build condition with all movements at LOS C or better for both AM and PM peak hours.

For the 2027 No Build condition, the Agua Fria and Harrison intersection has eastbound and westbound approaches that are expected to operate at a LOS A in the AM and PM peak hours. The northbound and southbound approaches are expected to operate at a LOS B in the AM peak hour and LOS C in the PM peak hour.

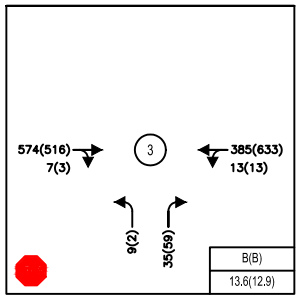
The Agua Fria and Siler Park Lane intersection produced results that the westbound approach is expected to operate at a LOS A in the AM and PM peak hour while the northbound approach is expected to operate at a LOS B during both peak hours.

The Siler and Siler Park Lane intersection is expected to operate at a LOS C for the westbound approach in both the AM and PM peak hour. The Southbound approach is expected to operate at a LOS A in both the AM and PM peak hour.

Table 6 | 2027 No Build Unsignalized Intersection Results								
	2027 AM Peak				2027 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.9	0.01	0	A
Westbound Approach	9.0	0.04	25	A	9.0	0.05	25	A
Northbound Approach	14.4	0.11	25	B	15.7	0.24	25	C
Southbound Approach	13.6	0.04	25	B	17.4	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.8	0.01	0	A	8.6	0.01	0	A
Northbound Approach	13.6	0.10	25	B	12.9	0.13	25	B
Siler Road & Siler Park Lane								
Westbound Approach	16.7	0.14	25	C	19.7	0.25	50	C
Southbound Approach	8.7	0.01	0	A	0.4	0.01	0	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



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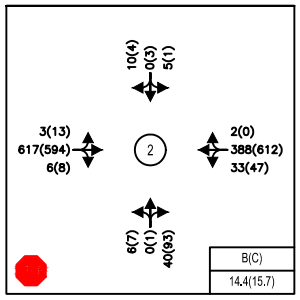

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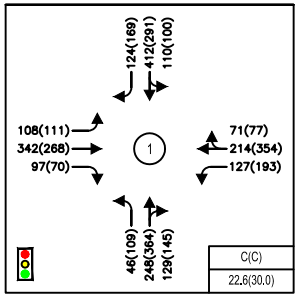

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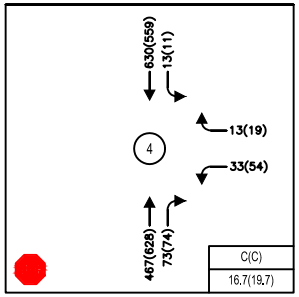

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FIGURE 4
2027 AM(PM) NO BUILD
PEAK HOUR TRAFFIC VOLUMES

2. 2027 BUILD INTERSECTION CAPACITY ANALYSIS

The trips generated by the site (Table 4) were assigned to the intersections using the trip percentages and associated volumes, shown in Figure 3. These trips were added to the 2027 No Build traffic projections.

The study found that the signalized intersection, Agua Fria and Siler will operate at acceptable levels of service in the 2027 Build condition with a LOS C in both the AM and PM peak hour.

The 2027 Build capacity analysis is shown in Table 7 and Table 8. The individual intersection output is included in Appendix E.

Table 7 | 2027 Build Signalized Intersection Results

Intersection	2027 AM Peak			2027 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	23.4	0.82	C	32.1	0.92	C
* – HCM 95th percentile queue rounded to next 25-foot increment						

For the 2027 Build condition at Agua Fria and Harrison Road, the eastbound and westbound approaches are expected to operate at LOS A in the AM and PM peak hour. The northbound and southbound movements are expected to operate at LOS B in the AM peak hour and LOS C in the PM peak hour.

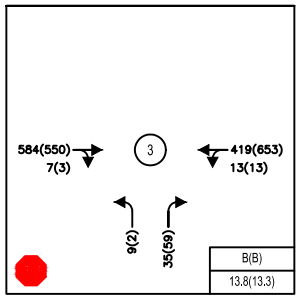
Under the 2027 Build condition at Agua Fria and Siler Park Lane the westbound approach is expected to operate at a LOS A in both the AM and PM peak hour while the northbound approach is expected to operate at LOS B in both the AM and PM peak hours.

At the Siler Road & Siler Park Lane intersection the westbound approach is expected to degrade to LOS C in the PM peak hour. All other movements operate at acceptable Levels of Service in both the AM and PM peak hour.

Table 8 | 2027 Build Unsignalized Intersection Results								
	2027 AM Peak				2027 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.1	0.00	0	A	8.9	0.01	0	A
Westbound Approach	9.1	0.04	25	A	9.0	0.05	25	A
Northbound Approach	14.8	0.12	25	B	16.9	0.27	50	C
Southbound Approach	13.7	0.04	25	B	17.6	0.03	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	8.8	0.01	0	A	8.7	0.01	0	A
Northbound Approach	13.8	0.10	25	B	13.3	0.13	25	B
Siler Road & Siler Park Lane								
Westbound Approach	17.0	0.14	25	C	20.4	0.26	25	C
Southbound Approach	8.7	0.01	0	A	9.4	0.01	0	A
Agua Fria & North Site Entrance								
Westbound Approach	8.9	0.00	0	A	9.0	0.02	0	A
Northbound Approach	15.6	0.13	25	C	16.8	0.09	25	C
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



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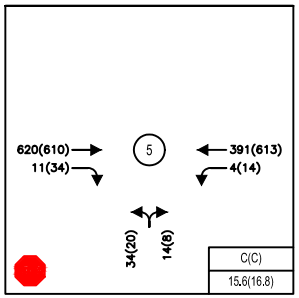

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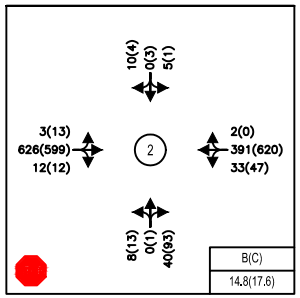

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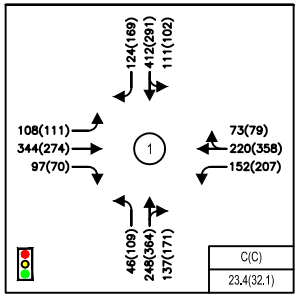
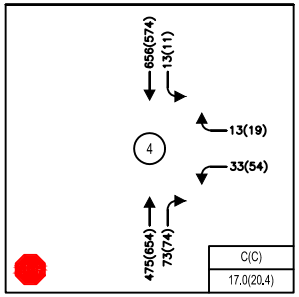


AGUA FRIA ST / SILER RD



SILER RD / SILER PARK LN



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AGUA FRIA, LOT 38 DEVELOPMENT
SANTA FE, NEW MEXICO
SITE TRAFFIC ANALYSIS

FIGURE 5
2027 AM(PM) BUILD
PEAK HOUR TRAFFIC VOLUMES

3. 2042 NO BUILD INTERSECTION CAPACITY ANALYSIS

The 2042 Horizon Year No Build analysis assumes the proposed development is completed in the 2027 time period. Figure 6 shows the 2042 Horizon Year No Build Results. Table 9 and Table 10 show a summary of the No Build results. The HCS outputs are included in Appendix F.

The traffic analysis found that the signalized intersection, Agua Fria Street and Siler Road operate overall acceptably for the 2042 No Build condition in the AM and PM peak hours however, during the PM peak hour the westbound movement degrades to LOS F due to the background traffic growth. This decline in operation is not due to the development traffic.

Table 9 | 2042 Horizon Year No Build Signalized Intersection Results

Intersection	2042 AM Peak			2042 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	31.8	0.87	C	51.9	1.16	D**

* – HCM 95th percentile queue rounded to next 25-foot increment
** - Movements of LOS F

The traffic analysis found in the 2042 No Build condition all unsignalized intersections operate at acceptable Levels of Service in both the AM and PM peak hours.

For the 2042 No Build condition the Agua Fria Street and Harrison Road is expected to continue to operate at acceptable conditions. All movements at this intersection are expected to continue to operate at acceptable levels of service.

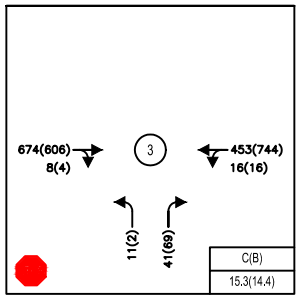
For the Agua Fria Street and Siler Park Lane intersection also continues to operate acceptably. All movement continue to operate at acceptable level of service.

The Siler Road & Siler Park Lane intersection continues to operate with all movements operating at acceptable Levels of Service in both the AM and PM peak hours.

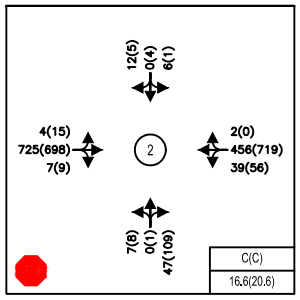
Table 10 | 2042 Horizon Year No Build Unsignalized Intersection Results								
	2042 AM Peak				2042 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.3	0.00	0	A	9.3	0.02	25	A
Westbound Approach	9.5	0.05	25	A	9.5	0.07	25	A
Northbound Approach	16.6	0.15	25	C	19.2	0.33	50	C
Southbound Approach	15.4	0.05	25	C	20.6	0.04	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	9.1	0.02	25	A	8.9	0.02	25	A
Northbound Approach	15.3	0.14	25	C	14.4	0.17	25	B
Siler Road & Siler Park Lane								
Westbound Approach	19.6	0.19	25	C	22.3	0.26	25	C
Southbound Approach	9.1	0.02	25	A	9.9	0.02	25	A
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

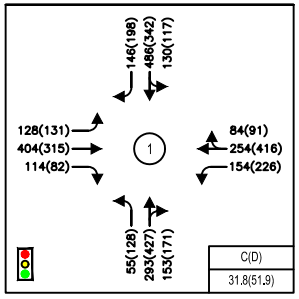
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



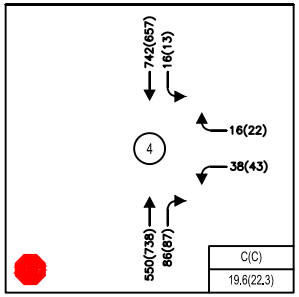
AGUA FRIA ST / SILER PARK LN



AGUA FRIA ST / HARRISON RD



AGUA FRIA ST / SILER RD



SILER RD / SILER PARK LN



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AGUA FRIA, LOT 38 DEVELOPMENT
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SITE TRAFFIC ANALYSIS

FIGURE 6
2042 HORIZON YEAR
AM(PM) NO BUILD
PEAK HOUR TRAFFIC VOLUMES

4. 2042 BUILD INTERSECTION CAPACITY ANALYSIS

The trips generated by the site (Table 4) were assigned to the intersections using the trip percentages and associated volumes, shown in Figure 3. These trips were added to the 2042 Horizon Year No Build traffic projections shown in Appendix G 2042 Build Intersection Capacity Analysis. Figure 7 shows the 2042 Build Traffic Volumes and a summary of the results are shown in Table 11 and Table 12. The individual intersection output is included in Appendix G.

The 2042 Horizon Year Build traffic analysis found that the signalized intersection, Agua Fria and Siler continues to have a deficient movement during the PM peak hour. The westbound thru movement operates at a LOS F in the PM peak hour with a delay of 151.4 seconds per vehicle. This deficiency is also noted in the No build scenario and therefore is not caused by the development traffic.

Table 11 | 2042 Horizon Year Build Signalized Intersection Results

Intersection	2042 AM Peak			2042 PM Peak		
	Delay	V/C	LOS	Delay	V/C	LOS
Agua Fria & Siler	33.2	0.88	C	56.8	1.20	E**

* – HCM 95th percentile queue rounded to next 25-foot increment
** - Movements of LOS F

For the 2042 Build condition, the study found that all unsignalized intersections operate at an acceptable Level of Service in both the AM and PM peak hours.

The eastbound and westbound approaches at the Agua Fria and Harrison intersection operate at a LOS A in the AM and PM peak hour. The northbound and southbound approaches operate at a LOS C in the AM and PM peak hour.

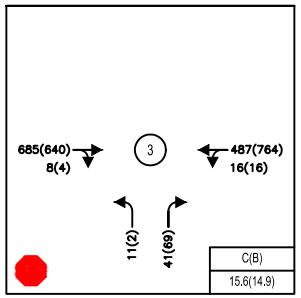
At the Agua Fria Street and Siler Park Lane intersection, all movements operate at acceptable Levels of Service in both the AM and PM peak hours.

At the Siler Road & Siler Park Lane intersection, the westbound approach is expected to degrade to LOS D in the PM peak hour. All other movements operate better than LOS D in both the AM and PM peak hours.

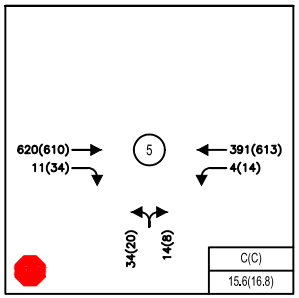
Table 12 | 2042 Horizon Year Build Unsignalized Intersection Results								
	2042 AM Peak				2042 PM Peak			
Intersection/Movement	Delay (sec)	V/C	Queue* (ft)	LOS	Delay (sec)	V/C	Queue* (ft)	LOS
Agua Fria & Harrison								
Eastbound Approach	8.3	0.00	0	A	9.3	0.02	25	A
Westbound Approach	9.5	0.05	25	A	9.5	0.07	25	A
Northbound Approach	17.1	0.17	25	C	21.5	0.38	50	C
Southbound Thru Approach	15.5	0.05	25	C	20.9	0.04	25	C
Agua Fria & Siler Park Lane								
Westbound Approach	9.2	0.02	25	A	9.0	0.02	25	A
Northbound Approach	15.6	0.14	25	C	14.9	0.17	25	B
Siler Road & Siler Park Lane								
Westbound Approach	20.1	0.20	25	C	26.1	0.36	50	D
Southbound Approach	9.1	0.02	25	A	10.0	0.02	25	A
Agua Fria & North Site Entrance								
Westbound Approach	8.9	0.00	0	A	9.0	0.02	25	A
Northbound Approach	15.6	0.13	25	C	16.8	0.09	25	C
* – HCM 95th percentile queue rounded to next 25-foot increment								

LEGEND

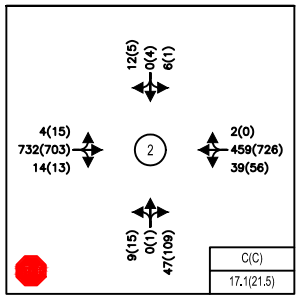
- Thru Lanes (# as indicated)
- Turning Lanes (# as indicated)
- 1234(1234) AM(PM) Traffic Counts
- X(X) AM(PM) Level of Service (LOS)



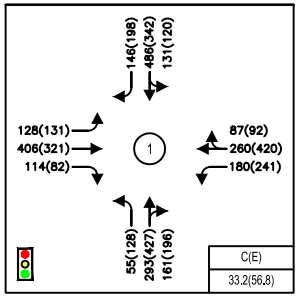
AGUA FRIA ST / SILER PARK LN



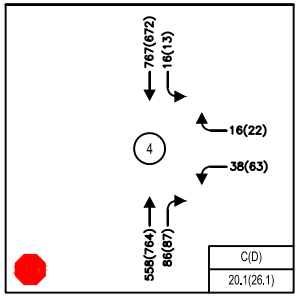
AGUA FRIA ST / NORTH SITE ENTRANCE



AGUA FRIA ST / HARRISON RD



AGUA FRIA ST / SILER RD



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AGUA FRIA, LOT 38 DEVELOPMENT
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SITE TRAFFIC ANALYSIS

FIGURE 7
2042 HORIZON YEAR
AM(PM) BUILD
PEAK HOUR TRAFFIC VOLUMES

B. TURN LANE EVALUATION

Analyses of the state access management manual (SAMM), comparisons to Transportation Impact Analysis (TIA) Guidelines by the City of Santa Fe, and AASHTO documentation were completed to determine the need to install new right turn or left turn lanes at several of the intersections included in the study area.

Included in decision making for these deceleration lanes was the safety analysis for the Agua Fria Street Corridor Study that was recently completed. This section of the study is included in Appendix C for reference. This safety analysis showed 308 accidents over a 10-year period with 71% of those accidents being rear-end collisions. The FHWA Highway Safety Programs suggests countermeasures that address specific types of crashes. A counter measure that is suggested to help address rear end crashes attributed to turning vehicles hit from behind is providing turning lanes at intersections. As the turn lane evaluation looked at several guidance documents based on national standards, New Mexico standards, and City of Santa Fe standards, a recommendation will take all available information and follow a best practice to help decrease the amount of rear end collisions along Agua Fria creating a safer environment for the traveling public.

Agua Fria has a posted speed limit of 35 MPH, and the development will see a volume of 11 vehicles in the AM peak hour and 34 vehicles during the PM peak hour taking an eastbound right into the site. During both peak hours, a dedicated right turn lane is required based on the SAMM criteria. The Santa Fe TIA Guidelines have different vehicle volumes for the requirement of dedicated right turn lanes, and therefore the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. For this right turn lane, the deceleration length is calculated based on AASHTO recommendations. With a speed of 35 MPH, AASHTO states that a deceleration distance of 205 feet is needed. The Santa Fe guidelines and AASHTO also state that a moderate amount of deceleration within the through lanes is acceptable. Due to existing right-of-way constraints along Agua Fria, the length from the edge of the property to the access point is the limiting factor without requiring right of way acquisitions to adjacent property owners. The length of deceleration lane, which includes the taper, that would fit into this area is approximately 110 feet. This would mean that a vehicle would slow to 25 MPH in the through lane with the remainder of deceleration occurring in the dedicated right turn lane. Since the SAMM criteria warrants this right turn lane, it is recommended to install this dedicated right turn lane with a length of 110 feet along the frontage of the proposed development. If development of the adjacent property occurs in the future, the City of Santa Fe may recommend extending this turn lane to the full 205-foot requirement.

The development will also see a volume of 4 vehicles in the AM peak hour and 14 vehicles during the PM peak hour entering the development via a westbound left movement. The AM peak hour does not require a dedicated turn lane although the

PM peak hour does meet the threshold requiring a left turn lane per the SAMM. The Santa Fe TIA Guidelines show the volume criteria is met for a left turn lane for a two-lane roadway at 35 MPH. As a two way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

The signalized intersection of Agua Fria and Siler Road was also looked at closer to determine the need for dedicated right turning lanes. The SAMM states that one of the purposes of speed change lanes at signalized intersections are to improve intersection operational efficiency. The intersection operates acceptably during the opening year of 2027 but the westbound includes declines in 2042 due to background growth even without the additional traffic generated by the development. In the horizon year it may be beneficial to take a closer look at this movement to determine if a dedicated westbound right turning lane should be installed at this intersection. Using the Santa Fe TIA Guidelines, the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. Alternative mitigation efforts should be explored prior to 2042.

According to the SAMM, the intersection of Siler Road and Siler Park Lane meets the threshold for a dedicated northbound right turning lane in existing conditions during both AM and PM peak hours. The Santa Fe TIA Guidelines show the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. Since this turn lane is not required based on the Santa Fe TIA Guidelines, we recommend this not be installed. Additionally, since this is in existing conditions this right turn lane should not be the responsibility of the developer.

Agua Fria and Siler Park Lane was also evaluated and does not require an eastbound dedicated right turn lane at the intersection based on the SAMM. A westbound dedicated left turn lane is required based on the SAMM. There is an existing westbound left turn lane at this intersection with a length of approximately 50 feet. Additionally, this area includes a two way left turn lane that could be used to extend this left turn lane if needed. The Santa Fe TIA Guidelines for turning lane requirements indicated the major road volume criteria is not met for a right turn lane for a two-lane roadway at 35 MPH. The traffic volume is met for a dedicated left turn lane for a two-way roadway at 35 MPH. The operational analysis shows that the westbound left at this location will not see a queue develop during either peak hour. The Santa Fe TIA Guidelines state that the minimum turn bay length of 50 feet shall be provided. Since this is met for the westbound left turn lane, additional length is not required. Additionally, no trips associated with the development are assigned to this movement, so these turn lanes at this intersection should not be the responsibility of the developer.

The applicable tables from the SAMM and Santa Fe TIA Guidelines criteria is included in Appendix C for reference

VII. CONCLUSIONS AND RECOMMENDATIONS

A. CONCLUSIONS

The traffic analysis found that all intersections operate overall acceptably in the 2024 Existing, 2027 No Build and 2027 Build conditions.

In the 2042 No Build and Build scenarios, the westbound thru movement at the signalized intersection, Agua Fria and Siler, will operate at LOS F in the PM peak hour. Since the first occurrence of this appears in the no build scenario, the development is not responsible for this and further assessments as the horizon year nears is recommended.

A dedicated right turn lane was evaluated based on the SAMM, the Santa Fe TIA Guidelines, and AASHTO. A right turn lane on Agua Fria and the proposed access point is required based on the SAMM, but is not required based on the Santa Fe TIA Guidelines. AASHTO requirements state that if a turn lane is provided it specifies a desirable deceleration distance of 205 feet for a speed of 35 MPH. It states that it is not practical on many facilities to provide the full length of deceleration length in the turn lane due to constraints such as right-of-way, distance available between adjacent intersections, and storage needs. As right-of-way constraints exist along Agua Fria, this concern was evaluated to determine a length of right turn deceleration distance that could be included along the frontage of the development property. From the edge of the property to the access point an approximately 110-foot-long deceleration lane would be able to be constructed. If the adjacent properties are ever developed in the future, the City of Santa Fe may extend this turn lane to the full 205 feet if determined appropriate at that time. It is our professional recommendation that a right turn lane should be constructed at the access point of the proposed development and that this deceleration lane should be 110 feet in length.

Additionally left turn lanes were evaluated based on the SAMM, Santa Fe TIA Guidelines, and AASHTO. The westbound left on Agua Fria at the proposed access point does not meet the SAMM volumes during the AM peak hour but does meet the guidance in the PM peak hour. The Santa Fe TIA Guidelines show this left turn lane being warranted due to the high volume on Agua Fria in this area. As a two-way left turn lane is present along Agua Fria to serve the accesses along it, the existing lanes should remain so that all access points in the vicinity may be served.

B. RECOMMENDATIONS

- Installation of the proposed access point at Agua Fria should include the two-way left turn lane at the intersection. This two-way left turn lane should remain in place to serve the westbound left users into the site.

- An eastbound dedicated right turn lane is required at the proposed access point. This right turn lane shall be 110 feet in length along the frontage of the proposed development property.
- All designs shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and the City of Santa Fe requirements.

APPENDIX A
EXISTING DATA

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	2	15	2	0	0	19	1	4	2	0	1	8	3	7	10	0	0	20	1	7	2	0	0	10	57
06:15 AM	8	21	12	0	0	41	5	9	6	0	0	20	2	6	7	0	0	15	1	22	4	0	0	27	103
06:30 AM	5	25	19	0	0	49	9	9	3	0	0	21	1	27	8	0	0	36	5	22	5	0	0	32	138
06:45 AM	9	44	13	0	0	66	7	14	5	0	0	26	3	14	18	0	0	35	10	26	5	0	0	41	168
Total	24	105	46	0	0	175	22	36	16	0	1	75	9	54	43	0	0	106	17	77	16	0	0	110	466
07:00 AM	11	25	7	0	0	43	11	17	5	0	0	33	3	27	13	0	0	43	9	36	10	0	0	55	174
07:15 AM	8	51	17	0	0	76	20	25	13	0	0	58	6	32	21	0	0	59	15	45	15	0	0	75	268
07:30 AM	27	54	21	0	0	102	21	33	15	0	0	69	9	57	30	0	0	96	17	73	18	0	0	108	375
07:45 AM	25	89	23	0	0	137	35	63	16	0	1	115	11	64	28	0	0	103	26	99	35	1	1	162	517
Total	71	219	68	0	0	358	87	138	49	0	1	275	29	180	92	0	0	301	67	253	78	1	1	400	1334
08:00 AM	25	77	23	0	0	125	33	46	16	0	0	95	11	52	27	0	1	91	32	112	33	0	0	177	488
08:15 AM	23	79	27	0	0	129	25	52	18	0	0	95	12	65	25	0	0	102	31	102	24	0	0	157	483
08:30 AM	32	87	21	0	0	140	30	47	19	1	0	97	11	60	45	0	0	116	18	87	28	0	0	133	486
08:45 AM	29	78	16	0	0	123	24	42	6	1	0	73	14	69	41	0	1	125	20	72	18	0	0	110	431
Total	109	321	87	0	0	517	112	187	59	2	0	360	48	246	138	0	2	434	101	373	103	0	0	577	1888
*** BREAK ***																									
03:00 PM	35	60	15	0	0	110	40	78	13	1	1	133	19	82	38	0	0	139	18	75	33	0	0	126	508
03:15 PM	35	53	19	0	0	107	43	85	19	1	0	148	29	74	43	1	0	147	18	61	30	0	0	109	511
03:30 PM	21	67	12	0	0	100	40	72	18	0	0	130	15	65	38	0	0	118	19	93	37	0	0	149	497
03:45 PM	19	72	24	0	0	115	30	65	13	0	0	108	27	69	36	0	0	132	28	92	35	1	0	156	511
Total	110	252	70	0	0	432	153	300	63	2	1	519	90	290	155	1	0	536	83	321	135	1	0	540	2027
04:00 PM	16	76	13	0	0	105	38	74	17	0	0	129	18	67	39	0	0	124	24	77	19	0	0	120	478
04:15 PM	22	66	21	0	0	109	38	83	15	0	0	136	25	87	40	0	0	152	24	67	40	0	0	131	528
04:30 PM	25	77	11	0	0	113	36	77	18	0	0	131	21	81	43	0	1	146	21	56	40	0	0	117	507
04:45 PM	31	59	23	1	0	114	57	88	15	0	0	160	26	79	31	2	1	139	23	87	37	0	0	147	560
Total	94	278	68	1	0	441	169	322	65	0	0	556	90	314	153	2	2	561	92	287	136	0	0	515	2073
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05:30 PM	30	54	18	0	0	102	43	78	14	0	0	135	21	76	38	0	0	135	22	68	36	1	0	127	499
05:45 PM	30	63	8	0	0	101	45	85	16	0	0	146	16	62	35	1	0	114	19	55	21	0	0	95	456
Total	112	241	60	0	0	413	182	342	72	1	0	597	96	331	140	1	1	569	94	263	144	1	0	502	2081
Grand Total	520	1416	399	1	0	2336	725	1325	324	5	3	2382	362	1415	721	4	5	2507	454	1574	612	3	1	2644	9869
Apprch %	22.3	60.6	17.1	0	0		30.4	55.6	13.6	0.2	0.1		14.4	56.4	28.8	0.2	0.2		17.2	59.5	23.1	0.1	0		
Total %	5.3	14.3	4	0	0	23.7	7.3	13.4	3.3	0.1	0	24.1	3.7	14.3	7.3	0	0.1	25.4	4.6	15.9	6.2	0	0	26.8	
Cars	517	1404	395	1	0	2317	722	1315	324	5	3	2369	356	1402	706	4	5	2473	451	1557	610	3	1	2622	9781
% Cars	99.4	99.2	99	100	0	99.2	99.6	99.2	100	100	100	99.5	98.3	99.1	97.9	100	100	98.6	99.3	98.9	99.7	100	100	99.2	99.1

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	2	4	3	0	0	9	0	1	0	0	0	1	5	12	5	0	0	22	1	15	0	0	0	16	48
% Trucks	0.4	0.3	0.8	0	0	0.4	0	0.1	0	0	0	0	1.4	0.8	0.7	0	0	0.9	0.2	1	0	0	0	0.6	0.5
Buses	1	8	1	0	0	10	3	9	0	0	0	12	1	1	10	0	0	12	2	2	2	0	0	6	40
% Buses	0.2	0.6	0.3	0	0	0.4	0.4	0.7	0	0	0	0.5	0.3	0.1	1.4	0	0	0.5	0.4	0.1	0.3	0	0	0.2	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Siler Rd.
Site Code : 03192024
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	Agua Fria St. Eastbound				Agua Fria St. Westbound				Siler Rd. Northbound				Siler Rd. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	25	89	23	137	35	63	16	114	11	64	28	103	26	99	35	160	514
08:00 AM	25	77	23	125	33	46	16	95	11	52	27	90	32	112	33	177	487
08:15 AM	23	79	27	129	25	52	18	95	12	65	25	102	31	102	24	157	483
08:30 AM	32	87	21	140	30	47	19	96	11	60	45	116	18	87	28	133	485
Total Volume	105	332	94	531	123	208	69	400	45	241	125	411	107	400	120	627	1969
% App. Total	19.8	62.5	17.7		30.8	52	17.2		10.9	58.6	30.4		17.1	63.8	19.1		
PHF	.820	.933	.870	.948	.879	.825	.908	.877	.938	.927	.694	.886	.836	.893	.857	.886	.958
Cars	103	329	92	524	123	207	69	399	45	239	121	405	105	396	119	620	1948
% Cars	98.1	99.1	97.9	98.7	100	99.5	100	99.8	100	99.2	96.8	98.5	98.1	99.0	99.2	98.9	98.9
Trucks	2	2	2	6	0	0	0	0	0	2	2	4	1	4	0	5	15
% Trucks	1.9	0.6	2.1	1.1	0	0	0	0	0	0.8	1.6	1.0	0.9	1.0	0	0.8	0.8
Buses	0	1	0	1	0	1	0	1	0	0	2	2	1	0	1	2	6
% Buses	0	0.3	0	0.2	0	0.5	0	0.3	0	0	1.6	0.5	0.9	0	0.8	0.3	0.3
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	25	77	11	113	36	77	18	131	21	81	43	145	21	56	40	117	506
04:45 PM	31	59	23	113	57	88	15	160	26	79	31	136	23	87	37	147	556
05:00 PM	24	63	14	101	38	92	16	146	33	91	38	162	29	64	36	129	538
05:15 PM	28	61	20	109	56	87	26	169	26	102	29	157	24	76	51	151	586
Total Volume	108	260	68	436	187	344	75	606	106	353	141	600	97	283	164	544	2186
% App. Total	24.8	59.6	15.6		30.9	56.8	12.4		17.7	58.8	23.5		17.8	52	30.1		
PHF	.871	.844	.739	.965	.820	.935	.721	.896	.803	.865	.820	.926	.836	.813	.804	.901	.933
Cars	108	259	68	435	186	342	75	603	106	353	138	597	97	281	164	542	2177
% Cars	100	99.6	100	99.8	99.5	99.4	100	99.5	100	100	97.9	99.5	100	99.3	100	99.6	99.6
Trucks	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1
% Trucks	0	0	0	0	0	0	0	0	0	0	0.7	0.2	0	0	0	0	0.0
Buses	0	1	0	1	1	2	0	3	0	0	2	2	0	2	0	2	8
% Buses	0	0.4	0	0.2	0.5	0.6	0	0.5	0	0	1.4	0.3	0	0.7	0	0.4	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Agua Fria St. and Harrison Rd.
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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Harrison Rd. Northbound						Boylan Ln. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	1	16	0	0	0	17	0	14	0	0	0	14	2	0	0	0	0	2	0	0	0	0	0	0	33
06:15 AM	1	27	0	0	0	28	1	15	0	0	0	16	0	0	2	0	0	2	0	0	0	0	0	0	46
06:30 AM	0	35	2	0	0	37	0	15	1	0	0	16	0	0	1	0	0	1	0	0	0	0	0	0	54
06:45 AM	9	48	0	0	0	57	0	36	1	0	0	37	1	0	4	0	0	5	1	0	2	0	0	3	102
Total	11	126	2	0	0	139	1	80	2	0	0	83	3	0	7	0	0	10	1	0	2	0	0	3	235
07:00 AM	5	46	0	0	0	51	4	37	1	0	0	42	1	1	1	0	0	3	1	0	0	0	0	1	97
07:15 AM	1	76	1	0	0	78	4	46	1	0	0	51	0	0	4	0	0	4	3	0	3	0	0	6	139
07:30 AM	0	70	0	0	0	70	3	48	0	0	0	51	1	0	6	0	0	7	1	0	5	0	0	6	134
07:45 AM	2	151	2	0	0	155	13	97	1	0	0	111	3	0	9	0	0	12	1	0	4	0	0	5	283
Total	8	343	3	0	0	354	24	228	3	0	0	255	5	1	20	0	0	26	6	0	12	0	0	18	653
08:00 AM	0	148	1	0	0	149	8	94	0	0	0	102	0	0	13	0	0	13	2	0	3	0	0	5	269
08:15 AM	1	132	1	0	0	134	6	93	0	0	0	99	1	0	6	0	0	7	1	0	3	0	0	4	244
08:30 AM	0	168	2	0	0	170	5	93	1	1	0	100	2	0	11	0	0	13	1	0	0	1	0	2	285
08:45 AM	1	150	2	0	0	153	7	83	0	0	0	90	2	0	9	0	0	11	0	0	1	0	0	1	255
Total	2	598	6	0	0	606	26	363	1	1	0	391	5	0	39	0	0	44	4	0	7	1	0	12	1053
*** BREAK ***																									
03:00 PM	2	125	1	0	0	128	5	108	0	0	0	113	0	1	12	0	0	13	0	0	1	0	0	1	255
03:15 PM	4	108	3	0	0	115	8	133	1	0	0	142	3	0	13	0	0	16	0	0	1	0	0	1	274
03:30 PM	9	130	2	0	0	141	7	149	2	0	0	158	3	1	10	0	0	14	3	0	6	0	0	9	322
03:45 PM	2	129	2	0	1	134	8	135	2	0	0	145	2	0	15	0	0	17	2	0	4	0	0	6	302
Total	17	492	8	0	1	518	28	525	5	0	0	558	8	2	50	0	0	60	5	0	12	0	0	17	1153
04:00 PM	1	141	4	0	0	146	16	133	1	0	0	150	0	0	16	0	0	16	0	1	4	0	0	5	317
04:15 PM	0	131	1	1	0	133	7	159	0	0	0	166	2	0	12	0	0	14	0	0	2	0	0	2	315
04:30 PM	0	131	2	0	0	133	7	150	0	0	0	157	1	1	24	0	0	26	0	1	1	0	0	2	318
04:45 PM	11	141	3	0	0	155	13	126	0	0	0	139	1	0	29	0	0	30	1	0	0	0	0	1	325
Total	12	544	10	1	0	567	43	568	1	0	0	612	4	1	81	0	0	86	1	2	7	0	0	10	1275
05:00 PM	2	150	1	0	0	153	12	156	0	1	1	170	3	0	20	0	0	23	0	0	0	0	0	0	346
05:15 PM	0	155	2	0	0	157	14	162	0	0	1	177	2	0	17	0	0	19	0	2	3	0	0	5	358
05:30 PM	0	128	4	1	0	133	3	121	0	0	1	125	2	1	13	0	0	16	0	0	0	0	0	0	274
05:45 PM	0	114	2	0	0	116	7	114	0	1	0	122	1	0	8	0	0	9	0	0	0	0	0	0	247
Total	2	547	9	1	0	559	36	553	0	2	3	594	8	1	58	0	0	67	0	2	3	0	0	5	1225
Grand Total	52	2650	38	2	1	2743	158	2317	12	3	3	2493	33	5	255	0	0	293	17	4	43	1	0	65	5594
Apprch %	1.9	96.6	1.4	0.1	0		6.3	92.9	0.5	0.1	0.1		11.3	1.7	87	0	0		26.2	6.2	66.2	1.5	0		
Total %	0.9	47.4	0.7	0	0	49	2.8	41.4	0.2	0.1	0.1	44.6	0.6	0.1	4.6	0	0	5.2	0.3	0.1	0.8	0	0	1.2	
Cars	52	2620	37	2	1	2712	158	2294	12	3	3	2470	33	5	251	0	0	289	17	4	43	1	0	65	5536
% Cars	100	98.9	97.4	100	100	98.9	100	99	100	100	100	99.1	100	100	98.4	0	0	98.6	100	100	100	100	0	100	99

Cleland Counts

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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Harrison Rd. Northbound						Boylan Ln. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	0	11	1	0	0	12	0	7	0	0	0	7	0	0	1	0	0	1	0	0	0	0	0	0	20
% Trucks	0	0.4	2.6	0	0	0.4	0	0.3	0	0	0	0.3	0	0	0.4	0	0	0.3	0	0	0	0	0	0	0.4
Buses	0	19	0	0	0	19	0	16	0	0	0	16	0	0	3	0	0	3	0	0	0	0	0	0	38
% Buses	0	0.7	0	0	0	0.7	0	0.7	0	0	0	0.6	0	0	1.2	0	0	1	0	0	0	0	0	0	0.7

Cleland Counts

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	Agua Fria St. Eastbound				Agua Fria St. Westbound				Harrison Rd. Northbound				Boylan Ln. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	2	151	2	155	13	97	1	111	3	0	9	12	1	0	4	5	283
08:00 AM	0	148	1	149	8	94	0	102	0	0	13	13	2	0	3	5	269
08:15 AM	1	132	1	134	6	93	0	99	1	0	6	7	1	0	3	4	244
08:30 AM	0	168	2	170	5	93	1	99	2	0	11	13	1	0	0	1	283
Total Volume	3	599	6	608	32	377	2	411	6	0	39	45	5	0	10	15	1079
% App. Total	0.5	98.5	1		7.8	91.7	0.5		13.3	0	86.7		33.3	0	66.7		
PHF	.375	.891	.750	.894	.615	.972	.500	.926	.500	.000	.750	.865	.625	.000	.625	.750	.953
Cars	3	590	6	599	32	371	2	405	6	0	37	43	5	0	10	15	1062
% Cars	100	98.5	100	98.5	100	98.4	100	98.5	100	0	94.9	95.6	100	0	100	100	98.4
Trucks	0	5	0	5	0	3	0	3	0	0	1	1	0	0	0	0	9
% Trucks	0	0.8	0	0.8	0	0.8	0	0.7	0	0	2.6	2.2	0	0	0	0	0.8
Buses	0	4	0	4	0	3	0	3	0	0	1	1	0	0	0	0	8
% Buses	0	0.7	0	0.7	0	0.8	0	0.7	0	0	2.6	2.2	0	0	0	0	0.7
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	0	131	2	133	7	150	0	157	1	1	24	26	0	1	1	2	318
04:45 PM	11	141	3	155	13	126	0	139	1	0	29	30	1	0	0	1	325
05:00 PM	2	150	1	153	12	156	0	168	3	0	20	23	0	0	0	0	344
05:15 PM	0	155	2	157	14	162	0	176	2	0	17	19	0	2	3	5	357
Total Volume	13	577	8	598	46	594	0	640	7	1	90	98	1	3	4	8	1344
% App. Total	2.2	96.5	1.3		7.2	92.8	0		7.1	1	91.8		12.5	37.5	50		
PHF	.295	.931	.667	.952	.821	.917	.000	.909	.583	.250	.776	.817	.250	.375	.333	.400	.941
Cars	13	574	8	595	46	589	0	635	7	1	90	98	1	3	4	8	1336
% Cars	100	99.5	100	99.5	100	99.2	0	99.2	100	100	100	100	100	100	100	100	99.4
Trucks	0	1	0	1	0	1	0	1	0	0	0	0	0	0	0	0	2
% Trucks	0	0.2	0	0.2	0	0.2	0	0.2	0	0	0	0	0	0	0	0	0.1
Buses	0	2	0	2	0	4	0	4	0	0	0	0	0	0	0	0	6
% Buses	0	0.3	0	0.3	0	0.7	0	0.6	0	0	0	0	0	0	0	0	0.4

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
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File Name : Agua Fria St. and Siler Park Ln.
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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Park Ln. Northbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	0	23	0	0	0	23	0	7	0	0	0	7	0	0	0	0	0	0	30
06:15 AM	0	34	0	0	0	34	0	22	0	0	0	22	0	0	0	0	0	0	56
06:30 AM	0	43	1	0	1	45	1	23	0	0	0	24	0	0	2	0	0	2	71
06:45 AM	0	60	7	0	0	67	3	24	0	0	0	27	0	0	1	0	0	1	95
Total	0	160	8	0	1	169	4	76	0	0	0	80	0	0	3	0	0	3	252
07:00 AM	0	42	6	0	0	48	4	38	0	0	0	42	1	0	2	0	0	3	93
07:15 AM	0	88	0	0	0	88	3	64	0	0	0	67	1	0	0	0	0	1	156
07:30 AM	0	96	2	0	2	100	5	75	0	0	0	80	0	0	3	0	0	3	183
07:45 AM	0	149	0	0	0	149	3	102	0	0	0	105	1	0	9	0	0	10	264
Total	0	375	8	0	2	385	15	279	0	0	0	294	3	0	14	0	0	17	696
08:00 AM	0	132	3	0	0	135	5	100	0	0	0	105	2	0	9	0	0	11	251
08:15 AM	0	134	2	0	0	136	3	88	0	0	0	91	3	0	7	0	0	10	237
08:30 AM	0	142	2	0	0	144	2	84	0	1	0	87	3	0	9	0	0	12	243
08:45 AM	0	139	2	0	1	142	4	78	0	0	0	82	1	0	10	0	0	11	235
Total	0	547	9	0	1	557	14	350	0	1	0	365	9	0	35	0	0	44	966
*** BREAK ***																			
03:00 PM	0	108	1	0	0	109	4	136	0	1	0	141	2	0	6	0	0	8	258
03:15 PM	0	116	2	0	1	119	6	149	0	2	0	157	3	0	10	0	0	13	289
03:30 PM	0	123	1	0	2	126	5	132	0	1	0	138	0	0	18	0	0	18	282
03:45 PM	0	146	1	0	0	147	5	99	0	0	0	104	6	0	13	0	0	19	270
Total	0	493	5	0	3	501	20	516	0	4	0	540	11	0	47	0	0	58	1099
04:00 PM	0	138	3	0	0	141	4	138	0	0	0	142	9	0	19	0	0	28	311
04:15 PM	0	127	2	0	1	130	5	151	0	0	0	156	1	0	16	0	0	17	303
04:30 PM	0	140	0	0	2	142	3	147	0	0	0	150	0	0	16	0	1	17	309
04:45 PM	0	104	2	1	0	107	4	141	0	0	0	145	1	0	7	0	0	8	260
Total	0	509	7	1	3	520	16	577	0	0	0	593	11	0	58	0	1	70	1183
05:00 PM	0	130	0	1	0	131	1	156	0	1	0	158	0	0	17	0	0	17	306
05:15 PM	0	127	1	0	1	129	5	171	0	0	0	176	1	0	17	0	1	19	324
05:30 PM	0	130	1	0	0	131	1	154	0	0	0	155	0	0	5	0	0	5	291
05:45 PM	0	119	1	0	1	121	2	127	0	0	0	129	2	0	6	0	1	9	259
Total	0	506	3	1	2	512	9	608	0	1	0	618	3	0	45	0	2	50	1180
Grand Total	0	2590	40	2	12	2644	78	2406	0	6	0	2490	37	0	202	0	3	242	5376
Apprch %	0	98	1.5	0.1	0.5		3.1	96.6	0	0.2	0		15.3	0	83.5	0	1.2		
Total %	0	48.2	0.7	0	0.2	49.2	1.5	44.8	0	0.1	0	46.3	0.7	0	3.8	0	0.1	4.5	
Cars	0	2562	40	2	12	2616	78	2392	0	6	0	2476	37	0	200	0	3	240	5332
% Cars	0	98.9	100	100	100	98.9	100	99.4	0	100	0	99.4	100	0	99	0	100	99.2	99.2

Cleland Counts

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File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
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Groups Printed- Cars - Trucks - Buses

	Agua Fria St. Eastbound						Agua Fria St. Westbound						Siler Park Ln. Northbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	0	7	0	0	0	7	0	2	0	0	0	2	0	0	2	0	0	2	11
% Trucks	0	0.3	0	0	0	0.3	0	0.1	0	0	0	0.1	0	0	1	0	0	0.8	0.2
Buses	0	21	0	0	0	21	0	12	0	0	0	12	0	0	0	0	0	0	33
% Buses	0	0.8	0	0	0	0.8	0	0.5	0	0	0	0.5	0	0	0	0	0	0	0.6

Cleland Counts

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Albuquerque, New Mexico 87123
(505) 414-0465

File Name : Agua Fria St. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 3

	Agua Fria St. Eastbound				Agua Fria St. Westbound				Siler Park Ln. Northbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:45 AM													
07:45 AM	0	149	0	149	3	102	0	105	1	0	9	10	264
08:00 AM	0	132	3	135	5	100	0	105	2	0	9	11	251
08:15 AM	0	134	2	136	3	88	0	91	3	0	7	10	237
08:30 AM	0	142	2	144	2	84	0	86	3	0	9	12	242
Total Volume	0	557	7	564	13	374	0	387	9	0	34	43	994
% App. Total	0	98.8	1.2		3.4	96.6	0		20.9	0	79.1		
PHF	.000	.935	.583	.946	.650	.917	.000	.921	.750	.000	.944	.896	.941
Cars	0	548	7	555	13	373	0	386	9	0	34	43	984
% Cars	0	98.4	100	98.4	100	99.7	0	99.7	100	0	100	100	99.0
Trucks	0	5	0	5	0	0	0	0	0	0	0	0	5
% Trucks	0	0.9	0	0.9	0	0	0	0	0	0	0	0	0.5
Buses	0	4	0	4	0	1	0	1	0	0	0	0	5
% Buses	0	0.7	0	0.7	0	0.3	0	0.3	0	0	0	0	0.5
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:30 PM													
04:30 PM	0	140	0	140	3	147	0	150	0	0	16	16	306
04:45 PM	0	104	2	106	4	141	0	145	1	0	7	8	259
05:00 PM	0	130	0	130	1	156	0	157	0	0	17	17	304
05:15 PM	0	127	1	128	5	171	0	176	1	0	17	18	322
Total Volume	0	501	3	504	13	615	0	628	2	0	57	59	1191
% App. Total	0	99.4	0.6		2.1	97.9	0		3.4	0	96.6		
PHF	.000	.895	.375	.900	.650	.899	.000	.892	.500	.000	.838	.819	.925
Cars	0	497	3	500	13	611	0	624	2	0	57	59	1183
% Cars	0	99.2	100	99.2	100	99.3	0	99.4	100	0	100	100	99.3
Trucks	0	0	0	0	0	1	0	1	0	0	0	0	1
% Trucks	0	0	0	0	0	0.2	0	0.2	0	0	0	0	0.1
Buses	0	4	0	4	0	3	0	3	0	0	0	0	7
% Buses	0	0.8	0	0.8	0	0.5	0	0.5	0	0	0	0	0.6

Cleland Counts

1441 Camino Cerritos S.E.
Albuquerque, New Mexico 87123
(505) 414-0465

Counter R.C.

File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 1

Groups Printed- Cars - Trucks - Buses

	Siler Park Ln. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
Start Time	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
06:00 AM	0	0	0	0	0	0	0	24	3	0	0	27	0	11	0	0	0	11	38
06:15 AM	0	0	0	0	0	0	0	18	3	0	0	21	2	34	0	0	0	36	57
06:30 AM	1	0	3	0	0	4	0	36	5	0	0	41	3	50	0	0	0	53	98
06:45 AM	1	0	0	0	0	1	0	38	7	0	1	46	2	47	0	0	0	49	96
Total	2	0	3	0	0	5	0	116	18	0	1	135	7	142	0	0	0	149	289
07:00 AM	2	0	0	0	0	2	0	44	9	0	0	53	0	55	0	0	0	55	110
07:15 AM	3	0	0	0	0	3	0	66	4	0	0	70	1	78	0	0	0	79	152
07:30 AM	6	0	0	0	0	6	0	103	9	0	1	113	0	117	0	0	0	117	236
07:45 AM	8	0	3	0	0	11	0	121	17	0	0	138	4	153	0	0	0	157	306
Total	19	0	3	0	0	22	0	334	39	0	1	374	5	403	0	0	0	408	804
08:00 AM	5	0	3	0	0	8	0	97	15	0	2	114	5	165	0	0	0	170	292
08:15 AM	9	0	4	0	0	13	0	99	16	0	1	116	2	149	0	0	0	151	280
08:30 AM	10	0	3	0	0	13	0	141	24	0	0	165	2	151	0	0	0	153	331
08:45 AM	7	0	2	0	0	9	0	121	16	0	3	140	3	103	0	0	0	106	255
Total	31	0	12	0	0	43	0	458	71	0	6	535	12	568	0	0	0	580	1158
*** BREAK ***																			
03:00 PM	15	0	5	0	0	20	0	143	19	0	0	162	7	121	0	0	0	128	310
03:15 PM	15	0	3	0	0	18	0	146	19	1	2	168	2	122	0	0	0	124	310
03:30 PM	20	0	3	0	0	23	0	127	21	0	0	148	5	143	0	0	0	148	319
03:45 PM	13	0	4	0	0	17	0	136	16	0	0	152	1	134	0	1	0	136	305
Total	63	0	15	0	0	78	0	552	75	1	2	630	15	520	0	1	0	536	1244
04:00 PM	18	0	6	0	0	24	0	135	14	0	0	149	5	130	0	0	0	135	308
04:15 PM	18	0	7	0	0	25	0	147	14	0	1	162	6	119	0	0	0	125	312
04:30 PM	17	0	3	0	0	20	0	143	21	0	0	164	4	114	0	0	0	118	302
04:45 PM	7	0	7	0	0	14	0	144	15	1	2	162	1	158	0	1	0	160	336
Total	60	0	23	0	0	83	0	569	64	1	3	637	16	521	0	1	0	538	1258
05:00 PM	13	0	3	0	0	16	0	172	19	1	1	193	1	122	0	0	0	123	332
05:15 PM	15	0	5	0	0	20	0	151	17	0	1	169	5	149	0	0	0	154	343
05:30 PM	14	0	2	0	0	16	0	146	3	0	0	149	2	128	0	1	0	131	296
05:45 PM	5	0	1	0	0	6	0	113	9	0	1	123	1	102	0	0	0	103	232
Total	47	0	11	0	0	58	0	582	48	1	3	634	9	501	0	1	0	511	1203
Grand Total	222	0	67	0	0	289	0	2611	315	3	16	2945	64	2655	0	3	0	2722	5956
Apprch %	76.8	0	23.2	0	0		0	88.7	10.7	0.1	0.5		2.4	97.5	0	0.1	0		
Total %	3.7	0	1.1	0	0	4.9	0	43.8	5.3	0.1	0.3	49.4	1.1	44.6	0	0.1	0	45.7	
Cars	219	0	64	0	0	283	0	2582	311	3	13	2909	63	2630	0	3	0	2696	5888
% Cars	98.6	0	95.5	0	0	97.9	0	98.9	98.7	100	81.2	98.8	98.4	99.1	0	100	0	99	98.9

Cleland Counts

1441 Camino Cerritos S.E.
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File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 2

Groups Printed- Cars - Trucks - Buses

	Siler Park Ln. Westbound						Siler Rd. Northbound						Siler Rd. Southbound						
	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Left	Thru	Right	Bikes	Peds	App. Total	Int. Total
Trucks	3	0	3	0	0	6	0	18	3	0	3	24	1	19	0	0	0	20	50
% Trucks	1.4	0	4.5	0	0	2.1	0	0.7	1	0	18.8	0.8	1.6	0.7	0	0	0	0.7	0.8
Buses	0	0	0	0	0	0	0	11	1	0	0	12	0	6	0	0	0	6	18
% Buses	0	0	0	0	0	0	0	0.4	0.3	0	0	0.4	0	0.2	0	0	0	0.2	0.3

Cleland Counts

1441 Camino Cerritos S.E.
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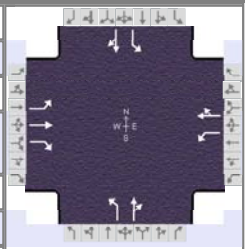
File Name : Siler Rd. and Siler Park Ln.
Site Code : 03192024
Start Date : 3/19/2024
Page No : 3

	Siler Park Ln. Westbound				Siler Rd. Northbound				Siler Rd. Southbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 06:00 AM to 12:00 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:45 AM													
07:45 AM	8	0	3	11	0	121	17	138	4	153	0	157	306
08:00 AM	5	0	3	8	0	97	15	112	5	165	0	170	290
08:15 AM	9	0	4	13	0	99	16	115	2	149	0	151	279
08:30 AM	10	0	3	13	0	141	24	165	2	151	0	153	331
Total Volume	32	0	13	45	0	458	72	530	13	618	0	631	1206
% App. Total	71.1	0	28.9		0	86.4	13.6		2.1	97.9	0		
PHF	.800	.000	.813	.865	.000	.812	.750	.803	.650	.936	.000	.928	.911
Cars	31	0	12	43	0	452	72	524	13	614	0	627	1194
% Cars	96.9	0	92.3	95.6	0	98.7	100	98.9	100	99.4	0	99.4	99.0
Trucks	1	0	1	2	0	4	0	4	0	4	0	4	10
% Trucks	3.1	0	7.7	4.4	0	0.9	0	0.8	0	0.6	0	0.6	0.8
Buses	0	0	0	0	0	2	0	2	0	0	0	0	2
% Buses	0	0	0	0	0	0.4	0	0.4	0	0	0	0	0.2
Peak Hour Analysis From 12:15 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:30 PM													
04:30 PM	17	0	3	20	0	143	21	164	4	114	0	118	302
04:45 PM	7	0	7	14	0	144	15	159	1	158	0	159	332
05:00 PM	13	0	3	16	0	172	19	191	1	122	0	123	330
05:15 PM	15	0	5	20	0	151	17	168	5	149	0	154	342
Total Volume	52	0	18	70	0	610	72	682	11	543	0	554	1306
% App. Total	74.3	0	25.7		0	89.4	10.6		2	98	0		
PHF	.765	.000	.643	.875	.000	.887	.857	.893	.550	.859	.000	.871	.955
Cars	52	0	18	70	0	608	72	680	11	539	0	550	1300
% Cars	100	0	100	100	0	99.7	100	99.7	100	99.3	0	99.3	99.5
Trucks	0	0	0	0	0	0	0	0	0	1	0	1	1
% Trucks	0	0	0	0	0	0	0	0	0	0.2	0	0.2	0.1
Buses	0	0	0	0	0	2	0	2	0	3	0	3	5
% Buses	0	0	0	0	0	0.3	0	0.3	0	0.6	0	0.5	0.4

APPENDIX B
2024 EXISTING INTERSECTION CAPACITY ANALYSIS

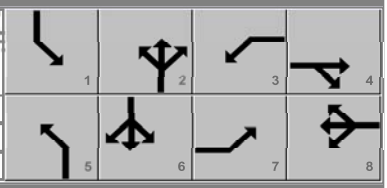
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	EXISTING AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2024	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_EXAM AF-S.xus		
Project Description	EXISTING				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	105	332	94	123	208	69	45	241	125	107	400	120

Signal Information			
Cycle, s	64.6	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	2.9	1.5	22.6	5.1	0.2	15.4
Yellow	3.0	0.0	3.0	3.0	0.0	4.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

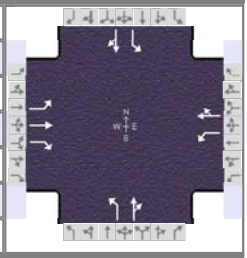
Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.3	20.6	9.1	20.4	6.9	26.6	8.3	28.0
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	5.9	13.1	5.4	11.3	3.0	13.5	4.5	19.4
Green Extension Time (g_e), s	0.2	2.5	0.3	2.6	0.1	4.6	0.3	4.5
Phase Call Probability	0.86	1.00	0.90	1.00	0.57	1.00	0.87	1.00
Max Out Probability	0.00	0.14	0.00	0.09	0.00	0.00	0.00	0.01

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	109	346	98	128	289		47	381		111	542	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1776		1781	1810	
Queue Service Time (g_s), s	3.9	11.1	3.2	3.4	9.3		1.0	11.5		2.5	17.4	
Cycle Queue Clearance Time (g_c), s	3.9	11.1	3.2	3.4	9.3		1.0	11.5		2.5	17.4	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.32	0.24		0.40	0.35		0.42	0.37	
Capacity (*c*), veh/h	147	455	383	297	434		256	621		404	674	
Volume-to-Capacity Ratio (*X*)	0.744	0.760	0.256	0.431	0.665		0.183	0.614		0.276	0.804	
Back of Queue (*Q*), ft/ln (95 th percentile)	85	212	52	60	175		18	200		43	284	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.3	8.4	2.0	2.4	7.0		0.7	8.0		1.7	11.3	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.68	1.69	0.42	0.50	1.46		0.14	1.49		0.48	3.16	
Uniform Delay (d_1), s/veh	29.1	22.9	19.9	17.7	22.3		14.8	17.5		12.9	18.2	
Incremental Delay (d_2), s/veh	7.2	2.6	0.3	1.0	2.1		0.3	1.2		0.4	2.3	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	36.3	25.5	20.2	18.7	24.5		15.2	18.7		13.3	20.5	
Level of Service (LOS)	D	C	C	B	C		B	B		B	C	
Approach Delay, s/veh / LOS	26.7	C		22.7	C		18.3	B		19.3	B	
Intersection Delay, s/veh / LOS	21.8						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.91	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.40	A	1.18	A	1.19	A	1.57	B

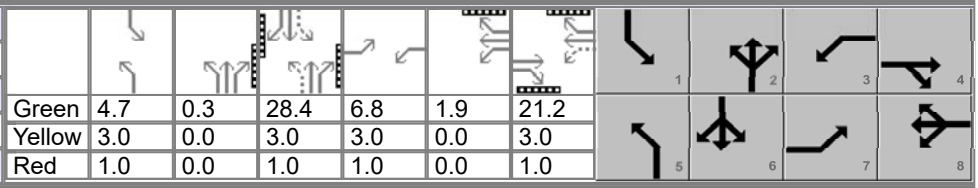
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2024	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_EXPM AF-S.xus		
Project Description	EXISTING				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	260	68	187	344	75	106	353	141	97	283	164

Signal Information			
Cycle, s	79.3	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	4.7	0.3	28.4	6.8	1.9	21.2
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	10.8	25.2	12.7	27.2	9.0	32.7	8.7	32.4
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.1	12.3	8.3	20.6	5.1	23.4	4.9	21.0
Green Extension Time (g_e), s	0.2	3.0	0.5	1.6	0.3	5.2	0.3	5.3
Phase Call Probability	0.92	1.00	0.99	1.00	0.92	1.00	0.90	1.00
Max Out Probability	0.00	0.16	0.01	0.98	0.00	0.03	0.00	0.02

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	116	280	73	201	451		114	531		104	481	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	5.1	10.3	2.9	6.3	18.6		3.1	21.4		2.9	19.0	
Cycle Queue Clearance Time (g_c), s	5.1	10.3	2.9	6.3	18.6		3.1	21.4		2.9	19.0	
Green Ratio (*g/C*)	0.09	0.26	0.26	0.37	0.28		0.42	0.36		0.42	0.36	
Capacity (*c*), veh/h	153	481	405	430	515		314	649		255	633	
Volume-to-Capacity Ratio (*X*)	0.761	0.581	0.181	0.467	0.875		0.363	0.819		0.409	0.759	
Back of Queue (*Q*), ft/ln (95 th percentile)	112	202	48	115	365		57	352		54	312	
Back of Queue (*Q*), veh/ln (95 th percentile)	4.4	8.0	1.9	4.6	14.6		2.3	14.0		2.1	12.4	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.89	1.61	0.38	0.96	3.04		0.42	2.61		0.60	3.46	
Uniform Delay (d_1), s/veh	35.5	25.9	23.1	18.8	27.3		16.8	23.0		18.1	22.5	
Incremental Delay (d_2), s/veh	7.6	1.1	0.2	0.8	13.3		0.7	3.1		1.1	1.9	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	43.1	27.0	23.3	19.6	40.6		17.5	26.1		19.2	24.4	
Level of Service (LOS)	D	C	C	B	D		B	C		B	C	
Approach Delay, s/veh / LOS	30.4	C		34.1	C		24.6	C		23.5	C	
Intersection Delay, s/veh / LOS	28.1						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.26	A	1.56	B	1.55	B	1.45	A

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HCS Two-Way Stop-Control Report

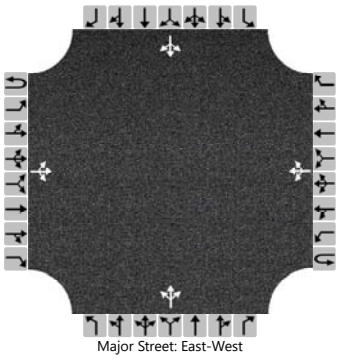
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	599	6		32	377	2		6	0	39		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				34					47				16	
Capacity, c (veh/h)		1162				950					442				449	
v/c Ratio		0.00				0.04					0.11				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		8.9	0.4	0.4			14.1				13.3	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.1				13.3			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

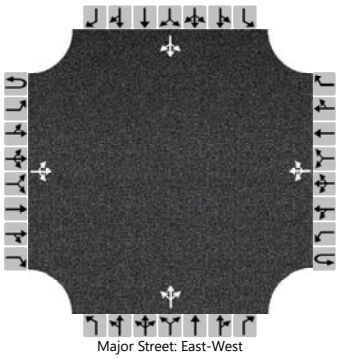
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	577	8		46	594	0		7	1	90		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				49					104				9	
Capacity, c (veh/h)		958				964					452				309	
v/c Ratio		0.01				0.05					0.23				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.9				0.1	
95% Queue Length, Q_{95} (ft)											22.5				2.5	
Control Delay (s/veh)		8.8	0.2	0.2		8.9	0.7	0.7			15.3				17.0	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				15.3				17.0			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

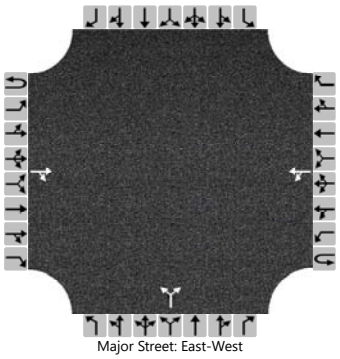
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			557	7		13	374			0		9				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage																
	Left + Thru									1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					10					
Capacity, c (veh/h)						985					507					
v/c Ratio						0.01					0.02					
95% Queue Length, Q_{95} (veh)						0.0					0.1					
95% Queue Length, Q_{95} (ft)						0.0					2.5					
Control Delay (s/veh)						8.7	0.2				12.2					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				12.2							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

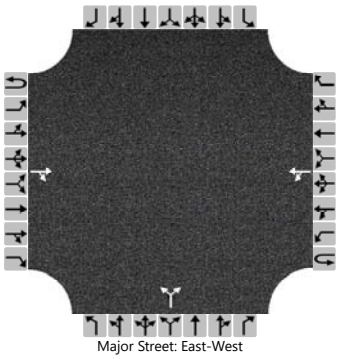
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	EXISTING

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			557	7		13	374			0		9				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					10					
Capacity, c (veh/h)						980					503					
v/c Ratio						0.01					0.02					
95% Queue Length, Q_{95} (veh)						0.0					0.1					
95% Queue Length, Q_{95} (ft)						0.0					2.5					
Control Delay (s/veh)						8.7	0.2				12.3					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)					0.4				12.3							
Approach LOS					A				B							

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HCS Two-Way Stop-Control Report

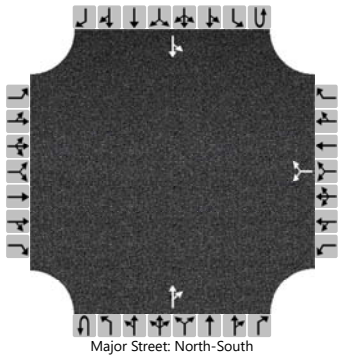
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	EXISTING

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						32		13			458	72		13	618	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							49							14		
Capacity, c (veh/h)							366							999		
v/c Ratio							0.13							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							16.4							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						16.4								0.4		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

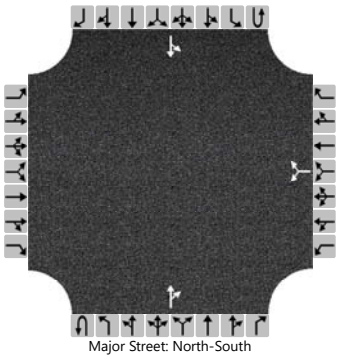
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2024
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	EXISTING

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						52		18			610	72		11	543	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							77							12		
Capacity, c (veh/h)							334							866		
v/c Ratio							0.23							0.01		
95% Queue Length, Q_{95} (veh)							0.9							0.0		
95% Queue Length, Q_{95} (ft)							22.6							0.0		
Control Delay (s/veh)							19.0							9.2	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						19.0								0.4		
Approach LOS						C								A		

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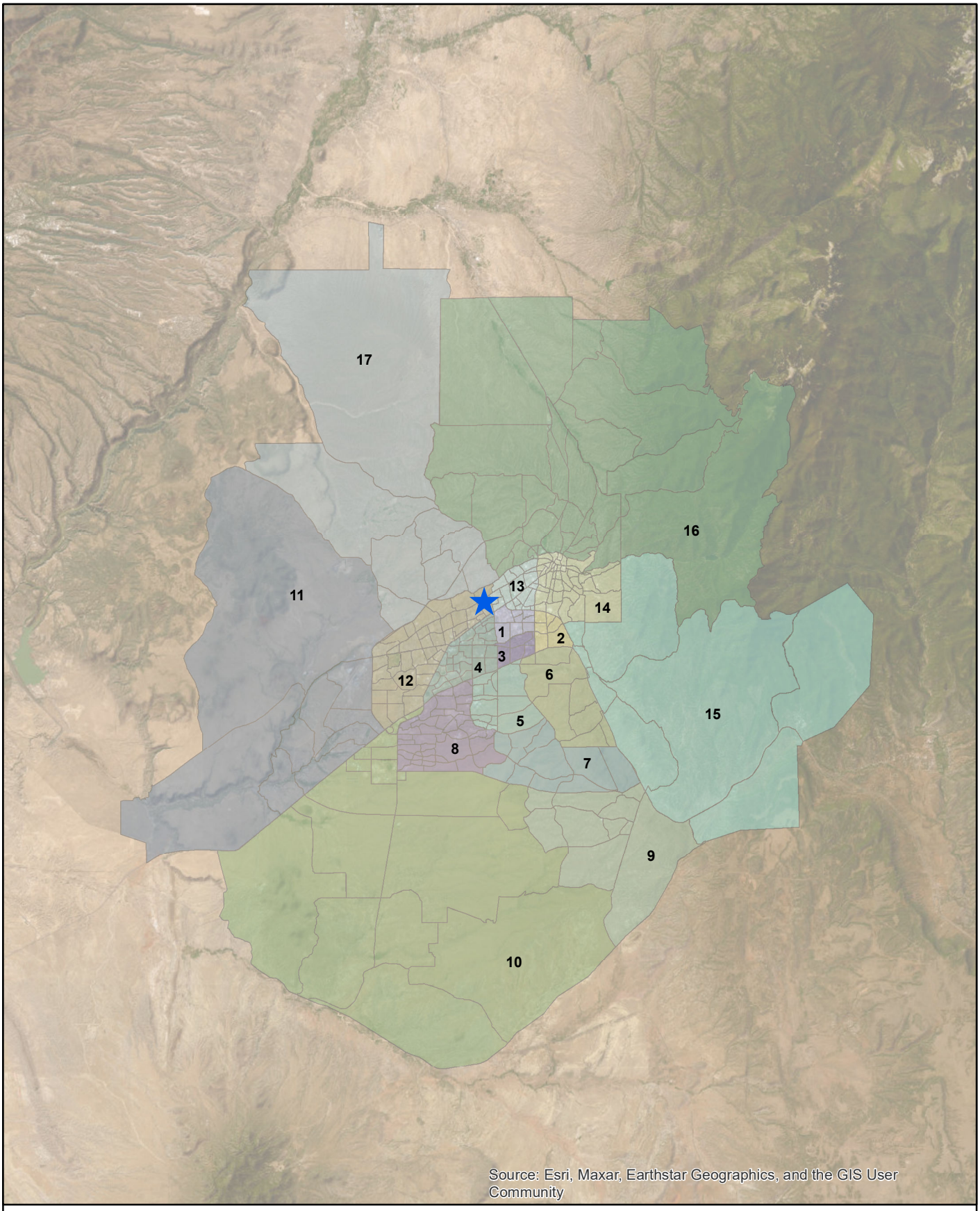
APPENDIX C
TURNING MOVEMENT DEVELOPMENT



Bohannan Huston
www.bhinc.com 800.877.5332

N W E S

0 13,750 27,500 Feet
1 in = 27,992 ft

Agua Fria

Santa Fe Region
Traffic Analysis Zones

P:\20240415\TRANS\Study\Analysis\Programs\GIS\SantaFe_BaseMap.mxd
Author: magarcia

April 2024

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Agua Fria Road - To/From East		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	5%	0.58%	112
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%			
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%			
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%			
9	655	654	655	11.01	59	0.31%	15%	0.05%	9
10	1,082	1,094	1,086	10.13	107	0.55%			
11	399	1,984	927	7.4	125	0.65%			
12	6,827	8,904	7,519	3.25	2,314	11.95%			
13	5,956	4,456	5,456	1.39	3,925	20.27%	30%	6.08%	1,178
14	23,927	18,392	22,082	3.76	5,873	30.33%	30%	9.10%	1,762
15	552	551	552	7.18	77	0.40%	30%	0.12%	23
16	2,748	2,613	2,703	5.65	478	2.47%	20%	0.49%	96
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		16%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Agua Fria Road - To/From West		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%			
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%	25%	3.07%	594
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%	5%	0.01%	3
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%	60%	0.83%	161
9	655	654	655	11.01	59	0.31%			
10	1,082	1,094	1,086	10.13	107	0.55%	80%	0.44%	86
11	399	1,984	927	7.4	125	0.65%	65%	0.42%	81
12	6,827	8,904	7,519	3.25	2,314	11.95%	65%	7.77%	1,504
13	5,956	4,456	5,456	1.39	3,925	20.27%			
14	23,927	18,392	22,082	3.76	5,873	30.33%			
15	552	551	552	7.18	77	0.40%			
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%	70%	0.20%	40
TOTALS =	55,357	56,072	55,595		19,362	100.00%		13%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Siler Road - To/From North		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%			
2	1,986	1,822	1,931	2.88	671	3.46%			
3	1,298	1,776	1,457	2.25	648	3.35%			
4	4,183	8,318	5,561	2.34	2,377	12.27%			
5	325	417	356	4.03	88	0.46%			
6	248	345	280	5.02	56	0.29%			
7	42	38	41	7.09	6	0.03%			
8	1,350	1,792	1,497	5.57	269	1.39%			
9	655	654	655	11.01	59	0.31%			
10	1,082	1,094	1,086	10.13	107	0.55%			
11	399	1,984	927	7.4	125	0.65%	5%	0.03%	6
12	6,827	8,904	7,519	3.25	2,314	11.95%	5%	0.60%	116
13	5,956	4,456	5,456	1.39	3,925	20.27%	5%	1.01%	196
14	23,927	18,392	22,082	3.76	5,873	30.33%	5%	1.52%	294
15	552	551	552	7.18	77	0.40%	10%	0.04%	8
16	2,748	2,613	2,703	5.65	478	2.47%	80%	1.98%	383
17	326	376	343	6.07	56	0.29%	30%	0.09%	17
TOTALS =	55,357	56,072	55,595		19,362	100.00%		5%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Siler Road - To/From South		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	50%	5.77%	1,117
2	1,986	1,822	1,931	2.88	671	3.46%	70%	2.42%	469
3	1,298	1,776	1,457	2.25	648	3.35%	70%	2.34%	453
4	4,183	8,318	5,561	2.34	2,377	12.27%	60%	7.36%	1,426
5	325	417	356	4.03	88	0.46%	70%	0.32%	62
6	248	345	280	5.02	56	0.29%	75%	0.22%	42
7	42	38	41	7.09	6	0.03%	70%	0.02%	4
8	1,350	1,792	1,497	5.57	269	1.39%	25%	0.35%	67
9	655	654	655	11.01	59	0.31%	60%	0.18%	36
10	1,082	1,094	1,086	10.13	107	0.55%	15%	0.08%	16
11	399	1,984	927	7.4	125	0.65%	25%	0.16%	31
12	6,827	8,904	7,519	3.25	2,314	11.95%	25%	2.99%	578
13	5,956	4,456	5,456	1.39	3,925	20.27%	60%	12.16%	2,355
14	23,927	18,392	22,082	3.76	5,873	30.33%	60%	18.20%	3,524
15	552	551	552	7.18	77	0.40%	55%	0.22%	42
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		53%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees			DISTANCE	EMP./DIST.	%	Harrison Road - To/From South		
	2015	2040	2024	(D)	2024	2024	% Utilizing	% Employment/D Dist. Utilizing	EMP/Dist
1	3,453	2,540	3,149	1.41	2,233	11.53%	45%	5.19%	1,005
2	1,986	1,822	1,931	2.88	671	3.46%	30%	1.04%	201
3	1,298	1,776	1,457	2.25	648	3.35%	30%	1.00%	194
4	4,183	8,318	5,561	2.34	2,377	12.27%	15%	1.84%	356
5	325	417	356	4.03	88	0.46%	30%	0.14%	26
6	248	345	280	5.02	56	0.29%	20%	0.06%	11
7	42	38	41	7.09	6	0.03%	30%	0.01%	2
8	1,350	1,792	1,497	5.57	269	1.39%	15%	0.21%	40
9	655	654	655	11.01	59	0.31%	25%	0.08%	15
10	1,082	1,094	1,086	10.13	107	0.55%	5%	0.03%	5
11	399	1,984	927	7.4	125	0.65%	5%	0.03%	6
12	6,827	8,904	7,519	3.25	2,314	11.95%	5%	0.60%	116
13	5,956	4,456	5,456	1.39	3,925	20.27%	5%	1.01%	196
14	23,927	18,392	22,082	3.76	5,873	30.33%	5%	1.52%	294
15	552	551	552	7.18	77	0.40%	5%	0.02%	4
16	2,748	2,613	2,703	5.65	478	2.47%			
17	326	376	343	6.07	56	0.29%			
TOTALS =	55,357	56,072	55,595		19,362	100.00%		13%	

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

AGUA FRIA RESIDENTIAL TRIP DISTRIBUTION
EMPLOYMENT BY AGGREGATED TAZ
2024

Aggregated TAZ's	Employees 2015	Employees 2040	Employees 2024	DISTANCE (D)	EMP./DIST. 2024	% 2024			
1	3,453	2,540	3,149	1.41	2,233	11.53%	11.53%	0.00%	100%
2	1,986	1,822	1,931	2.88	671	3.46%	3.46%	0.00%	100%
3	1,298	1,776	1,457	2.25	648	3.35%	3.35%	0.00%	100%
4	4,183	8,318	5,561	2.34	2,377	12.27%	12.27%	0.00%	100%
5	325	417	356	4.03	88	0.46%	0.46%	0.00%	100%
6	248	345	280	5.02	56	0.29%	0.29%	0.00%	100%
7	42	38	41	7.09	6	0.03%	0.03%	0.00%	100%
8	1,350	1,792	1,497	5.57	269	1.39%	1.39%	0.00%	100%
9	655	654	655	11.01	59	0.31%	0.31%	0.00%	100%
10	1,082	1,094	1,086	10.13	107	0.55%	0.55%	0.00%	100%
11	399	1,984	927	7.4	125	0.65%	0.65%	0.00%	100%
12	6,827	8,904	7,519	3.25	2,314	11.95%	11.95%	0.00%	100%
13	5,956	4,456	5,456	1.39	3,925	20.27%	20.27%	0.00%	100%
14	23,927	18,392	22,082	3.76	5,873	30.33%	30.33%	0.00%	100%
15	552	551	552	7.18	77	0.40%	0.40%	0.00%	100%
16	2,748	2,613	2,703	5.65	478	2.47%	2.47%	0.00%	100%
17	326	376	343	6.07	56	0.29%	0.29%	0.00%	100%
TOTALS =	55,357	56,072	55,595		19,362	100.00%	100.00%	0.00%	0%

2015 and 2040 Santa Fe Tmodel Socioeconomic Forecasts

ABQ values from MRCOG 2040 Forecasts - Distance adjusted to reflect estimated percentage from Albuquerque

New Mexico Department of TRANSPORTATION

MS2 Transportation Data Management System

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Record 1 of 1 Goto Record go

Location ID	22874	MPO ID	181811
Type	SPOT	HPMS ID	
On NHS	No	On HPMS	No
LRS ID	FL4735P	LRS Loc Pt.	2.501431
SF Group	09	Route Type	Two-Way Roadway
AF Group	09	Route	FL4735
GF Group	09	Active	Yes
Class Dist Grp	09	Category	
Seas Clss Grp	Statewide		
WIM Group	FC-NOT-1		
QC Group	Perm		
Fnct'l Class	(4) Minor Arterial	Milepost	
Located On	AGUA FRIA ST		
Loc On Alias	JCT. MAEZ		

More Detail

STATION DATA Show Data

Directions: 2-WAY | NEG 1 | POS 1

AADT

Year	AADT	DHV-30	K %	D %	PA	BC	Src
2022	10,417	1,166	11	52	9,782 (94%)	635 (6%)	
2021	11,217	1,180	11	50	10,578 (94%)	639 (6%)	
2020	10,021	1,120	11	52	9,320 (93%)	701 (7%)	
2019	11,705		11	53	11,213 (96%)	492 (4%)	
2018	11,416	1,236	11	53	11,019 (97%)	397 (3%)	

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Travel Demand Model

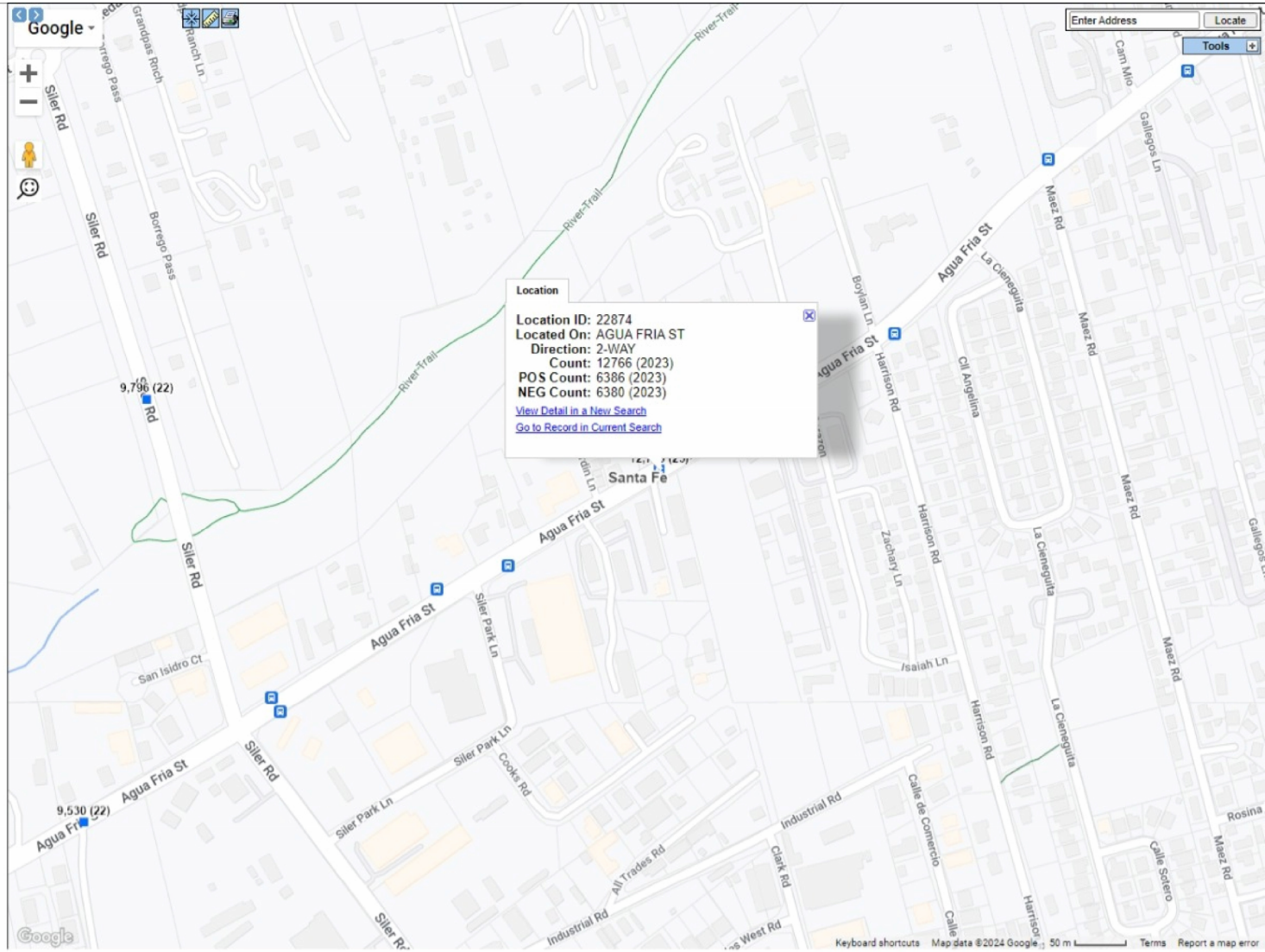
Model Year	Model AADT	AM PHV	AM PPV	MD PHV	MD PPV	PM PHV	PM PPV	NT PHV	NT PPV

VOLUME COUNT

Date	Int	Total
Sun 4/30/2023	15	12,459
Sun 4/23/2023	15	12,088
Sun 4/16/2023	15	12,508
Sun 4/9/2023	15	10,864
Sat 4/8/2023	15	14,235
Wed 3/29/2023	15	12,766
Tue 3/28/2023	15	12,725
Mon 3/27/2023	15	12,421
Sun 3/26/2023	15	7,825
Sat 3/25/2023	15	10,093

VOLUME TREND

Year	Annual Growth
2022	-7%
2021	12%
2020	-14%
2019	3%
2018	-6%
2017	-13%
2016	21%
2015	0%
2014	-3%
2013	-7%



AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Siler Road

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	105	332	94	123	208	69	45	241	125	107	400	120
Background Growth	3	10	3	4	6	2	1	7	4	3	12	4
No Build (2027)	108	342	97	127	214	71	46	248	129	110	412	124
Entering		2							8	1		
Exiting				25	6	2						
Build (2027)	108	344	97	152	220	73	46	248	137	111	412	124
Background Growth	19	62	17	27	40	13	8	45	25	20	74	22
No Build (2042 Horizon Year)	128	404	114	154	254	84	55	293	153	130	486	146
Entering		2							8	1		
Exiting				25	6	2						
Build (2042 Horizon Year)	128	406	114	180	260	87	55	293	161	131	486	146
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*1.3*			*0.3*			*1.5*			*1.1*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	108	260	68	187	344	75	106	353	141	97	283	164
Background Growth	3	8	2	6	10	2	3	11	4	3	8	5
No Build (2027)	111	268	70	193	354	77	109	364	145	100	291	169
Entering		6							25	2		
Exiting				15	4	1						
Build (2027)	111	274	70	207	358	79	109	364	171	102	291	169
Background Growth	19	47	12	34	62	14	19	64	25	17	51	30
No Build (2042 Horizon Year)	131	315	82	226	416	91	128	427	171	117	342	198
Entering		6							25	2		
Exiting				15	4	1						
Build (2042 Horizon Year)	131	321	82	241	420	92	128	427	196	120	342	198
PHF	*0.93*			*0.93*			*0.93*			*0.93*		
HV %		*0.2*			*0.5*			*0.5*			*0.4*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter		13.0%							53.0%	5.0%		
Trip Distribution % Exit				53.0%	13.0%	5.0%						

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Harrison Road

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Harrison			Southbound Harrison		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	3	599	6	32	377	2	6		39	5		10
Background Growth		18	0	1	11	0	0		1	0		
No Build (2027)	3	617	6	33	388	2	6		40	5		10
Entering					2		2					
Exiting		8	6									
Build (2027)	3	625	12	33	391	2	8		40	5		10
Background Growth	1	108	1	6	68		1		7	1		2
No Build (2042 Horizon Year)	4	725	7	39	456	2	7		47	6		12
Entering					2		2					
Exiting		8	6									
Build (2042 Horizon Year)	4	732	14	39	459	2	9		47	6		12
PHF	*0.95*			*0.95*			*0.95*			*0.95*		
HV %		*1.5*			*1.4*			*4.4*			*0*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound Harrison			Southbound Harrison		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)	13	577	8	46	594		7	1	90	1	3	4
Background Growth		17		1	18				3			
No Build (2027)	13	594	8	47	612		7	1	93	1	3	4
Entering					8		6					
Exiting		4	4									
Build (2027)	13	599	12	47	620		13	1	93	1	3	4
Background Growth	2	104	1	8	107		1		16		1	1
No Build (2042 Horizon Year)	15	698	9	56	719	0	8	1	109	1	4	5
Entering					8		6					
Exiting		4	4									
Build (2042 Horizon Year)	15	703	13	56	726	0	15	1	109	1	4	5
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*0.5*			*0.8*			*0*			*0*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter					16.0%		13.0%					
Trip Distribution % Exit		16.0%	13.0%									

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria Street & Siler Park Lane

AM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Agua Fria			Southbound Agua Fria		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		557	7	13	374		9		34			
Background Growth		17			11				1			
No Build (2027)		574	7	13	385		9		35			
Entering		11										
Exiting					34							
Build (2027)		584	7	13	419		9		35			
Background Growth		100	1	2	67		2		6			
No Build (2042 Horizon Year)		674	8	16	453		11		41			
Entering		11										
Exiting					34							
Build (2042 Horizon Year)		685	8	16	487		11		41			
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*1.6*			*0.3*			*0*			*2*	

PM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Agua Fria			Southbound Agua Fria		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		501	3	13	615		2		57			
Background Growth		15	0	0	18		0		2			
No Build (2027)		516	3	13	633		2		59			
Entering		34										
Exiting					20							
Build (2027)		550	3	13	653		2		59			
Background Growth		90	1	2	111				10			
No Build (2042 Horizon Year)		606	4	16	744		2		69			
Entering		34										
Exiting					20							
Build (2042 Horizon Year)		640	4	16	764	0	2	0	69	0	0	0
PHF	*0.93*			*0.93*			*0.93*			*0.93*		
HV %		*0.8*			*0.7*			*0*			*2*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter		71.0%										
Trip Distribution % Exit					71.0%							

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Siler Road & Siler Park Lane

AM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)				32		13		458	72	13	618	
Background Growth				1				9	1		12	
No Build (2027)				33		13		467	73	13	630	
Entering								8				
Exiting											25	
Build (2027)				33		13		475	73	13	656	
Background Growth				6		2		82	13	2	111	
No Build (2042 Horizon Year)				38		16		550	86	16	742	
Entering								8				
Exiting											25	
Build (2042 Horizon Year)				38		16		558	86	16	767	
PHF	*0.91*			*0.91*			*0.91*			*0.91*		
HV %		*4.4*			*1.2*			*2*			*0.6*	

PM Peak Hour

	Eastbound Siler Park			Westbound Siler Park			Northbound Siler			Southbound Siler		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)				52		18		610	72	11	543	
Background Growth				2		1		18	2	0	16	
No Build (2027)				54		19		628	74	11	559	
Entering								25				
Exiting											15	
Build (2027)				54		19		654	74	11	574	
Background Growth				9		3		110	13	2	98	
No Build (2042 Horizon Year)				63		22		738	87	13	657	
Entering								25				
Exiting											15	
Build (2042 Horizon Year)				63		22		764	87	13	672	
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*0*			*0.3*			*2*			*0.7*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter								53.0%				
Trip Distribution % Exit											53.0%	

AGUA FRIA, LOT 38 DEVELOPMENT
EXISTING & PROJECTED TURNING MOVEMENTS

INTERSECTION: Agua Fria & North Site Entrance

AM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound North Site Entrance			Southbound		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		608			383							
Background Growth		12			8							
No Build (2027)		620			391							
Entering			11	4								
Exiting							34		14			
Build (2027)		620	11	4	391		34		14			
Background Growth												
No Build (2042 Horizon Year)		620			391							
Entering			11	4								
Exiting							34		14			
Build (2042 Horizon Year)		620	11	4	391		34		14			
PHF	*0.94*			*0.94*			*0.94*			*0.94*		
HV %		*2*			*2*			*2*			*2*	

PM Peak Hour

	Eastbound Agua Fria			Westbound Agua Fria			Northbound North Site Entrance			Southbound		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Existing (2024)		598			601							
Background Growth		12			12							
No Build (2027)		610			613							
Entering			34	14								
Exiting							20		8			
Build (2027)		610	34	14	613		20		8			
Background Growth												
No Build (2042 Horizon Year)		610	0	0	613		0		0			
Entering			34	14								
Exiting							20		8			
Build (2042 Horizon Year)		610	34	14	613		20		8			
PHF	*0.96*			*0.96*			*0.96*			*0.96*		
HV %		*2*			*2*			*2*			*2*	

growth rates	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Trip Distribution % Enter			71.0%	29.0%								
Trip Distribution % Exit							71.0%		29.0%			

Table 17.B-1
Criteria for Deceleration Lanes on
URBAN TWO-LANE HIGHWAYS

Turning Volume [1] (vph)	LEFT-TURN DECELERATION LANE			RIGHT-TURN DECELERATION LANE		
	Minimum Directional Volume in the Through Lane (vphpl) [2]			Minimum Directional Volume in the Through Lane (vphpl) [2]		
	≤ 30 mph	35 to 45 mph	45 to 55 mph	≤ 30 mph	35 to 40 mph	45 to 55 mph
< 5	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required
5	510	450	330	1,080	610	360
10	390	330	210	700	400	240
15	320	250	150	500	280	170
20	270	200	120	380	210	140
25	230	160	100	300	180	120
30	200	130	Required	250	160	110
35	170	110	Required	220	150	100
40	150	Required	Required	200	140	Required
45	130	Required	Required	190	Required	Required
≥ 46	Required	Required	Required	Required	Required	Required
	Left-turn Deceleration Lanes are Required on Urban Two-lane Highways for the following Left-turn Volumes: • ≤ 30 mph : 46 vph or more • 35 to 40 mph : 36 vph or more • 45 to 55 mph : 26 vph or more			***Right-turn Deceleration Lanes are Required on Urban Two-lane Highways for the following Right-turn Volumes:*** • ≤ 30 mph : 46 vph or more • 35 to 40 mph : 41 vph or more • 45 to 55 mph : 36 vph or more		

Notes:

1. *Use linear interpolation for turning volumes between 5 and 45 vph.*
2. *The directional volume in the through lane includes through vehicles and turning vehicles.*

FIGURE 1. LEFT TURN LANE WARRANT CRITERIA

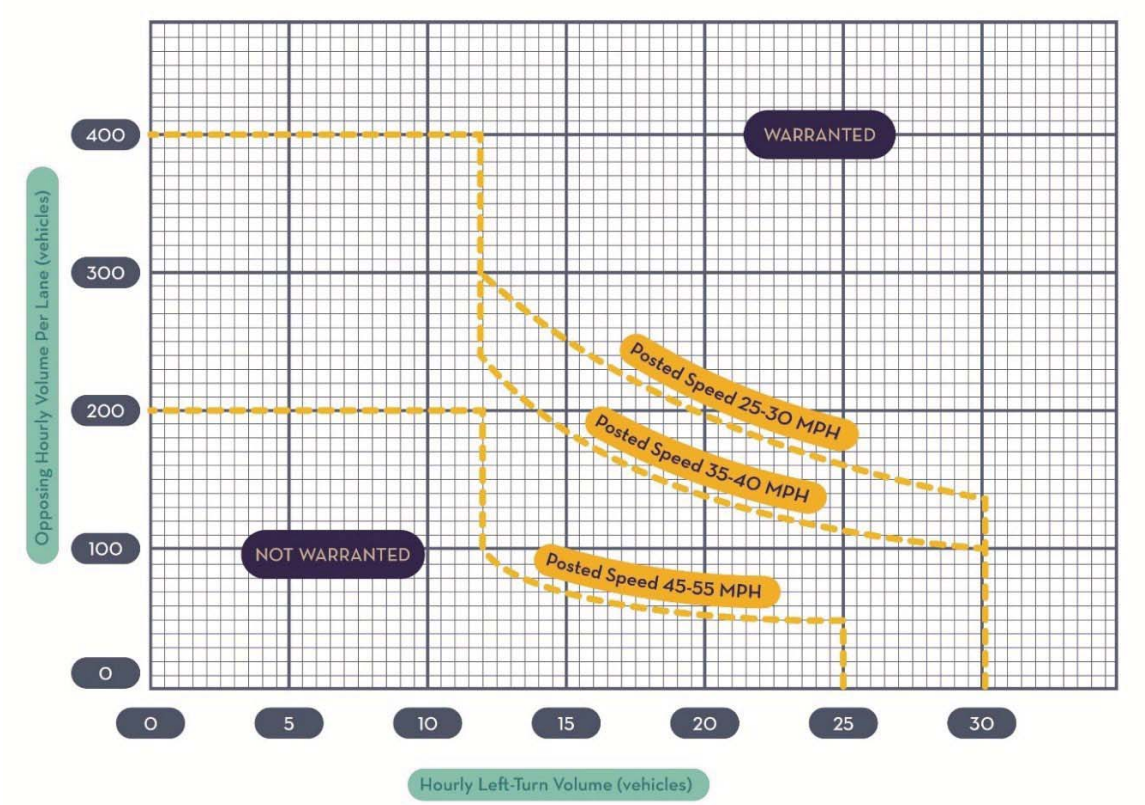
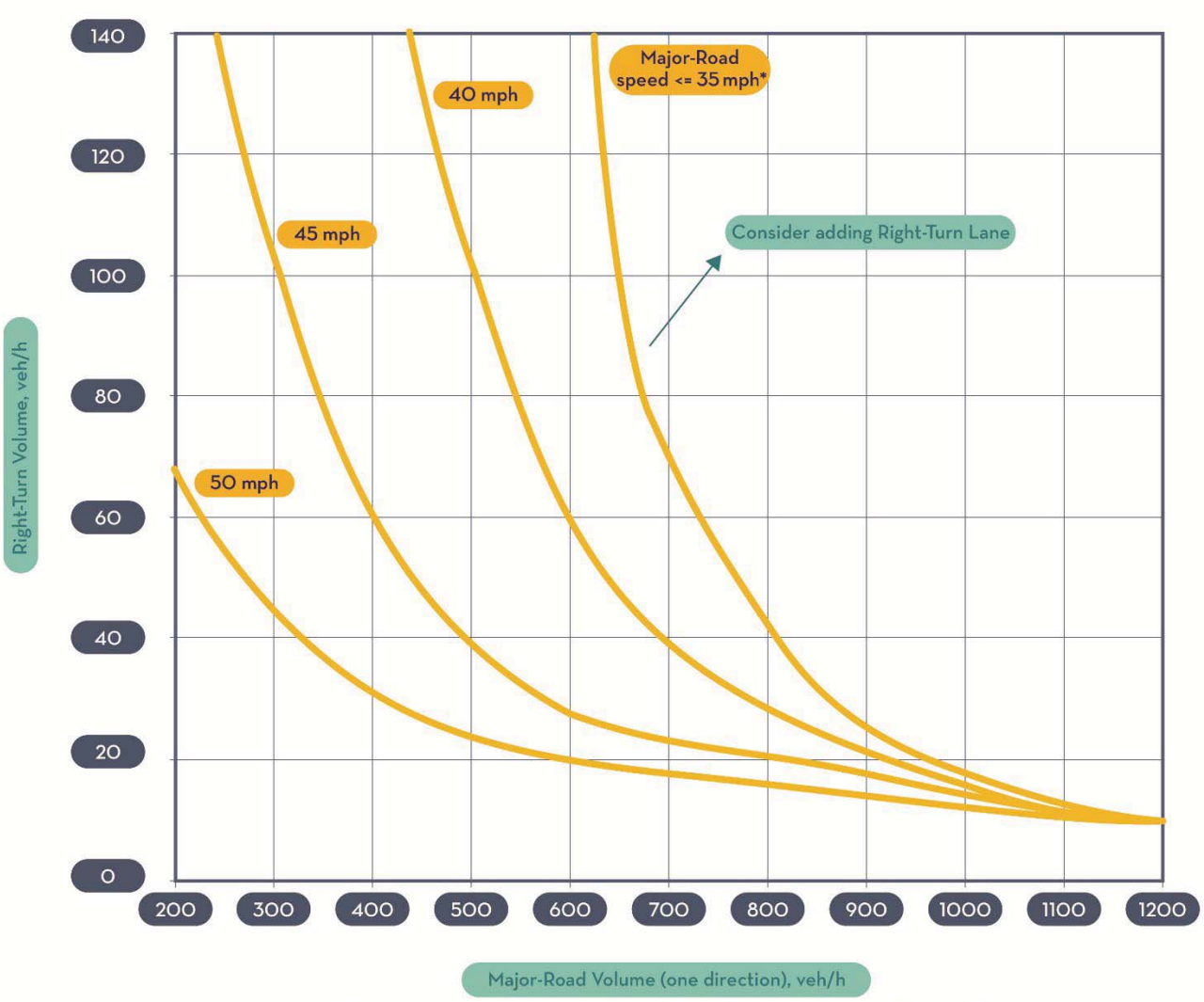
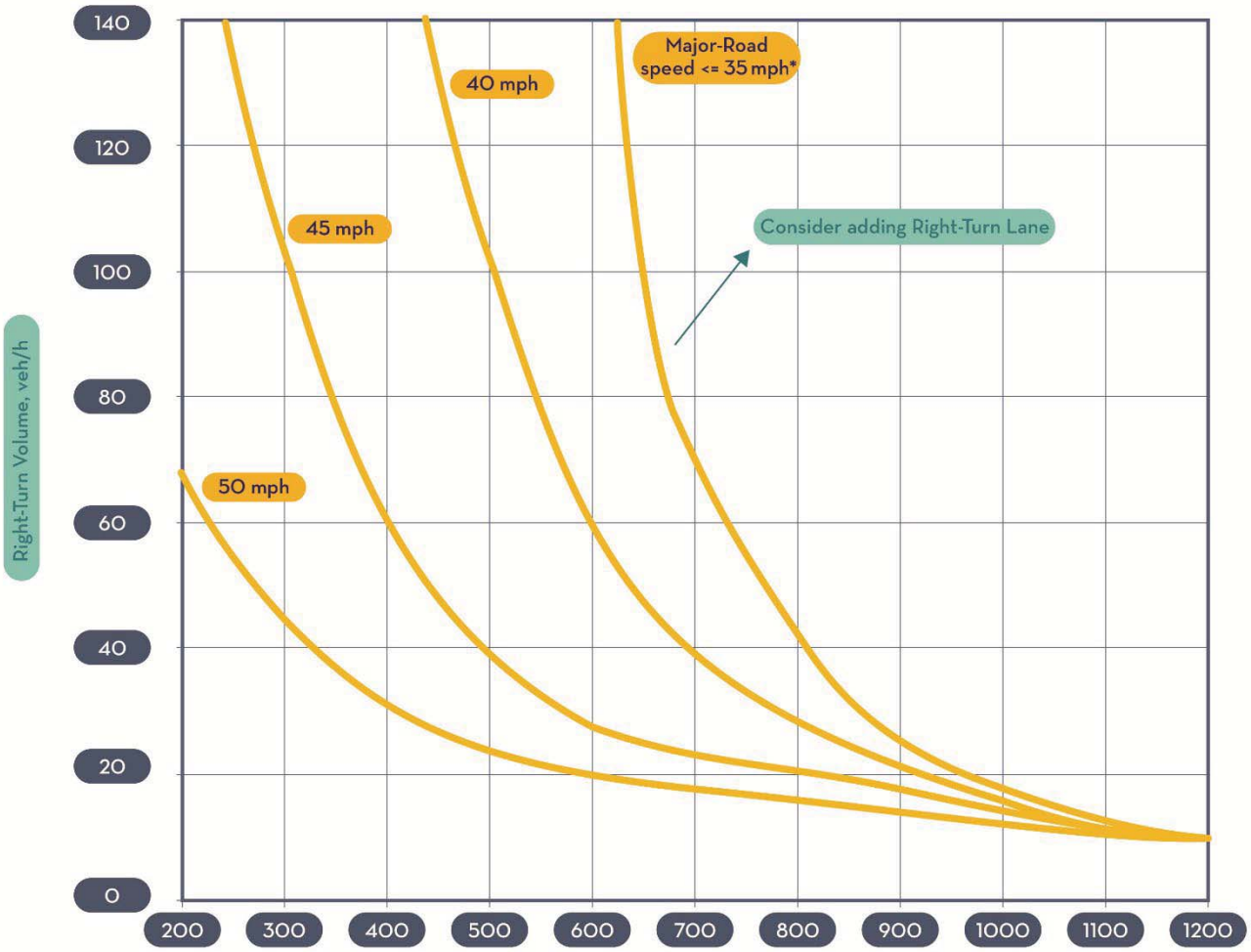


FIGURE 2. RIGHT TURN LANE CRITERIA FOR TWO-LANE ROADWAY



**Right-turn lanes are not typically considered for roadways posted at 25 mph, but certain circumstances may warrant their consideration:*
• Right-turning volume of 50 vph or greater
• At the City Traffic Engineer, or designee's discretion

FIGURE 3. RIGHT TURN LANE CRITERIA FOR FOUR+ LANE ROADWAY



**Right-turn lanes are not typically considered for roadways posted at 25 mph, but certain circumstances may warrant their consideration:*
• Right-turning volume of 50 vph or greater
• At the City Traffic Engineer, or designee's discretion

Turn Lane Dimensions

The minimum turn lane width is 10 feet unless approved by City Staff. A separate turn lane consists of a taper plus a full width auxiliary lane. The design of turn lanes is to be based on the speed at which drivers turn into the lane, the speed to which drivers must reduce to turn into the driveway, and the required vehicular storage length. Other special considerations include the volume of trucks that will use the turn lane and the steepness of an ascending or descending grade. The TIA should recommend turn lane location and provide the required turn lane length associated with each, demonstrating that turn lane design objectives can be achieved within known current and future anticipated constraints.

Required turn lane length elements are outlined in **Table 1**.

TABLE 1. TURN LANE LENGTH REQUIREMENTS

Posted speed limit	Left turn deceleration lane	Right turn deceleration lane
<40mph (See Note 1.)	Taper + storage	Taper + storage
≥40mph (See Note 2.)	Decel. Length	Decel. Length

Notes for Table 1:

Note 1: Storage length should be provided from operational analyses. Storage length should be provided from operational analyses. Storage length should be calculated as the 95th percentile queue length rounded up to the nearest 25 feet with a 50-foot minimum length.

When operational analyses are not applicable (e.g., for turning movements that are uncontrolled), utilize the deceleration distance for the auxiliary lane length. Using guidance from the latest AASHTO Green Book for "Deceleration Lanes", accept a moderate amount of deceleration within the through lanes and utilize the taper length as part of the deceleration within the through lanes. Deceleration rates greater than 6.5 ft/s^2 may be used where practical. A minimum bay length of 50 feet shall be provided.

Note 2: Deceleration length should be calculated based on the distance required to brake from the posted speed of the roadway to a stop and includes the appropriate taper based upon the posted speed. Utilize recommended deceleration distances for "Lane Change and Deceleration Distance" provided by the latest AASHTO Green Book.

If the noted design requirements for full movement access spacing and/or turn lanes cannot be met, driveway turning movement restrictions may be imposed. The restriction may be for left-turn movements in or out of the driveway or right-turns in or out. Turning restrictions may be imposed for driveways that are too close to signalized intersections, or where existing driveways or roadway characteristics may increase accident potential or at locations with a history of high accident rates.

17. MULTIMODAL REVIEW

The 2022 City of Santa Fe Multimodal Transition Plan includes two overarching goals:

Goal 1. Move Santa Fe towards a city where all elements of an active life can be achieved without the need for a private automobile.

2.3 Safety Analysis

2.3.1 Crash Records (2010-2020)

Historical crash data was provided by the City of Santa Fe for the most recent ten years available (2010 to 2020). The crash data requested was for the study area on Agua Fria Street from Siler Road to Osage Avenue. The crash data was analyzed to identify any crash trends within the study limits.

There was a total of 308 reported crashes within the study limits. **Table 9** summarizes the total crash severity. The full crash data can be found in **Appendix C**.

Table 9: Total Crashes (2010-2020)

Year	Crash Severity			Total
	Fatal	Injury	PDO*	
2010	0 (0%)	10 (33%)	20 (67%)	30 (100%)
2011	0 (0%)	12 (37%)	20 (63%)	32 (100%)
2012	0 (0%)	5 (28%)	13 (72%)	18 (100%)
2013	0 (0%)	6 (29%)	15 (71%)	21 (100%)
2014	0 (0%)	4 (17%)	19 (83%)	23 (100%)
2015	0 (0%)	17 (53%)	15 (47%)	32 (100%)
2016	0 (0%)	23 (42%)	32 (58%)	55 (100%)
2017	0 (0%)	7 (30%)	16 (70%)	23 (100%)
2018	0 (0%)	6 (21%)	22 (79%)	28 (100%)
2019	0 (0%)	9 (35%)	17 (65%)	26 (100%)
2020	0 (0%)	4 (20%)	16 (80%)	20 (100%)
Total	**0 (0%)**	**103 (33%)**	**205 (67%)**	**308 (100%)**

*PDO – Property Damage Only

The following observations were concluded from the historical crash data:

- Out of the total crashes in the ten-year period, none of them resulted in a fatal crash, 33% (103 crashes) resulted in injury with no fatalities and 67% (205 crashes) resulted in property damage only (PDO).
- Approximately 88% (272 crashes) of all the crashes had as classification collision with other vehicle, and 7% (21 crashes) were classified as collision with a fixed object.
- About 80% (246 crashes) of all the crashes occurred during daylight conditions, 11% (35 crashes) occurred during dark-lighted conditions, 3% (11 crashes) occurred in unknown conditions, 3% (10 crashes) occurred during dusk conditions, 2% (5 crashes) occurred during dark-not-lighted conditions, and 1% (1 crashes) occurred during dawn conditions.
- Close to 94% (290 crashes) of all crashes occurred during clear weather conditions, 3% (9 crashes) occurred in unknown weather conditions, 1.3% (4 crashes) occurred in snowing weather conditions, 1.3% (4 crashes) occurred in raining weather conditions, and 0.4% (1 crashes) occurred in other weather conditions.
- From the total crashes, 6% (18 crashes) were alcohol related and 1% (2 crashes) were related to drug involvement.

Physical conditions during crashes such as lighting, and weather did not indicate any strong influence on crashes.

Table 10: Lighting Conditions

Lighting Conditions	Crash Count
Daylight	246 (80%)
Dark & Low Light*	51 (17%)
Unknown	11 (3%)
Total	**308 (100%)**

*Dark & Low Light include the following light conditions: Dark-Not Lighted, Dark-Lighted, Dawn and Dusk.

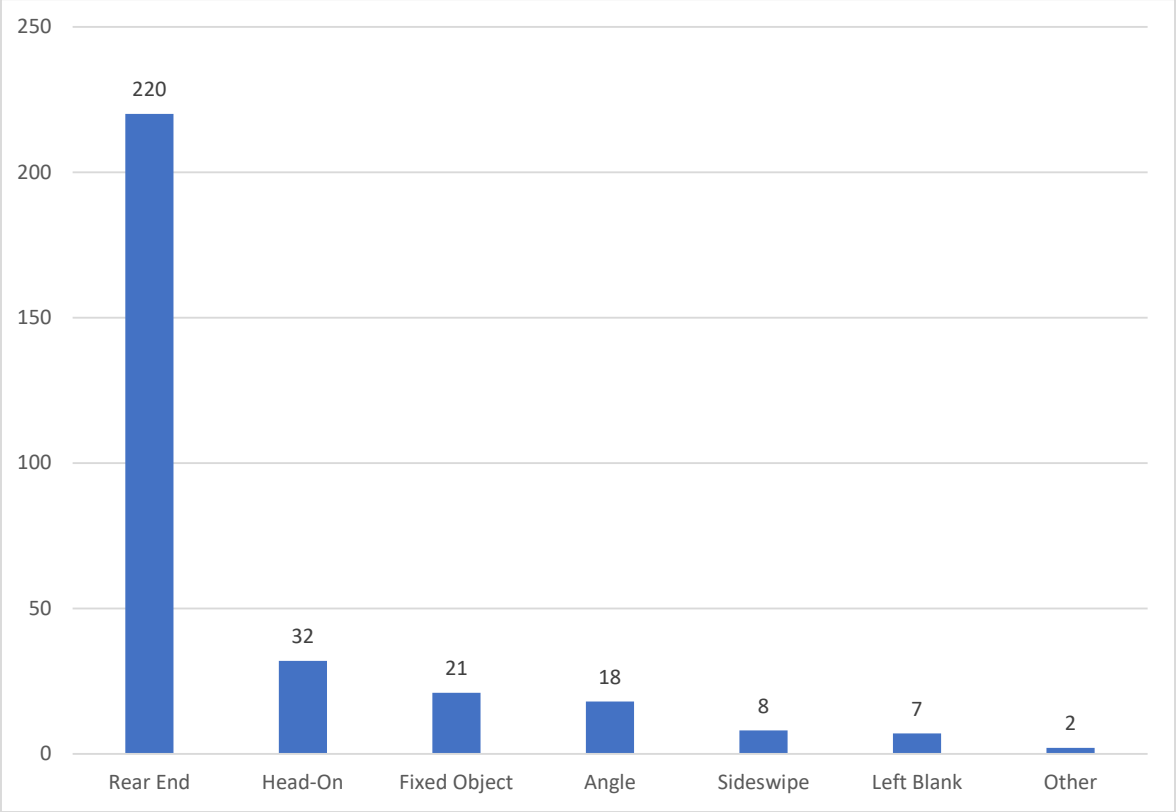


Figure 7: Crash Type Summary

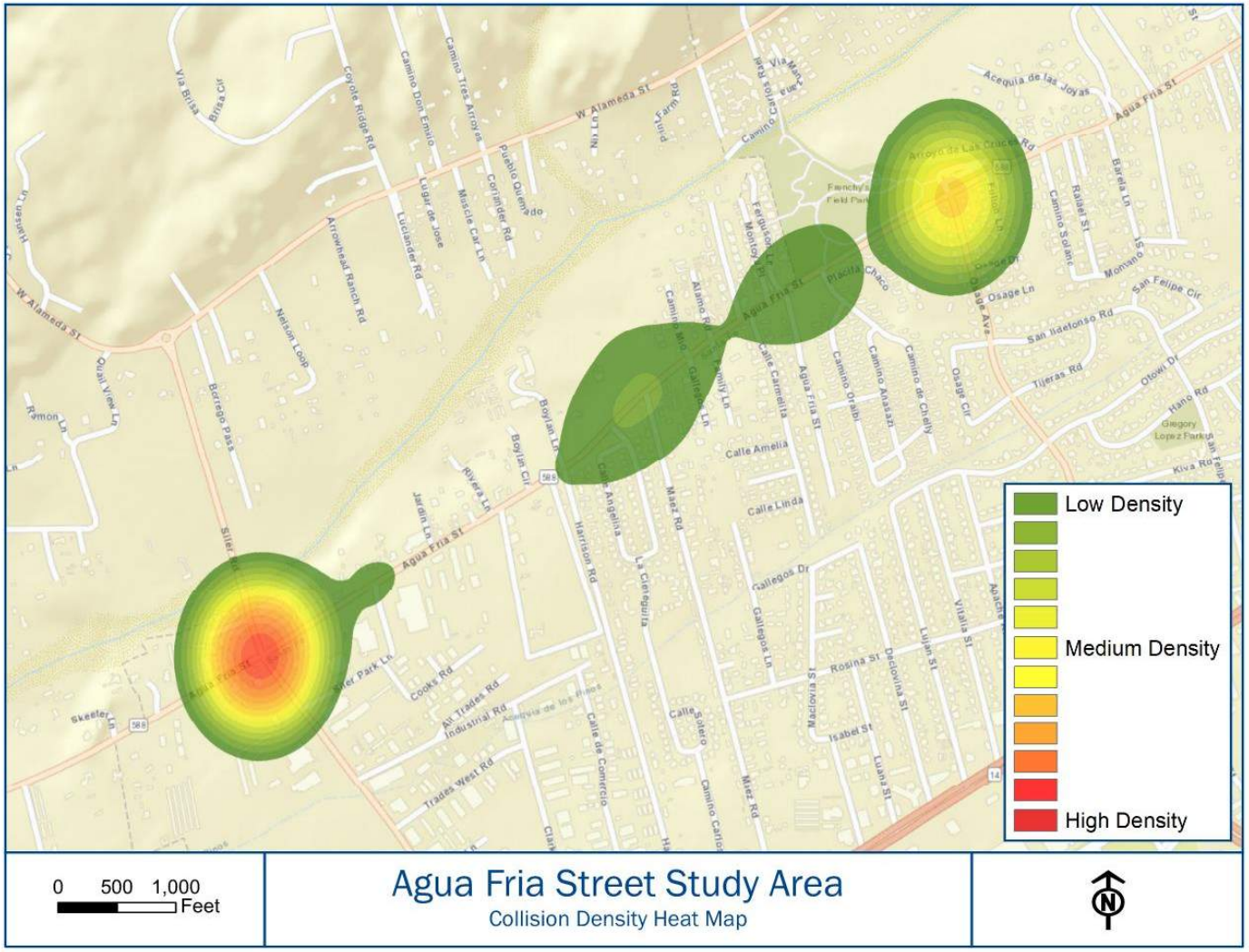


Figure 8: Crash Heat Map

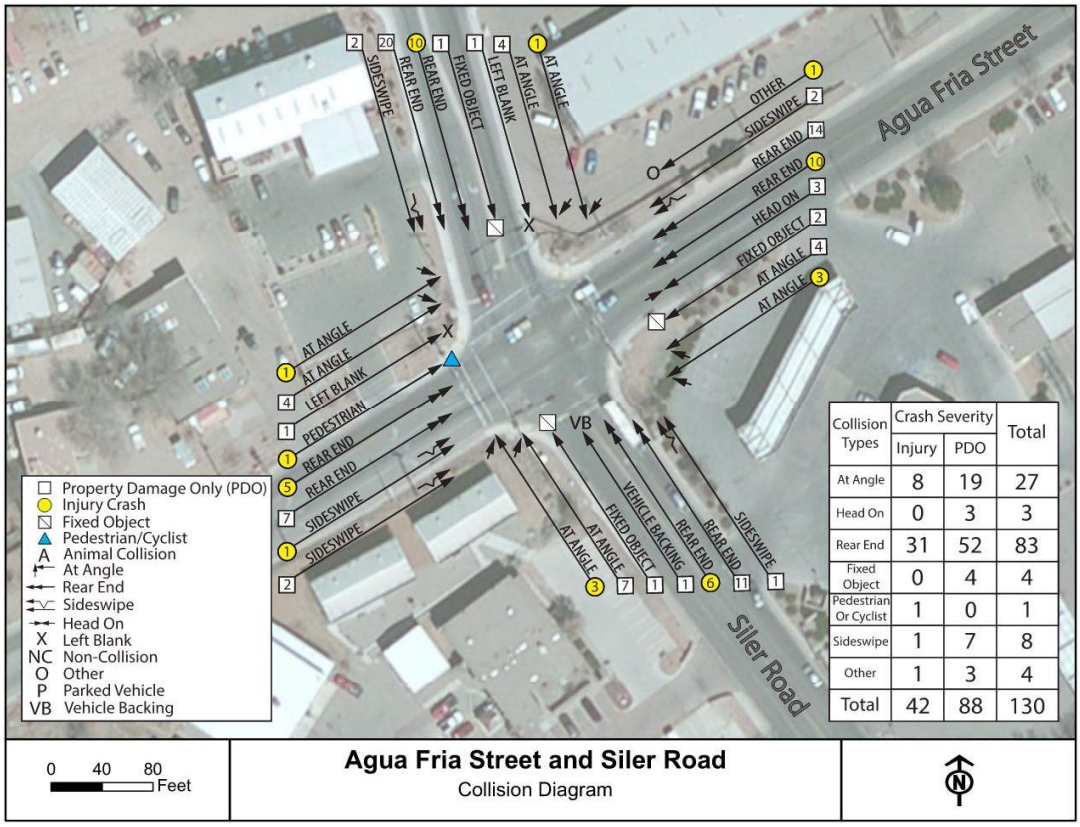
The following intersections were analyzed further based on the historical crash data provided:

1. Agua Fria Street and Siler Road
2. Agua Fria Street and Siler Park Lane
3. Agua Fria Street and Harrison Road
4. Agua Fria Street and La Cieneguita
5. Agua Fria Street and Maez Road
6. Agua Fria Street and Camino Carlos Rael
7. Agua Fria Street and Calle Carmilita
8. Agua Fria Street and Ferguson Lane
9. Agua Fria Street and Camino de Chelly
10. Agua Fria Street and Osage Avenue

In addition, sight triangles were analyzed for Intersections #2 through #8. The AASHTO *2018 Policy on Geometric Design of Highways and Streets, 7th Edition*, has standards for departure sight triangles. Measured from the stop bar on the side street for instance on one end and to the center of the through lane on the other end. These were used to determine if a stopped vehicle on a minor roadway has sufficient sight distance from the intersection to enter or cross a major roadway.

Intersection #1 – Agua Fria Street and Siler Road

The intersection of Agua Fria Street and Siler Road had a total of 130 reported crashes. From the crash data, it was reported that 83 of the crashes were rear end and 27 crashes were angle. The pedalcyclist car crash happened in 2015 and was contributed to following too closely, it occurred on a clear day during daylight, information provided did not indicate any strong influences. From the total, 88 of the collisions were reported as property damage only and 42 were injury only. Seven crashes at this intersection were alcohol related.

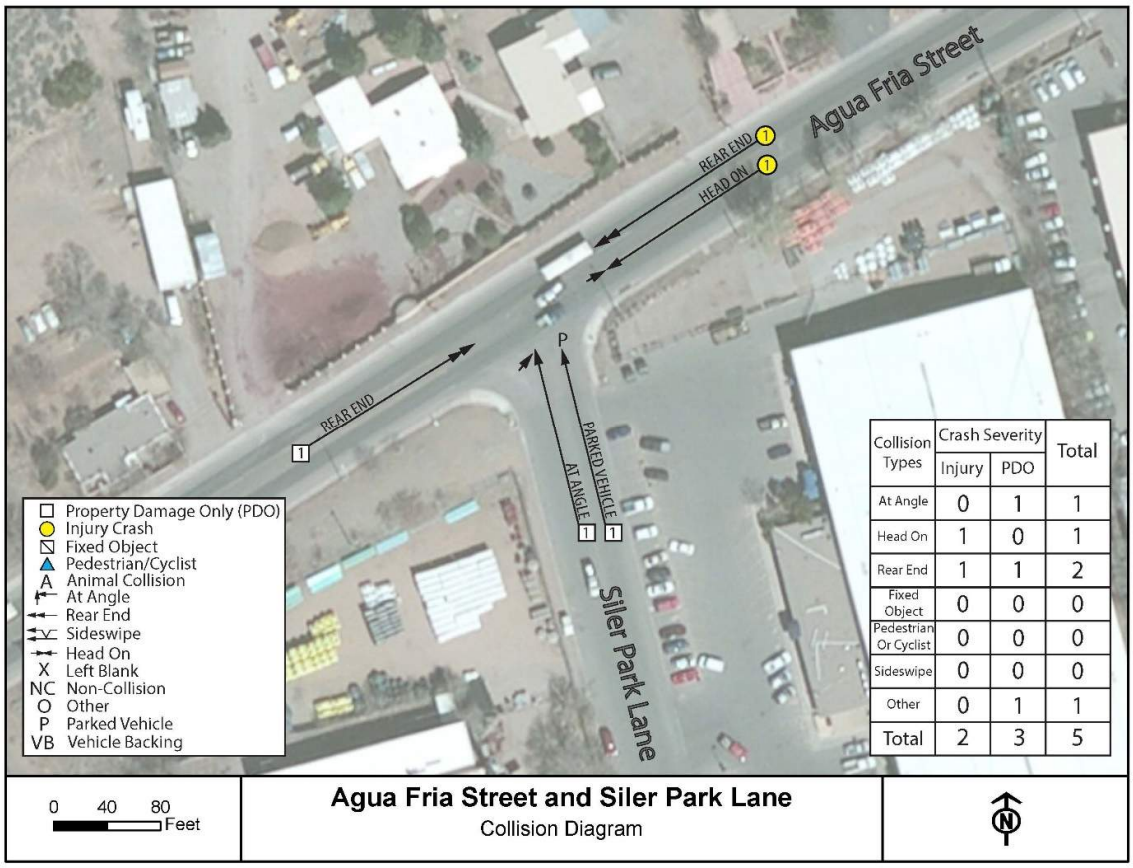


Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	8	19	27
Head On	0	3	3
Rear End	31	52	83
Fixed Object	0	4	4
Pedestrian Or Cyclist	1	0	1
Sideswipe	1	7	8
Other	1	3	4
Total	42	88	130

Figure 9: Intersection #1 – Agua Fria Street and Siler Road – Crash Types and Crash Severity

Intersection #2 – Agua Fria Street and Siler Park Lane

Five crashes were reported at the intersection of Agua Fria Street and Siler Park Lane, two were reported as rear end, one as entering at an angle, one as head-on and one as a collision with a parked vehicle. Two crashes were reported as injury with no fatalities and three were reported as property damage only. Two crashes at this intersection were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	1	1
Head On	1	0	1
Rear End	1	1	2
Fixed Object	0	0	0
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	0	0
Other	0	1	1
Total	2	3	5

Figure 10: Intersection #2 – Agua Fria Street and Siler Park Lane – Crash Types and Crash Severity

Intersection #2 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance since according to AASHTO, "if the available sight distance for an entering or crossing vehicle is at least equal to the appropriate stopping sight distance for the major road, then drivers have sufficient distance to anticipate and avoid collisions." Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Siler Park Lane. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 11 shows the sight triangles for the Siler Park Lane northbound approach. The vegetation at the corner reduces and inhibits the view of the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 11 shows the sight triangles for the Siler Park Lane northbound approach. There are trees and a fence at the corner property that obstructs the sight triangle (see Figure 37).

It is recommended that objects within the sight triangle will need to be kept below 3-ft.

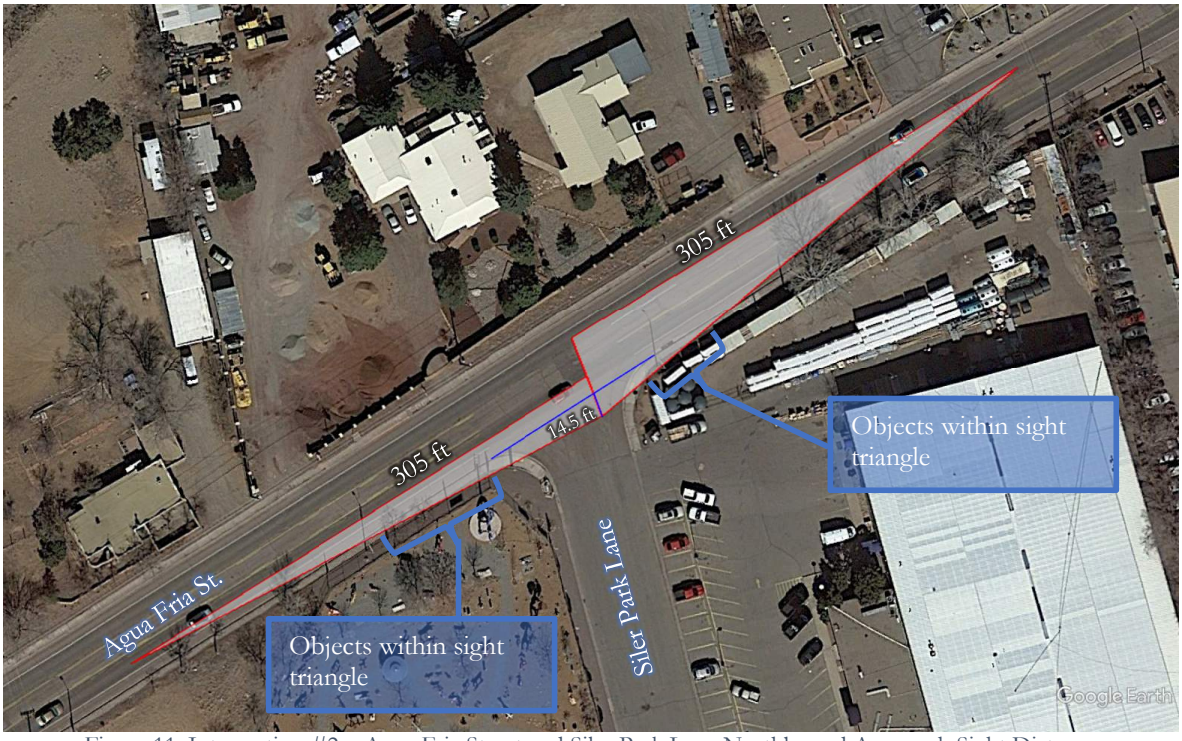
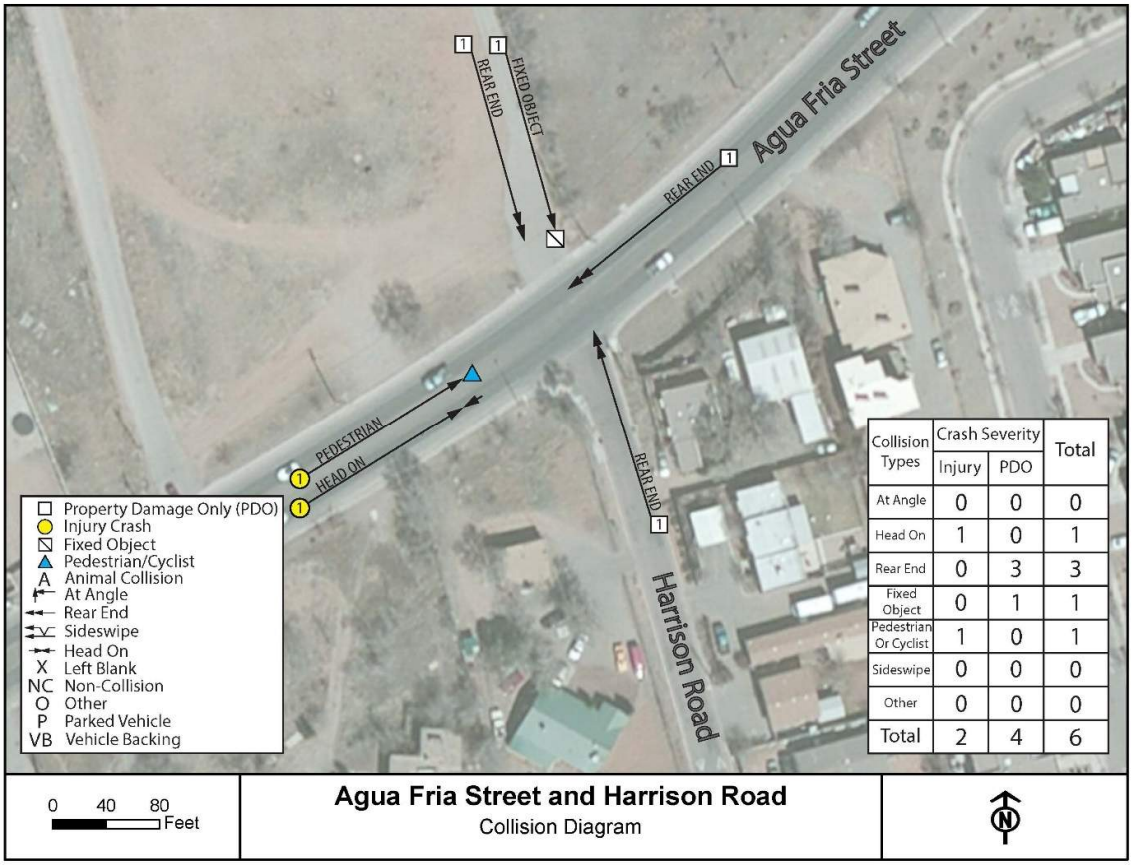


Figure 11: Intersection #2 – Agua Fria Street and Siler Park Lane Northbound Approach Sight Distance

Intersection #3 – Agua Fria Street and Harrison Road

Six total crashes were reported at the intersection of Agua Fria Street and Harrison Road, three were reported as rear end, one as a collision with a fixed object, one as head-on, and one as a collision with a parked vehicle. The crash involving a cyclist was in 2013 and contributed to the driver disregarding the traffic signal, it occurred on a clear day during daylight, information provided did not indicate any strong influences. Two crashes were reported as injury with no fatalities and four were reported as property damage only. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	1	0	1
Rear End	0	3	3
Fixed Object	0	1	1
Pedestrian Or Cyclist	1	0	1
Sideswipe	0	0	0
Other	0	0	0
Total	2	4	6

Figure 12: Intersection #3 – Agua Fria Street and Harrison Road – Crash Types and Crash Severity

Intersection #3 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Harrison Road. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 13 shows the sight triangles for the Harrison Road northbound approach. There are no objects within the sight triangle. Figure 14 shows the sight triangles for the Boylan Lane southbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 13 shows the sight triangles for the Harrison Road northbound approach. There are no objects within the sight triangle. **Figure 14** shows the sight triangles for the Boylan Lane southbound approach. A bus stop sign can be found within the sight triangle that is over 3-ft in height, however, it does not block the view of the driver.



Figure 13: Intersection #3 – Agua Fria Street and Harrison Road Southbound Approach Sight Distance

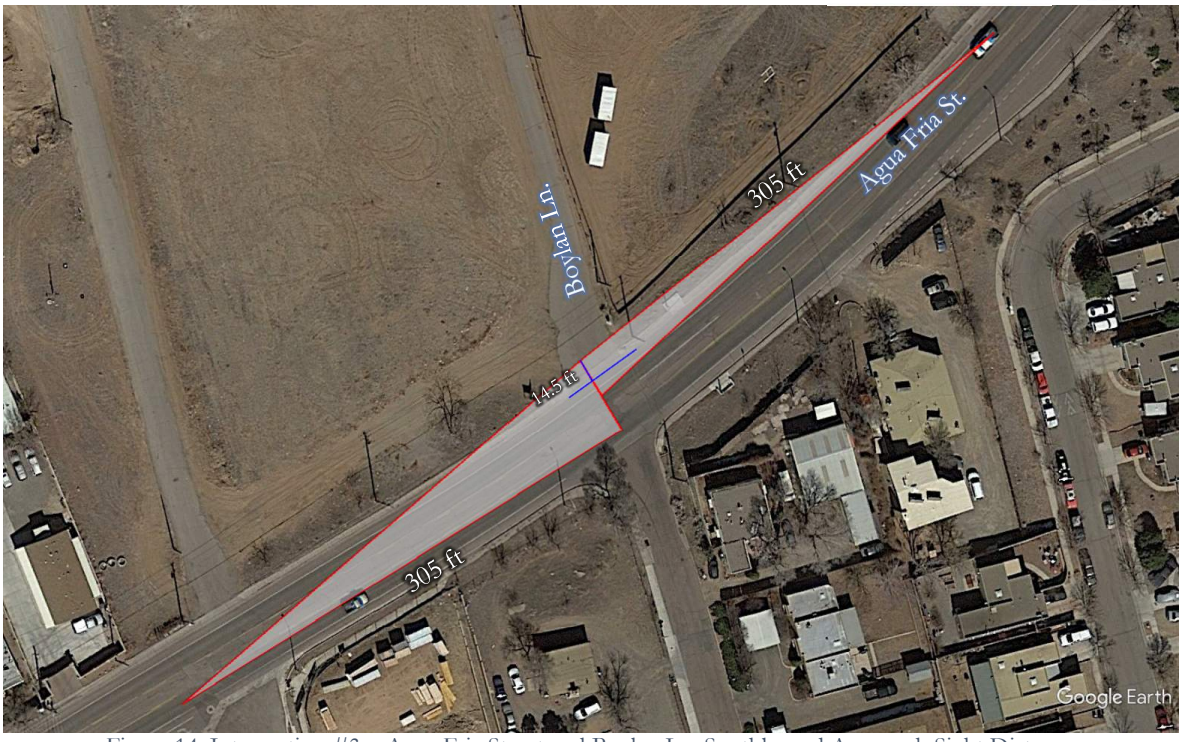
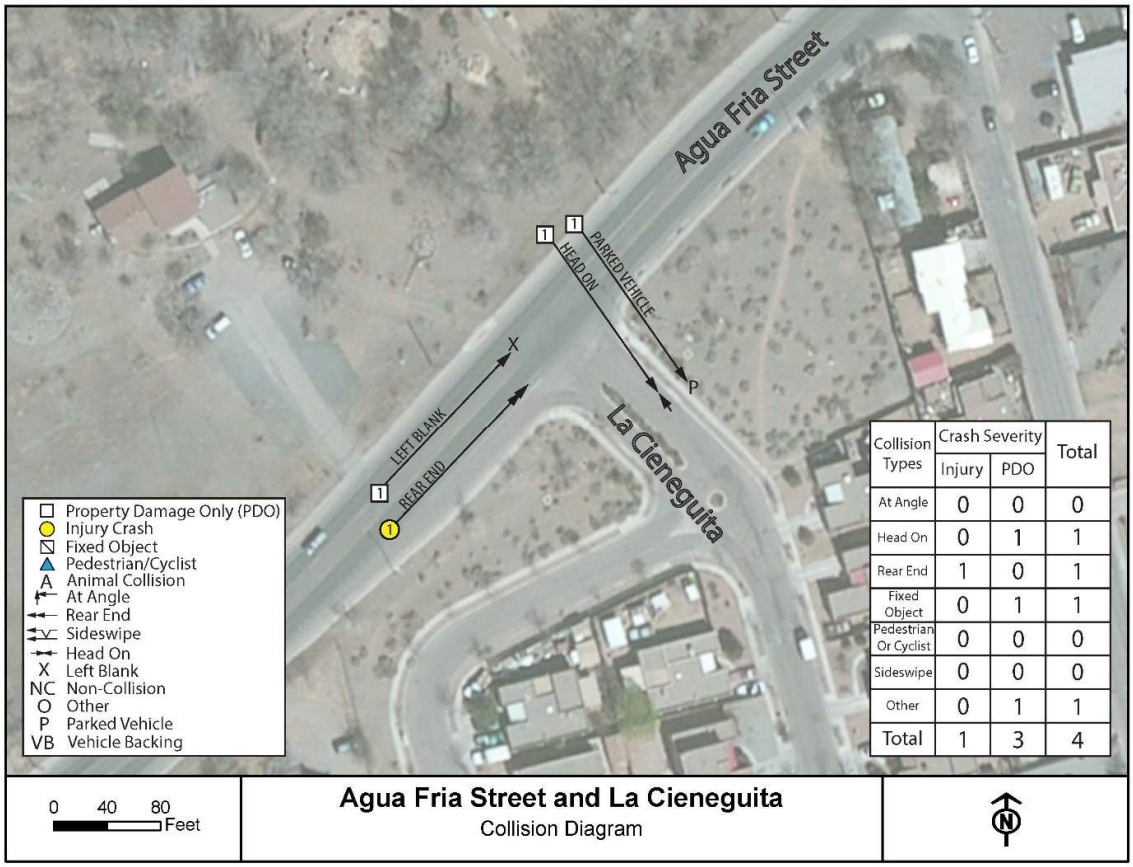


Figure 14: Intersection #3 – Agua Fria Street and Boylan Ln. Southbound Approach Sight Distance

Intersection #4 – Agua Fria Street and La Cieneguita

Four total crashes were reported at the Agua Fria Street and La Cieneguita intersection, one was reported as rear end, one as head-on and one crash with no information regarding crash classification or analysis (left blank), and one as a collision with a parked vehicle. One crash was reported as injury with no fatalities and three were reported as property damage only. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	0	1	1
Rear End	1	0	1
Fixed Object	0	1	1
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	0	0
Other	0	1	1
Total	1	3	4

Figure 15: Intersection #4 – Agua Fria Street and La Cieneguita– Crash Types and Crash Severity

Intersection #4 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and La Cieneguita. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 16 shows the sight triangles for the La Cieneguita northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 16 shows the sight triangles for the La Cieneguita northbound approach. There are no objects within the sight triangle.

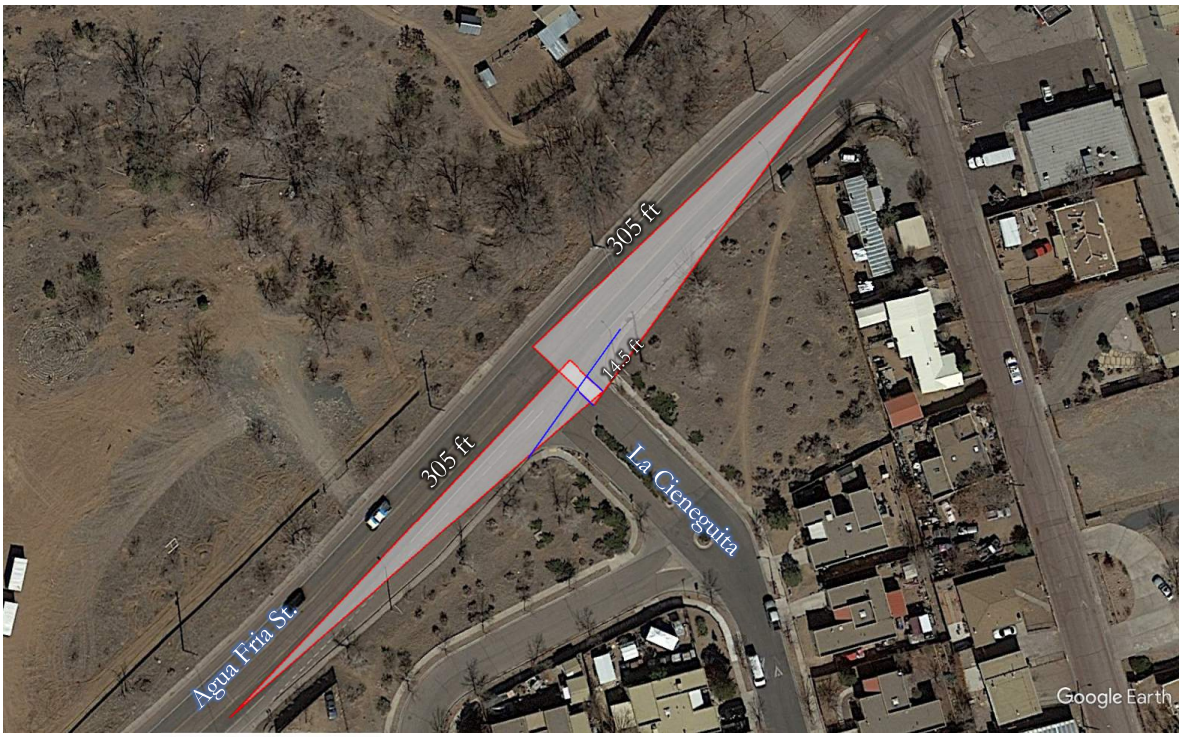
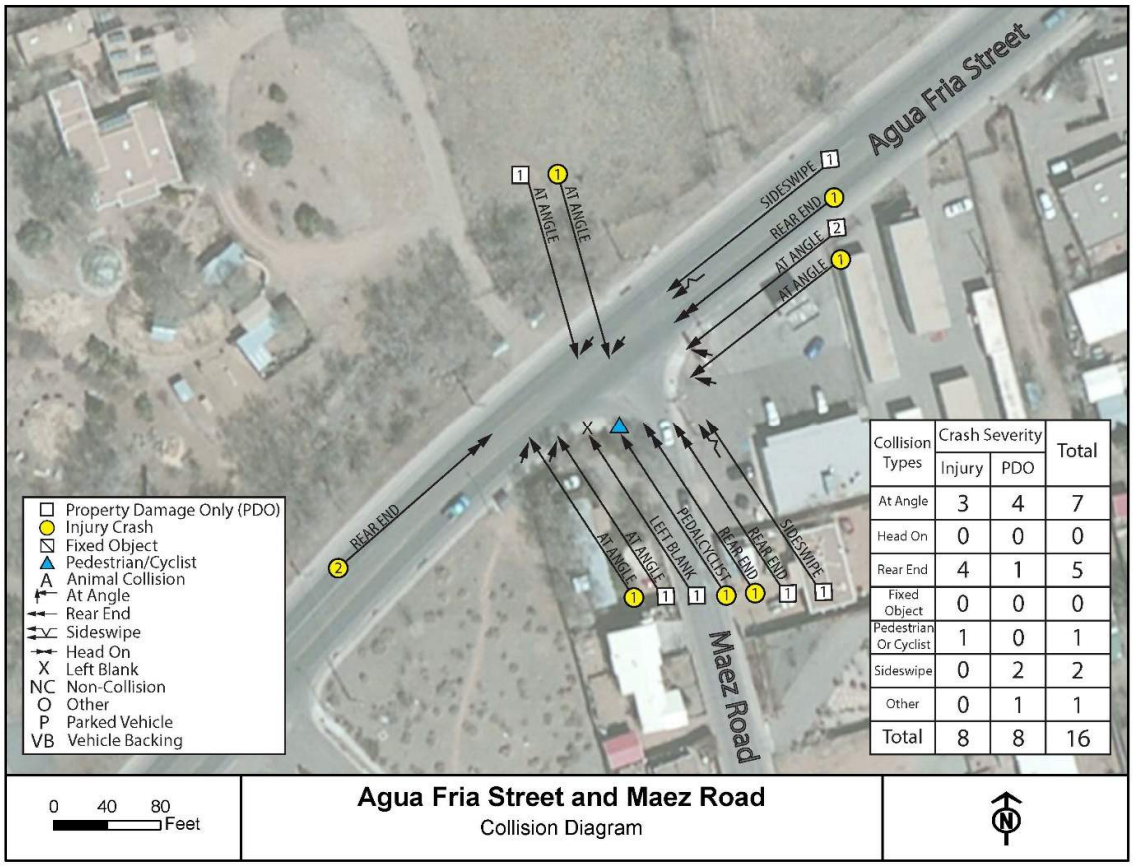


Figure 16: Intersection #4 – Agua Fria Street and La Cieneguita Northbound Approach Sight Distance

Intersection #5 – Agua Fria Street and Maez Road

The intersection of Agua Fria Street and Maez Road had a total of sixteen (16) crashes. Seven crashes were reported as entering at an angle, five as rear end, two as sideswipe, one as a collision with a pedalcyclist and one crashes with no information regarding crash classification or analysis (left blank). The crash that involved a cyclist happened in 2016 with a contributing factor of driver inattention, it occurred on a clear day during daylight, information provided did not indicate any strong influences. Eight of these collisions were property damage only and eight were injury only. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	3	4	7
Head On	0	0	0
Rear End	4	1	5
Fixed Object	0	0	0
Pedestrian Or Cyclist	1	0	1
Sideswipe	0	2	2
Other	0	1	1
Total	8	8	16

Figure 17: Intersection #5 – Agua Fria Street and Maez Road – Crash Types and Crash Severity

Intersection #5 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Maez Road. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 18 shows the sight triangles for the Maez Road northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 18 shows the sight triangles for the Maez Road northbound approach. There are objects over 3-ft in height within the sight triangle, which reduces and inhibits the view of the sight triangle.

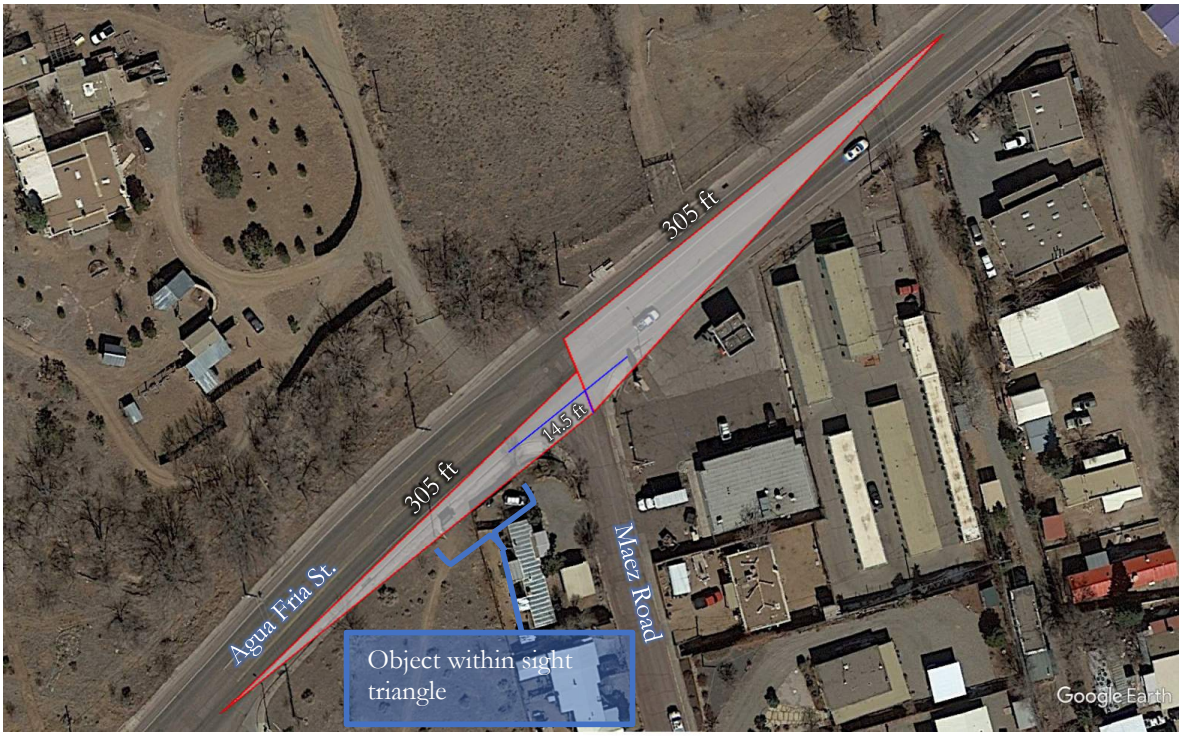


Figure 18: Intersection #5 – Agua Fria Street and Maez Road Northbound Approach Sight Distance

Intersection #6 – Agua Fria Street and Camino Carlos Rael

Two crashes were observed at the intersection of Agua Fria Street and Camino Carlos Rael, one was reported as a rear end collision, and one as a collision with a fixed object. Both crashes were reported as property damage only. One of the crashes was alcohol related.

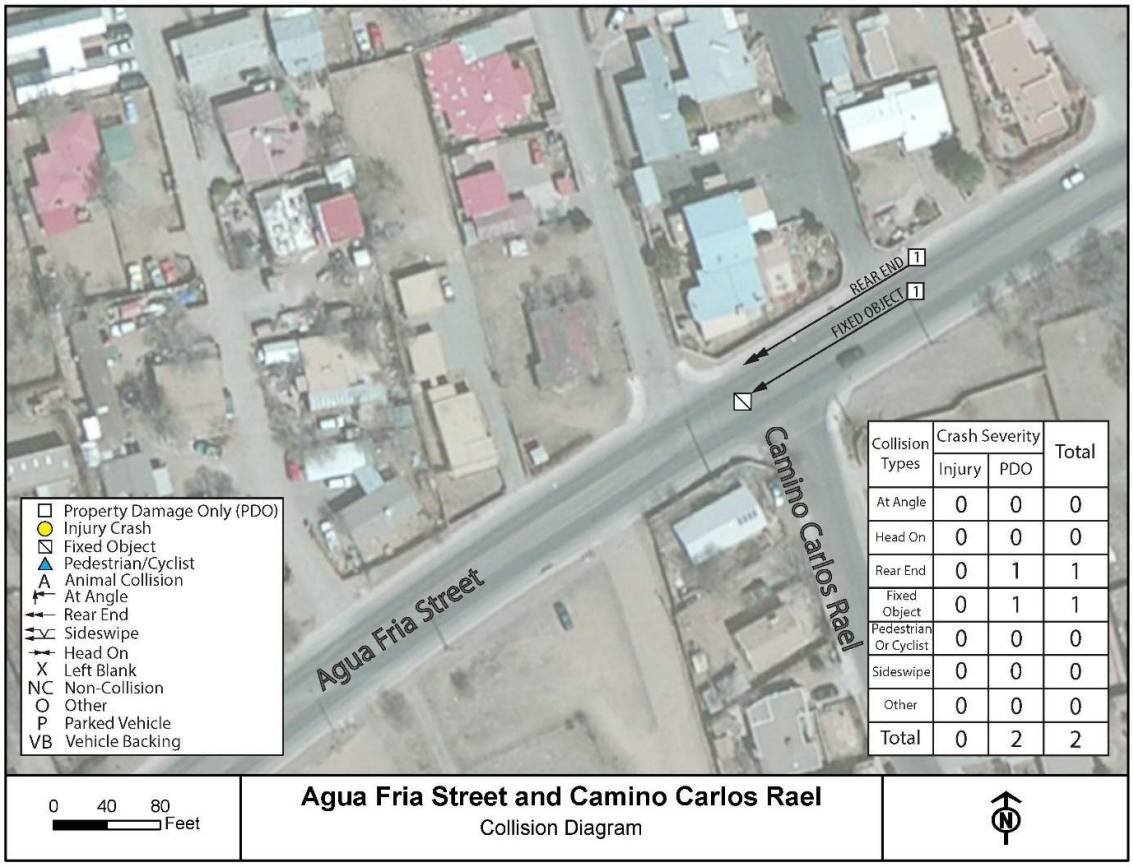


Figure 19: Intersection #6 – Agua Fria Street and Camino Carlos Rael – Crash Types and Crash Severity

Intersection #6 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Camino Carlos Rael. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 20 shows the sight triangles for the Camino Carlos Rael southbound approach. There is a rock wall at the corner property that obstructs the sight triangle.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 20 shows the sight triangles for the Camino Carlos Rael southbound approach. There is a wood fence at the corner property that obstructs the sight triangle (see **Figure 39**).

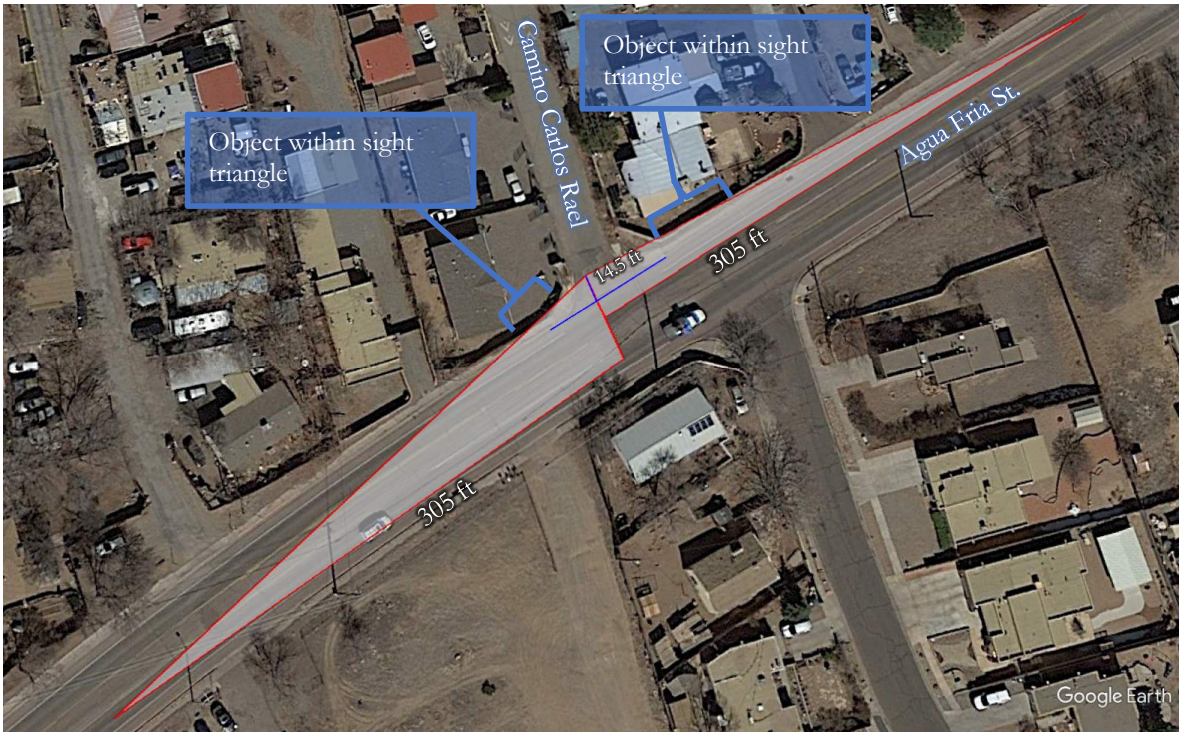
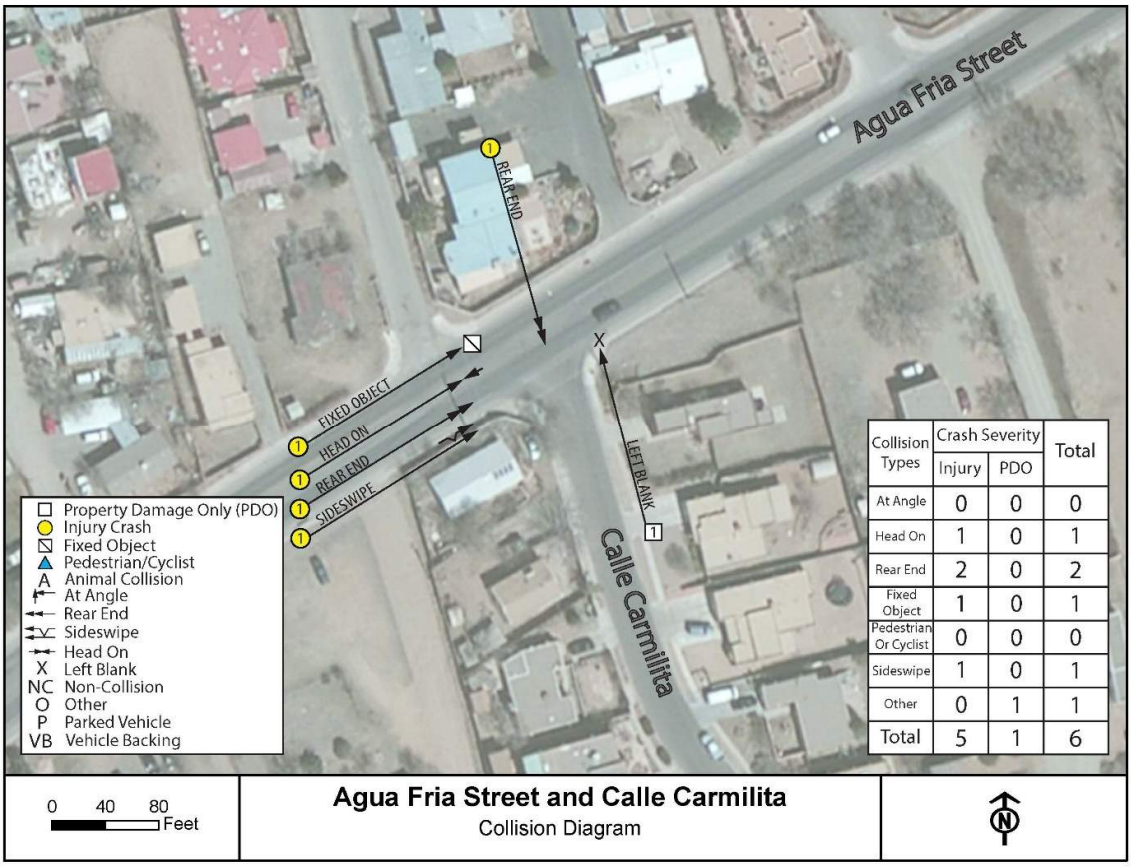


Figure 20: Intersection #6 – Agua Fria Street and Camino Carlos Rael Southbound Approach Sight Distance

Intersection #7 – Agua Fria Street and Calle Carmilita

Six crashes were reported at the intersection of Agua Fria Street and Calle Carmilita. Two were reported as rear end, one as sideswipe, one as head-on, one as a collision with a fixed object and one crash had no information regarding crash classification or analysis (left blank). Five crashes were reported as injury with no fatalities and one was reported as property damage only. One crash at this intersection was alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	1	0	1
Rear End	2	0	2
Fixed Object	1	0	1
Pedestrian Or Cyclist	0	0	0
Sideswipe	1	0	1
Other	0	1	1
Total	5	1	6

Figure 21: Intersection #7 – Agua Fria Street and Calle Carmilita – Crash Types and Crash Severity

Intersection #7 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Calle Carmilita. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 22 shows the sight triangles for the Calle Carmilita northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 22 shows the sight triangles for the Calle Carmilita northbound approach. There is a concrete wall at the corner property that obstructs the sight triangle (see **Figure 40**).



Figure 22: Intersection #7 – Agua Fria Street and Calle Carmilita. Northbound Approach Sight Distance

Intersection #8 – Agua Fria Street and Ferguson Lane

No crashes were reported at this intersection during the ten-year timeframe that was analyzed.

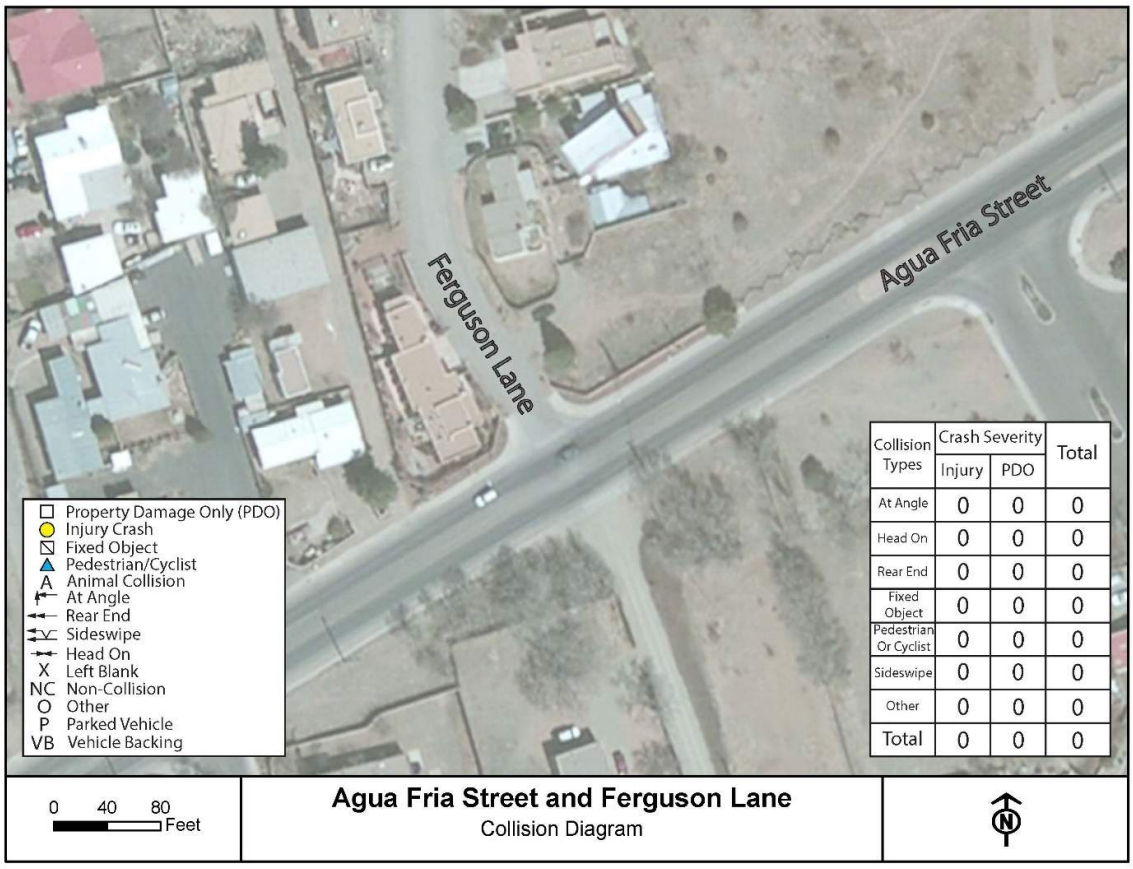


Figure 23: Intersection #8 – Agua Fria Street and Ferguson Lane – Crash Types and Crash Severity

Intersection #8 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Ferguson Lane. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 24 shows the sight triangles for the Ferguson Lane southbound approach. There is a block wall that obstructs the sight triangle (see Figure 41). **Figure 25** shows the sight triangles for the Agua Fria Street northbound approach.

Case B2 – Right Turn from Stop

Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 24 shows the sight triangles for the Ferguson Lane southbound approach. There is a block wall within the sight triangle. **Figure 25** shows the sight triangles for the Agua Fria Street northbound approach. There are no objects within the sight triangle.



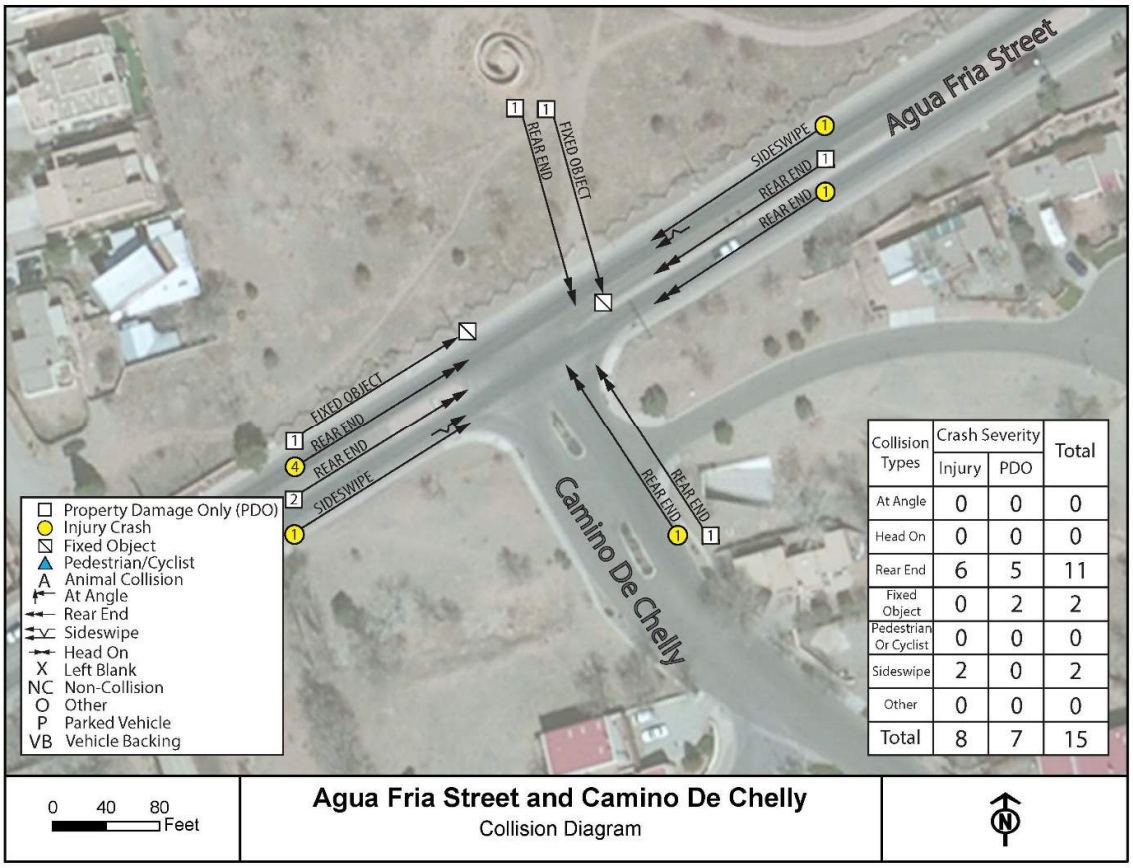
Figure 24: Intersection #8 – Agua Fria Street and Ferguson Lane Southbound Approach Sight Distance



Figure 25: Intersection #8 – Agua Fria Street and Agua Fria Street Northbound Approach Sight Distance

Intersection #9 – Agua Fria Street and Camino de Chelly

The intersection of Agua Fria Street and Camino de Chelly had a total of fifteen (15) crashes. It was reported that 11 of the crashes were classified as rear end, two as sideswipe and two as a collision with a fixed object. Eight of the crashes were classified as injury crash only and seven as property damage crashes. For this intersection, none of the crashes were alcohol related.



Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	0	0	0
Head On	0	0	0
Rear End	6	5	11
Fixed Object	0	2	2
Pedestrian Or Cyclist	0	0	0
Sideswipe	2	0	2
Other	0	0	0
Total	8	7	15

Figure 26: Intersection #9 – Agua Fria Street and Camino de Chelly – Crash Types and Crash Severity

Intersection #9 - Sight Distance Analysis

Stopping sight distance was used instead of the intersection sight distance. Intersection Control Case B was used to determine the sight triangles at the intersection of Agua Fria Street and Camino De Chelly. The vertex of the sight triangle is measured 14.5-ft from the edge of traveled way as described in AASHTO.

Case B1 – Left Turn from Stop

Case B1 is for a vehicle stopped at a minor street, trying to make a left-turn onto the major street. According to AASHTO (Table 9-7), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

Figure 27 shows the sight triangles for the Camino De Chelly northbound approach. There are no objects within the sight triangle.

Case B2 – Right Turn from Stop
Case B2 is for a vehicle stopped at a minor street, trying to make a right-turn onto the major street. According to AASHTO (Table 9-9), the stopping sight distance for a passenger car should be at least 305-ft for a roadway with a design speed of 40 mph.

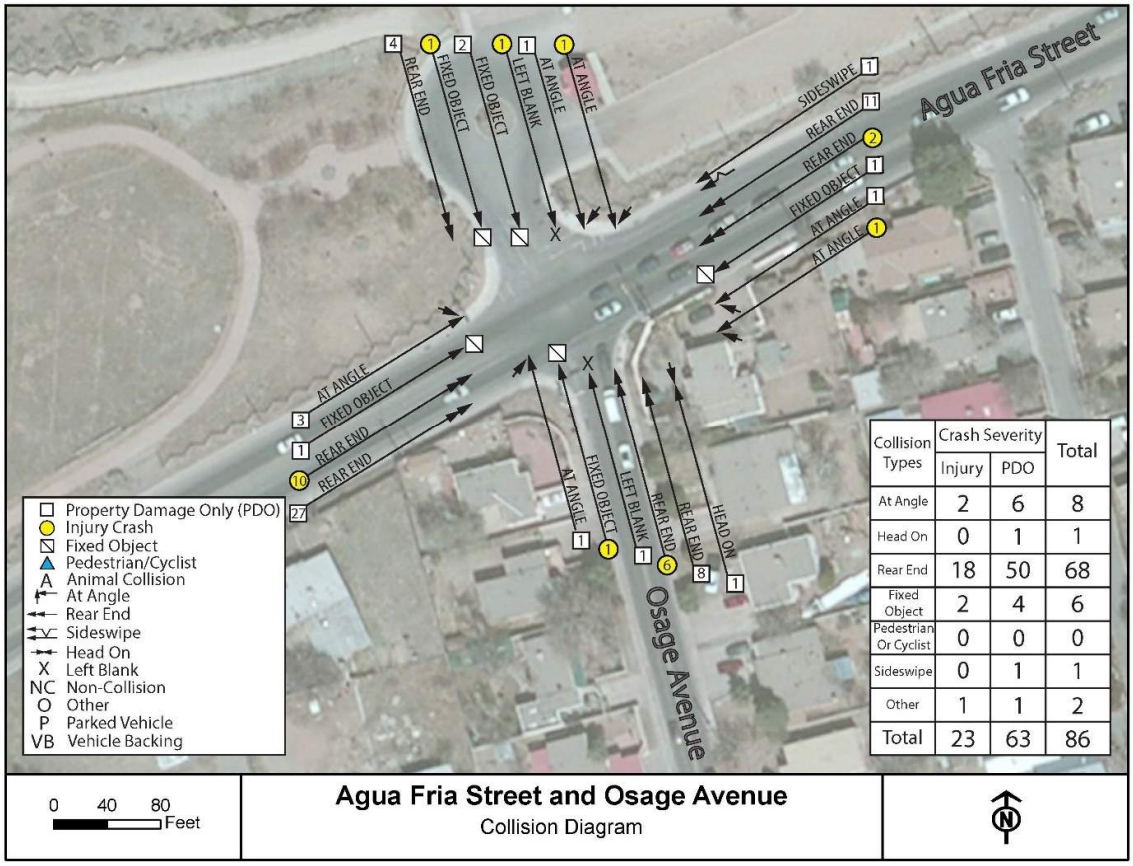
Figure 27 shows the sight triangles for the Camino De Chelly northbound approach. There are no objects within the sight triangle.



Figure 27: Intersection #9 – Agua Fria Street and Camino De Chelly Northbound Approach Sight Distance

Intersection #10 – Agua Fria Street and Osage Avenue

The intersection of Agua Fria Street and Osage Avenue had a total of 86 reported crashes. From the crash data, it was reported that 68 of the crashes were rear end, eight crashes were entering at an angle, six crashes were with fixed objects, and two had no information regarding crash classification or analysis (left blank). Out of the total crashes, 63 of the crashes were reported at property damage only and 23 were reported at injury only. Six crashes at this intersection were alcohol related.



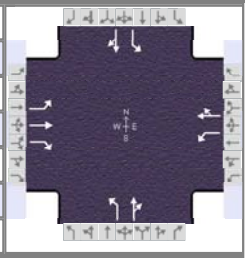
Collision Types	Crash Severity		Total
	Injury	PDO	
At Angle	2	6	8
Head On	0	1	1
Rear End	18	50	68
Fixed Object	2	4	6
Pedestrian Or Cyclist	0	0	0
Sideswipe	0	1	1
Other	1	1	2
Total	23	63	86

Figure 28: Intersection #10 – Agua Fria Street and Osage Avenue – Crash Types and Crash Severity

APPENDIX D
2027 NO BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

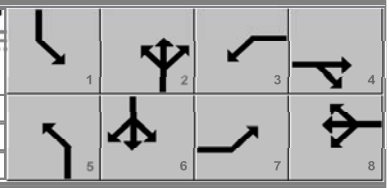
General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027NBAM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	342	97	127	214	71	46	248	129	110	412	124

Signal Information			
Cycle, s	67.5	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Green	3.0	1.5	24.1	5.5	0.2	16.3						
Yellow	3.0	0.0	3.0	3.0	0.0	4.0						
Red	1.0	0.0	1.0	1.0	0.0	1.0						



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.7	21.5	9.5	21.3	7.0	28.1	8.4	29.6
Change Period, (*Y+R c*), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (*g s*), s	6.2	13.9	5.6	12.0	3.1	14.4	4.7	20.8
Green Extension Time (*g e*), s	0.2	2.5	0.3	2.6	0.1	4.8	0.3	4.7
Phase Call Probability	0.88	1.00	0.92	1.00	0.59	1.00	0.88	1.00
Max Out Probability	0.00	0.19	0.00	0.12	0.00	0.00	0.00	0.01

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	113	356	101	132	297		48	393		115	558	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1776		1781	1810	
Queue Service Time (*g s*), s	4.2	11.9	3.5	3.6	10.0		1.1	12.4		2.7	18.8	
Cycle Queue Clearance Time (*g c*), s	4.2	11.9	3.5	3.6	10.0		1.1	12.4		2.7	18.8	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.32	0.24		0.40	0.36		0.42	0.38	
Capacity (*c*), veh/h	151	460	387	293	438		250	635		399	686	
Volume-to-Capacity Ratio (*X*)	0.747	0.774	0.261	0.451	0.678		0.192	0.618		0.287	0.813	
Back of Queue (*Q*), ft/ln (95 th percentile)	91	228	56	66	190		20	214		46	304	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.6	9.0	2.2	2.6	7.6		0.8	8.5		1.8	12.1	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.73	1.82	0.45	0.55	1.59		0.15	1.58		0.51	3.38	
Uniform Delay (*d 1*), s/veh	30.3	23.9	20.7	18.4	23.3		15.3	17.9		13.3	18.9	
Incremental Delay (*d 2*), s/veh	7.2	3.1	0.4	1.1	2.2		0.4	1.2		0.4	2.4	
Initial Queue Delay (*d 3*), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	37.5	26.9	21.0	19.5	25.5		15.7	19.1		13.7	21.3	
Level of Service (LOS)	D	C	C	B	C		B	B		B	C	
Approach Delay, s/veh / LOS	27.9	C		23.7	C		18.8	B		20.0	B	
Intersection Delay, s/veh / LOS	22.6						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.91	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.43	A	1.20	A	1.21	A	1.60	B

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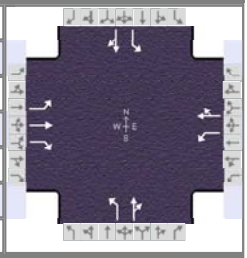
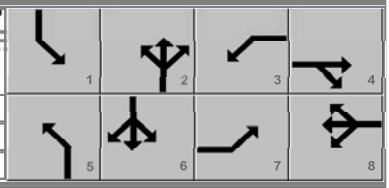
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027NBPM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	111	268	70	193	354	77	109	364	145	100	291	169

Signal Information			
Cycle, s	83.0	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	4.9	0.3	30.3	7.2	2.0	22.3
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	11.2	26.3	13.3	28.3	9.2	34.5	8.9	34.3
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.5	13.2	8.8	22.1	5.3	25.1	5.1	22.5
Green Extension Time (g_e), s	0.3	3.0	0.5	1.1	0.3	5.4	0.3	5.5
Phase Call Probability	0.94	1.00	0.99	1.00	0.93	1.00	0.92	1.00
Max Out Probability	0.00	0.20	0.01	1.00	0.00	0.05	0.00	0.03

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	119	288	75	208	463		117	547		108	495	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	5.5	11.2	3.1	6.8	20.1		3.3	23.1		3.1	20.5	
Cycle Queue Clearance Time (g_c), s	5.5	11.2	3.1	6.8	20.1		3.3	23.1		3.1	20.5	
Green Ratio (*g/C*)	0.09	0.26	0.26	0.37	0.28		0.43	0.37		0.42	0.36	
Capacity (*c*), veh/h	156	484	407	424	517		309	660		250	645	
Volume-to-Capacity Ratio (*X*)	0.767	0.596	0.185	0.489	0.897		0.380	0.829		0.431	0.767	
Back of Queue (*Q*), ft/ln (95 th percentile)	120	217	52	126	404		61	378		58	333	
Back of Queue (*Q*), veh/ln (95 th percentile)	4.7	8.6	2.0	5.0	16.2		2.4	15.0		2.3	13.2	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.96	1.73	0.42	1.05	3.37		0.45	2.80		0.65	3.70	
Uniform Delay (d_1), s/veh	37.1	27.1	24.1	19.7	28.8		17.5	23.9		18.9	23.3	
Incremental Delay (d_2), s/veh	7.7	1.3	0.2	0.9	16.8		0.8	3.5		1.2	2.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	44.8	28.4	24.4	20.5	45.6		18.2	27.4		20.1	25.3	
Level of Service (LOS)	D	C	C	C	D		B	C		C	C	
Approach Delay, s/veh / LOS	31.8	C		37.9	D		25.8	C		24.3	C	
Intersection Delay, s/veh / LOS	30.0						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.28	A	1.59	B	1.58	B	1.48	A

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HCS Two-Way Stop-Control Report

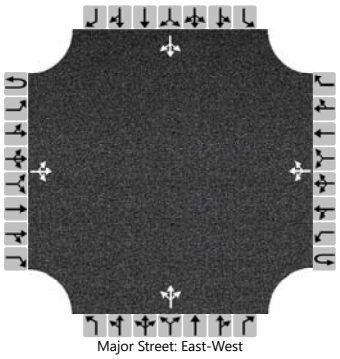
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	617	6		33	388	2		6	0	40		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				35					48				16	
Capacity, c (veh/h)		1151				934					431				437	
v/c Ratio		0.00				0.04					0.11				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		9.0	0.4	0.4			14.4				13.6	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)	0.1				1.1				14.4				13.6			
Approach LOS	A				A				B				B			

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HCS Two-Way Stop-Control Report

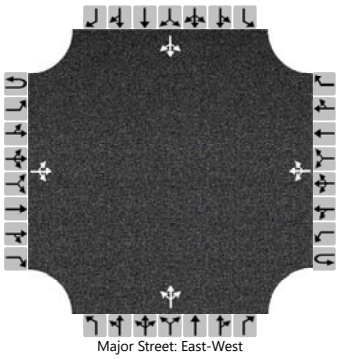
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	594	8		47	612	0		7	1	93		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				50					107				9	
Capacity, c (veh/h)		942				950					442				299	
v/c Ratio		0.01				0.05					0.24				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.9				0.1	
95% Queue Length, Q_{95} (ft)											22.5				2.5	
Control Delay (s/veh)		8.9	0.2	0.2		9.0	0.7	0.7			15.7				17.4	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				15.7				17.4			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

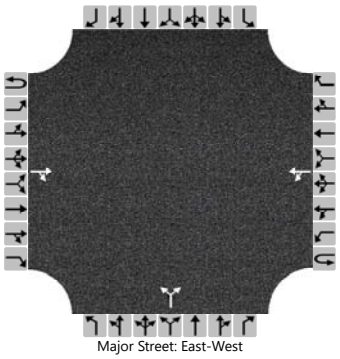
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			574	7		13	385			9		35				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage			Left + Thru							1						

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					47					
Capacity, c (veh/h)						970					467					
v/c Ratio						0.01					0.10					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.5					
Control Delay (s/veh)						8.8	0.2				13.6					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				13.6						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

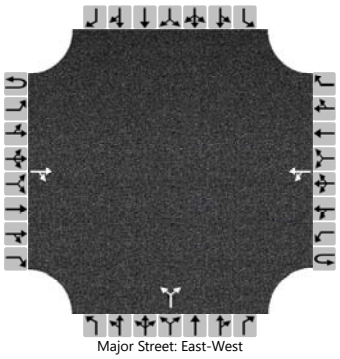
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			516	3		13	633			2		59				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					66					
Capacity, c (veh/h)						1021					523					
v/c Ratio						0.01					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.0					
Control Delay (s/veh)						8.6	0.2				12.9					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				12.9						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

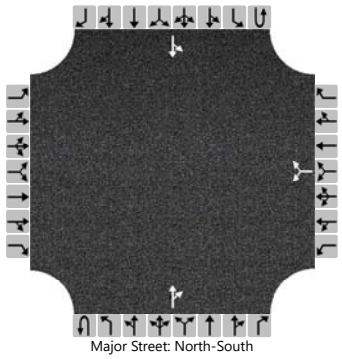
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						33		13			467	73		13	630	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							51							14		
Capacity, c (veh/h)							359							990		
v/c Ratio							0.14							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							16.7							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						16.7								0.4		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

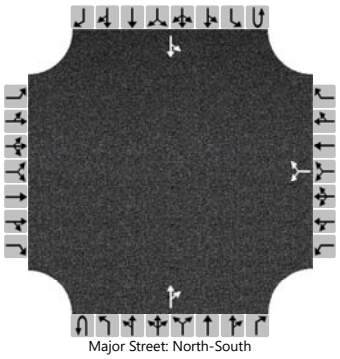
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						54		19			628	74		11	559	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							80							12		
Capacity, c (veh/h)							325							850		
v/c Ratio							0.25							0.01		
95% Queue Length, Q_{95} (veh)							1.0							0.0		
95% Queue Length, Q_{95} (ft)							25.1							0.0		
Control Delay (s/veh)							19.7							9.3	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						19.7								0.4		
Approach LOS						C								A		

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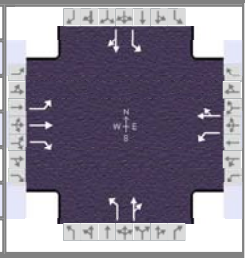
APPENDIX E
2027 BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

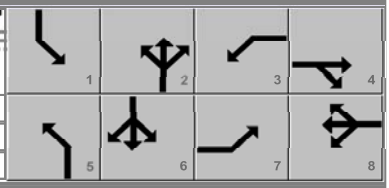
General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027BAM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	108	344	97	152	220	73	46	248	137	111	412	124

Signal Information			
Cycle, s	70.0	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Green	3.0	1.6	24.8	5.9	0.7	18.0
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	9.9	22.0	10.6	22.7	7.0	28.8	8.6	30.4
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	6.3	14.5	6.5	12.6	3.1	15.3	4.8	21.5
Green Extension Time (g_e), s	0.2	2.4	0.4	2.6	0.1	4.9	0.3	4.8
Phase Call Probability	0.89	1.00	0.95	1.00	0.61	1.00	0.90	1.00
Max Out Probability	0.00	0.22	0.00	0.14	0.00	0.01	0.00	0.02

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	113	358	101	158	305		48	401		116	558	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1772		1781	1810	
Queue Service Time (g_s), s	4.3	12.5	3.6	4.5	10.6		1.1	13.3		2.8	19.5	
Cycle Queue Clearance Time (g_c), s	4.3	12.5	3.6	4.5	10.6		1.1	13.3		2.8	19.5	
Green Ratio (*g/C*)	0.08	0.24	0.24	0.34	0.25		0.40	0.35		0.42	0.38	
Capacity (*c*), veh/h	150	458	385	340	460		243	628		385	683	
Volume-to-Capacity Ratio (*X*)	0.749	0.782	0.262	0.465	0.664		0.197	0.638		0.301	0.818	
Back of Queue (*Q*), ft/ln (95 th percentile)	95	240	59	81	198		21	228		49	317	
Back of Queue (*Q*), veh/ln (95 th percentile)	3.7	9.5	2.3	3.2	7.9		0.8	9.0		1.9	12.6	
Queue Storage Ratio (*RQ*) (95 th percentile)	0.76	1.92	0.47	0.67	1.65		0.15	1.68		0.55	3.52	
Uniform Delay (d_1), s/veh	31.4	24.8	21.5	18.2	23.6		16.0	18.9		14.0	19.7	
Incremental Delay (d_2), s/veh	7.3	3.7	0.4	1.0	2.0		0.4	1.3		0.4	2.5	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	38.7	28.5	21.8	19.2	25.6		16.4	20.2		14.4	22.2	
Level of Service (LOS)	D	C	C	B	C		B	C		B	C	
Approach Delay, s/veh / LOS	29.3	C		23.4	C		19.8	B		20.8	C	
Intersection Delay, s/veh / LOS	23.4						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.90	B	2.09	B
Bicycle LOS Score / LOS	1.43	A	1.25	A	1.23	A	1.60	B

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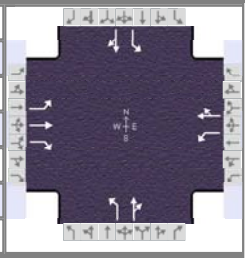
HCS Signalized Intersection Results Summary

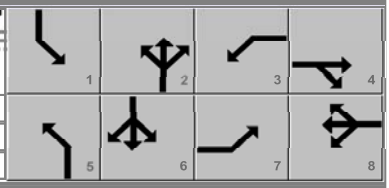
General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2027	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2027BPM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	111	274	70	207	358	79	109	364	171	102	291	169

Signal Information			
Cycle, s	87.2	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Green	5.1	0.2	33.0	7.6	2.6	22.6	
Yellow	3.0	0.0	3.0	3.0	0.0	3.0	
Red	1.0	0.0	1.0	1.0	0.0	1.0	



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	11.6	26.6	14.2	29.3	9.3	37.3	9.1	37.0
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	7.7	14.2	9.7	23.6	5.4	27.7	5.2	23.1
Green Extension Time (g_e), s	0.3	2.9	0.5	0.6	0.3	5.5	0.3	5.7
Phase Call Probability	0.94	1.00	1.00	1.00	0.94	1.00	0.93	1.00
Max Out Probability	0.00	0.26	0.02	1.00	0.00	0.08	0.00	0.04

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	119	295	75	223	470		117	575		110	495	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1840		1810	1783		1781	1768	
Queue Service Time (g_s), s	5.7	12.2	3.3	7.7	21.6		3.4	25.7		3.2	21.1	
Cycle Queue Clearance Time (g_c), s	5.7	12.2	3.3	7.7	21.6		3.4	25.7		3.2	21.1	
Green Ratio (*g/C*)	0.09	0.25	0.25	0.37	0.28		0.44	0.38		0.44	0.38	
Capacity (*c*), veh/h	155	467	393	414	512		320	680		241	670	
Volume-to-Capacity Ratio (*X*)	0.772	0.630	0.191	0.538	0.918		0.366	0.846		0.455	0.738	
Back of Queue (*Q*), ft/ln (95 th percentile)	127	236	56	144	444		63	421		61	340	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.0	9.4	2.2	5.8	17.8		2.5	16.7		2.4	13.5	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.02	1.89	0.45	1.20	3.70		0.46	3.12		0.68	3.78	
Uniform Delay (d_1), s/veh	39.0	29.3	25.9	20.8	30.6		17.5	24.7		19.7	23.4	
Incremental Delay (d_2), s/veh	7.9	1.9	0.2	1.1	21.1		0.7	4.8		1.3	1.6	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	47.0	31.1	26.2	21.9	51.6		18.2	29.5		21.0	25.0	
Level of Service (LOS)	D	C	C	C	D		B	C		C	C	
Approach Delay, s/veh / LOS	34.2	C		42.1	D		27.6	C		24.3	C	
Intersection Delay, s/veh / LOS	32.1						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.92	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.29	A	1.63	B	1.63	B	1.48	A

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HCS Two-Way Stop-Control Report

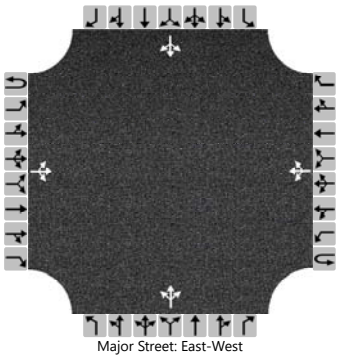
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		3	626	12		33	391	2		8	0	40		5	0	10
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		3				35					51				16	
Capacity, c (veh/h)		1148				922					416				432	
v/c Ratio		0.00				0.04					0.12				0.04	
95% Queue Length, Q_{95} (veh)		0.0				0.1					0.4				0.1	
95% Queue Length, Q_{95} (ft)											10.3				2.5	
Control Delay (s/veh)		8.1	0.0	0.0		9.1	0.4	0.4			14.8				13.7	
Level of Service (LOS)		A	A	A		A	A	A			B				B	
Approach Delay (s/veh)		0.1				1.1				14.8				13.7		
Approach LOS		A				A				B				B		

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HCS Two-Way Stop-Control Report

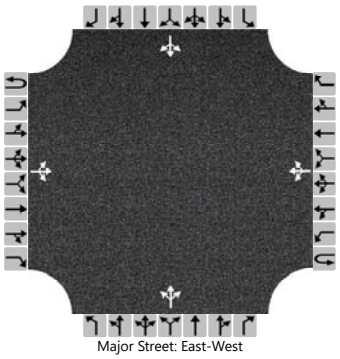
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		13	599	12		47	620	0		13	1	93		1	3	4
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		14				50					114				9	
Capacity, c (veh/h)		936				942					414				295	
v/c Ratio		0.01				0.05					0.27				0.03	
95% Queue Length, Q_{95} (veh)		0.0				0.2					1.1				0.1	
95% Queue Length, Q_{95} (ft)											27.5				2.5	
Control Delay (s/veh)		8.9	0.2	0.2		9.0	0.8	0.8			16.9				17.6	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.4				1.3				16.9				17.6			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

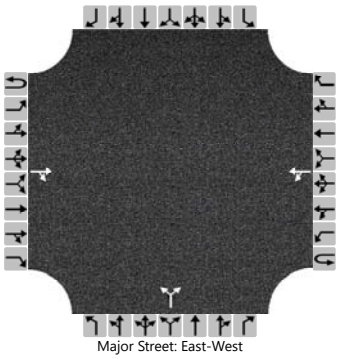
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			584	7		13	419			9		35				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					47					
Capacity, c (veh/h)						962					458					
v/c Ratio						0.01					0.10					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.5					
Control Delay (s/veh)						8.8	0.2				13.8					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				13.8						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

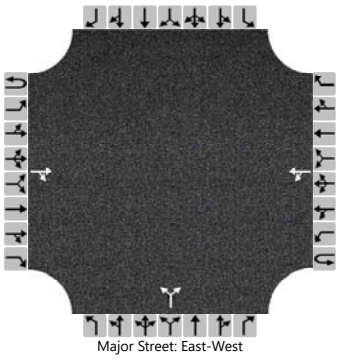
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			550	3		13	653			2		59				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						14					66					
Capacity, c (veh/h)						990					499					
v/c Ratio						0.01					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.5					
95% Queue Length, Q_{95} (ft)						0.0					12.5					
Control Delay (s/veh)						8.7	0.2				13.3					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.4				13.3						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

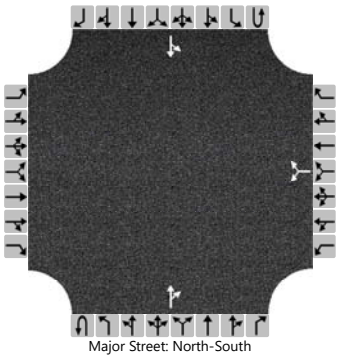
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						33		13			475	73		13	656	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							51							14		
Capacity, c (veh/h)							350							982		
v/c Ratio							0.14							0.01		
95% Queue Length, Q_{95} (veh)							0.5							0.0		
95% Queue Length, Q_{95} (ft)							12.6							0.0		
Control Delay (s/veh)							17.0							8.7	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						17.0								0.4		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

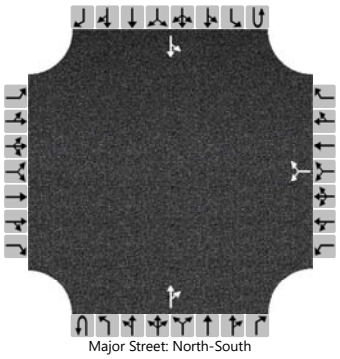
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						54		19			654	74		11	574	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							80							12		
Capacity, c (veh/h)							314							829		
v/c Ratio							0.26							0.01		
95% Queue Length, Q_{95} (veh)							1.0							0.0		
95% Queue Length, Q_{95} (ft)							25.1							0.0		
Control Delay (s/veh)							20.4							9.4	0.2	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						20.4								0.4		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

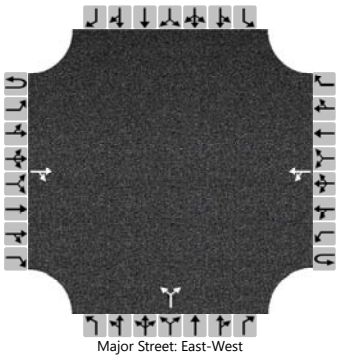
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			620	11		4	391			34		14				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left Only						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						4					51					
Capacity, c (veh/h)						919					390					
v/c Ratio						0.00					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.2					
Control Delay (s/veh)						8.9	0.1				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.1				15.6						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

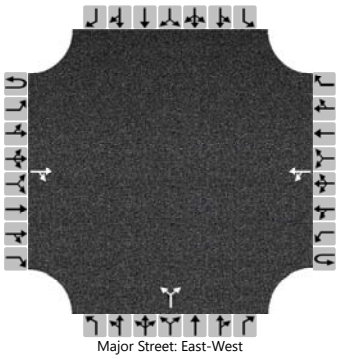
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2027
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			610	34		14	613			20		8				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left Only						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						15					30					
Capacity, c (veh/h)						908					335					
v/c Ratio						0.02					0.09					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.6					
Control Delay (s/veh)						9.0	0.2				16.8					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.4				16.8						
Approach LOS						A				C						

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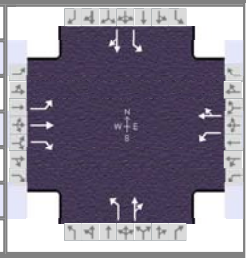
APPENDIX F
2042 NO BUILD INTERSECTION CAPACITY ANALYSIS

HCS Signalized Intersection Results Summary

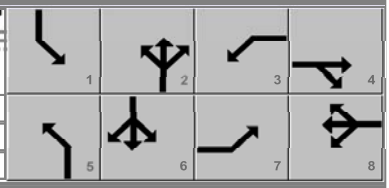
General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042NBAM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	128	404	114	154	254	84	55	293	153	130	486	146

Signal Information			
Cycle, s	87.8	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Green	3.8	2.3	34.4	7.9	0.5	21.9
Yellow	3.0	0.0	3.0	3.0	0.0	4.0
Red	1.0	0.0	1.0	1.0	0.0	1.0



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	12.4	27.5	11.9	26.9	7.8	38.4	10.1	40.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	8.4	20.8	7.6	17.8	3.6	21.0	5.9	31.3
Green Extension Time (g_e), s	0.3	1.6	0.4	2.3	0.1	5.9	0.4	5.3
Phase Call Probability	0.96	1.00	0.98	1.00	0.75	1.00	0.96	1.00
Max Out Probability	0.00	1.00	0.00	0.56	0.00	0.03	0.00	0.14

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	133	421	119	160	352		57	465		135	658	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1819		1810	1776		1781	1810	
Queue Service Time (g_s), s	6.4	18.8	5.3	5.6	15.8		1.6	19.0		3.9	29.3	
Cycle Queue Clearance Time (g_c), s	6.4	18.8	5.3	5.6	15.8		1.6	19.0		3.9	29.3	
Green Ratio (*g/C*)	0.10	0.26	0.26	0.34	0.25		0.44	0.39		0.46	0.42	
Capacity (*c*), veh/h	171	482	406	263	455		209	696		369	756	
Volume-to-Capacity Ratio (*X*)	0.780	0.872	0.293	0.610	0.775		0.275	0.668		0.367	0.870	
Back of Queue (*Q*), ft/ln (95 th percentile)	142	383	90	110	300		31	311		71	478	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.6	15.2	3.6	4.4	12.0		1.2	12.4		2.8	19.0	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.13	3.06	0.72	0.92	2.50		0.23	2.31		0.79	5.32	
Uniform Delay (d_1), s/veh	38.9	31.3	26.3	23.7	30.7		19.7	22.0		16.1	23.4	
Incremental Delay (d_2), s/veh	7.5	13.7	0.4	2.3	6.7		0.7	1.3		0.6	6.3	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	46.4	45.0	26.7	26.0	37.4		20.4	23.4		16.7	29.7	
Level of Service (LOS)	D	D	C	C	D		C	C		B	C	
Approach Delay, s/veh / LOS	42.1	D		33.8	C		23.0	C		27.5	C	
Intersection Delay, s/veh / LOS	31.8						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.92	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.60	B	1.33	A	1.35	A	1.80	B

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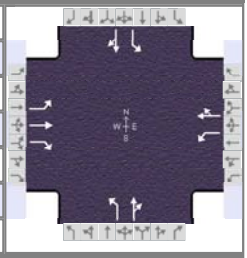
HCS Signalized Intersection Results Summary

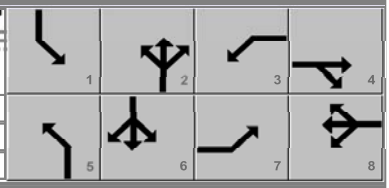
General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042NBPM AF-S.xus		
Project Description	NO BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	131	315	82	226	416	91	128	427	171	117	342	198

Signal Information			
Cycle, s	97.8	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On

Green	6.1	0.3	39.7	9.7	2.6	23.4	
Yellow	3.0	0.0	3.0	3.0	0.0	3.0	
Red	1.0	0.0	1.0	1.0	0.0	1.0	



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	13.7	27.4	16.2	30.0	10.4	44.0	10.1	43.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	9.6	18.5	11.7	27.0	6.3	34.3	6.0	30.4
Green Extension Time (g_e), s	0.3	2.5	0.5	0.0	0.3	5.7	0.4	6.2
Phase Call Probability	0.98	1.00	1.00	1.00	0.98	1.00	0.97	1.00
Max Out Probability	0.01	0.69	0.07	1.00	0.00	0.28	0.00	0.18

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	141	339	88	243	545		138	643		126	581	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1841		1810	1793		1781	1768	
Queue Service Time (g_s), s	7.6	16.5	4.4	9.7	25.0		4.3	32.3		4.0	28.4	
Cycle Queue Clearance Time (g_c), s	7.6	16.5	4.4	9.7	25.0		4.3	32.3		4.0	28.4	
Green Ratio (*g/C*)	0.10	0.23	0.23	0.36	0.26		0.47	0.41		0.47	0.41	
Capacity (*c*), veh/h	176	432	363	363	470		291	734		231	718	
Volume-to-Capacity Ratio (*X*)	0.801	0.784	0.243	0.669	1.159		0.473	0.876		0.544	0.809	
Back of Queue (*Q*), ft/ln (95 th percentile)	168	327	78	189	838		81	536		77	456	
Back of Queue (*Q*), veh/ln (95 th percentile)	6.6	13.0	3.1	7.6	33.5		3.2	21.2		3.0	18.1	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.34	2.61	0.62	1.58	6.98		0.60	3.97		0.86	5.07	
Uniform Delay (d_1), s/veh	43.1	35.4	30.8	25.1	36.4		19.7	26.6		21.9	25.7	
Incremental Delay (d_2), s/veh	8.1	7.5	0.3	2.1	92.9		1.2	8.4		2.0	4.4	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	51.3	42.9	31.1	27.2	129.3		20.9	35.0		23.9	30.1	
Level of Service (LOS)	D	D	C	C	F		C	D		C	C	
Approach Delay, s/veh / LOS	43.1	D		97.9	F		32.5	C		29.0	C	
Intersection Delay, s/veh / LOS	51.9						D					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.42	A	1.79	B	1.78	B	1.65	B

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HCS Two-Way Stop-Control Report

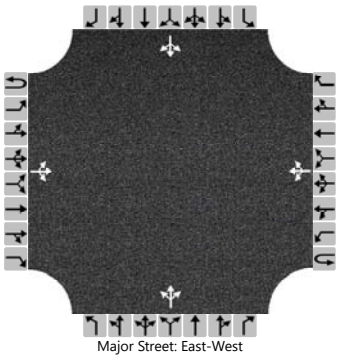
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		4	725	7		39	456	2		7	0	47		6	0	12
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		4				41					57				19	
Capacity, c (veh/h)		1083				847					368				366	
v/c Ratio		0.00				0.05					0.15				0.05	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.5				0.2	
95% Queue Length, Q_{95} (ft)											12.9				5.0	
Control Delay (s/veh)		8.3	0.1	0.1		9.5	0.6	0.6			16.6				15.4	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.1				1.3				16.6				15.4			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

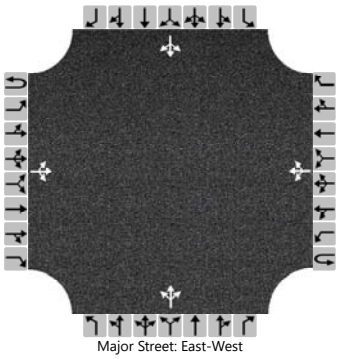
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		15	698	9		56	719	0		8	1	109		1	4	5
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		16				60					126				11	
Capacity, c (veh/h)		855				863					377				241	
v/c Ratio		0.02				0.07					0.33				0.04	
95% Queue Length, Q_{95} (veh)		0.1				0.2					1.4				0.1	
95% Queue Length, Q_{95} (ft)											35.0				2.5	
Control Delay (s/veh)		9.3	0.3	0.3		9.5	1.1	1.1			19.2				20.6	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.5				1.7				19.2				20.6			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

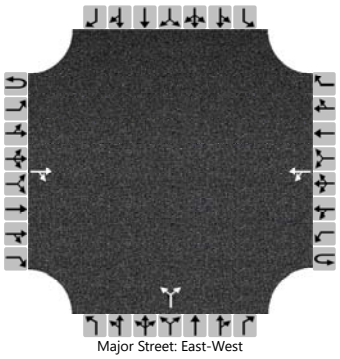
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			674	8		16	453			11		41				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					55					
Capacity, c (veh/h)						885					404					
v/c Ratio						0.02					0.14					
95% Queue Length, Q_{95} (veh)						0.1					0.5					
95% Queue Length, Q_{95} (ft)						2.5					12.5					
Control Delay (s/veh)						9.1	0.2				15.3					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.5				15.3						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

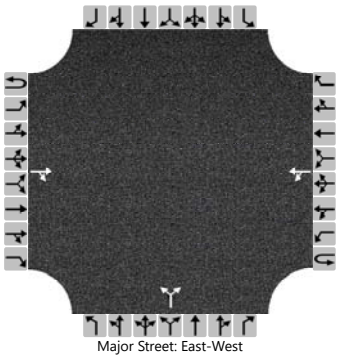
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	NO BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			606	4		16	744			2		69				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					76					
Capacity, c (veh/h)						940					461					
v/c Ratio						0.02					0.17					
95% Queue Length, Q_{95} (veh)						0.1					0.6					
95% Queue Length, Q_{95} (ft)						2.5					15.0					
Control Delay (s/veh)						8.9	0.3				14.4					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)						0.5				14.4						
Approach LOS						A				B						

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HCS Two-Way Stop-Control Report

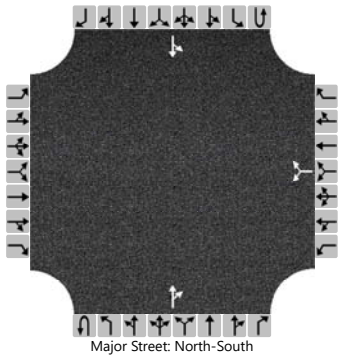
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						38		16			550	86		16	742	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							59							18		
Capacity, c (veh/h)							305							904		
v/c Ratio							0.19							0.02		
95% Queue Length, Q_{95} (veh)							0.7							0.1		
95% Queue Length, Q_{95} (ft)							17.7							2.5		
Control Delay (s/veh)							19.6							9.1	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						19.6								0.5		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

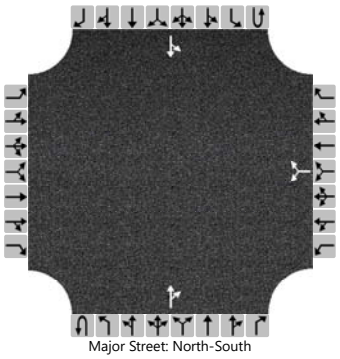
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	NO BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						43		22			738	87		13	657	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							71							14		
Capacity, c (veh/h)							279							756		
v/c Ratio							0.26							0.02		
95% Queue Length, Q_{95} (veh)							1.0							0.1		
95% Queue Length, Q_{95} (ft)							25.1							2.5		
Control Delay (s/veh)							22.3							9.9	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						22.3								0.5		
Approach LOS						C								A		

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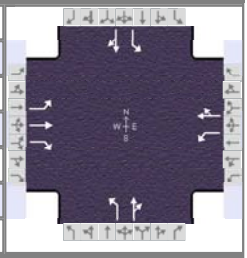
APPENDIX G
2042 BUILD INTERSECTION CAPACITY ANALYSIS

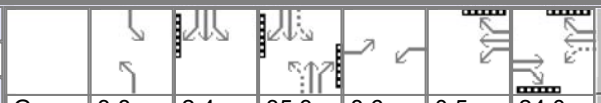
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	AM PEAK HOUR	PHF	0.96
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042BAM AF-S.xus		
Project Description	BUILD				

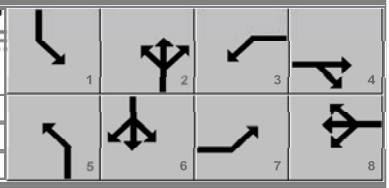


Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	128	406	114	180	260	87	55	293	161	131	486	146

Signal Information			
Cycle, s	90.7	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	3.8	2.4		35.3	8.6		0.5	24.0				
Yellow	3.0	0.0		3.0	3.0		0.0	3.0				
Red	1.0	0.0		1.0	1.0		0.0	1.0				



Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	12.6	28.0	13.2	28.5	7.8	39.3	10.2	41.7
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.3	4.1	4.3	4.2	4.4	4.2	4.4
Queue Clearance Time (g_s), s	8.6	21.6	8.8	18.7	3.7	22.2	6.1	32.3
Green Extension Time (g_e), s	0.3	1.4	0.4	2.2	0.1	6.0	0.4	5.3
Phase Call Probability	0.97	1.00	0.99	1.00	0.76	1.00	0.97	1.00
Max Out Probability	0.00	1.00	0.01	0.67	0.00	0.04	0.00	0.17

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	133	423	119	188	361		57	473		136	658	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1818		1810	1772		1781	1810	
Queue Service Time (g_s), s	6.6	19.6	5.5	6.8	16.7		1.7	20.2		4.1	30.3	
Cycle Queue Clearance Time (g_c), s	6.6	19.6	5.5	6.8	16.7		1.7	20.2		4.1	30.3	
Green Ratio (*g/C*)	0.10	0.25	0.25	0.36	0.26		0.43	0.39		0.46	0.42	
Capacity (*c*), veh/h	170	479	402	299	472		203	689		356	752	
Volume-to-Capacity Ratio (*X*)	0.784	0.883	0.295	0.627	0.766		0.283	0.686		0.384	0.875	
Back of Queue (*Q*), ft/ln (95 th percentile)	146	403	94	132	314		32	331		75	499	
Back of Queue (*Q*), veh/ln (95 th percentile)	5.8	16.0	3.7	5.3	12.6		1.3	13.1		2.9	19.8	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.17	3.22	0.75	1.10	2.62		0.24	2.45		0.83	5.55	
Uniform Delay (d_1), s/veh	40.2	32.6	27.3	23.7	31.1		20.5	23.1		16.9	24.4	
Incremental Delay (d_2), s/veh	7.7	15.6	0.4	2.2	6.9		0.8	1.5		0.7	7.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	47.9	48.2	27.7	25.8	38.0		21.2	24.6		17.6	31.4	
Level of Service (LOS)	D	D	C	C	D		C	C		B	C	
Approach Delay, s/veh / LOS	44.5	D		33.8	C		24.2	C		29.0	C	
Intersection Delay, s/veh / LOS	33.2						C					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.60	B	1.39	A	1.36	A	1.80	B

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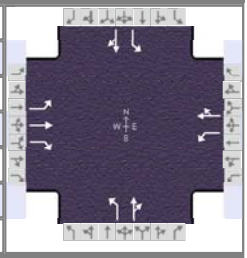
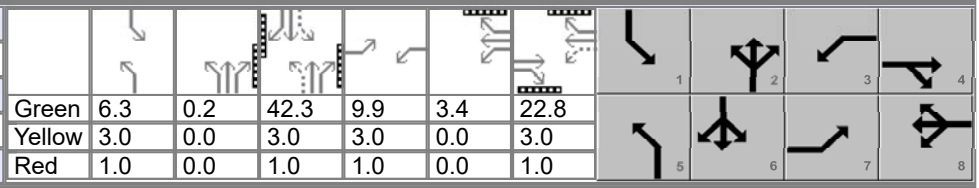
HCS Signalized Intersection Results Summary

General Information				Intersection Information	
Agency	BHI			Duration, h	0.250
Analyst	MG	Analysis Date	Apr 9, 2024	Area Type	Other
Jurisdiction	SANTA FE	Time Period	PM PEAK HOUR	PHF	0.93
Urban Street	Agua Fria Street	Analysis Year	2042	Analysis Period	1> 7:00
Intersection	Agua Fria & Siler Road	File Name	1_2042BPM AF-S.xus		
Project Description	BUILD				



Demand Information	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Demand (*v*), veh/h	131	321	82	241	420	92	128	427	196	120	342	198

Signal Information			
Cycle, s	100.8	Reference Phase	2
Offset, s	0	Reference Point	End
Uncoordinated	Yes	Simult. Gap E/W	On
Force Mode	Fixed	Simult. Gap N/S	On



Green	6.3	0.2	42.3	9.9	3.4	22.8
Yellow	3.0	0.0	3.0	3.0	0.0	3.0
Red	1.0	0.0	1.0	1.0	0.0	1.0

Timer Results	EBL	EBT	WBL	WBT	NBL	NBT	SBL	SBT
Assigned Phase	7	4	3	8	5	2	1	6
Case Number	2.0	3.0	1.1	4.0	1.1	4.0	1.1	4.0
Phase Duration, s	13.9	26.8	17.3	30.1	10.5	46.5	10.3	46.3
Change Period, ($Y+R_c$), s	4.0	5.0	4.0	5.0	4.0	4.0	4.0	4.0
Max Allow Headway (*MAH*), s	4.1	4.4	4.1	4.4	4.2	4.5	4.2	4.5
Queue Clearance Time (g_s), s	9.8	19.7	12.8	27.2	6.3	37.1	6.1	30.6
Green Extension Time (g_e), s	0.3	2.0	0.5	0.0	0.3	5.3	0.4	6.4
Phase Call Probability	0.98	1.00	1.00	1.00	0.98	1.00	0.97	1.00
Max Out Probability	0.01	0.86	0.15	1.00	0.00	0.40	0.00	0.20

Movement Group Results	EB			WB			NB			SB		
Approach Movement	L	T	R	L	T	R	L	T	R	L	T	R
Assigned Movement	7	4	14	3	8	18	5	2	12	1	6	16
Adjusted Flow Rate (*v*), veh/h	141	345	88	259	551		138	670		129	581	
Adjusted Saturation Flow Rate (*s*), veh/h/ln	1781	1885	1585	1810	1840		1810	1784		1781	1768	
Queue Service Time (g_s), s	7.8	17.7	4.7	10.8	25.2		4.3	35.1		4.1	28.6	
Cycle Queue Clearance Time (g_c), s	7.8	17.7	4.7	10.8	25.2		4.3	35.1		4.1	28.6	
Green Ratio (*g/C*)	0.10	0.22	0.22	0.36	0.25		0.48	0.42		0.48	0.42	
Capacity (*c*), veh/h	175	407	342	352	459		303	752		224	742	
Volume-to-Capacity Ratio (*X*)	0.803	0.849	0.258	0.737	1.200		0.455	0.891		0.577	0.783	
Back of Queue (*Q*), ft/ln (95 th percentile)	173	363	82	212	914		81	582		80	457	
Back of Queue (*Q*), veh/ln (95 th percentile)	6.8	14.4	3.2	8.5	36.6		3.3	23.1		3.2	18.2	
Queue Storage Ratio (*RQ*) (95 th percentile)	1.39	2.90	0.66	1.76	7.62		0.60	4.31		0.89	5.08	
Uniform Delay (d_1), s/veh	44.5	38.0	32.9	26.3	37.9		19.4	27.0		22.6	25.3	
Incremental Delay (d_2), s/veh	8.3	12.4	0.4	4.1	109.2		1.1	10.4		2.3	4.0	
Initial Queue Delay (d_3), s/veh	0.0	0.0	0.0	0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay (*d*), s/veh	52.8	50.4	33.2	30.4	147.1		20.5	37.4		25.0	29.3	
Level of Service (LOS)	D	D	C	C	F		C	D		C	C	
Approach Delay, s/veh / LOS	48.3	D		109.8	F		34.5	C		28.5	C	
Intersection Delay, s/veh / LOS	56.8						E					

Multimodal Results	EB		WB		NB		SB	
Pedestrian LOS Score / LOS	1.93	B	1.93	B	1.91	B	2.10	B
Bicycle LOS Score / LOS	1.44	A	1.82	B	1.82	B	1.66	B

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HCS Two-Way Stop-Control Report

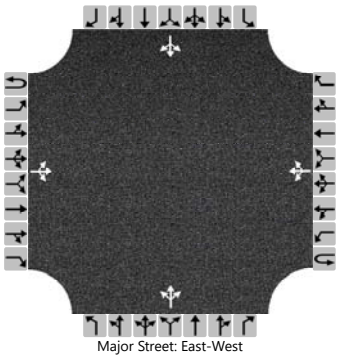
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.95
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		4	732	14		39	459	2		9	0	47		6	0	12
Percent Heavy Vehicles (%)		2				1				4	4	4		0	0	0
Proportion Time Blocked																
Percent Grade (%)										0				0		
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.12				4.11				7.14	6.54	6.24		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.21				2.21				3.54	4.04	3.34		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		4				41					59				19	
Capacity, c (veh/h)		1080				836					356				362	
v/c Ratio		0.00				0.05					0.17				0.05	
95% Queue Length, Q_{95} (veh)		0.0				0.2					0.6				0.2	
95% Queue Length, Q_{95} (ft)											15.5				5.0	
Control Delay (s/veh)		8.3	0.1	0.1		9.5	0.6	0.6			17.1				15.5	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.1				1.3				17.1				15.5			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

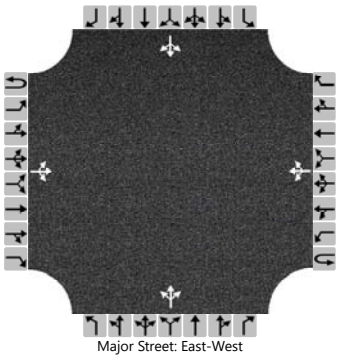
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & HARRISON
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	HARRISON ROAD
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	1	0
Configuration			LTR				LTR				LTR				LTR	
Volume (veh/h)		15	703	13		56	726	0		15	1	109		1	4	5
Percent Heavy Vehicles (%)		1				1				0	0	0		0	0	0
Proportion Time Blocked																
Percent Grade (%)									0				0			
Right Turn Channelized																
Median Type | Storage	Left + Thru								1							

Critical and Follow-up Headways

Base Critical Headway (sec)		4.1				4.1				7.1	6.5	6.2		7.1	6.5	6.2
Critical Headway (sec)		4.11				4.11				7.10	6.50	6.20		7.10	6.50	6.20
Base Follow-Up Headway (sec)		2.2				2.2				3.5	4.0	3.3		3.5	4.0	3.3
Follow-Up Headway (sec)		2.20				2.21				3.50	4.00	3.30		3.50	4.00	3.30

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)		16				60					133				11	
Capacity, c (veh/h)		850				856					350				237	
v/c Ratio		0.02				0.07					0.38				0.04	
95% Queue Length, Q_{95} (veh)		0.1				0.2					1.7				0.1	
95% Queue Length, Q_{95} (ft)											42.5				2.5	
Control Delay (s/veh)		9.3	0.3	0.3		9.5	1.2	1.2			21.5				20.9	
Level of Service (LOS)		A	A	A		A	A	A			C				C	
Approach Delay (s/veh)	0.5				1.8				21.5				20.9			
Approach LOS	A				A				C				C			

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HCS Two-Way Stop-Control Report

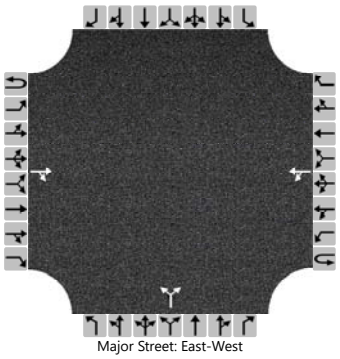
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			685	8		16	487			11		41				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					55					
Capacity, c (veh/h)						876					396					
v/c Ratio						0.02					0.14					
95% Queue Length, Q_{95} (veh)						0.1					0.5					
95% Queue Length, Q_{95} (ft)						2.5					12.5					
Control Delay (s/veh)						9.2	0.3				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.5				15.6						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

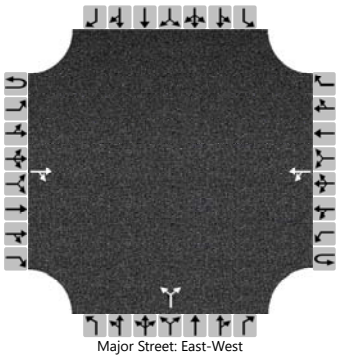
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	SILER PARK LANE
Peak Hour Factor	0.93
Analysis Time Period (hrs)	0.25

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			640	4		16	764			2		69				
Percent Heavy Vehicles (%)						0				0		0				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left + Thru						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.10				6.40		6.20				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.20				3.50		3.30				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						17					76					
Capacity, c (veh/h)						911					439					
v/c Ratio						0.02					0.17					
95% Queue Length, Q_{95} (veh)						0.1					0.6					
95% Queue Length, Q_{95} (ft)						2.5					15.0					
Control Delay (s/veh)						9.0	0.3				14.9					
Level of Service (LOS)						A	A				B					
Approach Delay (s/veh)							0.5				14.9					
Approach LOS							A				B					

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HCS Two-Way Stop-Control Report

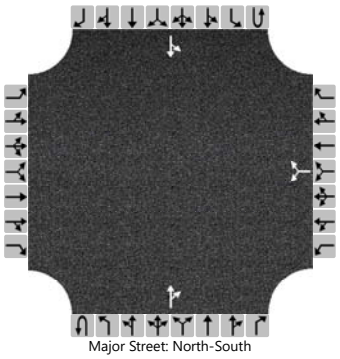
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes


Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						38		16			558	86		16	767	
Percent Heavy Vehicles (%)						1		1						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.41		6.21						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.51		3.31						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							59							18		
Capacity, c (veh/h)							297							897		
v/c Ratio							0.20							0.02		
95% Queue Length, Q_{95} (veh)							0.7							0.1		
95% Queue Length, Q_{95} (ft)							17.7							2.5		
Control Delay (s/veh)							20.1							9.1	0.3	
Level of Service (LOS)							C							A	A	
Approach Delay (s/veh)						20.1								0.5		
Approach LOS						C								A		

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HCS Two-Way Stop-Control Report

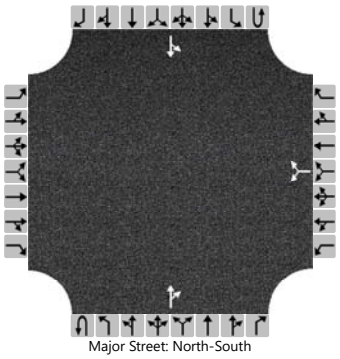
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	North-South
Project Description	BUILD

Site Information

Intersection	SILER ROAD & SILER PARK LANE
Jurisdiction	SANTA FE
East/West Street	SILER ROAD
North/South Street	SILER PARK LANE
Peak Hour Factor	0.91
Analysis Time Period (hrs)	0.25

Lanes



Major Street: North-South

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority		10	11	12		7	8	9	1U	1	2	3	4U	4	5	6
Number of Lanes		0	0	0		0	1	0	0	0	1	0	0	0	1	0
Configuration							LR					TR		LT		
Volume (veh/h)						63		22			764	87		13	672	
Percent Heavy Vehicles (%)						0		0						1		
Proportion Time Blocked																
Percent Grade (%)						0										
Right Turn Channelized																
Median Type | Storage		Left + Thru								1						

Critical and Follow-up Headways

Base Critical Headway (sec)						7.1		6.2						4.1		
Critical Headway (sec)						6.40		6.20						4.11		
Base Follow-Up Headway (sec)						3.5		3.3						2.2		
Follow-Up Headway (sec)						3.50		3.30						2.21		

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)							93							14		
Capacity, c (veh/h)							262							738		
v/c Ratio							0.36							0.02		
95% Queue Length, Q_{95} (veh)							1.5							0.1		
95% Queue Length, Q_{95} (ft)							37.6							2.5		
Control Delay (s/veh)							26.1							10.0	0.3	
Level of Service (LOS)							D							A	A	
Approach Delay (s/veh)						26.1								0.5		
Approach LOS						D								A		

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HCS Two-Way Stop-Control Report

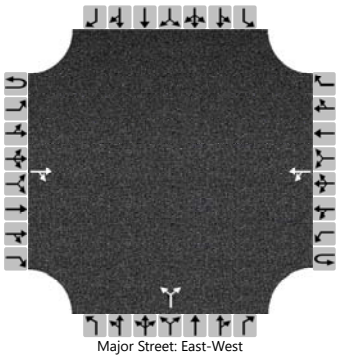
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	AM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			620	11		4	391			34		14				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left Only						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						4					51					
Capacity, c (veh/h)						919					390					
v/c Ratio						0.00					0.13					
95% Queue Length, Q_{95} (veh)						0.0					0.4					
95% Queue Length, Q_{95} (ft)						0.0					10.2					
Control Delay (s/veh)						8.9	0.1				15.6					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.1				15.6						
Approach LOS						A				C						

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HCS Two-Way Stop-Control Report

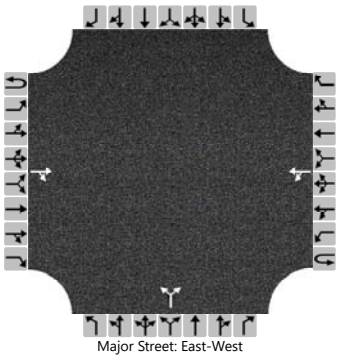
General Information

Analyst	MG
Agency/Co.	BHI
Date Performed	4/5/2024
Analysis Year	2042
Time Analyzed	PM PEAK HOUR
Intersection Orientation	East-West
Project Description	BUILD

Site Information

Intersection	AGUA FRIA-NORTH SITE ENTRANCE
Jurisdiction	SANTA FE
East/West Street	AGUA FRIA STREET
North/South Street	NORTH SITE ENTRANCE
Peak Hour Factor	0.94
Analysis Time Period (hrs)	0.25

Lanes


Major Street: East-West

Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
Movement	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Priority	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	1	0	0	0	1	0		0	1	0		0	0	0
Configuration				TR		LT					LR					
Volume (veh/h)			610	34		14	613			20		8				
Percent Heavy Vehicles (%)						2				2		2				
Proportion Time Blocked																
Percent Grade (%)										0						
Right Turn Channelized																
Median Type | Storage						Left Only						1				

Critical and Follow-up Headways

Base Critical Headway (sec)						4.1				7.1		6.2				
Critical Headway (sec)						4.12				6.42		6.22				
Base Follow-Up Headway (sec)						2.2				3.5		3.3				
Follow-Up Headway (sec)						2.22				3.52		3.32				

Delay, Queue Length, and Level of Service

Flow Rate, v (veh/h)						15					30					
Capacity, c (veh/h)						908					335					
v/c Ratio						0.02					0.09					
95% Queue Length, Q_{95} (veh)						0.0					0.3					
95% Queue Length, Q_{95} (ft)						0.0					7.6					
Control Delay (s/veh)						9.0	0.2				16.8					
Level of Service (LOS)						A	A				C					
Approach Delay (s/veh)						0.4				16.8						
Approach LOS						A				C						

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CITY OF SANTA FE

NOTICE AFFIDAVIT PLUD-03

PROJECT INFORMATION

Project Name:	Agua Fria Multi Family (Master Plan + Rezone)
Project Location:	2768 Agua Fira
Case Number(s)	2024-8901 + 2024-8902
Early Neighborhood Notice (ENN) Meeting Date:	Feb 29, 2024 / April 23, 2024
Public Hearing Date:	June 5, 2025

NOTICE AFFIDAVIT

I hereby certify that the attached notice was mailed to property owners, tenants, and registered neighborhood associations within 300 feet of the proposed project site. Notices were mailed on May 21, 2025 (Date)

I hereby certify that the attached notice was sent via email to registered neighborhood associations within 300 feet of the proposed project site. Notices were emailed on May 21, 2025 (Date)

I hereby certify that the subject property was posted with a sign provided by the City on May 21, 2025 (Date)

The sign was placed in a prominent position in public view, according to instructions provided by Land Use Department staff.

Applicant printed name: Angelica Wolff

Applicant Signature:

NOTARIZATION

The foregoing instrument was acknowledged before me this 28 day of May,

20 25, by Angelica Wolff

KIMBERLY I COLLINS-GOMEZ
Notary Public
State of New Mexico
Comm. # 2005731
My Comm. Exp. Mar 12, 2029

Kimberly I. Collins Gomez
Notary Public

My Commission Expires: March 12, 2029

City of Santa Fe

Land Use Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909

Public Notice Procedures - Planning Commission (Rezoning 1 Block or Less)

CASE INFORMATION

Case Number: 2024-8901 & 8902
Case Title: 2768 Agua Fria Master Plan and Rezoning
Applicant: JenkinsGavin
Case Manager: Joel Cruz-Harber
Email: jacruzharber@santafenm.gov
Date: May 19, 2025
Public hearing Date: June 5, 2025

POSTING AND NOTIFICATION PROCEDURES

The following posting and notification procedures are the responsibility of the applicant as required by Section 14-3.1(H) SFCC 1987. ***Failure to comply with these requirements could result in the postponement or denial of the application.*** *Please initial the boxes below (Steps 1-7) and sign at the bottom of the page.* If you have any questions, please contact the Case Manager or Land Use administrative staff at gagurule@santafenm.gov.

☑ **1.** At least one poster shall be prominently displayed and visible from each public and private street and road abutting the property, and securely placed on the property at least fifteen calendar days prior to the scheduled public hearing. Placement of the posters shall be in such a manner as to not compromise public safety. Sign(s) must remain posted from May 21, 2025 to June 5, 2025.

☑ **2.** Send the attached notice via certified mail with return receipt to all property owners within 100 feet of the project boundary, excluding public right of way, by May 21, 2025. **Write the case number on the outside of this and all other correspondence.** (Certified Mailing is required due to state statute requirements for public notice for proposed zone district changes.)

☑ **3.** Send the attached notice via first class mail to property owners between 100 feet and 300 feet of the property boundary, including public right of way, by May 21, 2025. If there are multiple tenants at an address, send additional copies of the notice addressed to each tenant or to "Occupant."

☑ **4.** Send the attached notice by first class mail to all neighborhood associations within 300 feet by May 21, 2025.

☑ **5.** Send the attached notice by first-class mail to all properties (Residents/Occupants) within 300 feet by May 21, 2025.

☑ **6.** Send the attached notice by e-mail to the neighborhood associations by May 21, 2025.

☑ **7.** Sign and Return this form to the Case Manager and Land Use administration staff no later than 3 PM on May 21, 2025. Include a signed copy of the attached City of Santa Fe Notification Affidavit including a list of the owners, addresses and owners' associations who were notified, USPS white and green certified mailing receipts, and staple everything together. *Please include the Case Number on the cover of the packet.*

ADDITIONAL INFORMATION

☑ Please note that public notice signs must be removed no later than 30 days after the final action on your application. Failure to remove the sign may result in removal by City staff and a charge of $50 (Section 14-3.1(H)(1)(c)(ii) SFCC 1987).

CERTIFICATION

I hereby certify that the above instructions have been explained to me and I understand the posting and notice requirements. Failure to complete the above requirements will result in rescheduling of the public hearing and additional required notice to advertise the new hearing date.

Applicant Signature: Angelica Wolff **Date:** May 19, 2025

City Staff Signature: _____ **Date:** _____

City of Santa Fe

Land Use Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909

NOTICE OF PLANNING COMMISSION PUBLIC HEARING

Notice is hereby given that the Planning Commission of the City of Santa Fe will hold a public hearing at the City Council Chambers, 200 Lincoln Avenue (City Hall) on June 5, 2025 **at 6:00 PM**, to consider the following request:

Case #2024 – 8901. 2768 Agua Fria Rezoning. JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Applicant, requests approval to rezone a 4.12 acre lot from its current land use designation of MU (Mixed Use) to C-2 (General Commercial). The property is located within the River and Trails Archaeological Review District. (Joel Cruz-Harber, Case Manager, jacruzhaber@santafenm.gov)

Case #2024 – 8902. 2768 Agua Fria Master Plan. JenkinsGavin, Agent, for Cold Water Development Fund QOZF, LLC, Applicant, requests approval of a master plan on a 4.12-acre lot to develop a 130-unit mixed-use residential and nonresidential community. The property is located within the River and Trails Archaeological Review District. (Joel Cruz-Harber, Case Manager, jacruzhaber@santafenm.gov)

Viewing: Members of the public may stream the meeting live on the City of Santa Fe's YouTube channel at https://www.youtube.com/user/cityofsantafe . The YouTube live stream can be accessed at this address from most smartphones, tablets, or computers.

Live Public Comment: Members of the public may provide public comment in person during the public comment portion of the public hearing.

Virtual Public Comment: Members of the public may provide public comment virtually during the public comment portion of the public hearing by joining the Zoom meeting by internet or phone using the following link: https://santafenm-gov.zoom.us/j/83301820731 By phone: +1 669 444 9171 US +1 669 900 6833 US (San Jose) +1 719 359 4580 US +1 253 205 0468 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 312 626 6799 US (Chicago) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 646 931 3860 US +1 689 278 1000 US +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US

Webinar ID: 833 0182 0731

Written Comment: Members of the public may submit public comments by 5 p.m. on the Monday before the meeting via https://santafenm.gov/land-use/current- planning/public-comment. Comments will then be published after this deadline. The agenda and packet for the meeting will be posted athttps:// santafenm.portal.civicclerk.com/

*Persons with disabilities in need of special accommodations or the hearing impaired needing an interpreter please contact the Land Use Department gagurule@santafenm.gov 5 days prior to the hearing dat

NAME	ADDRESS
ROMERO, EMELECIO L	2749 B AGUA FRIA ST
DEALERS ELECTRICAL SUPPLY	P O BOX 2676
ROMERO, ARCHIE	2749-B AGUA FRIA
ROMERO, EMELECIO	2749 B AGUA FRIA
ESPARZA, MARGARITA T OR HORACIO T	2747 AGUA FRIA ST
TERRAZAS, HORACIO	2747 AGUA FRIA ST
SANTA FE WATER GARDENS	2791 AGUA FRIA ST
SANTANA, GERTRUDE A	2746 AGUA FRIA ST
SHORTLE JAMES & MICHELLE TRUST	26 A PASEO NOPAL
RIVERA, STELLA	2791 AGUA FRIA ST
ROMERO, ANTHONY MARTIN & ETAL	2775 A AGUA FRIA ST
CHACON, SANDRA	2764 AGUA FRIA
COOK SIX LLC	PO BOX 4282
BORGES, STEVEN P & EDWARD R LOBAUGH	1135 PASEO CORAZON
VOIGTLANDER, JURGEN & MARY BRONSTETER	50 WELLINGTON ST
ROMERO, EMELECIO L	2749-B AGUA FRIA
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
NIESEN, MICHELLE	1128 PASEO CORAZON LN
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
VIGIL, MAXINE	2762 AGUA FRIA ST
PERRY, NATALIE ANN & TIMOTHY JAMES	1120 PASEO CORAZON
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
HOMEWISE INC	1301 SILER RD BLDG D
LOPEZ, KIMBERLY MARRON	1118 PASEO CORAZON
BLACK, WILLIAM STANFORD	1108 PASEO CORAZON STE 5
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
ROMERO, EMELICIO L	2749 B AGUA FRIA
COLD WATER DEVELOPMENT FUND QOZF LLC	106 E FAITHWAY ST
MONTOYA, SANTOS I	1638 CAMINO MCMILLIN
MONTOYA, SANTOS I	1638 CAMINO MCMILLAN
PUBLIC SERVICE COMPANY OF NM	PO BOX 1268
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
RAEL, ANTONIO & TAMMY ORTEGA-RAEL	1114 PASEO CORAZON
CHACON, MARCOS & SANDRA	2764 AGUA FRIA ST
HOMEWISE INC	8500 JEFFERSON ST NE STE B
HOMEWISE INC	1301 SILER RD BLDG D
COBLENTZ, MIGUEL	4010 A RUFINA ST
MONTOYA, SANTOS I & ETAL	1638 CAMINO MCMILLIN
MARK SULEIMAN LLC	3025 GOVERNOR MECHEM RD
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
SAMARKAND PROPERTIES LTD	4333 PAN AMERICAN FREEWAY NE
MADRID, KRYSHANA S	2807 ISAIAH LN
SUAREZ, AIDA MARTINEZ	1124 PASEO CORAZON
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO

WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
AVANT GARDENS INCORPORATED	PO BOX 8311
VALDEZ, LIBRADA	1108 PASO CORAZON UNIT 8
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
RMS INVESTMENTS LLC	PO BOX 23502
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
VALDEZ, JAVIER HERNANDEZ	1122 PASEO CORAZON LN
BLACK, DAVID	2812 ISAIAH LN
NM PEST CONTROL	815 EARLY ST
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
MEININGER, DANIEL J	1116 PASEO CORAZON
TERREZAS, HORACIO E &	2747 AGUA FRIA ST
ORTIZ, JENNIFER A	1108 PASEO CORAZON STE 7
ROMO, FERNANDO	1108 PASEO CORAZON STE 4
CONNOR, KERRY K	1133 PASEO CORAZON
DEALERS ELECTRICAL SUPPLY CO	2320 COLUMBUS AVE
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
HOMEWISE INC	1301 SILER RD BLDG D
HOMEWISE INC	1301 SILER RD BLDG D
HOMEWISE INC	1301 SILER RD BLDG D
FINK, DANA MAUREEN	1108 PASEO CORAZON STE 3
LUJAN, JAYLENA S	1126 PASEO CORAZON
HOPE, ETHAN W & AMY W	2810 ISAIAH LN
WITT, ROBERT R (TRUSTEE)	2549 AVENIDA DE ISIDRO
HOMEWISE INC	1301 SILER RD BLDG D
ITALIANO, DONNA & ROBERT	113 RITO GUICU
ROMERO, ANTHONY MARTIN & ETAL	2775 A AGUA FRIA ST
RIVERA, TEOFILO JR	PO BOX 23144
ORTIZ, DANNY & BEATRICE	PO BOX 4882
BOYLAN, LARRY	2743 BOYLAN CIR UNIT 11
HOMEWISE INC	1301 SILER RD BLDG D
Brian Nguyen	PO BOX 30626

CITY	STATE	ZIP CODE
SANTA FE	NM	87507
WACO	TX	76701
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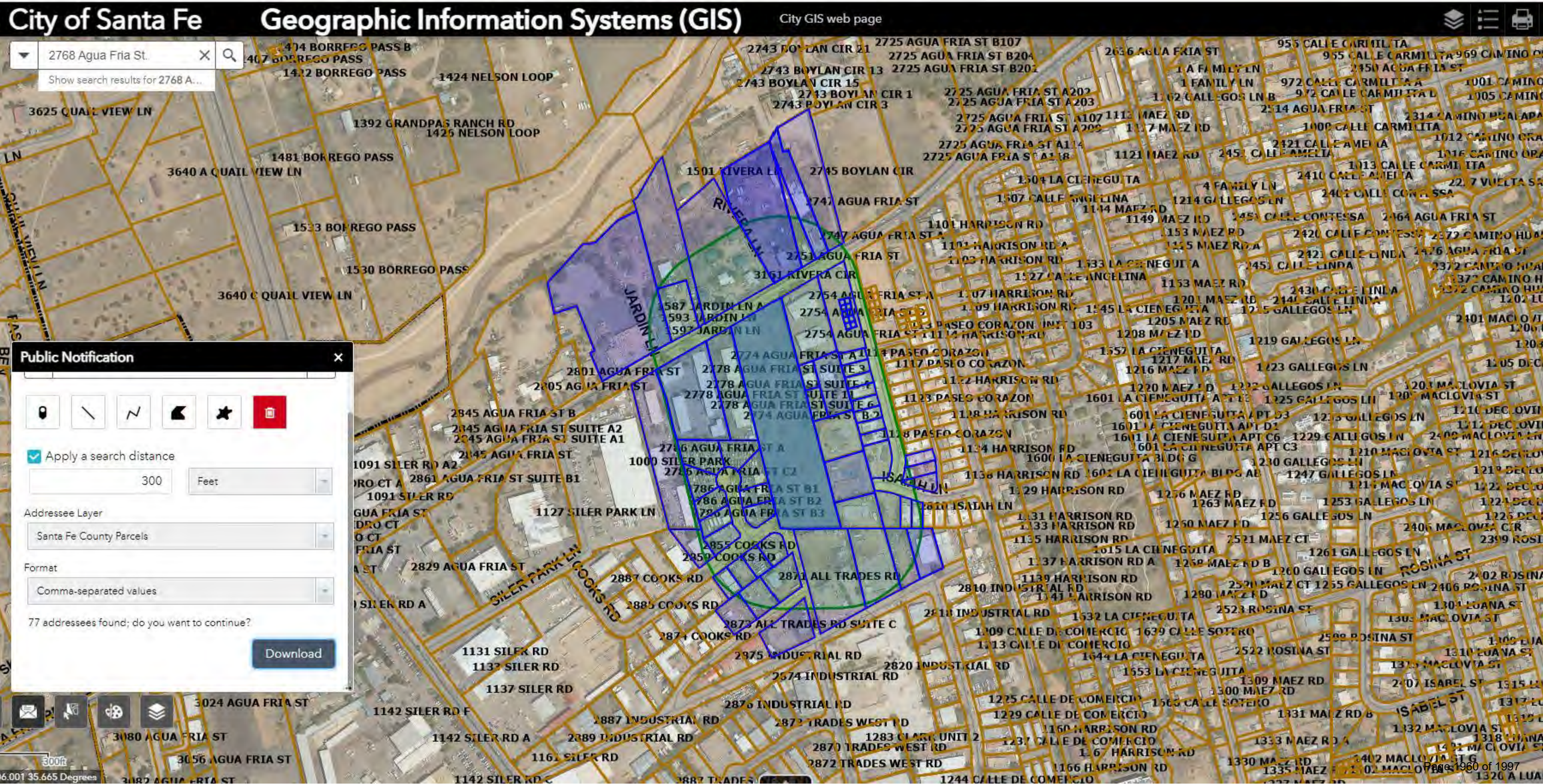
ALBUQUERQUE	NM	87190


City of Santa Fe
Geographic Information Systems (GIS)
City GIS web page
2768 Agua Fria St.
Show search results for 2768 A...
Public Notification
Apply a search distance
300
Feet
Addressee Layer
Santa Fe County Parcels
Format
Comma-separated values
77 addressees found; do you want to continue?
Download
2743 BOYLAN CIR 21
2725 AGUA FRIA ST B107
2725 AGUA FRIA ST B204
2725 AGUA FRIA ST B201
2743 BOYLAN CIR 13
2743 BOYLAN CIR 15
2743 BOYLAN CIR 1
2743 BOYLAN CIR 3
2725 AGUA FRIA ST A202
2725 AGUA FRIA ST A203
2725 AGUA FRIA ST A107
2725 AGUA FRIA ST A202
2725 AGUA FRIA ST A114
2725 AGUA FRIA ST A118
2636 AGUA FRIA ST
1 A FAMILY LN
1 FAMILY LN
1102 GALLEGOS LN B
2514 AGUA FRIA ST
1113 MAEZ RD
1117 MAEZ RD
1121 MAEZ RD
955 CALLE CARMELITA
955 CALLE CARMELITA
2450 AGUA FRIA ST
972 CALLE CARMELITA A
972 CALLE CARMELITA B
1001 CAMINO
1005 CAMINO
1009 CALLE CARMELITA
2121 CALLE AMELIA
2451 CALLE AMELIA
1012 CAMINO ORA
1013 CALLE CARMELITA
2410 CALLE AMELIA
1016 CAMINO ORA
2401 CALLE CONTESSA
2464 AGUA FRIA ST
2420 CALLE CONTESSA
2421 CALLE LINDA
2476 AGUA FRIA ST
2451 CALLE LINDA
2430 CALLE LINDA
2441 CALLE LINDA
1501 RIVERA LN
2745 BOYLAN CIR
2747 AGUA FRIA ST
2747 AGUA FRIA ST A
2751 AGUA FRIA ST
3161 RIVERA CIR
2754 AGUA FRIA ST A
2754 AGUA FRIA ST B
2754 AGUA FRIA ST C
2774 AGUA FRIA ST A
2778 AGUA FRIA ST SUITE 3
2778 AGUA FRIA ST SUITE 4
2778 AGUA FRIA ST SUITE 1B
2778 AGUA FRIA ST SUITE 6
2774 AGUA FRIA ST B2
2786 AGUA FRIA ST A
2786 AGUA FRIA ST C2
2786 AGUA FRIA ST B1
2786 AGUA FRIA ST B2
2786 AGUA FRIA ST B3
1587 JARDIN LN A
1593 JARDIN LN
1597 JARDIN LN
1504 LA CIENEGUITA
1507 CALLE ANGELINA
1144 MAEZ RD
1149 MAEZ RD
1153 MAEZ RD
1165 MAEZ RD A
1101 HARRISON RD
1101 HARRISON RD A
1105 HARRISON RD
1533 LA CIENEGUITA
1527 CALLE ANGELINA
1153 MAEZ RD
1107 HARRISON RD
1109 HARRISON RD
1545 LA CIENEGUITA
1201 MAEZ RD
1205 MAEZ RD
1208 MAEZ RD
1552 LA CIENEGUITA
1217 MAEZ RD
1216 MAEZ RD
1220 MAEZ RD
1601 LA CIENEGUITA APT E3
1601 LA CIENEGUITA APT D3
1601 LA CIENEGUITA APT C6
1601 LA CIENEGUITA APT C3
1600 LA CIENEGUITA BLDG G
1601 LA CIENEGUITA BLDG AB
1129 HARRISON RD
1131 HARRISON RD
1133 HARRISON RD
1135 HARRISON RD
1137 HARRISON RD A
1139 HARRISON RD
1141 HARRISON RD
1615 LA CIENEGUITA
1632 LA CIENEGUITA
1644 LA CIENEGUITA
1553 LA CIENEGUITA
1214 GALLEGOS LN
1219 GALLEGOS LN
1223 GALLEGOS LN
1225 GALLEGOS LN
1229 GALLEGOS LN
1230 GALLEGOS LN
1247 GALLEGOS LN
1253 GALLEGOS LN
1256 GALLEGOS LN
1260 GALLEGOS LN
1261 GALLEGOS LN
1255 GALLEGOS LN
1263 MAEZ RD
1250 MAEZ RD
1280 MAEZ RD
2521 MAEZ CT
2520 MAEZ CT
2523 ROSINA ST
2522 ROSINA ST
2588 ROSINA ST
1309 MAEZ RD
1300 MAEZ RD
1331 MAEZ RD B
1333 MAEZ RD A
1330 MAEZ RD
1335 MAEZ RD
1123 PASEO CORAZON
1114 PASEO CORAZON
1117 PASEO CORAZON
1122 HARRISON RD
1128 HARRISON RD
1134 HARRISON RD
1136 HARRISON RD
1138 PASEO CORAZON
1114 HARRISON RD
2801 AGUA FRIA ST
2805 AGUA FRIA ST
2845 AGUA FRIA ST B
2845 AGUA FRIA ST SUITE A2
2845 AGUA FRIA ST SUITE A1
2845 AGUA FRIA ST
2861 AGUA FRIA ST SUITE B1
2829 AGUA FRIA ST
1091 SILER RD A2
1091 SILER RD
1127 SILER PARK LN
1000 SILER PARK
2855 COOKS RD
2859 COOKS RD
2887 COOKS RD
2885 COOKS RD
2874 COOKS RD
2871 ALL TRADES RD
2873 ALL TRADES RD SUITE C
2975 INDUSTRIAL RD
2574 INDUSTRIAL RD
2820 INDUSTRIAL RD
2810 INDUSTRIAL RD
2818 INDUSTRIAL RD
2876 INDUSTRIAL RD
2887 INDUSTRIAL RD
2889 INDUSTRIAL RD
2873 TRADES WEST RD
2870 TRADES WEST RD
2872 TRADES WEST RD
1283 CLARK UNIT 2
1237 CALLE DE COMERCIO
1167 HARRISON RD
1166 HARRISON RD
1244 CALLE DE COMERCIO
1229 CALLE DE COMERCIO
1225 CALLE DE COMERCIO
1109 CALLE DE COMERCIO
1113 CALLE DE COMERCIO
1563 CALLE SOTERO
1639 CALLE SOTERO
1160 HARRISON RD
1131 SILER RD
1133 SILER RD
1137 SILER RD
1142 SILER RD F
1142 SILER RD A
1142 SILER RD C
1161 SILER RD
3024 AGUA FRIA ST
3080 AGUA FRIA ST
3056 AGUA FRIA ST
3082 AGUA FRIA ST
1424 NELSON LOOP
1392 GRANDPAS RANCH RD
1425 NELSON LOOP
1481 BORREGO PASS
1523 BORREGO PASS
1530 BORREGO PASS
3625 QUAIL VIEW LN
3640 A QUAIL VIEW LN
3640 C QUAIL VIEW LN
404 BORREGO PASS B
407 BORREGO PASS
412 BORREGO PASS
JARDIN CT
RIVERA LN
ISAIAH LN
SILER PARK LN
COOKS RD
ROSINA ST
ISABEL ST
300ft
6.001 35.665 Degrees
Page 1960 of 1997

Outlook

RE: HOA + NA_ 2768 Agua Fria St

From PADILLA, LEONARD P. <lppadilla@santafenm.gov>
Date Fri 4/5/2024 4:05 PM
To Angelica Wolff <angelica@jenkinsgavin.com>

Closest HOA's or NA's is 540'



Leonard Padilla (GIS Coordinator)
(O)505-955-5516, (C)505-660-2261
Email - lppadilla@santafenm.gov
GIS Servises and Products - https://santafenm.gov/information-technology-telecommunications/gis

E-911 Addresses – https://santafenm.gov/information-technology-telecommunications/gis/e-911-addressing
Address Request - https://survey123.arcgis.com/share/563c40445ef74b4da24406515e2180c7

City of Santa Fe ITT/GIS
Midtown Campus (Mouton Hall)
1600 St Michaels Dr Bldg 24
Santa Fe, NM 87505
35.657390, -105.978701
35° 39' 27", -105° 58' 43"

From: Angelica Reed <angelica@jenkinsgavin.com>
Sent: Friday, April 5, 2024 4:00 PM
To: PADILLA, LEONARD P. <lppadilla@santafenm.gov>
Subject: HOA + NA_ 2768 Agua Fria St

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

HI sweet Leonard-

Can you tell me if there are any HOA's or NA's within 100' of this address?

2768 Auga Fria St.

Thank you,

Angelica Reed

JENKINSGAVIN
Angelica Reed
130 Grant Avenue, Suite 101
Santa Fe, New Mexico 87501
Ph. (505) 820-7444
Cell (505) 386-6343
angelica@jenkinsgavin.com
www.jenkinsgavin.com

City of Santa Fe, New Mexico

PUBLIC MEETING NOTICE

Rezone for 4.12 acre lot from its current land use designation of MU (Mixed Use) to C-2 (General Commercial) and Master Plan to develop a 130-unit mixed-use residential and nonresidential community.The property is located within the River and Trails Archaeological Review District.

Type of project

2768 Agua Fria

Project Location

Planning Commission	6:00 pm	06/05/2025
Type of Meeting	**Time**	**Date**

City Council Chambers, City Hall, 200 Lincoln Ave or Virtual at: https://santafenm.portal.civicclerk.com/

Meeting Location

JenkinsGavin, Inc., Agent

Applicant / Agent

For information call Joel Cruz-Harber, jacruzhaber@santafenm.gov)

Phone #

Refer to Case #2024-8901 & 8902

Required to be posted and visible from a public street from (5/21/25) **to** (6/5/25)

POST 15 DAYS PRIOR TO HEARING

Clear Form

City of Santa Fe, New Mexico
PUBLIC MEETING NOTICE

MASTER PLAN

2768 Agua Fria Street
Santa Fe NM, 87507

Building Criteria

SITE: 2768 Agua Fria Street, Santa Fe, New Mexico

Building Code Information

2021 IBC & SANTA FE CITY

LAND DEVELOPMENT CODE

ZONING:	CURRENT MU; PROPOSED C2
LOT SIZE:	4.1194 ACRES (179,445.2635 SQ. FT.)
SETBACKS:	STREET= 15'-0" SIDE= 0'-0" REAR= 10'-0" NOTE 2: 25'-0" IF ABUT RESIDENTIAL
LANDSCAPE REQUIREMENTS:	Per Santa Fe City Code 14-8.4
FLOOD PLAIN:	Proposed Structures out of flood plain

Project Team:

Architect:

Architectural Alliance, LLC
612 Old Santa Fe Trail
Santa Fe, NM 87505
505-988-5269

Planner:

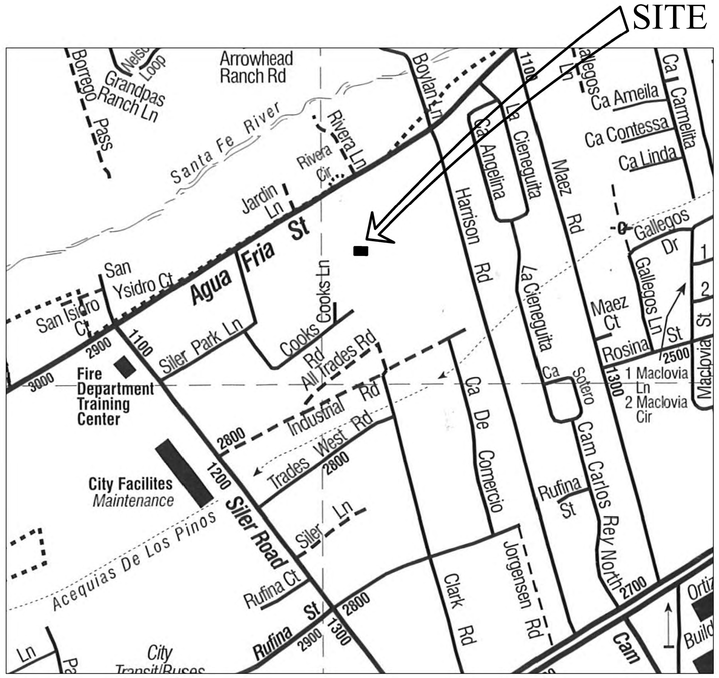
JenkinsGavin
130 Grant Avenue Ste 101
Santa Fe, NM 87501
505-820-7444

Civil Engineer:

Civil Design Group, LLC
617 West Alameda Street
Santa Fe, NM 87501
575-571-5164

Surveyor:

Dawson Surveys Inc.
7505 Mallard Way
Santa Fe, NM 87507
505-471-6660



Vicinity Map

NORTH
N.T.S.

Drawing Index

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C-3	PRELIMINARY GRADING PLAN
C-4	MASTER UTILITY PLAN
C-5	PRELIMINARY LANDSCAPING PLAN

CITY OF SANTA FE APPROVALS

GOVERNING BODY APPROVAL, CASE NO. 2024-XXXX
APPROVED BY THE GOVERNING BODY AT THEIR MEETING OF XXXX

_____
MAYOR

ATTEST: _____
CITY CLERK

CITY OF SANTA FE LAND USE APPROVAL:

_____
CITY PLANNER

_____
CITY ENGINEER FOR LAND USE

ARCHITECTURAL ALLIANCE LLC

612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269 FAX 505-986-1270

WEBSITE: www.archallinc.com

THESE DRAWINGS ARE THE PROPERTY OF ARCHITECTURAL ALLIANCE LLC. AND ARE NOT TO BE REPRODUCED,MODIFIED OR USED FOR ANY OTHER PROJECT OR EXTENSION OF THIS PROJECT EXCEPT BY WRITTEN AGREEMENT WITH ARCHITECTURAL ALLIANCE LLC. © 2025

MASTER PLAN DRAWINGS:
MARCH 20, 2025
ARCHITECT'S PROJECT NUMBER 97-15

WALL

PROJECT BENCHMARK
ELEV.= 6715.9

6714

6710

6712

6708

4' TRENCH

20' SEWER EASEMENT

6706 X98

6706

6707 X00

SEWER MANHOLE
RIM ELEV. 6706.93
INV. ELEV. 6700.88

6705 X62

6704

6705 X53

CURB

AGUA FRIA STREET

L1

6713 X20

T

3' TRENCH

6712 X77

6712 X51

DIRT ROADS

LOT 38
4.12 Ac.

6707 X45

6708 X24

6710 X77

6708 X75

6712 X53

6711 X50

DIRT ROADS

6711 X26

6710 X72

6712

6710 X95

6710 X84

6710 X31

6710

DIRT ROADS

DIRT ROADS

BUILDING

BUILDING

BLOCK WALL

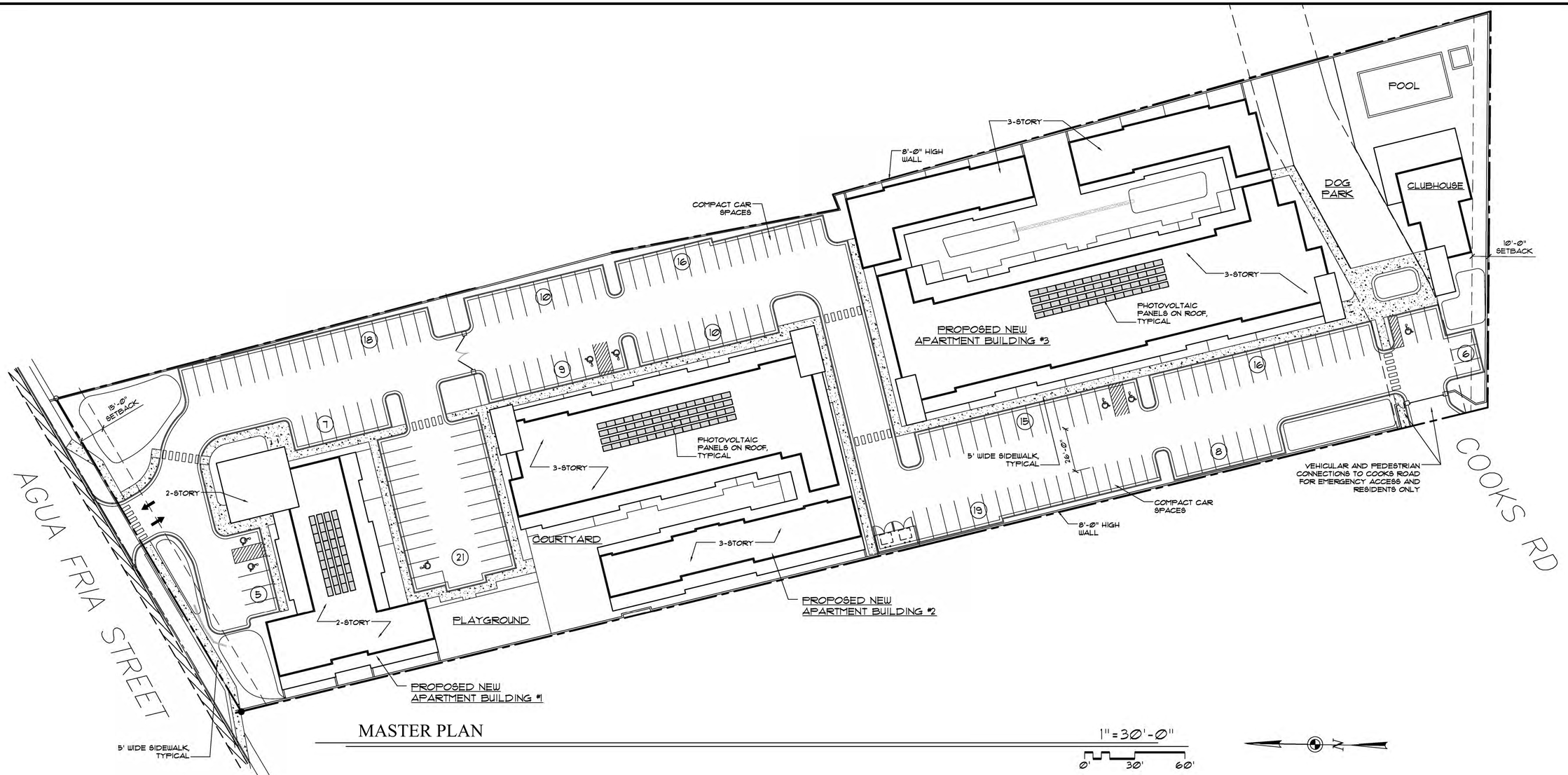
COOKS RD.

EXISTING CONDITIONS

1" = 30'-0"

0' 30' 60'

N



MASTER PLAN

1" = 30'-Ø"

0' 30' 60'

N

PERMISSIBLE USES:

RESIDENTIAL:
- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL

COMMERCIAL:
- FOOD AND BEVERAGE
- RETAIL
- STUDIO
- ARTS ACTIVITIES
- SERVICE ESTABLISHMENTS

GENERAL NOTES:

1. PROPERTY WILL BE SUBJECT TO THE WATER ALLOCATION AND/OR WATER OFFSET RETROFIT PROVISIONS OF ORDINANCE NO 2002-29 AND RESOLUTION 2002-55 AT THE TIME OF PERMIT APPLICATION OR WATER HOOKUP REQUEST. COMPLIANCE SHALL BE ACHIEVED BY USE OF RETROFIT CREDITS OR WATER TRANSFERS, IF APPLICABLE.
2. COMPLIANCE WITH PROVISIONS OF GUNNISON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
3. AMERICANS WITH DISABILITIES ACT (ADA) INSPECTION SHALL BE CONDUCTED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. THE CONTRACTOR SHALL CONTACT CITY STAFF TO SCHEDULE AN INSPECTION.
4. FENCES, WALLS, OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
5. UTILITY EXPANSION CHARGES (UEC) SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
6. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE.
7. COMPLY WITH THE CURRENT COSF WATER CONSERVATION STAGE
8. LANDSCAPE DESIGN SHALL COMPLY WITH APPLICABLE PROVISIONS OF SFCC SECTION 14-8.4.
9. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8.4(F)(5), PLANT ATERIAL STANDARDS," WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF COSF ORDINANCE NO. 2008-02 (IMPACT FEES).
11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE COSF ORDINANCE NO, 2002-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.1.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.1.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLAN BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF DEVELOPMENT PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE
4.1194 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
*(49) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) 1 ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL LESS THAN 800 SQ. FT.	95 UNITS x 1.25	= 118.75
RESIDENTIAL 800-1,200 SQ. FT.	19 UNITS x 1.5	= 28.5
RESIDENTIAL OVER 1,200 SQ. FT.	16 UNITS x 2	= 32

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

SHEET INDEX:

SHEET NO.	SHEET TITLE
C-1	PRELIMINARY GRADING PLAN
C-2	MASTER UTILITY PLAN

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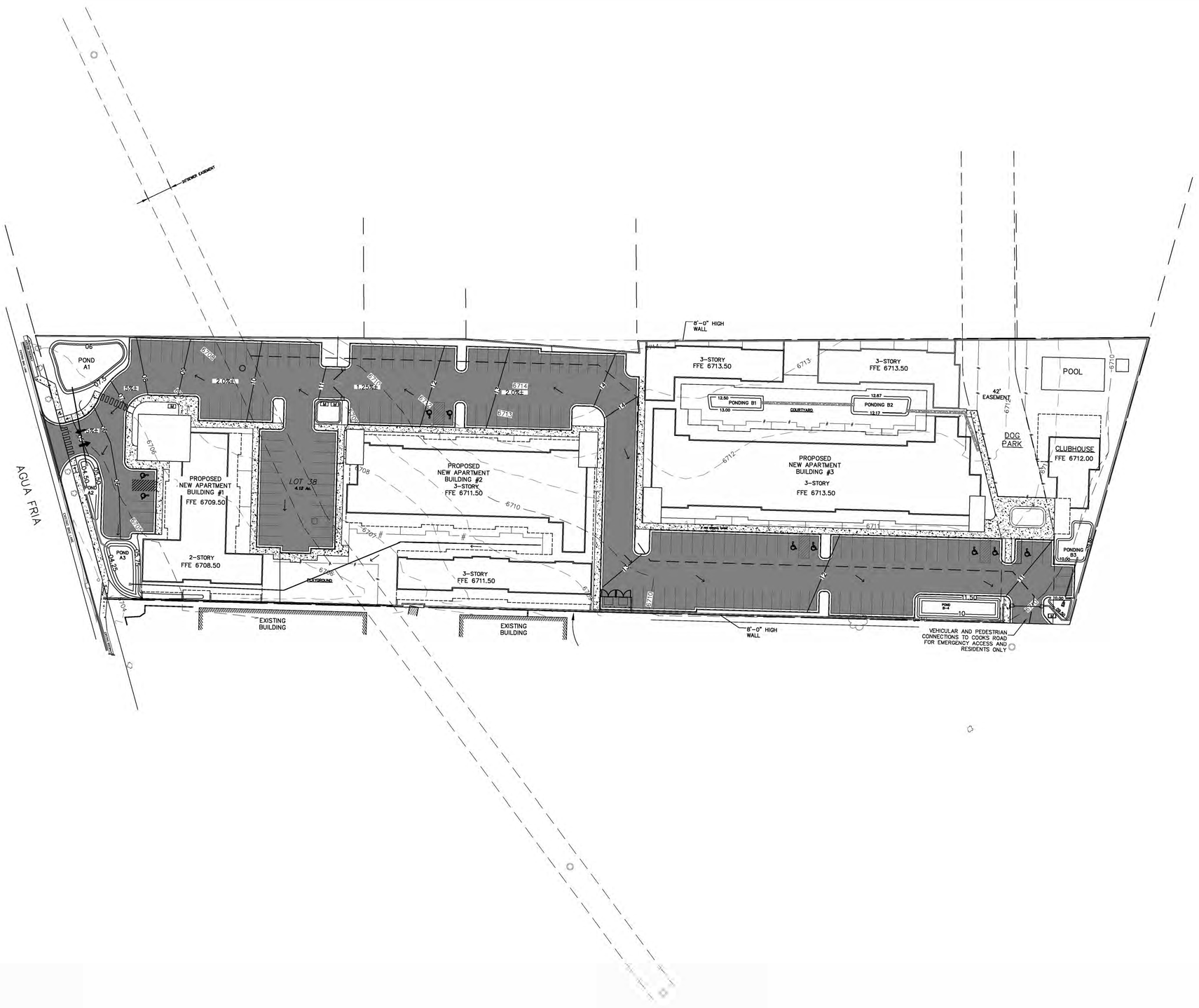




0' 40' 80'

SCALE: 1" =40'

LEGEND

	PROPERTY LINE
7901	EXISTING CONTOUR MAJOR
7900	EXISTING CONTOUR MINOR
7901	PROPOSED CONTOUR MINOR
7901	PROPOSED CONTOUR MAJOR
	PROP. ASPHALT
FG 40.50	PROPOSED SPOT ELEVATION FG: FINISHED GRADE TC: TOP OF CURB/ TOP OF CONCRETE TS: TOP OF SIDEWALK
	RIP RAP
	FLOW DIRECTION
FFE	FINISHED FLOOR ELEVATION

UTILITY NOTE

THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE LOCATION, DEPTH, SIZE OR TYPE OF EXISTING ABOVE AND UNDERGROUND UTILITIES, OR EXISTING PIPELINES. THE DESIGNER AND ENGINEER ASSUMES NO RESPONSIBILITY OR LIABILITY. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE CAUSED BY HIS FAILURE TO LOCATE, IDENTIFY AND PRESERVE ANY AND ALL EXISTING ABOVE AND UNDERGROUND UTILITIES, AND EXISTING PIPELINES. THE CONTRACTOR SHALL COMPLY WITH STATE STATUES PERTAINING TO THE LOCATION OF THESE LINES IN PLANNING AND CONDUCTING EXCAVATION WORK.

IF ANY UTILITY LINES, PIPELINES, OR UNDERGROUND UTILITY LINES ARE SHOWN ON THE DRAWING, THEY ARE SHOWN IN APPROXIMATE MANNER ONLY. UTILITY LINES MAY EXIST WHERE NONE ARE SHOWN. IF ANY SUCH EXISTING LINES ARE SHOWN, THE LOCATION IS BASED UPON INFORMATION PROVIDED BY THE UTILITY OR PIPELINE COMPANY, THE OWNER, OR BY OTHERS. THE INFORMATION MAY BE INCOMPLETE, OR MAY BE OBSOLETE BY THE TIME CONSTRUCTION COMMENCES.

TOPOGRAPHY NOTE:

THE EXISTING TOPOGRAPHY SURVEY WAS PROVIDED BY AND CERTIFIED BY DAWSON SURVEYS.

- THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE PROVIDED TOPOGRAPHY INFORMATION, AND ASSUME NO RESPONSIBILITY OR LIABILITY OF THE PROVIDED TOPOGRAPHY. THE DESIGNER AND ENGINEER'S RESPONSIBILITY IS LIMITED TO THE ENGINEERING WITHIN THE PROVIDED TOPOGRAPHY SURVEY.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
E-MAIL pearl@cdg-nm.com
Phone: 575-571-5164

ATENCIO ENGINEERING, INC.
CONSULTING CIVIL ENGINEERS
4434 VALVERDE COURT
P.O. BOX 20364
COLORADO CITY, CO 81019
57 VENTERO RD
P.O. BOX 143
AMALIA, NM 87512
OFFICE: (719) 676-2551

REVISIONS

DATE	DESCRIPTION

		DATE
DESIGN:	PLB	03/21/25
DRAFTED:	PLB	03/21/25
APPROVAL:	AMA	03/21/25
SCALE:	AS SHOWN	
SHEET SIZE:	24 x 36	
FILE:	200-24-01_Agua Fria Apartments_REV3.dwg	

PROJECT NUMBER: 202-24-01

CLIENT CONTACT INFO:
JENKINS GAVIN
130 GRANT AVE, SUITE 101
SANTA FE, NM 87501
505-820-7444

OWNER CONTACT INFO:
COLD WATER DEVELOPMENT
106 FAITHWAY ST.
SANTA FE, NM 87501

SITE LOCATION:
2768 AGUA FRIA ST
SANTA FE, NM 87507

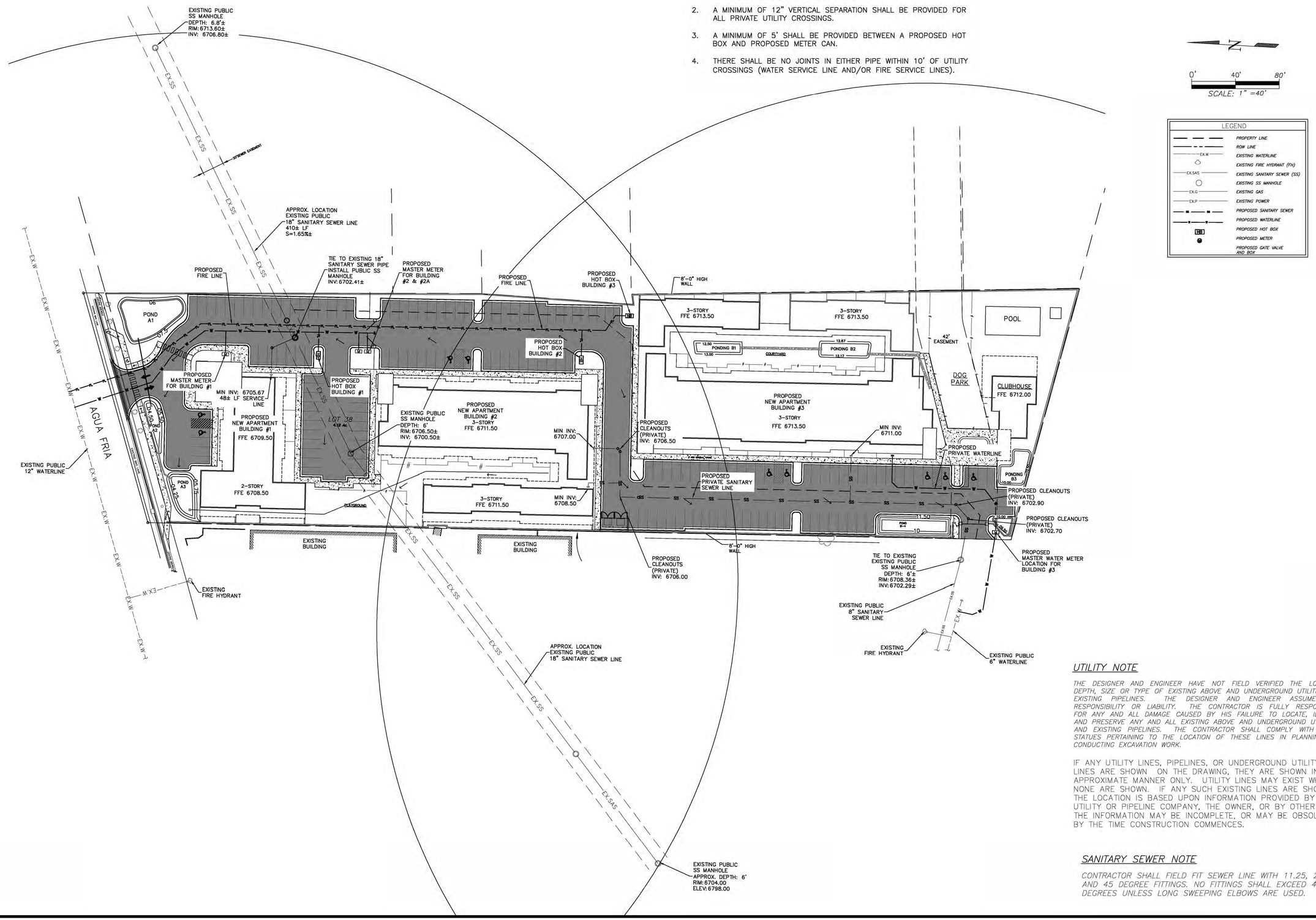
PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
PRELIMINARY GRADING PLAN

SHEET NO:
C - 3

GENERAL UTILITY NOTES

1. A MINIMUM OF 24" VERTICAL SEPARATION SHALL BE PROVIDED BETWEEN OUTSIDE OF THE PUBBLIC WATER LINE TO THE OUTSIDE OF THE PUBLIC SANITARY SEWER LINE.
2. A MINIMUM OF 12" VERTICAL SEPARATION SHALL BE PROVIDED FOR ALL PRIVATE UTILITY CROSSINGS.
3. A MINIMUM OF 5' SHALL BE PROVIDED BETWEEN A PROPOSED HOT BOX AND PROPOSED METER CAN.
4. THERE SHALL BE NO JOINTS IN EITHER PIPE WITHIN 10' OF UTILITY CROSSINGS (WATER SERVICE LINE AND/OR FIRE SERVICE LINES).



N

0' 40' 80'

SCALE: 1" =40'

UTILITY NOTE

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SANITARY SEWER NOTE

CONTRACTOR SHALL FIELD FIT SEWER LINE WITH 11.25, 22.5, AND 45 DEGREE FITTINGS. NO FITTINGS SHALL EXCEED 45 DEGREES UNLESS LONG SWEEPING ELBOWS ARE USED.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
E-MAIL pearl@cdg-nm.com
Phone: 575-571-5164

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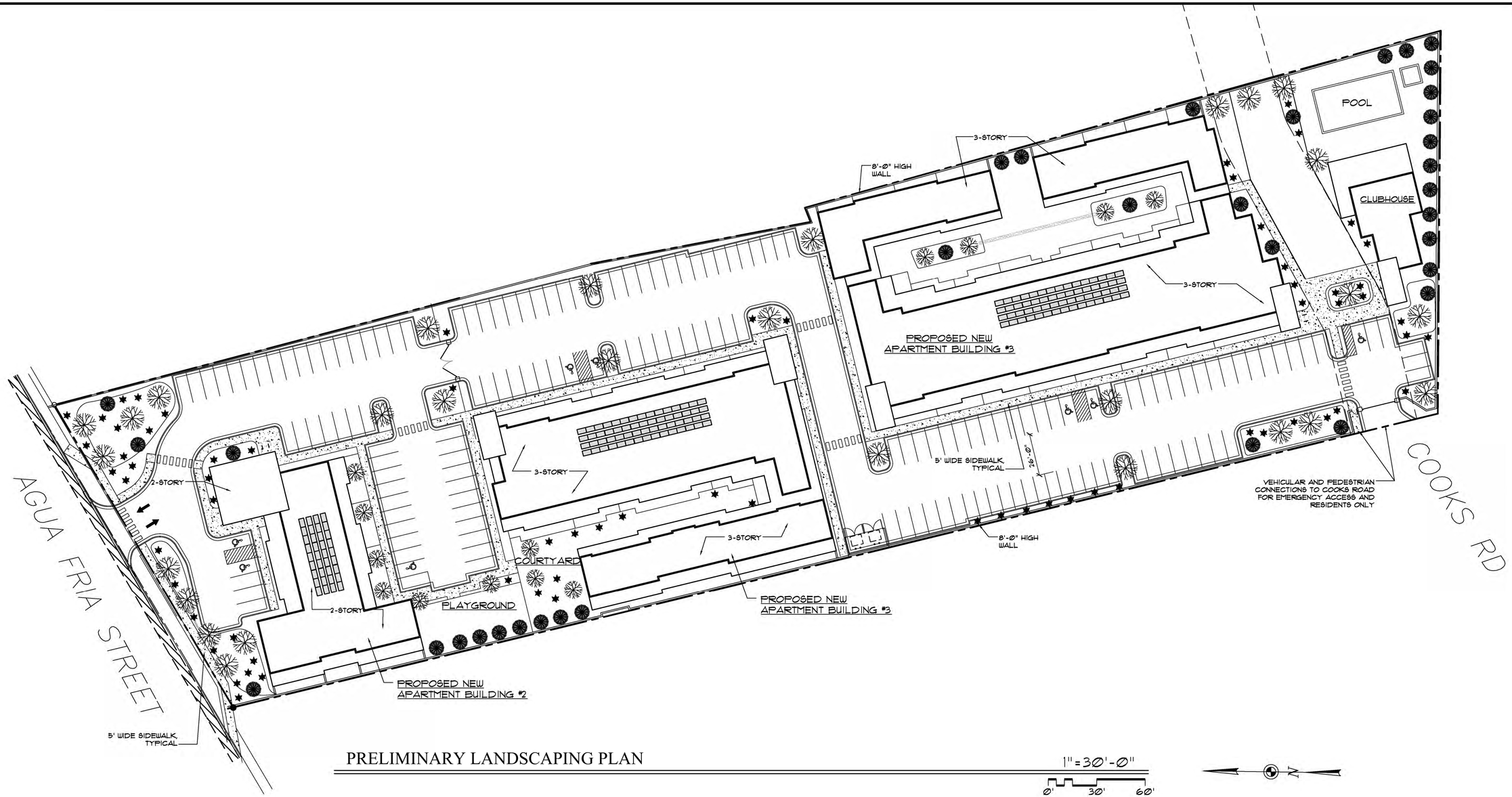
SANTA FE, NM 87507

PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
MASTER UTILITY PLAN

SHEET NO:
C - 4



PRELIMINARY LANDSCAPING PLAN

1" = 30'-0"

0' 30' 60'

N

LANDSCAPING NOTES:

1) ALL DECIDUOUS TREES TO BE (2) INCH MINIMUM CALIPER.

2) ALL EVERGREEN TREES SHALL BE A MINIMUM OF (6) FEET IN HEIGHT.

3) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF (2) INCHES.

4) ALL NEW SHRUBS SHALL BE 5 GALLON MINIMUM EXCEPT AS NOTED ON THE CITY OF SANTA FE RECOMMENDED PLANT LIST.

5) PLANTERS AS NOTED ON PLAN TO BE PLANTED WITH WATER-WISE CITY APPROVED PLANTS.

6) ALL PLANT MATERIAL SHALL BE COLD HARDY TO USDA CLASSIFICATION ZONE 5.

7) A MINIMUM OF ONE TREE AND THREE SHRUBS PER 500 SQUARE FEET OF REQUIRED PONDING AREA.

8) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF 2 INCHES AND THE MULCH RENEWED YEARLY OR AS NEEDED. MULCH MAY BE OF ORGANIC OR INORGANIC MATERIAL.

GENERAL NOTES:

1) REFER TO GRADING AND DRAINAGE FOR PONDING LOCATIONS

LEGEND:

PROPOSED NEW DECIDUOUS TREE

PROPOSED NEW EVERGREEN TREE

PROPOSED NEW SHRUB

MASTER PLAN

2768 Agua Fria Street
Santa Fe NM, 87507

Building Criteria

SITE: 2768 Agua Fria Street, Santa Fe, New Mexico

Building Code Information

2021 IBC & SANTA FE CITY
LAND DEVELOPMENT CODE

ZONING:	CURRENT MU; PROPOSED C2
LOT SIZE:	4.1194 ACRES (179,445.2635 SQ. FT.)
SETBACKS:	STREET= 15'-0" SIDE= 0'-0" REAR= 10'-0" NOTE 2: 25'-0" IF ABUT RESIDENTIAL
LANDSCAPE REQUIREMENTS:	Per Santa Fe City Code 14-8.4
FLOOD PLAIN:	Proposed Structures out of flood plain

Project Team:

Architect:

Architectural Alliance, LLC
612 Old Santa Fe Trail
Santa Fe, NM 87505
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Planner:

JenkinsGavin
130 Grant Avenue Ste 101
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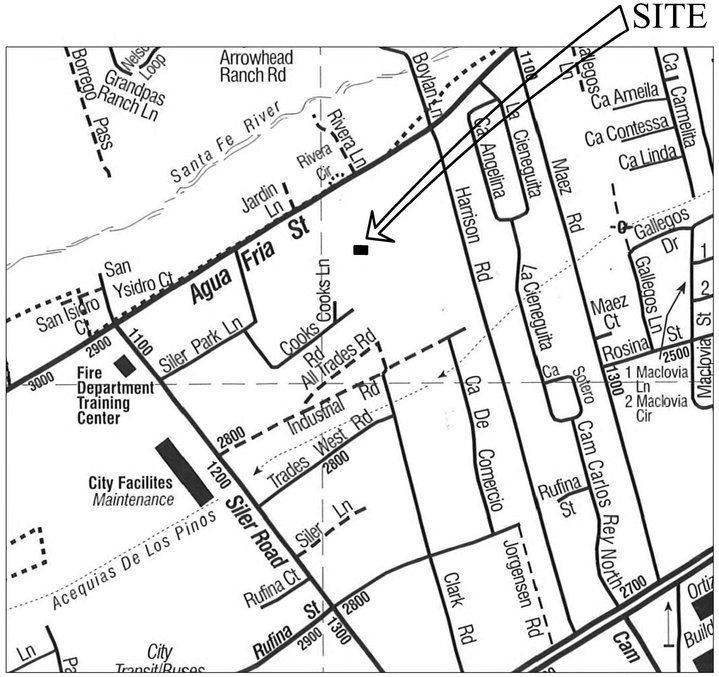

Vicinity Map

NORTH
N.T.S.

Drawing Index

C-O	COVER
C-1	EXISTING CONDITIONS
C-2	MASTER PLAN
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C-5	PRELIMINARY LANDSCAPING PLAN

CITY OF SANTA FE APPROVALS

GOVERNING BODY APPROVAL, CASE NO. 2024-XXXX
APPROVED BY THE GOVERNING BODY AT THEIR MEETING OF XXXX

MAYOR _____ DATE _____

ATTEST: _____ DATE _____
CITY CLERK

CITY OF SANTA FE LAND USE APPROVAL:

CITY PLANNER _____ DATE _____

CITY ENGINEER FOR LAND USE _____ DATE _____

MASTER PLAN DRAWINGS:
MARCH 20, 2025
ARCHITECT'S PROJECT NUMBER 97-15

ARCHITECTURAL ALLIANCE LLC
612 OLD SANTA FE TRAIL
SANTA FE NEW MEXICO 87505
Telephone 505-988-5269 FAX 505-986-1270

WEBSITE: www.archallinc.com

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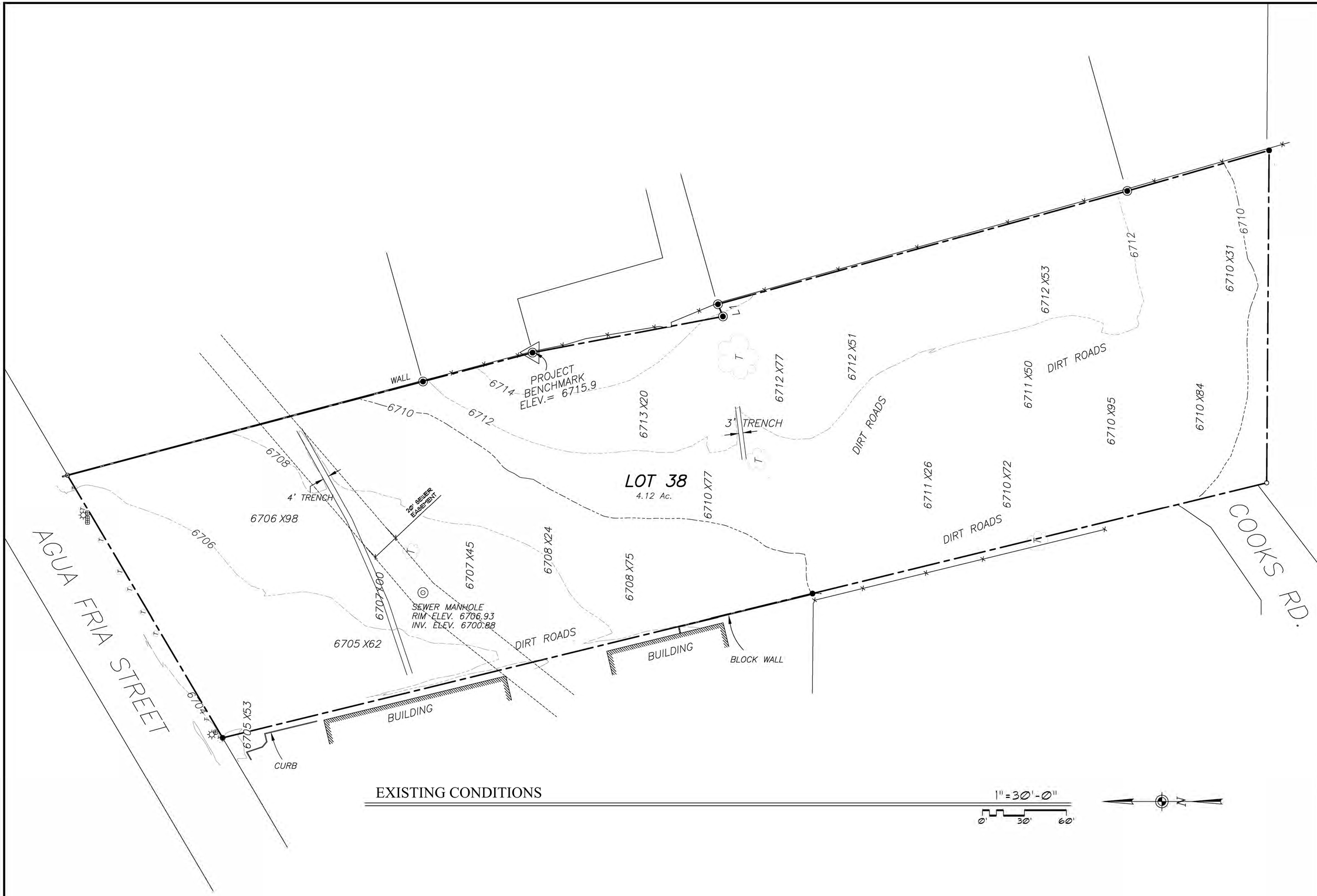
MASTER PLAN - AGUA FRIA STREET



EXISTING CONDITIONS

1" = 30'-0"

0' 30' 60'

N

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

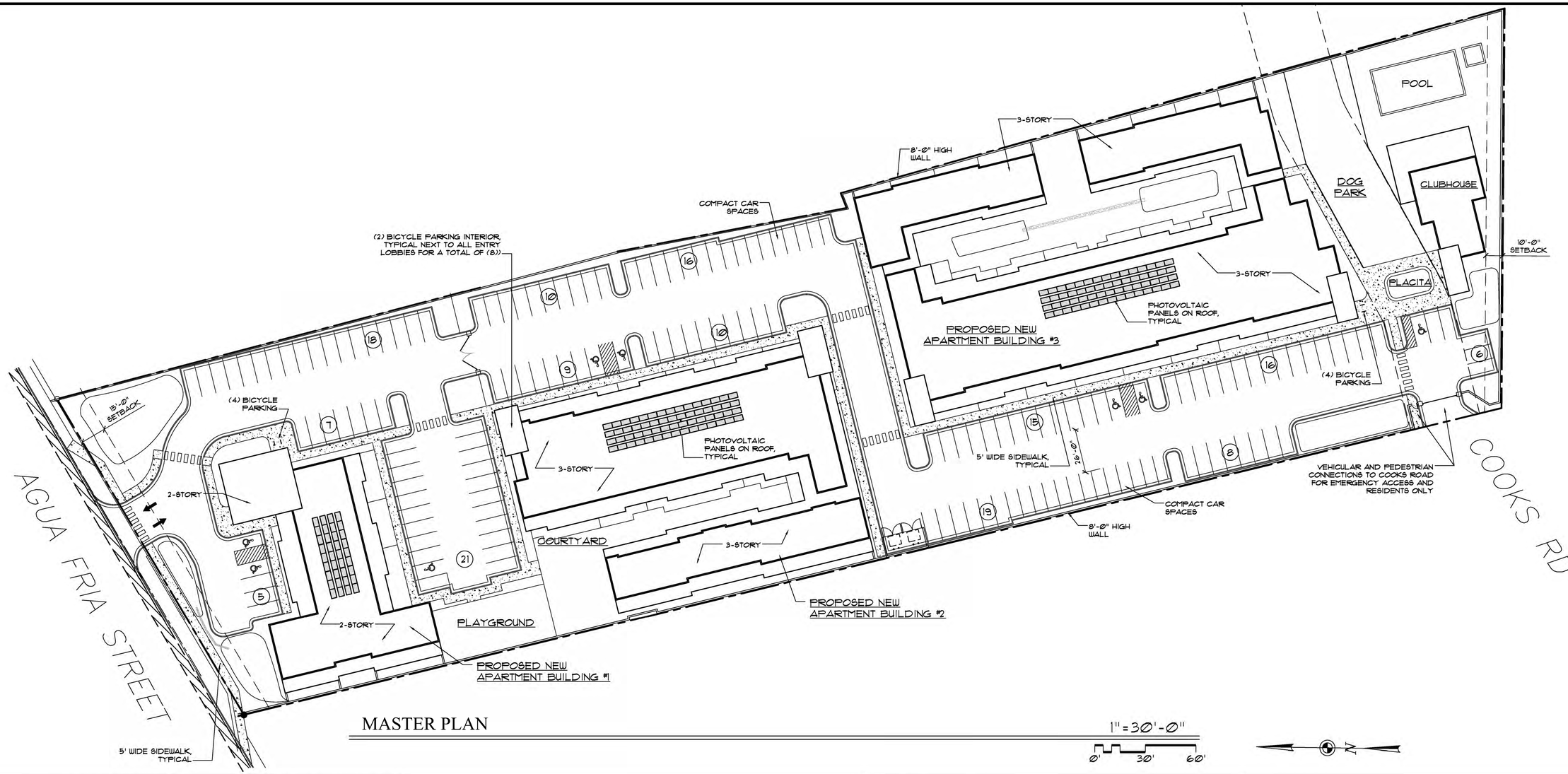
CHECKED BY HR	DATE 08/09/24
DRAWN BY HR	DATE 08/09/24

SHEET TITLE

EXISTING CONDITIONS

SHEET NO.

C-1



MASTER PLAN

1" = 30'-0"

0' 30' 60'

PERMISSIBLE USES:

RESIDENTIAL:
- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL

COMMERCIAL:
- FOOD AND BEVERAGE
- RETAIL
- STUDIO
- ARTS ACTIVITIES
- SERVICE ESTABLISHMENTS

GENERAL NOTES:

1. PROPERTY WILL BE SUBJECT TO THE WATER ALLOCATION AND/OR WATER OFFSET RETROFIT PROVISIONS OF ORDINANCE NO 2002-29 AND RESOLUTION 2002-55 AT THE TIME OF PERMIT APPLICATION OR WATER HOOKUP REQUEST. COMPLIANCE SHALL BE ACHIEVED BY USE OF RETROFIT CREDITS OR WATER TRANSFERS, IF APPLICABLE.
2. COMPLIANCE WITH PROVISIONS OF GUNNISON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
3. AMERICANS WITH DISABILITIES ACT (ADA) INSPECTION SHALL BE CONDUCTED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY. THE CONTRACTOR SHALL CONTACT CITY STAFF TO SCHEDULE AN INSPECTION.
4. FENCES, WALLS, OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
5. UTILITY EXPANSION CHARGES (UEC) SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
6. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE.
7. COMPLY WITH THE CURRENT COSF WATER CONSERVATION STAGE
8. LANDSCAPE DESIGN SHALL COMPLY WITH APPLICABLE PROVISIONS OF SFCC SECTION 14-8.4.
9. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8.4(1)(5), PLANT ATERIAL STANDARDS," WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF COSF ORDINANCE NO. 2008-02 (IMPACT FEES).
11. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE COSF ORDINANCE NO, 2002-20 TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
12. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
13. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINANCE ADOPTED PRIOR TO SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENTS.
14. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC 1410.1.
15. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT, SHALL BE MADE AVAILABLE AS SOON COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 1412.1.
16. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED PLAN BY THE DEVELOPER.
17. THIS DEVELOPMENT LIES OUTSIDE OF A CITY OF SANTA FE HISTORIC DISTRICT.
18. THE LAYOUT SHOWN HEREON IS CONCEPTUAL AND MAY BE MODIFIED AS PART OF DEVELOPMENT PLAN PROCESS WITHOUT THE NEED FOR MASTER PLAN AMENDMENT

SITE DATA:

PROPOSED ZONING: C2

LOT SIZE
4.1194 ACRES (179,445.2635 SQ. FT.)

FOOTPRINT
TOTAL FOOTPRINT: 61,790 SF

LOT COVERAGE
REQUIRED 60% MAXIMUM
PROVIDED 40%

OPEN SPACE
REQUIRED: 250 SF PER GROUND FLOOR DWELLING UNIT FOR MIXED-USE PROJECTS PER SFCC 14-7.5(D)(8)(c)
*(49) GROUND FLOOR DWELLING UNITS X 250= 12,250

PROVIDED: COMMON OPEN SPACE = 32,010 SF
PRIVATE OPEN SPACE = 19,159 SF
TOTAL OPEN SPACE = 51,169 SF (29%)
*COMMON OPEN SPACE DOES NOT INCLUDE THE DOG PARK AND PLACITA WHICH TOTAL 6,818 SF.

BUILDING HEIGHT:
C-2 ZONING MAXIMUM ALLOWABLE HEIGHT: 45'
MAXIMUM PROPOSED BUILDING HEIGHT: 45'

UNIT COUNT:

STUDIO/SMALL 1 BR:	25 UNITS
1-BEDROOM:	70 UNITS
2-BEDROOM:	19 UNITS
3-BEDROOM:	16 UNITS
TOTAL UNITS:	130 UNITS

PARKING CALCS

RETAIL:	1/200 SQ. FT.	
RESIDENTIAL:	OVER 5 UNITS (LESS THAN 800 SQ.FT.) 1 ASSIGNED AND 0.25 UNASSIGNED	
RESIDENTIAL:	OVER 5 UNITS (800 -1200 SQ. FT.) 1 ASSIGNED AND 0.5 UNASSIGNED	
COMMERCIAL	1,000 NLA SQ. FT./200	= 5
RESIDENTIAL LESS THAN 800 SQ. FT.	95 UNITS x 1.25	= 118.75
RESIDENTIAL 800-1,200 SQ. FT.	19 UNITS x 1.5	= 28.5
RESIDENTIAL OVER 1,200 SQ. FT.	16 UNITS x 2	= 32

TOTAL PARKING SPACES REQUIRED 185
PROVIDED 160 INC. 8 H-CAP

BICYCLE PARKING: 12 SPACES REQUIRED
12 SPACES PROVIDED

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

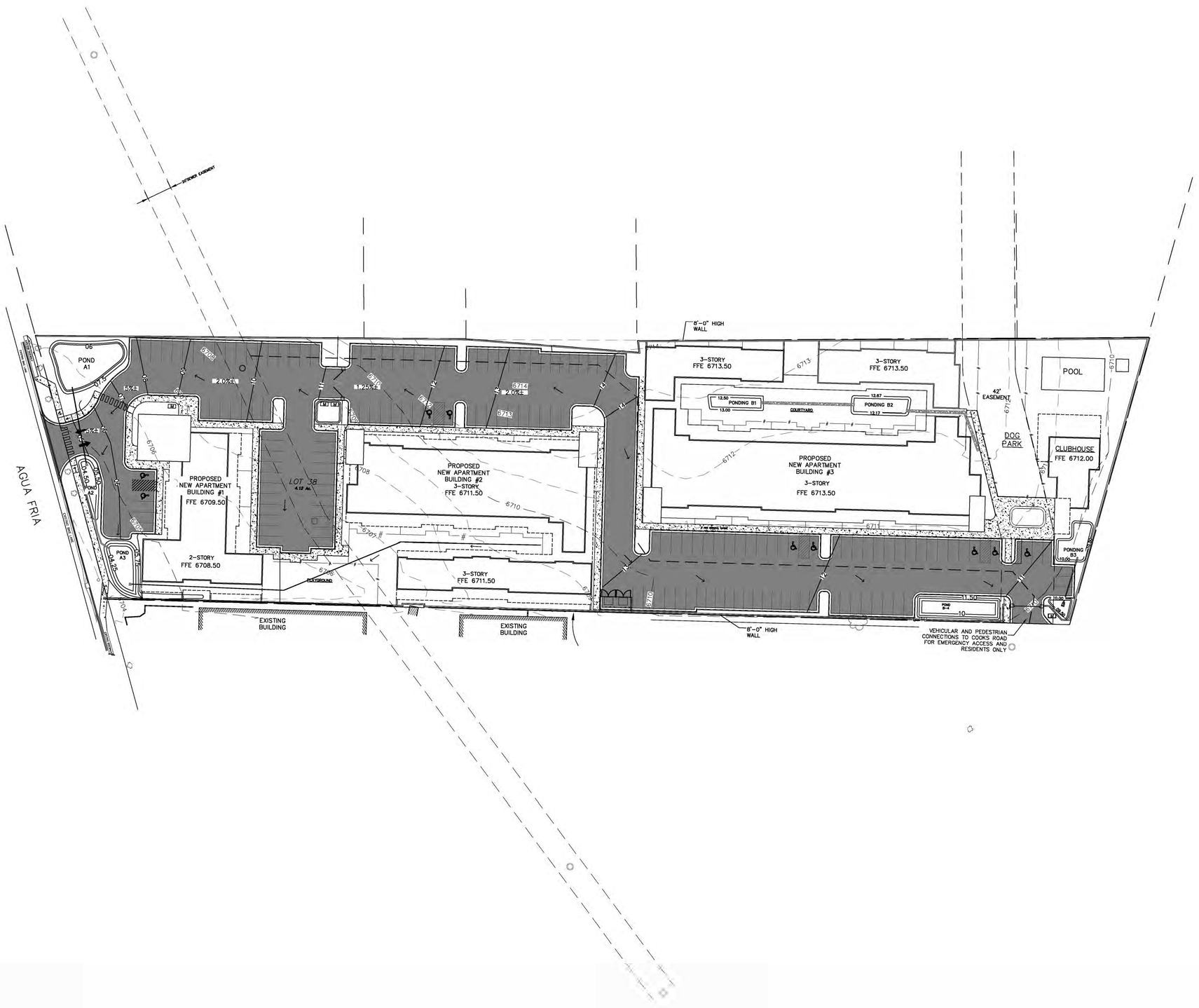
PROJECT TITLE
MASTER PLAN
2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 97-15

CHECKED BY	HR	DATE	05/21/25
DRAWN BY	HR	DATE	05/21/25

SHEET TITLE
MASTER PLAN

SHEET NO.
C-2



SHEET INDEX:

SHEET NO.	SHEET TITLE
C-1	PRELIMINARY GRADING PLAN
C-2	MASTER UTILITY PLAN

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N

0' 40' 80'

SCALE: 1" =40'

LEGEND

	PROPERTY LINE
7901	EXISTING CONTOUR MAJOR
7900	EXISTING CONTOUR MINOR
7901	PROPOSED CONTOUR MINOR
7901	PROPOSED CONTOUR MAJOR
	PROP. ASPHALT
FG 40.50	PROPOSED SPOT ELEVATION FG: FINISHED GRADE TC: TOP OF CURB/ TOP OF CONCRETE TS: TOP OF SIDEWALK
	RIP RAP
	FLOW DIRECTION
FFE	FINISHED FLOOR ELEVATION

UTILITY NOTE

THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE LOCATION, DEPTH, SIZE OR TYPE OF EXISTING ABOVE AND UNDERGROUND UTILITIES, OR EXISTING PIPELINES. THE DESIGNER AND ENGINEER ASSUMES NO RESPONSIBILITY OR LIABILITY. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE CAUSED BY HIS FAILURE TO LOCATE, IDENTIFY AND PRESERVE ANY AND ALL EXISTING ABOVE AND UNDERGROUND UTILITIES, AND EXISTING PIPELINES. THE CONTRACTOR SHALL COMPLY WITH STATE STATUES PERTAINING TO THE LOCATION OF THESE LINES IN PLANNING AND CONDUCTING EXCAVATION WORK.

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TOPOGRAPHY NOTE:

THE EXISTING TOPOGRAPHY SURVEY WAS PROVIDED BY AND CERTIFIED BY DAWSON SURVEYS.

- THE DESIGNER AND ENGINEER HAVE NOT FIELD VERIFIED THE PROVIDED TOPOGRAPHY INFORMATION, AND ASSUME NO RESPONSIBILITY OR LIABILITY OF THE PROVIDED TOPOGRAPHY. THE DESIGNER AND ENGINEER'S RESPONSIBILITY IS LIMITED TO THE ENGINEERING WITHIN THE PROVIDED TOPOGRAPHY SURVEY.

Civil Design Group
PO Box 24154, Santa Fe, NM 87502
E-MAIL pearl@cdg-nm.com
Phone: 575-571-5164

ATENCIO ENGINEERING, INC.
CONSULTING CIVIL ENGINEERS
4434 VALVERDE COURT
P.O. BOX 20364
COLORADO CITY, CO 81019
57 VENTERO RD
P.O. BOX 143
AMALIA, NM 87512
OFFICE: (719) 676-2551

REVISIONS

DATE	DESCRIPTION

		DATE
DESIGN:	PLB	03/21/25
DRAFTED:	PLB	03/21/25
APPROVAL:	AMA	03/21/25
SCALE:	AS SHOWN	
SHEET SIZE:	24 x 36	
FILE:	200-24-01_Agua Fria Apartments_REV3.dwg	

PROJECT NUMBER: 202-24-01

CLIENT CONTACT INFO:
JENKINS GAVIN
130 GRANT AVE, SUITE 101
SANTA FE, NM 87501
505-820-7444

OWNER CONTACT INFO:
COLD WATER DEVELOPMENT
106 FAITHWAY ST.
SANTA FE, NM 87501

SITE LOCATION:
2768 AGUA FRIA ST
SANTA FE, NM 87507

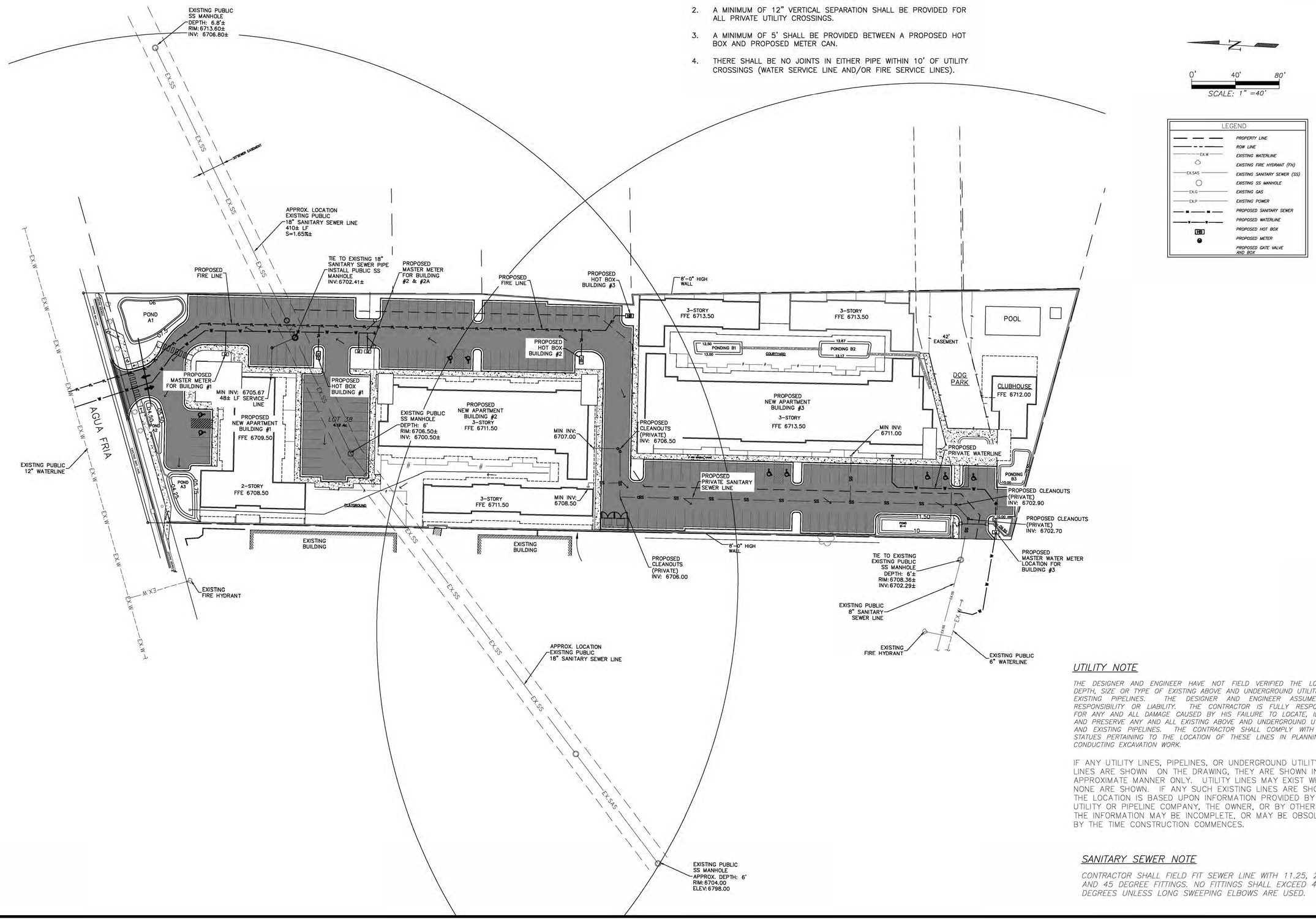
PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
PRELIMINARY GRADING PLAN

SHEET NO:
C - 3

GENERAL UTILITY NOTES

1. A MINIMUM OF 24" VERTICAL SEPARATION SHALL BE PROVIDED BETWEEN OUTSIDE OF THE PUBBLIC WATER LINE TO THE OUTSIDE OF THE PUBLIC SANITARY SEWER LINE.
2. A MINIMUM OF 12" VERTICAL SEPARATION SHALL BE PROVIDED FOR ALL PRIVATE UTILITY CROSSINGS.
3. A MINIMUM OF 5' SHALL BE PROVIDED BETWEEN A PROPOSED HOT BOX AND PROPOSED METER CAN.
4. THERE SHALL BE NO JOINTS IN EITHER PIPE WITHIN 10' OF UTILITY CROSSINGS (WATER SERVICE LINE AND/OR FIRE SERVICE LINES).



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SANITARY SEWER NOTE

CONTRACTOR SHALL FIELD FIT SEWER LINE WITH 11.25, 22.5, AND 45 DEGREE FITTINGS. NO FITTINGS SHALL EXCEED 45 DEGREES UNLESS LONG SWEEPING ELBOWS ARE USED.

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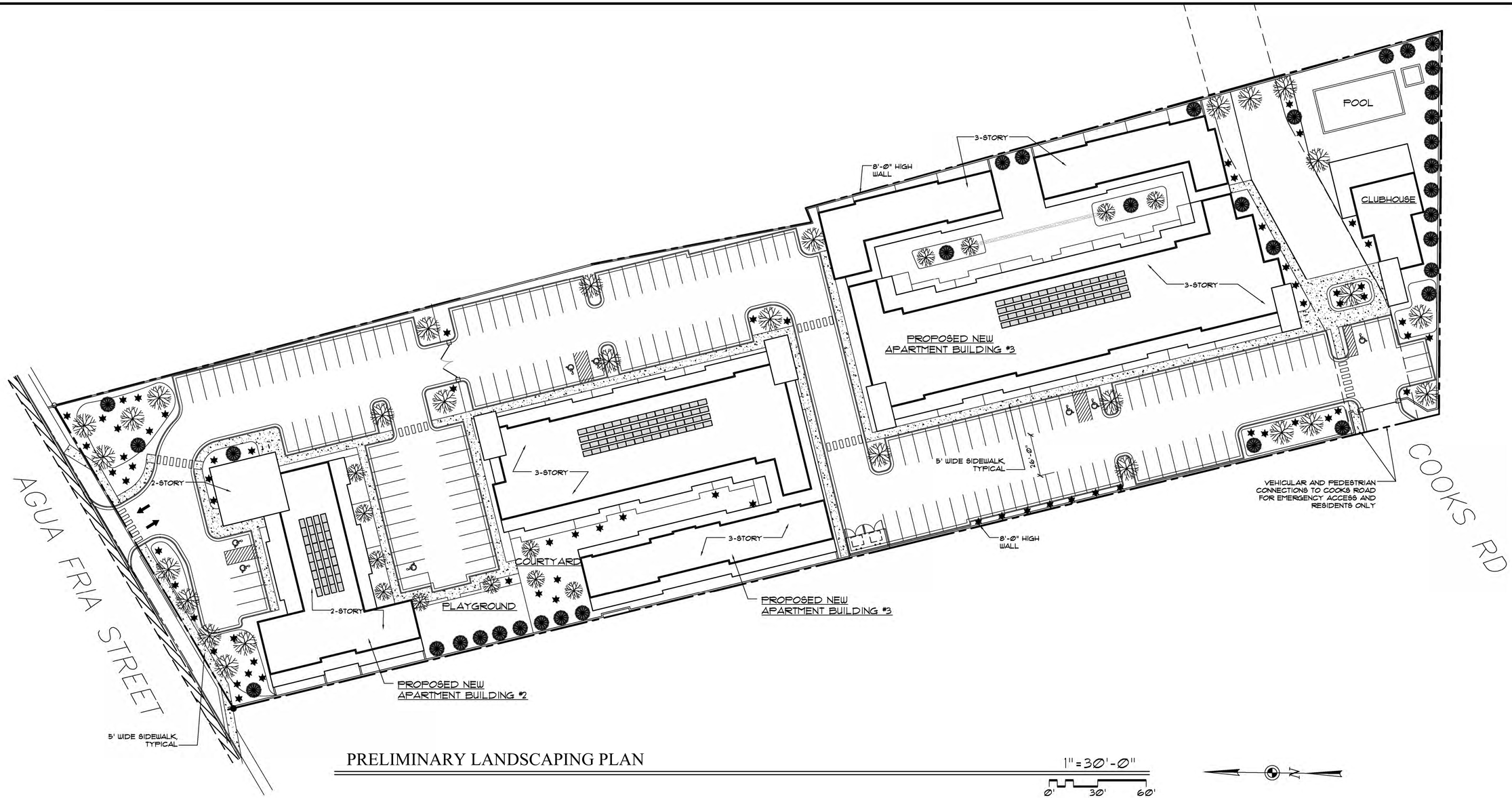
2768 AGUA FRIA ST
SANTA FE, NM 87507

PROJECT NAME:
MASTER PLAN
2768 AGUA FRIA ST.

SHEET TITLE:
MASTER UTILITY PLAN

SHEET NO:
C - 4



PRELIMINARY LANDSCAPING PLAN

1" = 30'-0"

0' 30' 60'

N

LANDSCAPING NOTES:

1) ALL DECIDUOUS TREES TO BE (2) INCH MINIMUM CALIPER.

2) ALL EVERGREEN TREES SHALL BE A MINIMUM OF (6) FEET IN HEIGHT.

3) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF (2) INCHES.

4) ALL NEW SHRUBS SHALL BE 5 GALLON MINIMUM EXCEPT AS NOTED ON THE CITY OF SANTA FE RECOMMENDED PLANT LIST.

5) PLANTERS AS NOTED ON PLAN TO BE PLANTED WITH WATER-WISE CITY APPROVED PLANTS.

6) ALL PLANT MATERIAL SHALL BE COLD HARDY TO USDA CLASSIFICATION ZONE 5.

7) A MINIMUM OF ONE TREE AND THREE SHRUBS PER 500 SQUARE FEET OF REQUIRED PONDING AREA.

8) NEW PLANT MATERIAL SHALL BE MULCHED TO A MINIMUM DEPTH OF 2 INCHES AND THE MULCH RENEWED YEARLY OR AS NEEDED. MULCH MAY BE OF ORGANIC OR INORGANIC MATERIAL.

GENERAL NOTES:

1) REFER TO GRADING AND DRAINAGE FOR PONDING LOCATIONS

LEGEND:

PROPOSED NEW DECIDUOUS TREE

PROPOSED NEW EVERGREEN TREE

PROPOSED NEW SHRUB

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NO.	REVISION/SUBMISSIONS	DATE

STAMP

PROJECT TITLE

MASTER PLAN

2768 AGUA FRIA STREET
SANTA FE, NM 87505

PROJECT NO. 94-03

CHECKED BY	HR	DATE	03/20/25
DRAWN BY	HR	DATE	03/20/25

SHEET TITLE

PRELIMINARY LANDSCAPING PLAN

SHEET NO.

C-4

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

August 12, 2024 ***(Revised March 31, 2025)***

Daniel Alvarado, Senior Planner
Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Ave.
Santa Fe, NM 87501

RE: Letter of Application
2768 Agua Fria St. Rezone & Master Plan

Dear Daniel:

This letter is respectfully submitted on behalf of Cold Water Development Fund QOZF, LLC (the "Applicant") in application for a Rezone and Master Plan of the property at 2768 Agua Fria St. The ±4.12-acre subject property is zoned Mixed-Use (MU), with a General Plan Future Land Use designation of Transitional Mixed-Use, and is undeveloped. This submittal includes the following requests:

1. Rezone from MU to C-2, General Commercial
2. Master Plan for 130-unit mixed-use community

Background

The subject property was granted approved of a General Plan Amendment on January 25, 2006 from Residential Low Density to Transitional Mixed-Use. The property was subsequently rezoned on August 8, 2007 from R-2 (Residential, two units per acre) to MU. Please see attached Rezone Ordinance 2007-29.

Legal Lot of Record was established via a Certificate of Compliance approved by the Planning Commission on June 6, 2024. The Findings of Fact and Conclusion of Law are included with this application.

Project Description

The 4.12-acre property is located directly off Agua Fria Street approximately one-third mile east of Siler Road. This segment of the Agua Fria corridor is a diverse, mixed-use neighborhood that includes a range of residential densities, commercial development, and industrial uses. A Master Plan is submitted with this Rezone application addressing the potential future development of the property as a130-unit multi-family residential community with a local-serving commercial component. In compliance with the Santa Fe Homes Program, 10% of the units will be affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Rezone Request

The subject parcel is currently zoned MU and we are requesting a rezone to C-2, General Commercial. Responses to the rezoning approval criteria in SFCC §14-3.5(C) and (D) are detailed below.

(a) *One or more of the following conditions exist:*

(i) *there was a mistake in the original zoning.* N/A

(ii) *there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.*

Applicant Response: This area has gradually densified over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) *a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.*

Applicant Response: The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development.

(b) *all the rezoning requirements of Chapter 14 have been met.*

Applicant Response: All the rezoning requirements of Chapter 14 have been met.

(c) *the rezoning is consistent with the applicable policies of the general plan, including the future land use map.*

Applicant Response: See Section (iii) above. With respect to the Future Land Use Map, the requested C-2 zoning complies with the property's designation of Transitional Mixed-Use.

(d) *the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city.*

Applicant Response: General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe in order to maximize the efficient use of public infrastructure, while meeting the demand for urban land for development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is in alignment with these strategic directives and responsive to community needs for housing in this area of the City. General Plan Section 4.1 states, *"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost-efficient public transit, and provide the type of housing that will be in demand…"*.

(e) *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 proposed development.*

Applicant Response: The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

Applicant Response: The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

SFCC §14-3.5 (D): Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

Applicant Response: The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.

(2) If the proposed rezoning creates a need for additional streets , sidewalks or curbs necessitated by and attributable to the new development , the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Applicant Response: Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.

Master Plan

A Master Plan is submitted with this Rezone application addressing the conceptual development program for a 130-unit multi-family community with a local-serving commercial component. Three buildings are proposed with a combination of two and three stories. In keeping with the development patterns along Agua Fria Street, Building 1 adjacent to the road will be two stories and includes the commercial space at the northeast corner. Building 2 is three stories and sited along the west boundary to buffer the residential properties to the east. Similarly, Building 3 also comprises three stories. Courtyards at Buildings 1 and 3 off outdoor lounge space and recreational areas. In addition, a dog park, clubhouse/fitness center, and pool are located at the south end of the site.

Permissible Uses. Given the neighborhood context, it is appropriate to define and limit the C-2 uses that will be permitted. The proposed permissible uses are as follows:

- Single-Family Residential
- Multi-Family Residential
- Food and Beverage
- Retail
- Studios
- Arts Activities
- Service Establishments

Access and Traffic. The project is accessed directly from Agua Fria St. and a secondary, gated emergency access is provided at Cooks Road at the southwest property corner. Pedestrian access to Cooks Rd. will also be provided. At the City's request, a 42-foot access and utility easement will be granted to support the potential future eastern extension of Cooks Road. Per the attached Traffic Impact Analysis, all intersections analyzed operate at acceptable levels of service. An eastbound right-turn decel lane is warranted at the site access in the PM peak hour.

Parking. 185 parking spaces are required and 160 are provided. In accordance with SFCC §14-8.6(B)(4)(d) and (e), a Parking Demand Study is submitted with this application in request for a parking reduction and shared parking between the residential and commercial uses.

Utilities. Water service to Buildings 1 and 2 will be provided via a new service line connection to the existing waterline in Agua Fria St., with a master meter installed for each building. Building 3 will connect to the waterline in Cooks Rd. with a separate master meter. Sewer service is provided via a new manhole connection to the existing trunk line that traverses the north side of the property and a connection to the existing sewer line in Cooks Rd. Please refer to the Master Utility Plan for more information.

Terrain Management and Landscaping. The site slopes gently from east to west. Stormwater detention is provided in a series of small ponds and passive water harvesting will be provided in the landscaped areas. Landscaping improvements will include street trees along Agua Fria, and requisite plantings in the parking and open space areas. Please refer to the Preliminary Grading and Landscaping Plans for additional details.

The Master Plan approval criteria in §14-3.9(D) are addressed below:

(a) The master plan is consistent with the general plan;

Applicant Response: The proposed Master Plan supports *General Plan Theme1.7.1 – Affordable Housing*, which calls on the Planning Commission and Governing Body to "*actively participate in the creation of affordable housing*" by approving development that creates opportunities for housing to serve all income segments in all areas of the city. In addition, the following land use principles in *General Plan Section 3.3* are embodied by the proposal:

- *Compact Urban Form:* As an infill site, the project exemplifies a compact urban form.
- *Mix of Housing Types in All Neighborhoods*: Calls for the integration of diverse housing types close to transit and neighborhood centers. The proposal will enable residential development at a density that will promote a diversity of housing types in the neighborhood.
- *Quality of Life*. The Plan specifically seeks to promote community interests over private interests to ensure the availability of resources, services and amenities to *all* residents. The Master Plan will enable the future development of much needed market rate and affordable housing, which will serve a diversity of Santa Fe residents.
- *Sustainable Growth*. The project will efficiently utilize existing infrastructure and balance resource protection with meeting community needs through residential infill development. Chapter 4 of the General Plan states, "*Promoting infill over development at the periphery of the city is a key component of growth management. Providing for a mix of housing densities and products is essential to promoting a balanced socioeconomic profile for all neighborhoods within the city. Infill development can be designed to be fully compatible and to integrate with surrounding*

*neighborhoods, **at densities that support the construction of affordable housing***." The General Plan specifically calls for a mixture of housing types in all neighborhoods and for the active creation of affordable housing – objectives which this proposal seeks to address by enabling residential development at a density that is compatible with its surroundings and creating the possibility for a diversity of housing types and pricing options.

(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 the applicable use regulations and development standards of those districts;

Applicant Response: The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and multi-family development at higher densities. The proposed mixed-use development will serve as an appropriate transition from the more intense commercial uses to the west and the residential development patterns to the east. Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

(c) Development of the master plan area will contribute to the coordinated and efficient development of the community; and

Applicant Response: The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan. Furthermore, as stated above, the development program proposed by the Master Plan will serve to achieve a transition between lower intensity residential land uses to the east and the higher intensity commercial uses to the west. Transitions like this are critical to the coordinated development of the community and serve to buffer residential neighborhoods from areas of high intensity land uses.

(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.

Applicant Response: The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the potential construction of a right-turn decel lane at the site access.

Archaeology

The subject parcel is located in the River and Trails Archaeological District. An archaeology survey will be prepared and submitted with the Development Plan application.

Water Budget
A Conceptual Water Budget is submitted herewith for reference. In accordance with City regulations, water rights will be provided to offset the water demand.

Affordable Housing – Santa Fe Homes Program
As stated above and in accordance with the Santa Fe Homes Program ("SFHP"), 10% of the units will be set aside as affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Early Neighborhood Notification
Two Early Neighborhood Notification Meetings were held on January 24 and April 23, 2024. City staff, Applicant, consultants, and members of the public were in attendance. Please refer to the attached meeting notes for details.

In support of this request, the following documentation is submitted herewith for your reference:

1. Master Plan and Rezone Applications
2. Agent Authorization Letter
3. Warranty Deed
4. Legal Lot of Record Certificate of Compliance
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8. Santa Fe Public School Form
9. Conceptual Water Budget
10. ENN Meeting Notes
11. Traffic Impact Analysis
12. Master Plan Submittal Set

The Development Review Fees are calculated as follows:

Master Plan:	$500.00
Rezone	$1,000.00
TOTAL	**- $1,500.00**

Please contact me should you have any questions or require additional information.

Thank you for your consideration.

Sincerely,



Jennifer Jenkins, Principal

JENKINSGAVIN
LAND USE | PROJECT MANAGEMENT

August 12, 2024 ***(Revised May 15, 2025)***

Joel Cruz-Haber, Senior Planner
Current Planning Division
City of Santa Fe Land Use Department
200 Lincoln Ave.
Santa Fe, NM 87501

RE: Letter of Application
2768 Agua Fria St. Rezone & Master Plan

Dear Joel:

This letter is respectfully submitted on behalf of Cold Water Development Fund QOZF, LLC (the "Applicant") in application for a Rezone and Master Plan of the property at 2768 Agua Fria St. The ±4.12-acre subject property is zoned Mixed-Use (MU), with a General Plan Future Land Use designation of Transitional Mixed-Use, and is undeveloped. This submittal includes the following requests:

1. Rezone from MU to C-2, General Commercial
2. Master Plan for 130-unit mixed-use community

Background

The subject property was granted approved of a General Plan Amendment on January 25, 2006 from Residential Low Density to Transitional Mixed-Use. The property was subsequently rezoned on August 8, 2007 from R-2 (Residential, two units per acre) to MU. Please see attached Rezone Ordinance 2007-29.

Legal Lot of Record was established via a Certificate of Compliance approved by the Planning Commission on June 6, 2024. The Findings of Fact and Conclusion of Law are included with this application.

Project Description

The 4.12-acre property is located directly off Agua Fria Street approximately one-third mile east of Siler Road. This segment of the Agua Fria corridor is a diverse, mixed-use neighborhood that includes a range of residential densities, commercial development, and industrial uses. A Master Plan is submitted with this Rezone application addressing the potential future development of the property as a130-unit multi-family residential community with a local-serving commercial component. In compliance with the Santa Fe Homes Program, 10% of the units will be affordable and a 5% fee-in-lieu will be contributed to the Affordable Housing Trust Fund.

Rezone Request

The subject parcel is currently zoned MU and we are requesting a rezone to C-2, General Commercial. Responses to the rezoning approval criteria in SFCC §14-3.5(C) and (D) are detailed below.

(a) *One or more of the following conditions exist:*

(i) *there was a mistake in the original zoning.* N/A

(ii) *there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning.*

Applicant Response: This area has gradually densified over the years resulting in a diverse neighborhood of suburban residential development patterns, multi-family development, and commercial uses. The most significant and relevant change is the housing shortage that Santa Fe is currently facing. Increasing the supply of all types of housing is critical to accommodating projected growth and addressing affordability. In addition, a key component of economic development is an adequate supply of housing to support a robust workforce. The rezone will directly result in an increase of local housing supply and affordability.

(iii) *a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans.*

Applicant Response: The subject property is an ideal location for greater housing density, served by the Santa Fe Trails bus system, proximate to services and employment, and less than half a mile from the Santa Fe River Trail, providing direct access to downtown. Accordingly, the project aligns with General Plan Themes and Policies, such as Affordable Housing, Transportation Alternatives, Economic Diversity, Urban Form/Higher Densities, Community Oriented Development, and Mixed-Use. Furthermore, the project exemplifies the following elements of the General Plan Land Use Framework: Compact Urban Form, Mix of Uses in All New and Existing Neighborhoods, Mix of Housing Types in All Neighborhoods, and Transit Supportive Development. The applicable Themes and Policies of the General Plan are further summarized below:

Affordable Housing Policy 4-4-G-7

This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

Economic Development Strategic Plan

The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

Urban Form/Higher Densities - Growth Management Methods 4.1

"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows. This approach does not necessarily require greater building height but rather greater massing on specifically identified infill sites within the Urban Area."

The rezoning supports the General Plan's emphasis on higher densities and a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl, and supporting walkability and transit-oriented development. By promoting higher-density residential development, the rezoning aligns with the city's vision of creating a more sustainable urban environment.

Community-Oriented Development - Growth Management Methods 4-1-G-3

"Use a full range of growth management methods to achieve a superior quality of life and to ensure a financially and environmentally sustainable community."

The project will help meet the community's housing needs in a sustainable manner. Developing housing in the Agua Fria corridor provides walkable access to services and employment opportunities. Furthermore, the site is served by Route 1 of the Santa Fe Trails bus system.

Compact Urban Form 4-3-G-2

Rezoning to C-2 supports a more compact urban form by making more efficient use of the land. This is particularly important for infill sites where existing utility and roadway infrastructure can be leveraged without the need for extensive new development. This efficient use of land and infrastructure is a key goal of the General Plan, helping to reduce the environmental impact of development and supporting more sustainable urban growth.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)

"Future Land Use (Figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers."

The subject property is in a diverse neighborhood of commercial uses and a variety of residential densities. The project adds to this diversity, increasing the housing supply in this mixed-use area. Furthermore, access to public transit, services, and employment make the site an ideal infill location for multi-family development.

(b) *all the rezoning requirements of Chapter 14 have been met.*

Applicant Response: All the rezoning requirements of Chapter 14 have been met.

(c) *the rezoning is consistent with the applicable policies of the general plan, including the future land use map.*

Applicant Response: The requested C-2 zoning complies with the property's designation of Transitional Mixed-Use. Furthermore, the project conforms to the General Plan as outlined below:

Affordable Housing Policy 4-4-G-7

This increase in housing supply provided by the project will help alleviate the current housing shortage in Santa Fe. In addition, 10% of the units will be set-aside as affordable units and a 5% fee paid to the Affordable Housing Trust Fund to support future affordable housing efforts.

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The provision of adequate housing opportunities for the workforce is critical to economic development. Furthermore, the project enhances the mixed-use environment of the Agua Fria corridor, whose residents will support local businesses in the vicinity.

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(d) *the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city.*

Applicant Response: General Plan Figure 4-4, Urban Sub-Areas, designates the subject property and surrounding area as an "Infill Area." The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe in order to maximize the efficient use of public infrastructure, while meeting the demand for urban land for development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is in alignment with these strategic directives and responsive to community needs for housing in this area of the City. General Plan Section 4.1 states, *"In both 'infill' and 'future growth' areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows" to help "create efficient use of already existing roads and utilities, help ensure cost-efficient public transit, and provide the type of housing that will be in demand…"*.

(e) *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 proposed development.*

Applicant Response: The subject property is served by existing roadways and public water and sewer infrastructure. In addition, the site is proximate to the Santa Fe River Trail, providing access to the City's network of urban trails and open space.

(2) Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

(a) allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

(b) affect an area of less than two acres, unless adjusting boundaries between districts; or

(c) benefit one or a few landowners at the expense of the surrounding landowners or general public.

Applicant Response: The proposed project aligns well with numerous General Plan policies and principles, as addressed above. Furthermore, it is a model of the type of infill development that the General Plan specifically encourages, adding to the mix of housing types in the neighborhood, providing 13 affordable apartment homes, creating a transition between lower and higher intensity land uses, and creating higher density housing adjacent to a transit corridor.

SFCC §14-3.5 (D): Additional Applicant Requirements

(1) If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;

Applicant Response: The Applicant is prepared to construct necessary infrastructure improvements to accommodate future development on the property in accordance with the Traffic Impact Analysis and applicable City regulations.

(2) If the proposed rezoning creates a need for additional streets , sidewalks or curbs necessitated by and attributable to the new development , the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.

Applicant Response: Any requisite infrastructure improvements will be determined at the Development Plan stage and will be implemented as part of the project.

Master Plan

A Master Plan is submitted with this Rezone application addressing the conceptual development program for a 130-unit multi-family community with a local-serving commercial component. Three buildings are proposed with a combination of two and three stories. In keeping with the development patterns along Agua Fria Street, Building 1 adjacent to the road will be two stories and includes the commercial space at the northeast corner. Building 2 is three stories and sited along the west boundary to buffer the residential properties to the east. Similarly, Building 3 also comprises three stories. Courtyards at Buildings 1 and 3 off outdoor lounge space and recreational areas. In addition, a dog park, clubhouse/fitness center, and pool are located at the south end of the site.

Permissible Uses. Given the neighborhood context, it is appropriate to define and limit the C-2 uses that will be permitted. The proposed permissible uses are as follows:

- Single-Family Residential
- Multi-Family Residential
- Food and Beverage
- Retail
- Studios
- Arts Activities
- Service Establishments

Access and Traffic. The project is accessed directly from Agua Fria St. and a secondary, gated emergency access is provided at Cooks Road at the southwest property corner. Pedestrian access to Cooks Rd. will also be provided. At the City's request, a 42-foot access and utility easement will be granted to support the potential future eastern extension of Cooks Road. Per the attached Traffic Impact Analysis, all intersections analyzed operate at acceptable levels of service. An eastbound right-turn decel lane is warranted at the site access in the PM peak hour.

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requisite plantings in the parking and open space areas. Please refer to the Preliminary Grading and Landscaping Plans for additional details.

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Furthermore, the Master Plan demonstrates compliance with Chapter 14 development standards with respect to height, lot coverage, parking, open space, terrain management, and landscaping.

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The Development Review Fees are calculated as follows:

Master Plan:	$500.00
Rezone	$1,000.00
TOTAL	**- $1,500.00**

Please contact me should you have any questions or require additional information.

Thank you for your consideration.

Sincerely,



Jennifer Jenkins, Principal

Leilei Li
[redacted]

January 30, 2026

Selecting Committee / Hiring Managers,
City of Santa Fe, NM

Subject: Expression of Interest in Audit Committee – Leilei Li

Dear Hiring Manager,

I am writing to express my strong interest in the Audit Committee volunteer position at City of Santa Fe, which I saw advertised on the city webpage. Having long admired Santa Fe's unique organization with strong volunteering works, I am eager to contribute my time and skills to support the cause.

Currently, I work as a joint Program Analyst at LANL and have developed strong skills in governmental accounting and auditing, federal compliance that I believe would be valuable to your team. I am particularly passionate about the prudent fiscal philosophy practiced with volunteering works.

I am available to volunteer in the evenings and Fridays and could also support tasks as needed on the weekends.

Thank you for considering. I am very enthusiastic about the possibility of working for city of Santa Fe and would welcome the opportunity to discuss how I can best support our city.

Sincerely,

Leilei Li

LEILEI LI | CPA, CMA, MACC, MBA

[redacted]

QUALIFICATIONS PROFILE

Seasoned financial lead with 10+ years of experience. Demonstrated record of managing all areas of governmental accounting, budgeting, financial planning & analysis, and compliance & auditing. Skilled team-builder. Direct experience managing projects of various sponsors both DOE (NNSA) and Other Federal Agencies (such as DOD). Subject matter expert in indirect budgets management. Recognized business partner in collaborating with all members of the organization to achieve strategic objectives. Working knowledge of DOE regulatory requirements and policies such as Cost Accounting Standards, Federal Acquisition Regulations, Earned Value Management System (EVMS), COSO, GAO appropriations law and OMB Circular A-123.

PROFESSIONAL BACKGROUND

LOS ALAMOS NATIONAL LABORATORY (2015 – PRESENT)

Joint Program Analyst (IV) (FIN-STE, Sep2024 – present)

Working with over a dozen Program Managers and Program Directors to manage over 130M budgets supporting about 168 FTEs. Collaborate with Headquarters, sponsors, PMs and PIs to manage all aspects of programs: cash flows, work authorizations, AFPs, reporting and compliance.

Key Achievements:

- Simplified and consolidated monthly reports wither more efficiency and better user-friendly experience
- Take additional line analysts responsibilities supporting Program Directors and other Managements
- Building and sustaining relationships across NA-80 programs
- Manage tight cash flow constraints throughout government shutdown meeting all Federal requirements

Division Financial Lead (III) (FIN-STE, Mar. 2021 – Aug2024)

Lead two analysts supporting 143 FTEs in Bioscience division with $78 million budgets. Manage over 80 proposals across a dozen sponsors annually. Collaborate with TPM in project management. Cooperate with STR and ASM in major procurements. Provide financial reports and analysis to support management decision making.

Key Achievements:

- Standardized sponsor reports and trained both financial analysts and technical project managers.
- Reduced division-wide transition labor hours by 76%, by matching projects with staff skill sets from a portfolio management perspective.
- Built a 2 FTE team and trained junior analysts all skills from FP&A, Excels, systems and proposals.
- Facilitated over $5 M equipment purchases in less than five-month periods.
- Earned LAAP Awards and Spot Awards Consecutively for financial expertise and customer services.

Financial Business Analyst II (Cost Accounting Team, 2017 – 2020)

Managed indirect budgets in all overhead cost pools (Site Support, G&A etc.) based on CAS. Provided institutional-wide financial reports & analysis both monthly and annually. Analyzed cost allowability case by case under FAR. Researched and reconciled costs and recoveries every month-end. Identified and corrected variances in projects, expenditures, and organizations.

Key Achievements:

- Developed annual indirect budgets over $1.4B. Monitored and tracked the budgets throughout the year.
- Led big-data projects for DOE reporting including Institutional Cost Report (~425K rows and 50 columns)
- Took extra responsibilities during under-staffed period (3 FTE short) and trained two new employees during onboarding.
- Recognized for financial expertise and customer service with Spot Awards in three consecutive years.

Financial Compliance Specialist I (Financial Compliance Group, 2015 – 2017)

Assisted internal control and compliance reviews. Created training slides on navigating the new BSR app. Served as an audit liaison for both internal and external audit and compliance reviews.

Key Achievements:

- Planned, completed, and documented DOE A- 123 testing under senior analyst's supervision. Tested various federal internal controls requirements by applying COSO standards and GAOs Green Book.
- Presented Business Stewardship Report after validating and confirming the appropriate authorization and usage of federal funds.
- Learned the process of responding to both internal and external review and audit requests.

EDUCATION & CREDENTIALS

Master of Business Management – IDAHO STATE UNIVERSITY, Pocatello, ID; *GPA: 3.83*
Master of Accountancy – IDAHO STATE UNIVERSITY, Pocatello, ID; *GPA: 3.64*
Credentials:

- Certified Public Accountant (CPA)
- Certified Management Accountant (CMA)
- Chartered Financial Analyst (CFA) – Passed Level I and Level II

TECHNICAL SKILLS

MS Excel, Word, PowerPoint, Outlook, Oracle (OBI), Micro Strategy, Ariba

City of Santa Fe, New Mexico

2511 Camino Entrada, P.O. Box 909, Santa Fe, N.M. 87504-0909

MUNICIPAL COURT

Honorable Chad D. Chittum

Santa Fe Municipal Court Judge

Phone: (505) 955-5070 Fax: (505) 955-5159

Mayor Garcia
City of Santa Fe
200 Lincoln Avenue
P.O. Box 909
Santa Fe, NM 87504

Subject: Recommendation for the appointment of Leilei Li to the City Audit Committee

Dear Mayor Garcia,

I am writing to express my support and recommendation for the appointment of Leilei Li to the City of Santa Fe Audit Committee. As you know, the Audit Committee plays a vital role in ensuring the financial integrity and transparency of our city government.

Mrs. Li has 10+ years of financial experience and is a Certified Public Accountant. She would provide valuable continuity and institutional knowledge, ensuring the committee can effectively perform its oversight functions as outlined in the City Code.

Thank you for your time and consideration of this important recommendation.
Sincerely,

Judge Chad Chittum
City of Santa Fe
Municipal Court