



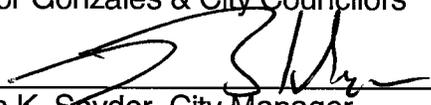
# City of Santa Fe, New Mexico

# memo

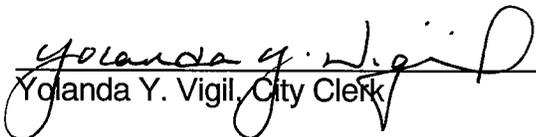
DATE: March 6, 2014

TO: Mayor Gonzales & City Councilors

VIA:

  
\_\_\_\_\_  
Brian K. Snyder, City Manager

FROM:

  
\_\_\_\_\_  
Yolanda Y. Vigil, City Clerk

## **ITEM & ISSUE**

Request from the National Dance Institute of New Mexico (NDI New Mexico) for a waiver of the 300 foot location restriction and approval to allow the dispensing/consumption of alcoholic beverages at the NDI Dance Barns, 1140 Alto Street, which is within 300 feet of Aspen Community Magnet School, 450 La Madera.

## **BACKGROUND AND SUMMARY**

Pursuant to §60-6B-10 NMSA 1978, a request from NDI New Mexico for a waiver of the 300 foot location restriction has been submitted to allow the dispensing and consumption of alcoholic beverages at their Annual Gala. This event will be held on Saturday, May 3, 2014 from 4:30 p.m. to 11:00 p.m.

Attached is a letter from Danny Pena, Principal at Aspen Community Magnet School, stating that they have no opposition to this request.

Also attached is a letter from Carl Gruenler, Santa Fe Public Schools stating that they will refrain from issuing a decision regarding opposition or non-opposition to this request.

## **ACTION REQUESTED**

I hereby request that the City Council indicate its decision on the request for a waiver of the 300 foot location restriction and approval to allow the dispensing/consumption of alcoholic beverages on May 3, 2014 from 4:30 p.m. to 11:00 p.m. at the NDI Dance Barns, 1140 Alto Street.

Attachments: Letter/Applicant Letter  
Letter/Aspen Community Magnet School Letter  
Letter/Santa Fe Public Schools  
Special Dispenser Permit Application  
§60-6B-10 NMSA 1978



## CELEBRATING 20 YEARS

TEACHING CHILDREN EXCELLENCE

February 28, 2014

Mayor David Coss  
Santa Fe City Councilors  
City of Santa Fe  
200 Lincoln  
Santa Fe, NM 87501

Dear Honorable Mayor Coss and City Councilors,

This letter is to request approval for a "Special Dispenser Permit" for the National Dance Institute of New Mexico (NDI NM's) Annual Gala on Saturday, May 3, 2014 at The Dance Barns, located at 1140 Alto Street, from 4:30pm to 11pm. This year's Gala marks the 20<sup>th</sup> Anniversary of NDI NM.

Attached are letters from Aspen Community Magnet School and Santa Fe Public Schools (SFPS) Carl Gruenler. In accordance with our letter to SFPS (also attached), NDI NM will:

- Only serve Host Liquor and non-alcoholic beverages;
- Provide proof of our General Liability Insurance, naming the district and licensee (Liquor Barn) of the Special Dispenser Permit as additional insured with limits of no less than \$2,000,000. Please note that the General Liability Insurance policy expiration date is 04/15/14, NDI New Mexico will provide proof of insurance renewal to the City Clerk no later than April 21, 2014;
- Show proof of Workers Compensation for the employees of the Lessee;
- And provide Auto Liability insurance, should the Lessee own any vehicles. Please note that NDI New Mexico does not own any vehicles, therefore proof of insurance is not required according to Jackee Munoz, Pom & Associates Insurance Broker for SFPS district.

We have contracted with Liquor Barn to hold the "Special Dispenser Permit" license. Liquor Barn will also provide licensed servers for alcohol service, during our "adults-only" dinner. The event will be held in an enclosed 100x120 tent, located in the parking lot at The Dance Barns.

This event is our largest fundraiser of the year, with an estimated 475 guests in attendance, in support of our In-school, Residency and After-school programs. This year NDI New Mexico

will teach 7,200 elementary school children in 33 rural, urban and Native American communities in New Mexico, with 1,694 students from Santa Fe.

The site-plan of the event identifying the location of the beverage station is enclosed. The location of our tent is within 300 ft. of the track and field property line from the Aspen Community Magnet School.

Arrangements have been made for our guests to park at The Dance Barns lower parking lot, Bicentennial Pool, Mary Esther Gonzales Senior Center, Aspen Community Magnet School and La Familia Medical Center parking lots. Our guests will be shuttled from the respective parking lots to The Dance Barns by Michael's Valet and Private Ride. Guests with a handicap permit will be permitted to park in designated areas in the upper lot of The Dance Barns. During this event we will provide 9 security officers to patrol the adjacent lots and at The Dance Barns from Arrow Security/Michael Trujillo, between 4:00pm to midnight.

NDI New Mexico's programs inspire children to work hard, never give up, do their personal best and be healthy. Our evaluations show that the result is a genuine sense of achievement and self-respect that can change the life of a child. NDI New Mexico is proud to align itself with community organizations that are leaders in education, health and arts that foster the development of children.

We appreciate your support to our request and thank you on behalf of the children of New Mexico.

Yours in teaching children excellence,



Russell Baker  
Executive Director

Enclosure(s)

cc: Yolanda Vigil, City Clerk  
Superintendent Joel Boyd, Santa Fe Public Schools  
Aline Harris-Ellis, Director of Development, NDI NM

# Aspen Community Magnet School



January 15, 2014

Mayor David Coss  
City Councilors  
City of Santa Fe  
200 Lincoln  
Santa Fe, NM 87501

Dear Honorable Mayor Coss and City Councilors,

This letter is to show support from Aspen Community Magnet School, located at 400 La Madera, to National Dance Institute of New Mexico (NDI-NM), located at 1140 Alto Street, for their request of a "special dispenser permit" to be used at The Dance Barns, same address for their annual Gala on May 3, 2014.

We have no opposition to this request.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Danny Peña', is written over a faint circular stamp or watermark.

Principal Danny Peña  
Aspen Community Magnet School



February 13, 2014

NDI New Mexico  
1140 Alto Street  
Santa Fe, New Mexico 87501

RE: NDI New Mexico Annual Gala

To Whom It May Concern:

Thank you for your request of January 28, 2014 concerning the NDI New Mexico Annual Gala, 1140 Alto Street, Santa Fe, New Mexico on May 3, 2014 from 4:30 pm – 11:00 pm. Below are excerpts from the Santa Fe Public School District Board of Education Policy 623 “Certain Special Events within 300 Feet of District” adopted on December 18, 2012.

In accordance with the School Alcohol-Free Zone Act and NMAC 60-6B-10, the Santa Fe School District promotes and encourages an alcohol-free environment for District students and the District community, on school property, and within 300 feet of District property related to the functions of public schools.

The District will refrain from issuing a decision regarding opposition or non-opposition to the City of Santa Fe regarding special events where liquor will be sold consumed within 300 feet of school district property and instead will refer the City of Santa Fe to this policy.

Sincerely,

A handwritten signature in black ink, appearing to read 'Carl Gruenler', is written over a faint, illegible typed name.

Carl Gruenler  
Chief Business Officer  
Santa Fe Public Schools

cc: Joel Boyd, Superintendent

**ALCOHOL & GAMING DIVISION  
SPECIAL DISPENSER PERMIT APPLICATION (60-6A-12)**

Fee Per day:  \$50.00 Public Celebration

\$25.00 Private Event (Catered) (all fees are non refundable)

A copy of all approved permits will be sent to the Special Investigations Division of the Department of Public Safety. They will notify you directly if they need additional information.

**LICENSE HOLDER INFORMATION**  
 Business Name (DBA) KELLY LIQUOR BARN Liquor License # 476  
 Owner Name STAR INVESTMENTS, LLC Local Option District SANTA FE CITY  
 Street Address 2885 CERRILLOS RD Mailing Address 2885 CERRILLOS  
 City, State & Zip SANTA FE, NM 87507 Telephone # 471-3760 Fax # 471-8199

**EVENT INFORMATION**  
 Description of Event NDI NIM Date(s) of Event 5/3/2014 Begin Time 4:30 End Time 11:30  
 Physical Address of Event 1140 Alto Street Number of Persons expected 500  
 Description of Security Arrow Security / Michael Trujillo Number of Security personnel to be at this function 9  
 Security Contact Name Michael Trujillo Telephone # 505 983-7646 127

**SPONSOR INFORMATION**  
 Sponsor of Event NDI New Mexico Contact Name Kelley Glasgow Telephone # 505 983-7646  
BUILDING/PROPERTY OWNER APPROVAL  
 Name (print) NDI New Mexico Signature Kelley Glasgow Telephone # 505 983-7646 127  
1/22/14

**LICENSE HOLDER & SERVER CERTIFICATION:** I, YONG IL JO (Licensee) hereby certify that this event is within the same local option district as the dispenser's license, that event is not within 300 Ft. of a church or school unless alcoholic beverages were sold there prior to July 1, 1981 or a waiver is obtained from the local governing body. I further certify that all persons providing the service of alcoholic beverages are server certified and that they are my employees and that ALL the information in this application is true and correct.

**NOTE:** List of servers including name, server permit # and server expiration date must be attached to permit application. Licensee agrees that if any statements or representations herein are found to be false, the director may refuse to issue additional permits.

Licensee Name (print) YONG IL JO Signature [Signature] Date 1/22/14  
 Only the owner or authorized person under this license may sign the permit.

Subscribed and Sworn before me this 28 day of January, 20 14 Notary Public [Signature] Exp. 10/1/8  
**LOCAL GOVERNING BODY APPROVAL**

Print Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

**ALCOHOL & GAMING DIVISION USE ONLY**

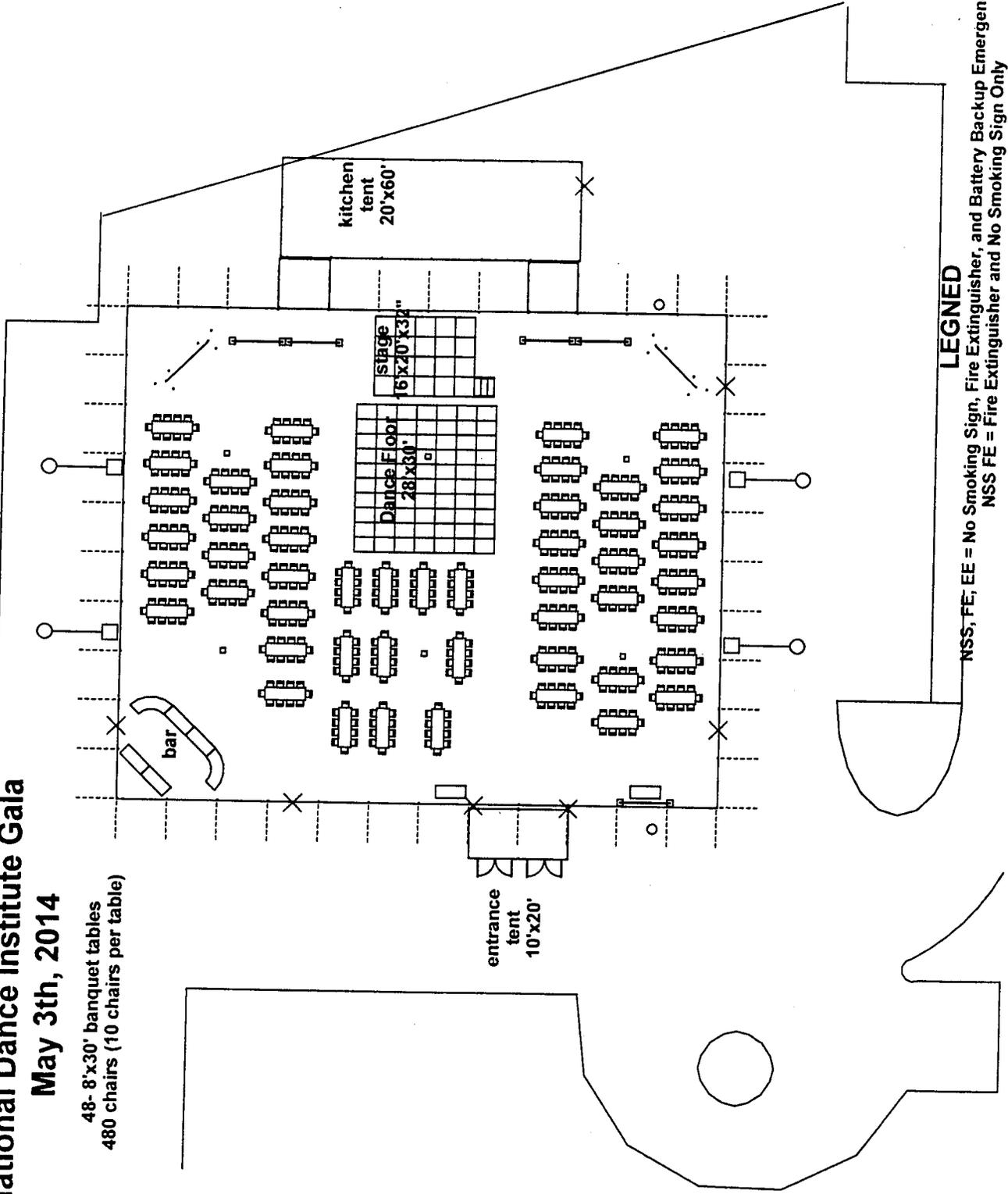
Approved by: \_\_\_\_\_ Permit Number \_\_\_\_\_  
 Attachments: 1) Floor plan - (Pictures) 2) Fees (listed on top of page) 3) Server information list

# Sample Layout 1

## National Dance Institute Gala

### May 3th, 2014

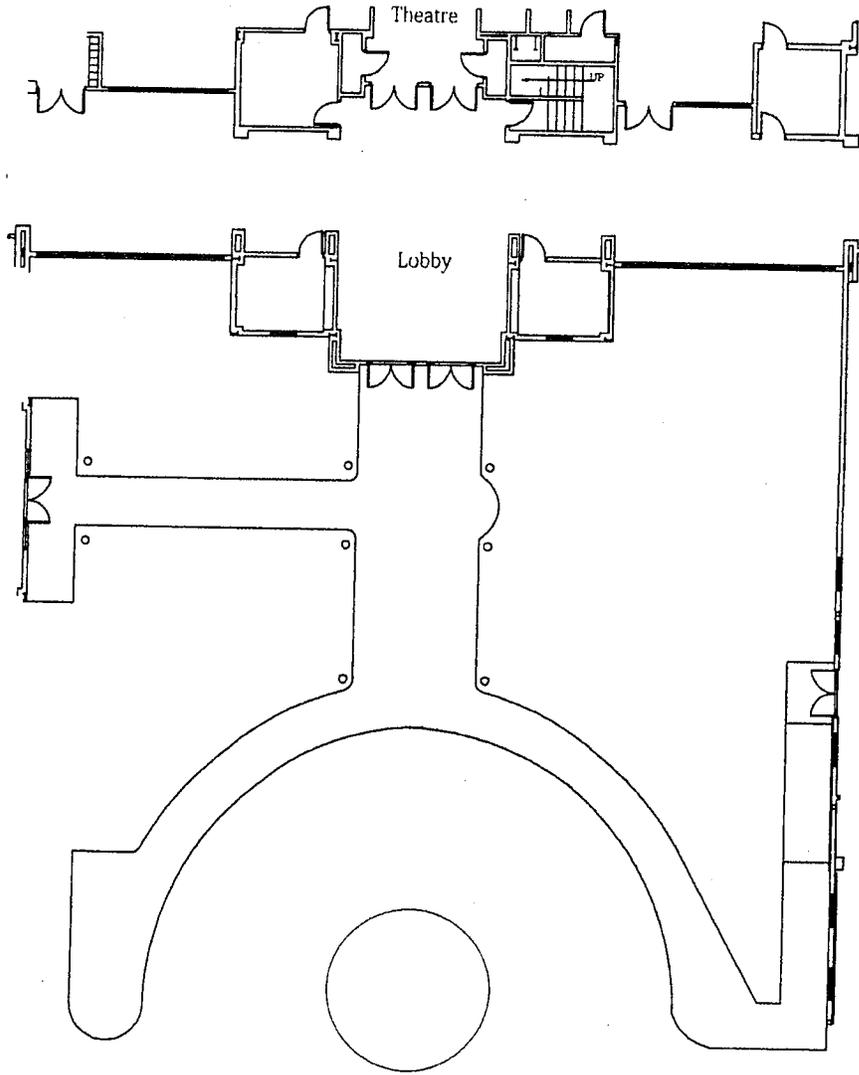
48- 8'x30' banquet tables  
480 chairs (10 chairs per table)



### LEGEND

NSS, FE; EE = No Smoking Sign, Fire Extinguisher, and Battery Backup Emergency Exit Sign  
NSS FE = Fire Extinguisher and No Smoking Sign Only

# NDI DANCE BARNS



Parking Lot