



# Agenda

CITY CLERK'S OFFICE

DATE 1/3/18 TIME 1:20

SERVED BY Reed Luning

RECEIVED BY [Signature]

## **A M E N D E D**

### **Capital Improvements Advisory Committee**

Thursday, January 11, 2018

3:00 p.m.

City Hall, 200 Lincoln Avenue, 1<sup>st</sup> Floor

City Council Chambers

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES – Meeting of November 9, 2017
5. DISCUSSION / POSSIBLE ACTION ITEMS
  - A. **Impact Fee Funds & Accounting Status (Adam Johnson)**
6. INFORMATION ITEMS
  - A. **Quarterly Financial Summary and Permit Report (October – December, 2017)**
7. MATTERS FROM THE CHAIR / COMMITTEE / STAFF
8. MATTERS FROM THE FLOOR
9. NEXT QUARTERLY MEETING DATE (Thursday, April 12, 2018, 3:00 p.m.)
10. ADJOURN

**Persons with disabilities in need of accommodations, contact the City Clerk's office at (505) 955-6520, five (5) working days prior to meeting date.**

For questions regarding this agenda, please contact the Long Range Planning Division at 955-6610.



Agenda

DATE 1/2/2018 TIME 2:01 PM  
PREPARED BY Red Liming  
APPROVED BY SSS

## **Capital Improvements Advisory Committee**

**Thursday, January 11, 2018**

**3:00 p.m.**

**City Hall, 200 Lincoln Avenue, 1<sup>st</sup> Floor**

**City Councilors Conference Room**

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## **INDEX OF MINUTES**

### **CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**

**January 11, 2018**

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8. MATTERS FROM THE FLOOR	None	7
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10. ADJOURNMENT	Adjourned at 4:05 p.m.	7

**MINUTES OF THE**  
**CITY OF SANTA FE**  
**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**

**January 11, 2018**

**1. CALL TO ORDER**

A regular meeting of the City of Santa Fe Capital Improvements Advisory Committee was called to order by Ted Swisher, Chair at 3:00 p.m. on this date in the City Councilors' Conference Room, 1<sup>st</sup> Floor, City Hall, Santa Fe, New Mexico.

**2. ROLL CALL**

Roll call indicated a quorum present for conducting official business as follows:

**MEMBERS PRESENT:**

Ted Swisher, Chair  
Jack Hiatt  
Rick Martinez  
Marshall Thompson  
Neva Van Peski

**MEMBERS ABSENT:**

Rex Givens  
Kim Shanahan  
Marg Veneklasen

**STAFF PRESENT:**

Adam Johnson, Finance Director  
Steven Morales, Finance Department  
Reed Liming, Long Range Planning Division Director  
Lisa Martinez, Land Use Department Director  
Richard MacPherson, Long Range Planning Division

**3. APPROVAL OF AGENDA**

**MOTION:** A motion was made by Mr. Hiatt, seconded by Mr. Thompson to approve the agenda.

**VOTE:** The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES:**

- **Meeting of November 9, 2017**

**MOTION:** A motion was made by Mr. Hiatt, seconded by Ms. Van Peski to approve the Minutes of the November 9, 2017 meeting as submitted.

**VOTE:** The motion passed unanimously by voice vote.

**5. DISCUSSION/POSSIBLE ACTION ITEMS**

**A. Impact Fee Funds & Accounting Status (Adam Johnson)**

[Copies of the Impact Fee Funds reports, as of December 31, 2017{*Exhibit 5A*} for Roads, Fire, Parks and Police Impact Fees Funds were distributed in the Members' packets. A copy of Adam Johnson's memo is attached as *Exhibit "5A.1"*.

Mr. Johnson said a lot of information has been provided between himself and his staff. He said Neva Van Peski has asked a lot of questions and he would like to get some priority order on what the Committee would like to hear.

Mr. Liming said the Committee Members have Mr. Johnson's November 9<sup>th</sup> memo in their packets. He noted that he distributed copies of the four separate Impact Fee funds showing the operating transfers out, and then back in, because the Committee wanted to see what had gone out and the fact that it had gone back in. He said maybe they should start with the Roads Fund.

Mr. Hiatt asked if they are going to go through this line by line.

Mr. Liming said no, but he does want to explain because money was transferred out on a monthly basis and this was not clear. Usually when money gets transferred out, it is a specified amount and this Committee has recommended approval to City Council and the Council approves Impact Fee funds.

Mr. Liming noted that \$625.00 was being transferred out each month and adds up to \$7500.00. This is money that was paid to Duncan and Associates to do a residential study - to see what impacts there would be with the 50% reduction in impact fees on residences.

Mr. Johnson said to clarify the way the accounting system and the way the transfers have always worked – and this can be changed but it will need to be discussed with staff – the City budgets on an annual basis and the transfers are put into the system as general entries to come out automatically on a monthly basis. All transfers for the City are done on a monthly basis.

Mr. Liming said there are those cases where specific project amounts came out one time for a project, so not all transfer outs are done on a monthly basis.

Mr. Johnson said as he discussed in his memo, when he took over as Finance Director, they were allocating funds for projects that were in the CIP, and being unaware of

the process of this Committee at that time, they programmed to move funds from the Impact Fees to the reallocation fund (3103), and as projects were approved, they were moved to the appropriate capital fund. He said the type of fund that is being used for Impact Fee Funds is a special revenue fund and these funds are used for capital expenditures. He explained that these dollars are to be used for capital improvements related directly to development; and given the nature of the expenditures, these funds should have been originally set up as Capital Funds. Due to the expenditure requirement, Mr. Johnson, as Budget Officer, made a recommendation to move the funds for approved impact projects to Capital Funds and the recommendation was approved by City Council.

He said this new process, understandably so, caught both the CIAC and Mr. Liming off guard. After Mr. Liming brought this to Mr. Johnson's attention, staff reversed the transfers from fund 3103, CIP reallocation fund, back to their respective Impact Fee funds.

Ms. Van Peski said that all seems very proper. She asked Mr. Johnson if he is saying that they usually do not move things at one time, but they can do it with these funds.

Mr. Johnson said it looks like, in order to correct their mistake, they will do that.

Ms. Van Peski asked him if they will do that in the future for all the expenditures of these funds - because when the Committee approves something, it would be nice to show it right away because it is confusing if it isn't and it changes the balances.

Mr. Liming mentioned that he asked the key departments (Public Works, Roads, Parks) that when they get approved for impact fee monies, to literally move that exact amount out at one time and do a request for a BAR (budget adjustment request) to move the money to a project expenditure account, so that it would be easier for them to track.

Mr. Johnson said he thinks they can implement a process but he would need to talk to Erica about doing it as one transfer and he does not think that should be an issue.

Mr. Hiatt said what he would like to know is if the money that went out and come back in has been fully accounted for.

Ms. Van Peski said yes, it is, she checked into each one of them.

Mr. Liming referred to the Roads Fund report noting that the \$12,000.00 listed as Arterial was paid to the City by the Drury Hotel, and requested by the City Public Works, at the time, for money for potential intersection or road improvements. When the check came in, it was put into a suspense account until staff knew where to put it.

Mr. Liming said they have been researching this and his concern is that Drury Hotel paid this about six years ago, and according to the Impact Fee law, you have seven years to spend the money or it needs to be returned. He thinks they are going to have to make a decision, at some point, about the \$12,000.00 that the City has been holding and paid by Drury Hotel. He said according to John Romero, there is not much they can do around the Drury Hotel for \$12,000.00, they would need more money and there is no CIP project planned for this, so this will beg the question on the City holding the money.

Mr. Liming said in looking at this, one of the things they came across, that they were not aware of, is that they do not think that the other impact fee funds have anything like that.

Chair Swisher asked if this was clearly an impact fees assessment.

Mr. Liming said yes, but Drury would have paid impact fees when they got their permit to change the land use on that property. To their knowledge, this \$12,000.00 was not part of those impact fees collected. He said this was something separate and this was why they did not know to put it into the Road Impact fee fund, and he would think that Drury paid impact fees separate but he does not know this for sure because they have not gone that far in researching it.

Mr. Martinez asked Mr. Liming if he knows what Drury paid in impact fees.

Mr. Liming said he did a preliminary estimate because he was asked at the time by Drury and his preliminary estimate showed that they would not owe impact fees based on the change of use.

Ms. Van Peski asked if she could move on to question 3. She said all the funds have operating transfers and there are two problems with that; and one is that she does not know what it is; and the other is that it somehow does not get to Reed Liming in time. She said the initial Roads balance that Reed Liming gave the Committee at the July meeting, and the amended figure that he gave the Committee at the October 17<sup>th</sup> meeting, it is suspiciously close. She said in the case of the Police fund, the operating transfers in for 2016-2017 is exactly right on. So, she is wondering when the operating transfers information becomes available, and what is it (the \$12,000.00).

Mr. Johnson said sure, that information is easy enough and he can get it to the Committee. He said it is as simple as the information he provided for the transfers out but they just have to "drill down" to the details to see where they came from.

Ms. Van Peski said the \$12,000.00 is a huge amount to be a free gift.

Mr. Johnson said he is happy to get that information and the details on this because right off his head, he could not tell the Committee what the transfer in was for.

Ms. Van Peski asked if he even knew what kind of thing gets thrown into this line (operating transfers in).

Mr. Johnson said all transfers throughout the whole City balance, so there are tens of millions of dollars of transfers that move around and they all balance – equal transfers in - equal transfers out.

Ms. Van Peski said moving on, who is going to do the calculations required to provide information annually to the City Council.

Mr. Liming said he has done this in the past.

Mr. Johnson said his preference would be that all financial information come out of the financial system so that they are all on the same page. He thinks this is part of the challenge, is that information is being presented in different ways and being put on spreadsheets, and he would prefer that they take the information directly from the accounting system that was put in and then they will find the issues and work on how to deal with the issues.

Ms. Van Peski said she thinks they can work with this provided that the Committee knows what the items are.

Mr. Morales referred to the reports that were distributed at the meeting and gave a brief explanation of the categories on the columns.

Chair Swisher asked Mr. Johnson if he was satisfied that controls and procedures are in place to prevent some of these inappropriate transfers out of the impact fee funds that they have had in the past year.

Mr. Johnson said he is satisfied now and when they were developing this relationship, he wanted to have a member of his staff or himself attend these meetings to work more closely with the Committee to make sure that they are getting the information out of the system as they present it.

Mr. Johnson indicated that he has some concerns that he shared from some data that they found in doing this analysis about some transfers that were made four or five years ago that he needs to pull details up to see what they were for. He said to answer Chair's question, yes, he thinks they have some research to do to confirm what those transfers were for still, and then moving forward, he thinks they are all on the same page about the process by which this body recommends the projects.

Mr. Liming said it would be critical and he thinks that merging the City's larger CIP with the Impact Fee CIP is important, but it would be important as well, to make sure that only the projects that have been approved, or eligible for impact fee monies, show up on that larger list. This way they don't get mingled in and there is not any confusion about which projects get impact fee monies because that is a big distinguishing characteristic.

Mr. Johnson said they are in the process of implementing a new accounting system and when they cross over to that new accounting system, he will recommend that they make a capital impact fees fund.

Mr. Hiatt asked Mr. Liming and Mr. Johnson if they were on the same page on what goes to the Governing Body.

Mr. Liming said in terms of the financial information, he will leave this to the Finance Department.



Ms. Van Peski said she wants to go back to her question on #1, who is going to do the calculations required to provide information annually to the City Council. She asked Mr. Liming when he has to make that annual report.

Mr. Liming said he has done this traditionally on a calendar-year basis but he could do this on a fiscal-year basis. He explained that he tracks things based on a calendar year.

Ms. Van Peski asked Mr. Johnson if they could do their reports on a quarterly basis because Mr. Liming is going to need that information to do a fiscal-year based report for City Council.

Mr. Johnson said yes, they can generate information on a quarterly basis.

Ms. Van Peski asked when does information on transfers become available.

Mr. Morales explained that he would think that if there is a project that is going to happen, it has to come to this Committee first, and then it goes to City Council for final approval and it will not show up in the financials until after it goes to City Council. He said they would have to look at the detail to fully understand what happened in the past.

Chair Swisher asked if there were any other comments, seeing none, he moved to the next agenda item.

## **6. INFORMATION ITEMS**

### **A. Quarterly Financial Summary and Permit Report (October – December 2017)**

[Copies of the Quarterly Financial Summary & Permit Report {*Exhibit 6A*} were distributed in the Members' packets.]

Mr. Liming said he and Steven Morales reconciled this information and he included a summary and it is page 11 of the handouts.

Mr. Liming reviewed Exhibit 6A noting that in the last quarter (October through December 2017), the City brought in \$233,561.00 in Roads impact fees; \$62,549.00 in Parks impact fees; \$9,005.50 in Police impact fees and \$21,410.00 in Fire impact fees. The available balances in the various funds as of July 1, 2017, are as follows: Roads Fund: \$1,501,177.51; \$444,101.21 for Parks Fund; \$168,890.45 for Police Fund and \$67,096.14 in the Fire Fund, for a total of \$2,181,265.31 in Impact Fees.

Mr. Liming mentioned that they have not received any requests for funding. He said after he completes the quarterly reports, he lets the Public Works Department, the Fire Department, the Police Department and the Park Department know what are in these funds so that they are aware of what they can work with in terms of impact fees, if they have a project that they are contemplating.

Chair Swisher asked Mr. Liming if the requests that were approved are showing in this report or have they been taken out.

Mr. Liming said they have been taken out. He said as the Committee recalled from the last meeting, the Committee retroactively approved the Impact Fee funding request in the amount of \$77,297 from the Fire/EMS Fund for upgrades to Fire Station #6.

Mr. Liming referred to page 17 (*Quarterly Impact Fee Permit Report*) noting that this is done through a separate system, the Sunguard HTE software. This lists all the permits that paid impact fees during the last quarter.

Mr. Liming reminded the Committee that Pulte Development of NM are not paying park impact fees, only police and fire impact fees.

**7. MATTERS FROM THE CHAIR/ COMMITTEE / STAFF**

There were no matters from the Chair/Committee/staff.

**8. MATTERS FROM THE FLOOR**

There were no matters from the floor.

**9. NEXT QUARTERLY MEETING DATE:**

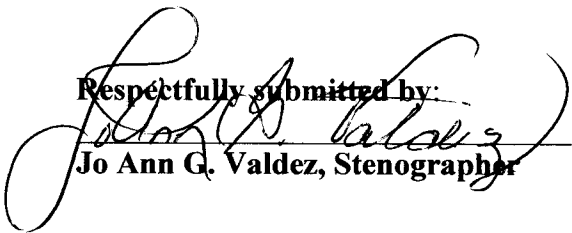
The next quarterly meeting is scheduled for April 12, 2018 at 3:00 p.m.

**10. ADJOURNMENT**

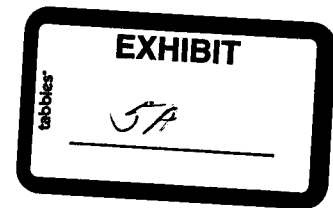
Having no further business to discuss, the meeting adjourned at 4:05 p.m.

  
Ted Swisher, Chair

Respectfully submitted by:

  
Jo Ann G. Valdez, Stenographer

City of Santa Fe  
Impact Fees-Roads  
Fund 2720  
F.Y. 2017-2018  
As of Dec 31, 2017



Company	Business Unit	Object Account	Subsidiary	Account Description	Cumulative 6 Actual 2017
02720	2720	100700	07000	Cash due from Hub	2,084,522.01
02720	2720	110100		Interest Receivable	2,133.08
02720	2720	213550		Arterial	-12,000.00
02720	2720	301010		Fund Balance-Unreserved	-1,491,310.59
Total Business Unit 2720					583,344.50
02720	21720	430950		Roads Impact Fees	-583,344.50
02720	21720	470800		Gain on Sale - Investments	0.00
02720	21720	480020		Interest on Investments	0.00
02720	21720	480022		Interest (Amort of Prem & Disc	0.00
02720	21720	600100		Operating Transfers In	0.00
02720	21720	600300		Unrealized Gains/Losses	0.00
Total Business Unit 21720					-583,344.50
02720	22784	510250		Compliance Contracts	0.00
02720	22784	561750		Bank Charges & Fees	0.00
02720	22784	700100		Operating Transfers Out	0.00
02720	22784	700175		Capital Transfers Out	0.00
Total Business Unit 22784					0.00
Total 02720					0.00
Grand Total					0.00

City of Santa Fe  
Impact Fees-Parks  
Fund 2721  
F.Y. 2017-2018  
As of Dec 31, 2017

Company	Business Unit	Object Account	Subsidiary	Account Description	Cumulative 6 Actual 2017
02721	2721	100700	07000	Cash due from Hub	529,375.21
02721	2721	110100		Interest Receivable	0.00
02721	2721	301010		Fund Balance-Unreserved	-444,101.21
Total Business Unit 2721					85,274.00
02721	21721	430930		Parks Impact Fees	-85,274.00
02721	21721	470800		Gain on Sale - Investments	0.00
02721	21721	480020		Interest on Investments	0.00
02721	21721	480022		Interest (Amort of Prem & Disc	0.00
02721	21721	490300		NM Department of Tourism	0.00
02721	21721	600100		Operating Transfers In	0.00
02721	21721	600300		Unrealized Gains/Losses	0.00
Total Business Unit 21721					-85,274.00
02721	22786	700100		Operating Transfers Out	0.00
Total Business Unit 22786					0.00
Total 02721					-0.00
Grand Total					-0.00

City of Santa Fe  
Impact Fees-Police  
Fund 2722  
F.Y. 2017-2018  
As of Dec 31, 2017

Company	Business Unit	Object Account	Subsidiary	Account Description	Cumulative 6 Actual 2017
02722	2722	100700	07000	Cash due from Hub	189,389.95
02722	2722	110100		Interest Receivable	0.00
02722	2722	301010		Fund Balance-Unreserved	-168,890.45
Total Business Unit 2722					20,499.50
02722	21722	430945		Police Fees	-20,499.50
02722	21722	470800		Gain on Sale - Investments	0.00
02722	21722	480020		Interest on Investments	0.00
02722	21722	480022		Interest (Amort of Prem & Disc	0.00
02722	21722	600100		Operating Transfers In	0.00
02722	21722	600300		Unrealized Gains/Losses	0.00
Total Business Unit 21722					-20,499.50
02722	22787	530200		Operating Supplies	0.00
02722	22787	530850		Auto Parts	0.00
02722	22787	700100		Operating Transfers Out	0.00
Total Business Unit 22787					0.00
Total 02722					0.00
Grand Total					0.00

City of Santa Fe  
Impact Fees-Fire  
Fund 2723  
F.Y. 2017-2018  
As of Dec 31, 2017

Company	Business Unit	Object Account	Subsidiary	Account Description	Cumulative 6 Actual 2017
02723	2723	100700	07000	Cash due from Hub	115,659.64
02723	2723	110100		Interest Receivable	0.00
02723	2723	301010		Fund Balance-Unreserved	-67,096.14
Total Business Unit 2723					48,563.50
02723	21723	430940		Fire Impact Fees	-48,563.50
02723	21723	470800		Gain on Sale - Investments	0.00
02723	21723	480020		Interest on Investments	0.00
02723	21723	480022		Interest (Amort of Prem & Disc	0.00
02723	21723	600100		Operating Transfers In	0.00
02723	21723	600300		Unrealized Gains/Losses	0.00
Total Business Unit 21723					-48,563.50
02723	22788	510400		Grants and Services	0.00
02723	22788	571000		Vehicles > 1.5	0.00
02723	22788	700100		Operating Transfers Out	0.00
02723	22788	700150		Interfund Transfers Out	0.00
02723	22788	700175		Capital Transfers Out	0.00
Total Business Unit 22788					0.00
Total 02723					0.00
Grand Total					0.00

# QUARTERLY IMPACT FEE PERMIT REPORT

Code	Explanations
AANR	ADD/ALTER/REPAIR NON-RESIDENTIAL ADDITION
ADNR	ADDITION TO COMM/INDUST/INSTIT
ADRN	ADDITION TO MIXED USE COMM/RES
APT8	NEW SINGLE FAMILY ATTACHED-SECTION 8
CONA	NEW ONE FAMILY CONDO ATTACHED
COND	NEW ONE FAMILY CONDO DETACHED
EDUC	NEW SCHOOLS & OTHER EDUCATIONAL BLDGS
FAM5	NEW 5 & MORE FAMILY BUILDINGS
FB34	NEW 3 & 4 FAMILY BUILDINGS
HOTL	NEW HOTELS/MOTELS, ETC
INDU	NEW INDUSTRIAL
INST	NEW HOSPITALS AND INSTITUTIONS
MFGH	MANUFACTURED HOME
NASR	NEW AMUSEMENT, SOCIAL AND RECREATIONAL
NGHA	NEW GUEST HOUSE ATTACHED
NGHD	NEW GUEST HOUSE DETACHED
NMIX	NEW MIXED-USE RESIDENTIAL/COMMERCIAL
NONR	NEW OTHER NON-RESIDENTIAL
NRST	NEW RESIDENTIAL STUDIO
OFBP	NEW OFFICE/BANK PLAZA
RELI	NEW CHURCHES AND OTHER RELIGIOUS BLDGS
SFAF	NEW SINGLE FAMILY AFFORDABLE HOUSING
SFAT	NEW SINGLE FAMILY ATTACHED
SFDT	NEW SINGLE FAMILY DETACHED
SFDX	NEW SINGLE FAMILY DETACHED House >3,600Sq Ft
STOR	NEW STORES AND CUSTOMER SERVICE

YEAR	PERMIT	DATE	FEE CODE	FEE	ADDRESS	CONTACT	CONTRACTOR
16	999 SFDT	171017	+(0-1500)SFD POLICE	\$64.00	1418 HICKOX	SEAN KALTENBACH	NEW MEXICO EARTH WORKS
16	999 SFDT	171017	+(0-1500)SFD ROADS	\$1,894.00	1418 HICKOX	SEAN KALTENBACH	NEW MEXICO EARTH WORKS
16	999 SFDT	171017	+(0-1500)SFD PARKS	\$967.00	1418 HICKOX	SEAN KALTENBACH	NEW MEXICO EARTH WORKS
16	999 SFDT	171017	+(0-1500)SFD FIRE	\$154.00	1418 HICKOX	SEAN KALTENBACH	NEW MEXICO EARTH WORKS
999 Total				\$3,079.00			
16	1000 NGHD	171017	+(ACCESSORY)SFD ROADS	\$947.00	1418 HICKOX	sean kaltenbach	NEW MEXICO EARTH WORKS
16	1000 NGHD	171017	+(ACCESSORY)SFD PARKS	\$483.00	1418 HICKOX	sean kaltenbach	NEW MEXICO EARTH WORKS
16	1000 NGHD	171017	+(ACCESSORY)SFD FIRE	\$77.00	1418 HICKOX	sean kaltenbach	NEW MEXICO EARTH WORKS
16	1000 NGHD	171017	+(ACCESSORY)SFD POLICE	\$32.00	1418 HICKOX	sean kaltenbach	NEW MEXICO EARTH WORKS
1000 Total				\$1,539.00			
17	450 SFAT	171024	+(1501-2000)SFD POLICE	\$136.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	450 SFAT	171024	+(1501-2000)SFD ROADS	\$4,128.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	450 SFAT	171024	+(1501-2000)SFD PARKS	\$2,020.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	450 SFAT	171024	+(1501-2000)SFD FIRE	\$322.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
450 Total				\$6,606.00			
17	451 SFAT	171024	+(1501-2000)SFD POLICE	\$136.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	451 SFAT	171024	+(1501-2000)SFD ROADS	\$4,128.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	451 SFAT	171024	+(1501-2000)SFD PARKS	\$2,020.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	451 SFAT	171024	+(1501-2000)SFD FIRE	\$322.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
451 Total				\$6,606.00			
17	452 SFAT	171024	+(1501-2000)SFD POLICE	\$136.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	452 SFAT	171024	+(1501-2000)SFD ROADS	\$4,128.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	452 SFAT	171024	+(1501-2000)SFD PARKS	\$2,020.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
17	452 SFAT	171024	+(1501-2000)SFD FIRE	\$322.00	5011 LAS SOLERAS	GATES, KEVIN	CATAMOUNT CONSTRUCTORS
452 Total				\$6,606.00			
17	961 ADNR	171002	+ WAREHOUSE ROADS	\$906.00	1 COLONY	catlin brodsky	DBC INC
17	961 ADNR	171002	+ WAREHOUSE FIRE	\$22.00	1 COLONY	catlin brodsky	DBC INC
17	961 ADNR	171002	+ WAREHOUSE POLICE	\$9.00	1 COLONY	catlin brodsky	DBC INC
961 Total				\$937.00			
17	1710 ALEC	171218	+ RETAIL/COMMERCIAL ROADS	\$306.00	1234 ST. MICHAEL'S	ALICANTE, JOSE	JNA GENERAL CONSTRUCTION
17	1710 ALEC	171218	+ RETAIL/COMMERCIAL FIRE	\$21.00	1234 ST. MICHAEL'S	ALICANTE, JOSE	JNA GENERAL CONSTRUCTION
17	1710 ALEC	171218	+ RETAIL/COMMERCIAL POLICE	\$9.00	1234 ST. MICHAEL'S	ALICANTE, JOSE	JNA GENERAL CONSTRUCTION
1710 Total				\$336.00			
17	1806 MFGH	171120	+(ACCESSORY)SFD ROADS	\$947.00	30 SENDA CORVO	FIERRO, MARIO	ANDEL MOBILE HOMES
17	1806 MFGH	171120	+(ACCESSORY)SFD PARKS	\$483.00	30 SENDA CORVO	FIERRO, MARIO	ANDEL MOBILE HOMES
17	1806 MFGH	171120	+(ACCESSORY)SFD FIRE	\$77.00	30 SENDA CORVO	FIERRO, MARIO	ANDEL MOBILE HOMES

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17	1806 MFGH	171120 +(ACCESSORY)SFD POLICE	\$32.00	30 SENDA CORVO	FIERRO, MARIO	ANDEL MOBILE HOMES
<b>1806 Total</b>			<b>\$1,539.00</b>			
17	1821 SFD	171012 +(2001-2500)SFD POLICE	\$74.00	4743 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	1821 SFD	171012 +(2001-2500)SFD FIRE	\$176.00	4743 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>1821 Total</b>			<b>\$250.00</b>			
17	1823 SFD	171101 +(2001-2500)SFD POLICE	\$74.00	4735 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	1823 SFD	171101 +(2001-2500)SFD FIRE	\$176.00	4735 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>1823 Total</b>			<b>\$250.00</b>			
17	1877 SFD	171101 +(2501-3000)SFD ROADS	\$2,245.00	3094 MONTE SERENO	LORN TRYK ARCHITECTS	A ODAI CONSTRUCTION
17	1877 SFD	171101 +(2501-3000)SFD PARKS	\$1,163.00	3094 MONTE SERENO	LORN TRYK ARCHITECTS	A ODAI CONSTRUCTION
17	1877 SFD	171101 +(2501-3000)SFD FIRE	\$186.00	3094 MONTE SERENO	LORN TRYK ARCHITECTS	A ODAI CONSTRUCTION
17	1877 SFD	171101 +(2501-3000)SFD POLICE	\$78.00	3094 MONTE SERENO	LORN TRYK ARCHITECTS	A ODAI CONSTRUCTION
<b>1877 Total</b>			<b>\$3,672.00</b>			
17	1878 SFD	171023 +(2001-2500)SFD ROADS	\$2,141.00	3096 MONTE SERENO	LORN TRYK ARCHITECTS	CASA SOL TERRA LLC
17	1878 SFD	171023 +(2001-2500)SFD POLICE	\$74.00	3096 MONTE SERENO	LORN TRYK ARCHITECTS	CASA SOL TERRA LLC
17	1878 SFD	171023 +(2001-2500)SFD PARKS	\$1,108.00	3096 MONTE SERENO	LORN TRYK ARCHITECTS	CASA SOL TERRA LLC
17	1878 SFD	171023 +(2001-2500)SFD FIRE	\$176.00	3096 MONTE SERENO	LORN TRYK ARCHITECTS	CASA SOL TERRA LLC
<b>1878 Total</b>			<b>\$3,499.00</b>			
17	1942 SFD	171030 +(1501-2000)SFD POLICE	\$68.00	3165 VIALE TRESANA	GIBBS, ROB	ROBERTS & SONS LLC
17	1942 SFD	171030 +(1501-2000)SFD ROADS	\$2,064.00	3165 VIALE TRESANA	GIBBS, ROB	ROBERTS & SONS LLC
17	1942 SFD	171030 +(1501-2000)SFD PARKS	\$1,010.00	3165 VIALE TRESANA	GIBBS, ROB	ROBERTS & SONS LLC
17	1942 SFD	171030 +(1501-2000)SFD FIRE	\$161.00	3165 VIALE TRESANA	GIBBS, ROB	ROBERTS & SONS LLC
<b>1942 Total</b>			<b>\$3,303.00</b>			
17	1989 SFD	171012 +(2001-2500)SFD POLICE	\$74.00	4753 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	1989 SFD	171012 +(2001-2500)SFD FIRE	\$176.00	4753 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>1989 Total</b>			<b>\$250.00</b>			
17	1990 SFD	171221 +(2001-2500)SFD POLICE	\$74.00	4729 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	1990 SFD	171221 +(2001-2500)SFD FIRE	\$176.00	4729 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>1990 Total</b>			<b>\$250.00</b>			
17	1991 SFD	171003 +(0-1500)SFD POLICE	\$64.00	1052 BISHOPS LODGE	alyn martinez	MATRIX BUILDERS INC.
17	1991 SFD	171003 +(0-1500)SFD ROADS	\$1,894.00	1052 BISHOPS LODGE	alyn martinez	MATRIX BUILDERS INC.
17	1991 SFD	171003 +(0-1500)SFD PARKS	\$957.00	1052 BISHOPS LODGE	alyn martinez	MATRIX BUILDERS INC.
17	1991 SFD	171003 +(0-1500)SFD FIRE	\$154.00	1052 BISHOPS LODGE	alyn martinez	MATRIX BUILDERS INC.
<b>1991 Total</b>			<b>\$3,079.00</b>			
17	1997 SFD	171012 +(2501-3000)SFD FIRE	\$186.00	4752 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	1997 SFD	171012 +(2501-3000)SFD POLICE	\$78.00	4752 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>1997 Total</b>			<b>\$264.00</b>			

17	1999 SFDT	171103 +(2001-2500)SFD POLICE	\$74.00	4725 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	1999 SFDT	171103 +(2001-2500)SFD FIRE	\$176.00	4725 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
1999 Total			\$250.00			
17	2140 MFGH	171109 +(2001-2500)SFD ROADS	\$2,141.00	1508 MIRADA	BELTRAN, AMERICA	HOMEOWNER
17	2140 MFGH	171109 +(2001-2500)SFD POLICE	\$74.00	1508 MIRADA	BELTRAN, AMERICA	HOMEOWNER
17	2140 MFGH	171109 +(2001-2500)SFD PARKS	\$1,108.00	1508 MIRADA	BELTRAN, AMERICA	HOMEOWNER
17	2140 MFGH	171109 +(2001-2500)SFD FIRE	\$176.00	1508 MIRADA	BELTRAN, AMERICA	HOMEOWNER
2140 Total			\$3,499.00			
17	2146 SFDT	171013 +(0-1500)SFD POLICE	\$64.00	1122 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2146 SFDT	171013 +(0-1500)SFD ROADS	\$1,894.00	1122 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2146 SFDT	171013 +(0-1500)SFD PARKS	\$967.00	1122 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2146 SFDT	171013 +(0-1500)SFD FIRE	\$154.00	1122 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
2146 Total			\$3,079.00			
17	2149 SFDT	171013 +(0-1500)SFD POLICE	\$64.00	1120 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2149 SFDT	171013 +(0-1500)SFD ROADS	\$1,894.00	1120 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2149 SFDT	171013 +(0-1500)SFD PARKS	\$967.00	1120 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2149 SFDT	171013 +(0-1500)SFD FIRE	\$154.00	1120 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
2149 Total			\$3,079.00			
17	2150 SFDT	171013 +(0-1500)SFD POLICE	\$64.00	1118 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2150 SFDT	171013 +(0-1500)SFD ROADS	\$1,894.00	1118 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2150 SFDT	171013 +(0-1500)SFD PARKS	\$967.00	1118 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2150 SFDT	171013 +(0-1500)SFD FIRE	\$154.00	1118 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
2150 Total			\$3,079.00			
17	2163 SFDT	171010 +(1501-2000)SFD POLICE	\$68.00	5211 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2163 SFDT	171010 +(1501-2000)SFD ROADS	\$2,064.00	5211 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2163 SFDT	171010 +(1501-2000)SFD PARKS	\$1,010.00	5211 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2163 SFDT	171010 +(1501-2000)SFD FIRE	\$161.00	5211 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
2163 Total			\$3,303.00			
17	2164 SFDT	171010 +(1501-2000)SFD POLICE	\$68.00	5209 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2164 SFDT	171010 +(1501-2000)SFD ROADS	\$2,064.00	5209 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2164 SFDT	171010 +(1501-2000)SFD PARKS	\$1,010.00	5209 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2164 SFDT	171010 +(1501-2000)SFD FIRE	\$161.00	5209 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
2164 Total			\$3,303.00			
17	2224 SFDT	171117 +(2001-2500)SFD ROADS	\$2,141.00	3003 BONITAS	MONTOYA, NICK	NEXT GENERATION CONTRACTING
17	2224 SFDT	171117 +(2001-2500)SFD POLICE	\$74.00	3003 BONITAS	MONTOYA, NICK	NEXT GENERATION CONTRACTING
17	2224 SFDT	171117 +(2001-2500)SFD PARKS	\$1,108.00	3003 BONITAS	MONTOYA, NICK	NEXT GENERATION CONTRACTING
17	2224 SFDT	171117 +(2001-2500)SFD FIRE	\$176.00	3003 BONITAS	MONTOYA, NICK	NEXT GENERATION CONTRACTING

<b>2224 Total</b>			<b>\$3,499.00</b>			
17	2225 SFDT	171006 +(1501-2000)SFD POLICE	\$68.00	3029 BONITAS	MONTOYA , NICK	NEXT GENERATION CONTRACTING
17	2225 SFDT	171006 +(1501-2000)SFD ROADS	\$2,064.00	3029 BONITAS	MONTOYA , NICK	NEXT GENERATION CONTRACTING
17	2225 SFDT	171006 +(1501-2000)SFD PARKS	\$1,010.00	3029 BONITAS	MONTOYA , NICK	NEXT GENERATION CONTRACTING
17	2225 SFDT	171006 +(1501-2000)SFD FIRE	\$161.00	3029 BONITAS	MONTOYA , NICK	NEXT GENERATION CONTRACTING
<b>2225 Total</b>			<b>\$3,303.00</b>			
17	2267 SFDT	171103 +(2001-2500)SFD ROADS	\$2,141.00	1856 FOREST	JERRY BARBER	MADERA BUILDERS
17	2267 SFDT	171103 +(2001-2500)SFD POLICE	\$74.00	1856 FOREST	JERRY BARBER	MADERA BUILDERS
17	2267 SFDT	171103 +(2001-2500)SFD PARKS	\$1,108.00	1856 FOREST	JERRY BARBER	MADERA BUILDERS
17	2267 SFDT	171103 +(2001-2500)SFD FIRE	\$176.00	1856 FOREST	JERRY BARBER	MADERA BUILDERS
<b>2267 Total</b>			<b>\$3,499.00</b>			
17	2297 SFDX	171030 +(3001-MORE)SFD ROADS	\$2,377.00	1491 CAMINO CORRALES	SIMONS, VEREE	TIERRA CONCEPTS INC
17	2297 SFDX	171030 +(3001-MORE)SFD PARKS	\$1,238.00	1491 CAMINO CORRALES	SIMONS, VEREE	TIERRA CONCEPTS INC
17	2297 SFDX	171030 +(3001-MORE)SFD FIRE	\$197.00	1491 CAMINO CORRALES	SIMONS, VEREE	TIERRA CONCEPTS INC
17	2297 SFDX	171030 +(3001-MORE)SFD POLICE	\$83.00	1491 CAMINO CORRALES	SIMONS, VEREE	TIERRA CONCEPTS INC
<b>2297 Total</b>			<b>\$3,895.00</b>			
17	2344 STOR	171127 + RETAIL/COMMERCIAL ROADS	\$26,930.00	4250 CERRILLOS	PADILLA, JOHN	WRIGHT BROTHERS THE BUILDING C
17	2344 STOR	171127 + RETAIL/COMMERCIAL FIRE	\$1,808.00	4250 CERRILLOS	PADILLA, JOHN	WRIGHT BROTHERS THE BUILDING C
17	2344 STOR	171127 + RETAIL/COMMERCIAL POLICE	\$759.50	4250 CERRILLOS	PADILLA, JOHN	WRIGHT BROTHERS THE BUILDING C
<b>2344 Total</b>			<b>\$29,497.50</b>			
17	2355 SFDT	171220 +(2001-2500)SFD ROADS	\$2,141.00	155 BROWNELL HOWLAND	JON DICK	WOLF CORPORATION
17	2355 SFDT	171220 +(2001-2500)SFD POLICE	\$74.00	155 BROWNELL HOWLAND	JON DICK	WOLF CORPORATION
17	2355 SFDT	171220 +(2001-2500)SFD PARKS	\$1,108.00	155 BROWNELL HOWLAND	JON DICK	WOLF CORPORATION
17	2355 SFDT	171220 +(2001-2500)SFD FIRE	\$176.00	155 BROWNELL HOWLAND	JON DICK	WOLF CORPORATION
<b>2355 Total</b>			<b>\$3,499.00</b>			
17	2389 NGH0	171005 +(ACCESSORY)SFD ROADS	\$947.00	140 ZIA	peter ives	HOMEOWNER
17	2389 NGH0	171005 +(ACCESSORY)SFD PARKS	\$483.00	140 ZIA	peter ives	HOMEOWNER
17	2389 NGH0	171005 +(ACCESSORY)SFD FIRE	\$77.00	140 ZIA	peter ives	HOMEOWNER
17	2389 NGH0	171005 +(ACCESSORY)SFD POLICE	\$32.00	140 ZIA	peter ives	HOMEOWNER
<b>2389 Total</b>			<b>\$1,539.00</b>			
17	2390 SFDT	171018 +(0-1500)SFD POLICE	\$64.00	5219 VIA DEL SOL	GRANNON, ALEX	MTV ENTERPRISES LLC
17	2390 SFDT	171018 +(0-1500)SFD ROADS	\$1,894.00	5219 VIA DEL SOL	GRANNON, ALEX	MTV ENTERPRISES LLC
17	2390 SFDT	171018 +(0-1500)SFD PARKS	\$967.00	5219 VIA DEL SOL	GRANNON, ALEX	MTV ENTERPRISES LLC
17	2390 SFDT	171018 +(0-1500)SFD FIRE	\$151.00	5219 VIA DEL SOL	GRANNON, ALEX	MTV ENTERPRISES LLC
<b>2390 Total</b>			<b>\$3,079.00</b>			
17	2402 SFDT	171013 +(0-1500)SFD POLICE	\$64.00	1124 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2402 SFDT	171013 +(0-1500)SFD ROADS	\$1,894.00	1124 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC

17	2402 SFDT	171013 +(0-1500)SFD PARKS	\$967.00	1124 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2402 SFDT	171013 +(0-1500)SFD FIRE	\$154.00	1124 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
2402 Total			\$3,079.00			
17	2404 SFDT	171024 +(0-1500)SFD POLICE	\$64.00	1128 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2404 SFDT	171024 +(0-1500)SFD ROADS	\$1,894.00	1128 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2404 SFDT	171024 +(0-1500)SFD PARKS	\$967.00	1128 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2404 SFDT	171024 +(0-1500)SFD FIRE	\$154.00	1128 HARRISON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
2404 Total			\$3,079.00			
17	2405 SFDT	171013 +(0-1500)SFD POLICE	\$64.00	1116 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2405 SFDT	171013 +(0-1500)SFD ROADS	\$1,894.00	1116 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2405 SFDT	171013 +(0-1500)SFD PARKS	\$967.00	1116 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2405 SFDT	171013 +(0-1500)SFD FIRE	\$154.00	1116 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
2405 Total			\$3,079.00			
17	2412 NSNB	171116 + PUBLIC/INSTITUTE ROAD	\$153.00	455 ST. MICHAEL'S	WELLES, HILLARY	MC CARTHY BUILDING COMPANIES N
17	2412 NSNB	171116 + PUBLIC/INSTITUTE FIRE	\$12.00	455 ST. MICHAEL'S	WELLES, HILLARY	MC CARTHY BUILDING COMPANIES N
17	2412 NSNB	171116 + PUBLIC/INSTITUTE POLICE	\$5.00	455 ST. MICHAEL'S	WELLES, HILLARY	MC CARTHY BUILDING COMPANIES N
2412 Total			\$170.00			
17	2478 SFDT	171205 +(0-1500)SFD POLICE	\$64.00	1119 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2478 SFDT	171205 +(0-1500)SFD ROADS	\$1,894.00	1119 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2478 SFDT	171205 +(0-1500)SFD PARKS	\$967.00	1119 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2478 SFDT	171205 +(0-1500)SFD FIRE	\$154.00	1119 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
2478 Total			\$3,079.00			
17	2482 SFDT	171205 +(1501-2000)SFD POLICE	\$68.00	1121 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2482 SFDT	171205 +(1501-2000)SFD ROADS	\$2,064.00	1121 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2482 SFDT	171205 +(1501-2000)SFD PARKS	\$1,010.00	1121 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
17	2482 SFDT	171205 +(1501-2000)SFD FIRE	\$161.00	1121 PASEO CORAZON	MONTOYA, VALERIE	PLATINUM SKY CONSTRUCTION LLC
2482 Total			\$3,303.00			
17	2491 SFDT	171128 +(2001-2500)SFD ROADS	\$2,141.00	2312 CAMINO VADO	PRATT, ALEXANDRA	ZACHARYS HOMES
17	2491 SFDT	171128 +(2001-2500)SFD POLICE	\$74.00	2312 CAMINO VADO	PRATT, ALEXANDRA	ZACHARYS HOMES
17	2491 SFDT	171128 +(2001-2500)SFD PARKS	\$1,108.00	2312 CAMINO VADO	PRATT, ALEXANDRA	ZACHARYS HOMES
17	2491 SFDT	171128 +(2001-2500)SFD FIRE	\$176.00	2312 CAMINO VADO	PRATT, ALEXANDRA	ZACHARYS HOMES
2491 Total			\$3,499.00			
17	2524 SFDT	171108 +(0-1500)SFD POLICE	\$64.00	1122 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2524 SFDT	171108 +(0-1500)SFD ROADS	\$1,894.00	1122 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2524 SFDT	171108 +(0-1500)SFD PARKS	\$967.00	1122 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2524 SFDT	171108 +(0-1500)SFD FIRE	\$154.00	1122 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
2524 Total			\$3,079.00			

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17	2525 SFDT	171031 +(0-1500)SFD POLICE	\$64.00	1124 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2525 SFDT	171031 +(0-1500)SFD ROADS	\$1,894.00	1124 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2525 SFDT	171031 +(0-1500)SFD PARKS	\$967.00	1124 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2525 SFDT	171031 +(0-1500)SFD FIRE	\$154.00	1124 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
<b>2525 Total</b>			<b>\$3,079.00</b>			
17	2526 SFDT	171205 +(0-1500)SFD POLICE	\$64.00	1123 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2526 SFDT	171205 +(0-1500)SFD ROADS	\$1,894.00	1123 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2526 SFDT	171205 +(0-1500)SFD PARKS	\$967.00	1123 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
17	2526 SFDT	171205 +(0-1500)SFD FIRE	\$154.00	1123 PASEO CORAZON	valerie montoya	PLATINUM SKY CONSTRUCTION LLC
<b>2526 Total</b>			<b>\$3,079.00</b>			
17	2575 SFDT	171024 +(2001-2500)SFD POLICE	\$74.00	4751 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	2575 SFDT	171024 +(2001-2500)SFD FIRE	\$176.00	4751 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>2575 Total</b>			<b>\$250.00</b>			
17	2576 SFDT	171221 +(2001-2500)SFD POLICE	\$74.00	4309 NEBLINA DORADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	2576 SFDT	171221 +(2001-2500)SFD FIRE	\$176.00	4309 NEBLINA DORADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>2576 Total</b>			<b>\$250.00</b>			
17	2577 SFDT	171221 +(2001-2500)SFD POLICE	\$74.00	4708 LAS PLAZUELAS	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	2577 SFDT	171221 +(2001-2500)SFD FIRE	\$176.00	4708 LAS PLAZUELAS	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>2577 Total</b>			<b>\$250.00</b>			
17	2578 SFDT	171024 +(2001-2500)SFD POLICE	\$74.00	4727 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	2578 SFDT	171024 +(2001-2500)SFD FIRE	\$176.00	4727 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>2578 Total</b>			<b>\$250.00</b>			
17	2579 SFDT	171024 +(2001-2500)SFD POLICE	\$74.00	4723 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	2579 SFDT	171024 +(2001-2500)SFD FIRE	\$176.00	4723 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>2579 Total</b>			<b>\$250.00</b>			
17	2580 SFDT	171101 +(2001-2500)SFD POLICE	\$74.00	4748 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	2580 SFDT	171101 +(2001-2500)SFD FIRE	\$176.00	4748 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>2580 Total</b>			<b>\$250.00</b>			
17	2581 SFDT	171221 +(2001-2500)SFD POLICE	\$74.00	4300 NEBLINA DORADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	2581 SFDT	171221 +(2001-2500)SFD FIRE	\$176.00	4300 NEBLINA DORADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>2581 Total</b>			<b>\$250.00</b>			
17	2582 SFDT	171221 +(2001-2500)SFD POLICE	\$74.00	4741 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
17	2582 SFDT	171221 +(2001-2500)SFD FIRE	\$176.00	4741 LLUVIA ENCANTADA	DILTZ, PATRICIA	PULTE DEVELOPMENT OF NEW MEXIC
<b>2582 Total</b>			<b>\$250.00</b>			
17	2588 SFDT	171205 +(2001-2500)SFD ROADS	\$2,141.00	8 CAMINO DE VACA	MARTINEZ, JOE	HOMEOWNER
17	2588 SFDT	171205 +(2001-2500)SFD POLICE	\$74.00	8 CAMINO DE VACA	MARTINEZ, JOE	HOMEOWNER
17	2588 SFDT	171205 +(2001-2500)SFD PARKS	\$1,108.00	8 CAMINO DE VACA	MARTINEZ, JOE	HOMEOWNER

17	2588 SFDT	171205 +(2001-2500)SFD FIRE	\$176.00	8 CAMINO DE VACA	MARTINEZ, JOE	HOMEOWNER
	<b>2588 Total</b>		<b>\$3,499.00</b>			
17	2600 SFDT	171215 +(0-1500)SFD POLICE	\$64.00	5207 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2600 SFDT	171215 +(0-1500)SFD ROADS	\$1,894.00	5207 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2600 SFDT	171215 +(0-1500)SFD PARKS	\$967.00	5207 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2600 SFDT	171215 +(0-1500)SFD FIRE	\$154.00	5207 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
	<b>2600 Total</b>		<b>\$3,079.00</b>			
17	2601 SFDT	171215 +(1501-2000)SFD POLICE	\$68.00	5203 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2601 SFDT	171215 +(1501-2000)SFD ROADS	\$2,064.00	5203 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2601 SFDT	171215 +(1501-2000)SFD PARKS	\$1,010.00	5203 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2601 SFDT	171215 +(1501-2000)SFD FIRE	\$161.00	5203 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
	<b>2601 Total</b>		<b>\$3,303.00</b>			
17	2602 SFDT	171215 +(1501-2000)SFD POLICE	\$68.00	5311 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2602 SFDT	171215 +(1501-2000)SFD ROADS	\$2,064.00	5311 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2602 SFDT	171215 +(1501-2000)SFD PARKS	\$1,010.00	5311 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2602 SFDT	171215 +(1501-2000)SFD FIRE	\$161.00	5311 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
	<b>2602 Total</b>		<b>\$3,303.00</b>			
17	2603 SFDT	171204 +(0-1500)SFD POLICE	\$64.00	5205 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2603 SFDT	171204 +(0-1500)SFD ROADS	\$1,894.00	5205 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2603 SFDT	171204 +(0-1500)SFD PARKS	\$967.00	5205 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2603 SFDT	171204 +(0-1500)SFD FIRE	\$154.00	5205 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
	<b>2603 Total</b>		<b>\$3,079.00</b>			
17	2604 SFDT	171215 +(1501-2000)SFD POLICE	\$68.00	5221 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2604 SFDT	171215 +(1501-2000)SFD ROADS	\$2,064.00	5221 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2604 SFDT	171215 +(1501-2000)SFD PARKS	\$1,010.00	5221 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2604 SFDT	171215 +(1501-2000)SFD FIRE	\$161.00	5221 VIA DEL CIELO	GRANNAN, ALEX	MTV ENTERPRISES LLC
	<b>2604 Total</b>		<b>\$3,303.00</b>			
17	2605 SFDT	171204 +(1501-2000)SFD POLICE	\$68.00	5212 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2605 SFDT	171204 +(1501-2000)SFD ROADS	\$2,064.00	5212 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2605 SFDT	171204 +(1501-2000)SFD PARKS	\$1,010.00	5212 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
17	2605 SFDT	171204 +(1501-2000)SFD FIRE	\$161.00	5212 VIA DEL SOL	GRANNAN, ALEX	MTV ENTERPRISES LLC
	<b>2605 Total</b>		<b>\$3,303.00</b>			
17	2663 SFDT	171229 +(0-1500)SFD POLICE	\$64.00	5317 VIA DEL CIELO	alex grannon	MTV ENTERPRISES LLC
17	2663 SFDT	171229 +(0-1500)SFD ROADS	\$1,894.00	5317 VIA DEL CIELO	alex grannon	MTV ENTERPRISES LLC
17	2663 SFDT	171229 +(0-1500)SFD PARKS	\$967.00	5317 VIA DEL CIELO	alex grannon	MTV ENTERPRISES LLC
17	2663 SFDT	171229 +(0-1500)SFD FIRE	\$154.00	5317 VIA DEL CIELO	alex grannon	MTV ENTERPRISES LLC
	<b>2663 Total</b>		<b>\$3,079.00</b>			



# City of Santa Fe New Mexico

## Finance Department

### Memorandum



**DATE:** November 9, 2017  
**TO:** Capital Improvements Advisory Committee Members  
**FROM:** Adam Johnson, Finance Director  
**CC:** Brian Snyder, City Manager

Dear CIAC Members,

Firstly please accept my apology for not being able to be present today. My team and I are firing on all cylinders these days with the annual audit, new Enterprise Resource Planning system, and day to day operations. Since I could not be present, I certainly wanted to express my commitment of the City's Finance Department to work more closely with CIAC on a regular basis, moving forward. From my perspective the core of the break down in this situation is:

- better communication needed between departments;
- finance Department staff member should report quarterly on the four impact fee funds
- greater knowledge of various complex internal processes between departments

Firstly, to address what occurred with the transfers since my tenure as Budget Officer and Finance Director. The simple answer is the four Impact Fee funds (2720, 2721, 2722, & 2723); in pure governmental accounting terms are special revenue funds. Special Revenue funds are an appropriate type of fund to receive funds when the expenditures are of an operating nature. However, by in large these dollars are to be used for capital improvements directly related to development. Given the nature of the expenditures, these funds should have been originally set up as Capital Funds, which begin with 3000, rather than 2000. Due to the expenditure requirement, as Budget Officer I made a recommendation, which was approved by Council, to move the funds for approved impact projects to Capital funds.

The aforementioned new practice, understandably so, caught both the CIAC and Mr. Liming off guard. After Mr. Liming brought this to my attention we reversed the transfers from fund 3103, CIP reallocation fund, back to their respective Impact Fee funds. Any transfers that occurred prior to my tenure, that seem unexpected, will require a bit research to verify the reasoning, facts and circumstances at the time. I am committed to doing such research, if the balances appear different than presented in the past.

Going forward I'd like three new procedures to be institutionalized:

- For the time being we will transfer impact fees from the Special Revenue funds directly to the Capital funds where the project expenditures are being accounted. When the new accounting system goes live in July 2018, new accounts will be opened that are Capital funds. In the new scenario, the project expenditures can be accounted for in the same fund the revenue is received. This will eliminated the confusing system of transfers and tracking of them.
- I or a member of my staff will attend the CIAC meeting quarterly to deliver a financial report.

- I request the CIAC instruct their staff liaison to ensure the CIAC Capital Improvement Plan is submitted to the Budget Division every year for inclusion on the City-wide 5 year Capital Improvement Plan.
- Our external auditors will review the funds annually as required by ordinance.

I look forward to working more closely in the future.

Sincerely,

Adam K. Johnson  
Finance Director

Attached: Impact Fee Fund balances and Budget to Actuals, FYE 2018 through 10/31/2017.





City of Santa Fe  
Quarterly Report for Impact Fees FY 17/18

Funds	Roads	Parks	Police	Fire	Total
Revenue	2720	2721	2722	2723	Impact
Expense	21720	21721	21722	21723	Fees
	22784	22786	22787	22788	

Available Balance as of 07/1/17	\$ 1,501,177.51	\$ 444,101.21	\$ 168,890.45	\$ 67,096.14	\$ 2,181,265.31
1st Quarter FY 17-18					
Impact Fee Revenue	349,783.50	22,725.00	11,494.00	27,153.50	411,156.00
Obligated Projects					
Available Balance as of 10/1/17	\$ 1,850,961.01	\$ 466,826.21	\$ 180,384.45	\$ 94,249.64	\$ 2,592,421.31
2nd Quarter FY 17-18					
Impact Fee Revenue	\$ 233,561.00	\$ 62,549.00	\$ 9,005.50	\$ 21,410.00	\$ 326,525.50
Obligated Projects					
Available Balance as of 1/1/18	\$ 2,084,522.01	\$ 529,375.21	\$ 189,389.95	\$ 115,659.64	\$ 2,918,946.81
3th Quarter FY 17-18					
Impact Fee Revenue					
Obligated Projects					
Available Balance as of 4/1/18					
4th Quarter FY 17-18					
Impact Fee Revenue					
Transfers In					
Obligated Projects					
FY Year-End Balance as of 7/1/18					

NOTES:

1. Roads Fund - Interest bearing account. Interest receivable will be recorded when deposit is made and will increase cash in fund.
2. Roads Fund - A Liability in the amount of \$12,000.00 is being researched in Finance archives. This liability is not currently accounted for in the Roads Impact Fee "Available Balance." Transaction occurred in 2011.

City of Santa Fe  
Impact Fee Funds  
2720, 2721, 2722, 2723  
Cash Report at 6/30/17

Company	Business Unit	Object Account	Subsidiary	Account Description	Cash Balance at 6/30/17
02720	2720	100700	07000	Cash due from Hub	1,501,177.51
Total Business Unit 2720					1,501,177.51
Total 02720					1,501,177.51
02721	2721	100700	07000	Cash due from Hub	444,101.21
Total Business Unit 2721					444,101.21
Total 02721					444,101.21
02722	2722	100700	07000	Cash due from Hub	168,890.45
Total Business Unit 2722					168,890.45
Total 02722					168,890.45
02723	2723	100700	07000	Cash due from Hub	67,096.14
Total Business Unit 2723					67,096.14
Total 02723					67,096.14
Grand Total					2,181,265.31