



Agenda

CITY CLERK'S OFFICE

DATE 7-6-11 TIME 3:46pm

SERVED BY Reed Liming

RECEIVED BY [Signature]

Capital Improvements Advisory Committee

Thursday, July 14, 2011

3:00 p.m.

City Hall, 200 Lincoln Avenue, 1st Floor
City Councilors' Conference Room

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - Meeting of April 14, 2011
5. ACTION ITEMS
 - A. **Request to use Park Impact Fees – Salvador Perez Park Renovation**
Using up to \$144,000 from the "Park" Impact Fee account to construct various capital improvements including: new entrance from Luisa Street; new landscaping with added trees and shrubs, drainage improvements and irrigation system additions and repairs. (Parks Division)
6. INFORMATION ITEMS
 - A. **Quarterly Financial Summary & Permit Report (April–June, 2011)**
7. MATTERS FROM THE CHAIR / COMMITTEE
8. MATTERS FROM THE FLOOR
9. NEXT QUARTERLY MEETING DATE (Thursday, October 13, 2011, 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.

INDEX OF MINUTES

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

July 14, 2011

ITEM	ACTION TAKEN	PAGE(S)
1. CALL TO ORDER		1
2. ROLL CALL	Quorum	1
3. APPROVAL OF AGENDA	Approved	2
4. APPROVAL OF MINUTES: April 14, 2011	Approved [as submitted]	2
5. ACTION ITEMS		
A. Request to use Park Impact Fees-Salvador Perez Park Renovation <i>Using up to \$144,000 from the "Park" Impact Fees account to construct various capital improvements including: new entrance from Luisa Street; new landscaping with added trees and shrubs, drainage improvements and irrigation system additions (Parks Division).</i>	Approved	2-4
6. INFORMATION ITEMS		
A. Quarterly Financial Summary & Permit Report (April-June 2011)		4
7. MATTERS FROM THE CHAIR/COMMITTEE	None	4
8. MATTERS FROM THE FLOOR	None	4
9. NEXT QUARTERLY MEETING DATE: Thursday, October 13, 2011 at 3:00 p.m.		4
10. ADJOURNMENT		5

MINUTES OF THE
CITY OF SANTA FE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

July 14, 2011

1. CALL TO ORDER

A regular meeting of the City of Santa Fe Capital Improvements Advisory Committee was called to order by Karen Walker, Chair at 3:10 p.m. on this date in the City Councilors' Conference Room, 1st Floor, City Hall, Santa Fe, New Mexico.

2. ROLL CALL

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

MEMBERS PRESENT:

Karen Walker, Chair
Edmundo Lucero
Maria Higuera Pope
Gilbert Romero
Neva Van Peski
Marg Veneklassen

MEMBERS ABSENT:

Michael Chapman, Vice Chair, excused
Rick Martinez, (newly appointed member) excused
Kim Shanahan, excused

STAFF PRESENT:

Reed Liming, City of Santa Fe Long Range Planning Division Director
Fabian Chavez, City of Santa Fe Parks Division Director

OTHERS PRESENT:

Jo Ann G. Valdez, Stenographer

3. APPROVAL OF AGENDA

Ms. Van Peski moved to approve the agenda as presented. Mr. Romero seconded the motion, which passed unanimously by voice vote.

4. APPROVAL OF MINUTES: April 14, 2011

Ms. Pope moved to approve the Minutes of the April 14, 2011 meeting as submitted. Ms. Van Peski seconded the motion, which passed unanimously by voice vote.

5. ACTION ITEMS

A. Request to use Park Impact Fees- Salvador Perez Park Renovation

[Copies of the Memo {*Exhibit 5A*} to the Capital Improvements Advisory Committee from Fabian Chavez, Parks Division Director dated July 1, 2011 were distributed in the members' packets. The memo is regarding the Salvador Perez Regional Park Renovation CIP Project #408C.]

Mr. Liming noted that the Salvador Perez Regional Park is not listed as an eligible project to receive Impact Fee funding.

[Copies of the draft Resolution {*Exhibit 5A.1*} were distributed in the members' packets. The Resolution amends Table 37, Page 36 of the City of Santa Fe Impact Fees Capital Improvements Plan and Land Use Assumptions, 2007-2012 regarding Planned Park Improvements, adding "Salvador Perez Park" to be eligible to receive Impact Fee funding.]

Mr. Chavez reported that the Parks Division is in the process of renovating and developing a new parking lot at Salvador Perez Regional Park. Construction design documents are complete and ready to bid. The Landscape Improvements include: removal of non-accessible pathways; installation of new accessible pathways; addition of a new entrance off of Luisa Street creating a safe and capacity enhancing feature for 42 off-street parking spaces with two accessible parking stalls; new tree and shrub plantings; installation of accessible play surfacing; drainage improvements and irrigation system additions.

Current Parks Bond funds:	\$232,534
Parks Impact Fee Request:	<u>\$144,000</u>
Total Project Costs:	\$376,534

Mr. Chavez explained that the multi-field at the Salvador Perez Regional Park is getting quite a bit of use and parking is an issue.

Mr. Chavez requested that the Committee recommend to the Public Works, CIP, Land Use Committee, approval of \$144,000 from the Park Impact Fee Fund for the use at Salvador Perez Park.

Ms. Van Peski offered the following changes to the resolution:

Page 1, 3rd WHEREAS was changed to read: *“WHEREAS, increased park attendance and the identified need for additional “capacity enhancing” and safety element of a new entrance and new parking lot off Alta Vista Street onto the southwest corner of Salvador Perez Regional park, **justify improvements at Salvador Perez Regional Park**, it is appropriate to amend the Impact Fee Capital Improvements Plan to include Salvador Perez Park and these improvements as eligible for capital impact fee funding.”*

Chair Walker said impact fees cannot fund repairs.

In response, Mr. Chavez said there are no repairs being done; this was an error – the words “and repairs” should be removed from both the Memo and agenda.

Ms. Van Peski suggested that the Memo {*Exhibit 5A*} and the agenda be amended as follows:

First paragraph, 1st sentence, the word “**progress**” be changed to: “**process**”.

Second paragraph, last sentence, the words “**and repairs**” should be deleted.

Ms. Pope asked if this would be a typical asphalt parking lot. She asked Mr. Chavez to explain some of the features that are going to be incorporated because there are some new things.

Mr. Chavez said presently the Parks Division is going to put down base-coarse and gravel on the parking lot; however, they would like to put down a permeable pavement in the future.

Chair Walker asked if the color of the gravel would be an earth color.

Mr. Chavez said yes, the color is called "Santa Fe" brown.

Ms. Van Peski moved to approve the request to use up to \$144,000 from the Park Impact Fee account for the Salvador Perez Park Renovation. Ms. Veneklassen seconded the motion, which passed unanimously by voice vote.

Ms. Van Peski moved to approve the Resolution amending Table 37, Page 36 of the City of Santa Fe Impact Fees Capital Improvements Plan and Land Use Assumptions, 2007-2012 regarding Planned Park Improvements, adding "Salvador Perez Park" to be eligible to receive Impact Fee funding with the above-noted typographical changes. The Memo should also be changed. Ms. Veneklassen seconded the motion, which passed unanimously by voice vote.

6. INFORMATION ITEMS

**A. Quarterly Financial Summary & Permit Report
(April- June 2011)**

[Copies of the City of Santa Fe Quarterly Report for Impact Fees FY 10-11 {*Exhibit 6A*} were distributed in the members' packets.]

Mr. Liming reviewed Exhibit 6A noting that the reports are missing the information for the last two quarters.

Mr. Liming mentioned that the last column/description on the Quarterly Report for Impact Fees FY 10/11 should read: "Total **Net Revenue** for FY 10/11 and not Total Fees REC'D for FY 10/11.

7. MATTERS FROM THE CHAIR/COMMITTEE

There were no matters from the Committee.

8. MATTERS FROM THE FLOOR

There were no matters from the Floor.

9. NEXT MEETING DATE: Thursday, October 13, 2011 at 3:00 p.m.

The next meeting is scheduled for October 13, 2011 at 3:00 p.m.

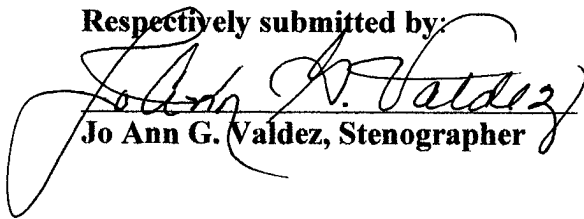
10. ADJOURNMENT

Having no further business to discuss, Ms. Pope moved to adjourn the meeting, second by Ms. Veneklassen, the meeting adjourned at 3:50 p.m.

Approved by:

Karen Walker, Chair

Respectively submitted by:


Jo Ann G. Valdez, Stenographer