



# Agenda

CITY CLERK'S OFFICE

DATE 10-3-12 TIME 12:32pm

SERVL BY Reed Liming

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## **Capital Improvements Advisory Committee**

**Thursday, October 11, 2012**

**3:00 p.m.**

**City Councilors' Conference Room**

**1<sup>st</sup> Floor, City Hall**

**200 Lincoln Avenue**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - **Meeting of September 13, 2012**
5. DISCUSSION AND ACTION ITEMS
6. INFORMATION ITEMS
  - A. **Quarterly Financial Summary & Permit Report (July-September, 2012)**
7. MATTERS FROM THE CHAIR / COMMITTEE / STAFF
8. MATTERS FROM THE FLOOR
9. NEXT QUARTERLY MEETING DATE (Thursday, January 10, 2013, 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**  
**October 11, 2012**

<b>ITEM</b>	<b>ACTION TAKEN</b>	<b>PAGE(S)</b>
1. CALL TO ORDER		1
2. ROLL CALL	Quorum	1
3. APPROVAL OF AGENDA	Approved	2
4. APPROVAL OF MINUTES: September 13, 2012	Approved [as amended]	2
5. DISCUSSION AND ACTION ITEMS		2-3
6. INFORMATIONAL ITEMS		
A. Quarterly Financial Summary & Permit Report (July-September 2012)		3
7. MATTERS FROM THE CHAIR/COMMITTEE		3
8. MATTERS FROM THE FLOOR	None	3
9. NEXT QUARTERLY MEETING DATE: Thursday, January 10, 2013 at 3:00 p.m.		4
10. ADJOURNMENT		4

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

**October 11, 2012**

**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 3:00 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 was present for conducting official business as follows:

**MEMBERS PRESENT:**

Karen Walker, Chair  
Edmundo Lucero  
Rick Martinez  
Maria Higuera Pope  
Neva Van Peski  
Marg Veneklasen

**MEMBERS ABSENT:**

Michael Chapman, Vice Chair, excused  
Gilbert Romero, excused  
Kim Shanahan, excused

**STAFF PRESENT:**

Reed Liming, Long Range Planning Division Director

**OTHERS PRESENT:**

Jo Ann G. Valdez, Stenographer

### **3. APPROVAL OF AGENDA**

**Ms. Pope moved to approve the Agenda. Ms. Veneklasen seconded the motion. The motion passed unanimously by voice vote.**

### **4. APPROVAL OF MINUTES:**

- **Meeting of September 13, 2012**

The following changes were offered to the Minutes of the September 13, 2012 meeting;

Page 6, 1<sup>st</sup> paragraph was changed to read: *“Mr. Liming said this will probably come out of the Roads Fund and there is about \$2 million in the Roads Fund; about \$180,000 in the Parks Fund and about \$30,000 in each Fire and Police Funds.”*

Page 6, 3<sup>rd</sup> paragraph was changed to read: *“Chair Walker said no, it would have to be a **capacity** and enhancing project.”*

**Ms. Pope moved to approve the Minutes of the September 13, 2012 meeting as amended. Ms. Veneklasen seconded the motion. The motion passed unanimously by voice vote.**

### **5. DISCUSSION AND ACTION ITEMS**

In January 2012, the City started “waiving” impact fees on permits for all new housing units. Mr. Liming said from January 1, 2012 through September 30, 2012, the City has collected a total of \$214,319 in impact fee revenue and has waived a total of \$848,190 in residential impact fees. The following residential units have had impact fees waived:

- 98 Single family units
- 176 Multi-family units (San Isidro Apt. Complex)
- 7 Guest House units
- 6 Residential Studios/Other units

**Totals: 287 Housing Units**

Mr. Lucero feels that the waiving of residential impact fees is having a big impact on the bottom line for the City. He explained that the City of Albuquerque is struggling

with their impact fees because of the way the tiers for impact fees were structured; and presently they are trying to balance this, and it is having an impact on their bottom line.

Ms. Pope noted that the Committee recommended to City Council that they waive the residential impact fees for one year only.

Mr. Martinez asked how many of the single family units were built by Centex.

Mr. Liming said he did not have that information today but offered to research it.

The Board discussed the proposed pro-union ordinance that went into effect this month and the potential economic impacts of the rules on the local community. Mr. Martinez noted that Councilor Patti Bushee introduced an emergency resolution Wednesday night to halt implementation of the “Community Workforce Agreement” ordinance, which calls for the contractors on big city jobs to agree to use mostly union labor.

## **6. INFORMATIONAL ITEMS**

### **A. Quarterly Financial Summary & Permit Report (July-September 2012)**

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

Mr. Liming reviewed Exhibit 6A noting that the City brought in \$70,222.00 in impact fees for the first quarter of the fiscal year.

Mr. Liming said state law requires a 60-day public comment period for the Resolution that indicates that the City has made a determination that no update of land use assumptions, Capital Improvements Plan or Impact Fees is needed at this time. Last night, City Council approved to publish the notice in the newspaper. The Public Hearing is scheduled for January 9<sup>th</sup>, 2013.

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

There were no matters from the Chair/Committee.

## **8. MATTERS FROM THE FLOOR**

There were no matters from the Floor.

**9. NEXT MEETING DATE: Thursday, January 10, 2013 at 3:00 p.m.**

The next meeting is scheduled for January 10, 2013 at 3:00 p.m.

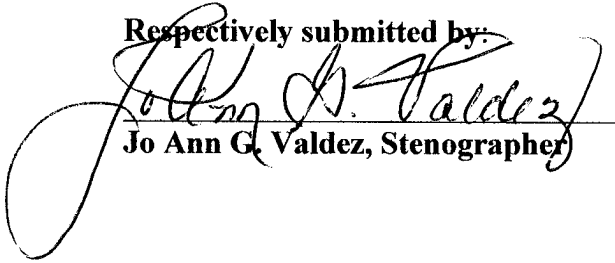
**10. ADJOURNMENT**

Having no further business to discuss, Ms. Pope moved to adjourn the meeting, second by Ms. Veneklasen, the meeting adjourned at 4:00 p.m.

**Approved by:**

\_\_\_\_\_  
**Karen Walker, Chair**

**Respectively submitted by:**

  
**Jo Ann G. Valdez, Stenographer**

**City of Santa Fe**  
**Quarterly Report for Impact Fees FY 12/13**

	Roads	Parks	Police	Fire	
<b>Funds</b>	<b>2720</b>	<b>2721</b>	<b>2722</b>	<b>2723</b>	
<b>Revenue</b>	<b>21720</b>	<b>21721</b>	<b>21722</b>	<b>21723</b>	
<b>Expense</b>	<b>22784</b>	<b>22786</b>	<b>22787</b>	<b>22788</b>	
<b>Budgeted Revenue</b>					
<b>Budgeted Interest</b>					
<b>Transfer out</b>					
<b>Budgeted General Fund (Adm Fee 3 %)</b>					
<b>1ST Quarter</b>					
<b>Beginning Cash Balance 06/29/12</b>	<b>2,002,821.62</b>	<b>173,706.89</b>	<b>28,050.62</b>	<b>20,358.86</b>	<b>2,224,937.99</b>
<b>Revenue</b>					
Impact Fees	66,086.00		1,081.00	3,055.00	70,222.00
Interest Income	3,655.39	312.81	51.49	399.57	
Interest (Amort)	(110.29)	(9.44)	(1.55)	(12.06)	
Obligated Projects-Cm de las Crucitas	(400,000.00)				
<b>Cash Balance</b>	<b>1,672,452.72</b>	<b>174,010.26</b>	<b>29,181.56</b>	<b>23,801.37</b>	<b>2,295,159.99</b>
<b>2nd Quarter</b>					
<b>Revenue</b>					
Impact Fees					
Interest Income					
Obligated Projects					
3% Admin Fee					
<b>Cash Balance</b>					
<b>3th Quarter</b>					
<b>Revenue</b>					
Impact Fees					
Interest Income					
Obligated Projects					
3% Admin Fee					
<b>Cash Balance</b>					
<b>4th Quarter</b>					
<b>Revenue</b>					
Impact Fees					
Interest Income					
Obligated Projects					
3% Admin Fee					
<b>Cash Balance</b>					
<b>TOTAL REVENUE</b>					
<b>TOTAL INTEREST</b>					
<b>TOTAL ADMIN FEES</b>					
<b>TOTAL OLBIGATED PROJECTS</b>					
<b>TOTAL NET REV REC'D FOR FY 12/13</b>					

**City of Santa Fe  
Waived Impact Fees**

<b>Quarter</b>	<b># of Units</b>	<b>Fee per unit</b>	<b>Total Fees Waived</b>
<b>JAN - MAR 2012</b>			
Single Family	33	\$ 3,498.00	\$ 115,434.00
Affordable S-F	8		
Multi-Family	0	\$ 2,674.00	\$ -
Guest House	2	\$ 2,674.00	\$ 5,348.00
Res Studio/Other	1	\$ 2,674.00	\$ 2,674.00
<b>Quarter Total</b>	<b>36</b>		<b>\$ 123,456.00</b>
<b>APR - JUNE 2012</b>			
Single Family	38		\$ 132,924.00
Affordable S-F	10		\$ -
Multi-Family	0		\$ -
Guest House	2		\$ 5,348.00
Res Studio/Other	3		\$ 8,022.00
<b>Quarter Total</b>	<b>43</b>		<b>\$ 146,294.00</b>
<b>YTD Totals</b>	<b>79</b>		<b>\$ 269,750.00</b>
<b>JULY - SEP 2012</b>			
Single Family	27		\$ 94,446.00
Affordable S-F	4		\$ -
Multi-Family	176		\$ 470,624.00
Guest House	3		\$ 8,022.00
Res Studio/Other	2		\$ 5,348.00
<b>Quarter Total</b>	<b>208</b>		<b>\$ 578,440.00</b>
<b>YTD Totals</b>	<b>287</b>		<b>\$ 848,190.00</b>
<b>OCT - DEC 2012</b>			
Single Family			
Affordable S-F			
Multi-Family			
Guest House			
Res Studio/Other			
<b>Quarter Total</b>			
<b>YTD Totals</b>			



**PERMIT & IMPACT FEE ACTIVITY JULY - SEPTEMBER 2012**

<b>Building Permit #</b>	<b>Permit Type</b>	<b># Units</b>	<b>Roads</b>	<b>Parks</b>	<b>Police</b>	<b>Fire</b>	<b>Impact Fees Collected</b>	<b>Impact Fees Waived</b>
11-2181	Commercial				\$ 94.00	\$ 265.00	\$ 359.00	
11-2584	Commercial		\$ 7,464.00		\$ 135.00	\$ 381.00	\$ 7,980.00	
12-649	Commercial		\$ 2,045.00		\$ 37.00	\$ 104.00	\$ 2,186.00	
12-669	Commercial		\$ 2,249.00				\$ 2,249.00	
12-1122	Commercial		\$ 972.00				\$ 972.00	
12-1207	Commercial		\$ 17,231.00		\$ 264.00	\$ 749.00	\$ 18,244.00	
12-1231	Commercial		\$ 7,401.00		\$ 126.00	\$ 356.00	\$ 7,883.00	
12-1238	Commercial		\$ 4,032.00				\$ 4,032.00	
12-1266	Commercial		\$ 1,669.00				\$ 1,669.00	
12-1299	Commercial		\$ 781.00				\$ 781.00	
12-1527	Commercial		\$ 1,292.00				\$ 1,292.00	
12-1595	Commercial		\$ 19,189.00		\$ 348.00	\$ 980.00	\$ 20,517.00	
12-1666	Commercial		\$ 724.00				\$ 724.00	
12-1677	Commercial		\$ 6,385.00		\$ 108.00	\$ 307.00	\$ 6,800.00	
12-1679	Commercial		\$ 2,897.00		\$ 104.00	\$ 294.00	\$ 3,295.00	
	Single Family	27						\$ 94,446.00
	Affordable S-F	4						
	Multi Family	176						\$ 470,624.00
	Guest House	3						\$ 8,022.00
	Res. Studio	2						\$ 5,348.00
	Condo							
	Mobile Home							
	Manuf. Housing							
		<b>208</b>	<b>\$ 74,331.00</b>		<b>\$ 1,216.00</b>	<b>\$ 3,436.00</b>	<b>\$ 78,983.00</b>	<b>\$ 578,440.00</b>

10/02/12 14:06:20

IMPACT FEES PAID FOR JULY 1ST 2012 THROUGH SEPTEMBER 2012  
SORTED BY APPLICATION NUMBER

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APP YEAR	APP NER	APPL TYPE	RECPT DATE	FEE CODE	DESC	DATE	AMT	PAYMT AMT	Street number	Street Dir	Street Name	Street suffix
12	1679	ADNR	12/08/30	#	ROADS - AUTO SALES/SVC		2,897.00		2586		CAMINO ENTRADA	
		ADNR	12/08/30	#	RETAIL/COMM POLICE		104.00		2586		CAMINO ENTRADA	
		ADNR	12/08/30	#	RETAIL/COMM FIRE		294.00		2586		CAMINO ENTRADA	
					TOTAL COUNT		3,295.00	3				
12	1677	ALIC	12/08/31	#	ROADS- SHOPPING CTR/RET		6,385.00		3201		ZAFARANO	DR
		ALIC	12/08/31	#	RETAIL/COMM POLICE		108.00		3201		ZAFARANO	DR
		ALIC	12/08/31	#	RETAIL/COMM FIRE		307.00		3201		ZAFARANO	DR
					TOTAL COUNT		6,800.00	3				
12	1666	ALIC	12/09/07	#	ROADS - REST SIT DOWN		724.00		1512		PACHECO	ST
					TOTAL COUNT		724.00	1				
12	1595	OFBP	12/09/17	#	OFFICE/INST POLICE		348.00		2504		CAMINO ENTRADA	
		OFBP	12/09/17	#	OFFICE/INST FIRE		980.00		2504		CAMINO ENTRADA	
		OFBP	12/09/17	#	ROADS - GENERAL OFFICE		19,189.00		2504		CAMINO ENTRADA	
					TOTAL COUNT		20,517.00	3				
12	1527	ALIC	12/09/10	#	ROADS - REST SIT DOWN		1,292.00		901	W	SAN MATEO	RD
					TOTAL COUNT		1,292.00	1				
12	1299	ALIC	12/08/06	#	ROADS - REST SIT DOWN		781.00		6417		AIRPORT	RD
					TOTAL COUNT		781.00	1				
12	1266	STOR	12/08/09	#	ROADS- SHOPPING CTR/RET		1,669.00		505		CERRILLOS	RD
					TOTAL COUNT		1,669.00	1				
12	1238	STOR	12/08/09	#	ROADS- SHOPPING CTR/RET		4,032.00		505		CERRILLOS	RD
					TOTAL COUNT		4,032.00	1				

(2QTR 2012)

10/02/12 14:06:20 IMPACT FEES PAID FOR 1ST 2012 THROUGH 2012  
 SORTED BY APPLICATION NUMBER

JULY  
 SEPTEMBER

APP YEAR	APP NBR	APPL TYPE	RECPT DATE	FEE CODE DESC	PAYMT AMT	Street number	Street Dir	Street Name	Street suffix
12	1231	ALIC	12/07/20	# ROADS- SHOPPING CTR/RET	7,401.00-	3201		ZAFARANO	DR
		ALIC	12/07/19	# RETAIL/COMM FIRE	356.00	3201		ZAFARANO	DR
		ALIC	12/07/19	# RETAIL/COMM POLICE	126.00	3201		ZAFARANO	DR
		ALIC	12/07/19	# ROADS- SHOPPING CTR/RET	7,401.00	3201		ZAFARANO	DR
		ALIC	12/08/14	# RETAIL/COMM FIRE	356.00	3201		ZAFARANO	DR
		ALIC	12/08/14	# RETAIL/COMM POLICE	126.00	3201		ZAFARANO	DR
		ALIC	12/08/14	# ROADS- SHOPPING CTR/RET	7,401.00	3201		ZAFARANO	DR
		ALIC	12/07/20	# RETAIL/COMM FIRE	356.00-	3201		ZAFARANO	DR
		ALIC	12/07/20	# RETAIL/COMM POLICE	126.00-	3201		ZAFARANO	DR
				TOTAL COUNT	7,883.00 9				
12	1207	STOR	12/08/10	# ROADS - REST SIT DOWN	17,231.00	3451		HYDE PARK	RD
		STOR	12/08/10	# RETAIL/COMM FIRE	749.00	3451		HYDE PARK	RD
		STOR	12/08/10	# RETAIL/COMM POLICE	264.00	3451		HYDE PARK	RD
				TOTAL COUNT	18,244.00 3				
12	1122	ALIC	12/08/20	# ROADS - REST SIT DOWN	972.00	60	E	SAN FRANCISCO	ST
				TOTAL COUNT	972.00 1				
12	669	STOR	12/07/24	# ROADS - REST FAST FOOD	2,249.00	907	S	ST. FRANCIS	DR
				TOTAL COUNT	2,249.00 1				
12	649	ADNR	12/07/20	# OFFICE/INST POLICE	37.00	215	E	PALACE	AVE
		ADNR	12/07/20	# OFFICE/INST FIRE	104.00	215	E	PALACE	AVE
		ADNR	12/07/20	# ROADS- OFFICE GENERAL	2,045.00	215	E	PALACE	AVE
				TOTAL COUNT	2,186.00 3				
11	2584	FAMS	12/08/17	# ROADS- OFFICE GENERAL	7,464.00	4501		SAN IGNACIO	RD
		FAMS	12/08/17	# OFFICE/INST POLICE	135.00	4501		SAN IGNACIO	RD
		FAMS	12/08/17	# OFFICE/INST FIRE	381.00	4501		SAN IGNACIO	RD
				TOTAL COUNT	7,980.00 3				
11	2181	SSGA	12/07/25	# RETAIL/COMM POLICE	94.00			LAS SOLERAS	DR
		SSGA	12/07/25	# RETAIL/COMM FIRE	265.00			LAS SOLERAS	DR

(3QTR 2012)

10/02/12 14:06:20

APP YEAR	APP NBR	APPL TYPE	RECPT DATE	FEE CODE	DESC
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IMPACT FEES PAID FOR ~~2012~~ <sup>JULY</sup> 1ST 2012 THROUGH ~~2012~~ <sup>SEPTEMBER</sup> 2012  
SORTED BY APPLICATION NUMBER

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PAYMT AMT	Street number	Street Dir	Street Name	Street Suffix
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TOTAL COUNT	359.00	2
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FINAL TOTALS TOTAL COUNT	78,983.00	36
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\*\*\* END OF REPORT \*\*\*

(2QTR 2012)