



# **City Business and Quality of Life Committee**

**January 13, 2016**



Agenda DATE 1/5/16 TIME 1:15

SERVED BY Fabian Trujillo

RECEIVED BY [Signature]

**CITY BUSINESS & QUALITY OF LIFE  
COMMITTEE**

**Market Station at the Railyard  
500 Market Station, Suite 200**

**Round House Conference Room  
Wednesday, January 13, 2016  
11:00 am – 1:00 pm**

- I. PROCEDURES
  - A. Roll Call
  - B. Approval of Minutes – November 10, 2015
  - C. Approval of Agenda
  - D. Approval of Consent Agenda
- II. INFORMATIONAL ITEMS (none)
- III. CONSENT AGENDA
  - A. Request approval of an ordinance including a definition for alternate means of compliance, and amending the definition of extreme hardship; amending the requirements for Santa Fe Homes Program Rental Units; Amending the process by which a developer of rental housing is allowed to pay a fee in-lieu of seeking an alternate means of compliance with the requirements of the Santa Fe Homes Program; and establishing an effective date for the amendments. (Mayor Gonzales) (Alexandra Ladd)
  - B. Request approval of a resolution contributing property and resources to Santa Fe Community Housing Trust for the development of the Soleras Station Low Income Housing Tax Credit pursuant to the Affordable Housing Act. (Councilors Dimas, Ives, Lindell and Bushee) (Alexandra Ladd)
  - C. Request approval of a resolution donating a leasehold interest and fee waivers to the Santa Fe Civic Housing Authority, pursuant to the Affordable Housing Act, for the rehabilitation of the Villa Hermosa Housing Site to maximize points awarded under the LIHTC application. (Councilors Ives, Maestas and Bushee) (Alexandra Ladd)
  - D. Request approval of a resolution donating a leasehold interest and fee waivers to the Santa Fe Civic Housing pursuant to the Affordable Housing Act, for the rehabilitation of the Pasa Tiempo housing site to maximize points awarded under the LIHTC application. (Councilors Ives, Maestas and Bushee) (Alexandra Ladd)



# Agenda

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## IV. ACTION ITEMS

- A. Request for approval of a resolution creating the Santa Fe Film Commission; and supporting economic development and job creation in film and digital media. (Mayor Gonzales, Councilors Ives and Lindell) (Kate Noble)
- B. Request for approval of a resolution exempting current merchants in the Sanbusco Market Center from Building Permit, fire inspection and impact fees when relocating their business to a new location within the boundaries of the City of Santa Fe. (Mayor Gonzales) (Lisa Martinez)

## VII. DISCUSSION ITEMS

- A. Bike and Brew 2016 – (Kate Noble)
- B. Discussion on Nighttime Economy Task Force Recommendations – (Zack Quintero)
- C. Revisiting the 2011 Challenge Report – Existing Economy Sub-Committee – (Buddy Roybal)

## VIII. ITEMS FROM THE COMMITTEE

### IX. ITEMS FROM STAFF

### X. ITEMS FROM THE CHAIR

### XI. ITEMS FROM THE PUBLIC

## XII. NEXT MEETING DATE – **February 10, 2015**

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

# Minutes

**SUMMARY INDEX OF  
CITY OF SANTA FE  
BUSINESS & QUALITY OF LIFE COMMITTEE**

**Wednesday, November 10, 2015**

<b>ITEM</b>	<b>ACTION</b>	<b>PAGE</b>
I. PROCEDURES		
A. Roll Call	Quorum	1
B. Approval of Minutes-October 14, 2015	Approved	1
C. Approval of Agenda	Approved	1
D. Approval of Consent Agenda	Approved	2
III. INFORMATIONAL ITEMS	None	2
A. Presentation and launch of StartUp SF Website - Creative Santa Fe		
IV. CONSENT AGENDA		
a. Approval of resolution for staff to plan/coordinate a symposium on the history of Santa Fe and SF Fiesta. (Councilors Ives and Bushee) (David Rasch)	Approved	1
V. ACTION ITEMS		
a. Request approval of PSA, Amendment No 3 for SF Business Incubator - RFP/12/23P - (Ross Chaney)	Approved	3
b. Request approval of PSA- ABQId – (Kate Noble)	Approved	3-5
c. Request approval of ordinance amending Subsec.18-10 '87 to rededicate part of the municipal Gross Receipts Tax to recreational facilities and bike/pedestrian pathways. (Councilor Maestes) (Oscar Rodriguez)	Not Approved	5-7
VI. DISCUSSION ITEMS	None	7-10
A. Nighttime Economy Taskforce Findings and Recommendations	Z. Quintero	
VI. ITEMS FROM COMMITTEE	Discussed	10
VII. ITEMS FROM THE STAFF	Discussed	10
VIII. ITEMS FROM THE CHAIR	Discussed	10
IX. ITEMS FROM THE PUBLIC	Discussed	10
X. NEXT MEETING DATE	December 9, 2015 Adjourned at 1:02 p.m.	10

**CITY OF SANTA FE**  
**BUSINESS & QUALITY OF LIFE COMMITTEE**

**WEDNESDAY, NOVEMBER 10, 2015**

**I. PROCEDURES**

**CALL TO ORDER**

A regular meeting of the City of Santa Fe Business and Quality of Life Committee was called to order by Councilor Lindell, chair on the above date at approximately 11:00 a.m. at 500 Market Station, Railyard, Suite 200, Round House Conference Room, City of Santa Fe, New Mexico.

**A. Roll Call**

Roll call indicated a quorum as follows:

**Members Present:**

Councilor Signe Lindell, chair  
Dr. Almi Abeyta (arrived later)  
Miles Dylan Conway  
Brad Furry  
Diane Karp  
Kim Kelly  
Buddy Roybal  
Damian Taggart

**Members Absent:**

Councilor Peter Ives, vice chair (excused)  
Piper Kapin (excused)  
Tony Ortiz (excused)

**Staff Present**

Kate Noble  
Fabian Trujillo  
Zach Quintero  
Ross Chaney

**Others Present**

Jesse Guillen, City Attorney's office  
Members of the Nighttime Economy Task Force  
Charmaine Clair, Stenographer

**B. APPROVAL OF MINUTES- October 14, 2015**

**Mr. Roybal moved to approve the minutes of October 14, 2015 as presented. Mr. Furry seconded the motion, which passed by unanimous voice vote.**

*Dr. Abeyta entered the meeting at this time.*

### **C. APPROVAL OF AGENDA**

**Mr. Furry moved to approve the Agenda as published. Mr. Roybal seconded the motion, which passed by unanimous voice vote.**

### **D. APPROVAL OF CONSENT AGENDA**

**Mr. Roybal moved to approve the Consent Agenda as presented. Mr. Furry seconded the motion, which passed by unanimous voice vote.**

## **II. INFORMATIONAL ITEMS**

### **A. Presentation and launch of StartUp Santa Fe Website - Creative Santa Fe**

Shaun Patrick, director of StartUp Santa Fe introduced himself and the co-director Vaughn Macey. Mr. Patrick explained they have been creating a one-web portal master gateway to bring different industries and resources together. The website launched 10 days ago and there are more features to come.

Ms. Noble provided background. The EDRC (Economic Development Review Committee) selected StartUp Santa Fe and Make Santa Fe and both were approved by the BQL. Last month the Committee looked at phase II of the Make Santa Fe contract and today will look at StartUp Santa Fe. She said the critical piece of the StartUp Santa Fe project is the launch of *StartUp Santa Fe.com*.

Mr. Patrick said marketing on different stories, training videos and resource guides will connect startup oriented organizations and StartUp Santa Fe will load about 40-50 startups.

He said searches by relationship will be narrowed and resources such as the Chamber of Commerce's feed of events as to biotech, networking, software development and content will be retrievable by tags. There will be continual feed from all of their partners and the system will integrate with Facebook, Twitter and other media accounts.

Mr. Patrick explained that the system is designed to integrate with the state and will be curated by StartUp Santa Fe and custom integrated with partners. Eventually content will be automated.

Mr. Patrick said Hatch Network, a private company was started to build the product concept of information and subject matter and will bind people together around ideas. New features will be built into the system continually.

Mr. Patrick said StartUp Santa Fe will pay for technology and would like the city to support their marketing efforts. Private funds are available to continue to improve the system. This will help to manage the density issue and grouping of events. StartUp Santa Fe has curated a calendar of events and is building a custom feed to ensure clean, non redundant data.

Chair Lindell thanked Mr. Patrick and Mr. Macey and asked that the Committee be kept informed.

### **III. CONSENT AGENDA**

- A. Request approval of a resolution directing staff to plan and coordinate a symposium on the history of Santa Fe and Santa Fe Fiesta, including the Don Diego De Vargas Expedition to Santa Fe in the late 17<sup>th</sup> Century and the dynamic interplay of cultures within the City of Santa Fe, both then and now; and to explore holding said symposium between Indian Market and the Santa Fe Fiesta in 2016. (Councilors Ives and Bushee) (David Rasch)

### **IV. ACTION ITEMS**

- A. Request for approval of Professional Services Agreement (PSA), Amendment No. 3 for the Santa Fe Santa Fe Business Incubator (SFBI) Amendment #3 - RFP/12/23P - (Ross Chaney)

Mr. Chaney said in the last couple of years the facility has enhanced the bio lab and expanded programs to support entrepreneurs. The packet includes the historical contracts detail and deliverables that will be provided. Amendment #3 is a \$205k (thousand) total contract amount.

Mr. Chaney said the major changes are outlined in the memo and include software tracking (Incu-track) and an additional \$5k to the contract to support the software needs; improved expense reporting language around payroll, benefits, travel, training and property adjustment; shared equipment and the various programs integrated to support the clients and entrepreneurs.

He noted that SFBI will provide more data with graphics and a biannual survey of Incubator clients. The contract was reviewed and approved by EDRC and recommended to the Business Quality of Life Committee. He noted that Marie Longserre, Pres./CEO was available to answer questions.

**Mr. Roybal moved to approve the Professional Services Agreement Amendment #3 for the Santa Fe Business Incubator as presented. Mr. Furry seconded the motion.**

**The motion passed unanimously by roll call vote with all members voting in favor and none voting against. There were no abstentions.**

- B. Request for Approval of Professional Services Agreement –ABQid – (Kate Noble)

Ms. Noble said this is a pilot project of an accelerator to target high growth companies in Santa Fe called SFid. The project is a model of ABQid, a successful accelerator in Albuquerque.

Ms. Noble said the EDRC recommends approval of the ABQid team to run the SFid accelerator. The team brings potential for follow on financing where applicants are assessed for entry into the accelerator with a possible initial financing (generally \$20k for 6% equity). Four to six companies will be targeted for the pilot. She noted that the PSA does not cover a fund that looks at companies in the accelerator for an additional investment potential of follow on financing.

The city will pay for the operation of a 12 week accelerator that will target six companies. A contract provision will cancel if 50% of the selected companies are not selected for initial equity financing and refunds the city's initial 10,000 dollars.

Ms. Noble said either way, they will learn and understand more about high growth companies and the



operation of an accelerator. They are already working with a lot of community partners including the SFBI, StartUp Santa Fe and the Santa Fe Community Foundation to identify equity investor businesses.

Mr. Furry asked what qualifies as a high growth company.

Lori Upham executive director of ABQid introduced herself and Webb Johnson, the managing director of the accelerator.

Mr. Johnson explained they look at high growth companies that best represent Santa Fe and express the ability to scale and convert their investment value to an ROI (return on investment) within 3 to 5 years.

Ms. Kelly asked how they know what deliverables are successful and if the program will continue the following year. Ms. Noble replied they look at the process measures such as number and quality of applicants and the applicants' presentation on demonstration day.

Ms. Upham said success is if one or more of the companies become invested in not just the initial investment, but with follow on investing. She said if even one company gets follow on investing that is an accelerated company.

Mr. Patrick noted the need and told how StartUp Santa Fe had tried to get follow on investment. He said startup entrepreneurs do not have access in Santa Fe to great mentors or networks to bring the resources together for their ideas. He said having ABQid with their network in Santa Fe is essential to get startups financed and working.

Ms. Karp said one of the crises in Santa Fe has always been that people don't know what is available and the remarkable programs seem to fall into a crevasse. She asked how they can close the gap so everyone knows where to go for the information.

Mr. Patrick said StartUp Santa Fe wants to be the marketing arm. Mr. Macey added they want to wire the resources and people together and give them one place that is connected to all of the events.

Mr. Taggart asked how companies are valued for the initial investment.

Mr. Johnson said the ABQid belongs to an organization that has established an early baseline valuation, but the initial valuation is not the point. He said universally companies who come out of the 12 week accelerator program have an average valuation of \$1.7 million. That is why they emphasize the rigorous mentoring and attention to the customer validation curriculum. He said that yields better, more investor ready companies at the end of the process.

Ms. Longserre said it is expensive to be part of the program and ABQid's affiliation and model is a benefit. She said also this is an important component and is not competitive with what the Incubator does. Some of the Incubator clients have gone through the accelerator program and have benefited from the money and investment. She said it is a great partnership and the accelerators and incubators work well together.

Ms. Kelly said she has had people ask her about opening a business who have not heard about the resources. She asked if possible to pool the information in an info graphic and market that.

Mr. Macey said that is in some way what StartUp.com is supposed to be.

Ms. Karp said the point of the question was how people could find StartUp Santa Fe.

Mr. Macy said they are at the top of any searches in social media, in Facebook and Twitter and they constantly do outreach. He said over time they will be well known.

Ms. Noble said the Economic Development Division is working on a coordinating campaign and a comprehensive communication plan. The plan will involve the Economic Department speaking in the community about the resources and directing people to the StartUp Santa Fe website. In addition the Division is working with partners to gain a better understanding of what everyone is doing. She said a multi prong approach is needed and that is being done through meetings with providers, on the website and with info graphics.

She asked that the Committee and members of the business community be ambassadors. She said they need to rely on word of mouth and speak to as many groups and campaigns as possible as well as use the city's newsletter and radio and other networking sources.

**Mr. Roybal moved to approve the PSA for SFid as presented. Ms, Karp seconded the motion.**

**A roll call vote showed the motion passed unanimously with all members voting in favor. There were no votes against or abstentions.**

Mr. Conway said he is hungry for more tangibles. He thought the presentations are "continually superfluous rhetoric" and could not see "where the rubber meets the roads on the explanations on the visions".

Chair Lindell agreed. She said the Committee wants to be in the loop and receive progress reports on the status of the program.

- C. Request for approval of an ordinance amending Subsection 18-10 SFCC 1987 to rededicate a portion of the municipal gross receipts tax to recreational facilities, and bike and pedestrian pathways. (Councilor Maestes) (Oscar Rodriguez)

Mr. Guillen said Councilor Maestes' print out shows the amount transferred from the Municipal GRT (gross receipts tax) Fund that is currently allocated to the Public Transportation Program. He explained that once that program need is satisfied up to two thirds of the remaining balance can be transferred to the General Funds. The remaining one third can be used for quality of life (recreation, open spaces, libraries, etc.). The bill would eliminate the provision to transfer the money to the General Fund and allocate that all remaining excess funds go to quality of life.

Mr. Guillen reviewed the spread sheet showing GRT funds and the historic amounts for transit and excess funds to other funds or quality of life.

Ms. Karp noted that the legislative summary of the amendment does not include libraries. Mr. Guillen clarified that the library portion is already included and would not be changed.

Mr. Roybal was concerned. He said he has a problem with this bill when the General Fund does not have sufficient funds to meet the needs of the citizens.

Mr. Guillen said Mr. Rodriguez told Public Works Committee members that it just means the money that would have been taken from the General Fund for quality of life would not be taken out.

Chair Lindell said as it stands the money is transferred from the General Fund into quality of life anyway. She said she doesn't understand the purpose of the monies not going through the Fund just in case the funds are needed or the city needs to re-appropriate the funds. She was concerned about making allocations and agreements prior to what promises to be a tough budget session. She said she is not inclined to tie her hands before going through that process.

Mr. Guillen said this is not going to be a loss of revenue, but just dedicates funds.

Chair Lindell clarified the amount Transit used is \$5.5 and the left over amount currently as the budget is would allocate \$2 million in the General Fund to go to quality of life. She said the exact number has fluctuated wildly from 2005 to 2014 and if there is not enough money to keep the doors open the city might allocate the money differently. She noted the ordinance would be a law that would have to be followed.

Mr. Guillen clarified that this is not the only source of funding for quality of life, only a small part.

Mr. Conway said he is opposed. He said City Councilors will need flexibility for the upcoming session and not only are they talking about keeping doors open, but keeping workers walking through the doors. He said this takes away the flexibility and at the moment the city would be better served to have a flexible General Fund.

Mr. Roybal agreed. He said he was not comfortable with the bill.

Ms. Karp said she understands the spirit of the bill and the trails for bicyclists/pedestrians have improved the quality of life. She asked if rather than making this a binding bill, there was a way the Committee could recommend Councilor Maestes to do something less binding.

She said if they want to build an economically diverse community and support the young people with their businesses, the city has to get real about making the city more accessible to bikes and pedestrians; not just for tourists, but those who live in Santa Fe. She said that they should not throw out *"the baby with the bathwater"*.

Mr. Trujillo expressed his concern. He said as a person who lives on the southwest side of town much of the infrastructure for biking and hiking paths are not as accessible. He said as a citizen, accessibility should be equitable for everyone and he does not see that happening.

Chair Lindell asked if the bill could be a resolution rather than an ordinance that ties the city to follow the bill.

Ms. Noble said MPO and the Economic Development Department is still spending down the 2012 General Obligation Bond allocation of \$7 million for a series of trail projects that include connectivity and gaps. She said the recommendations and prioritizations are valid and the Committee could make an official recommendation to an action they make. They can also communicate directly with their city councilor. She said the Committee could also have the MPO present projects in process and the funds yet to be expended for a better understanding of the status of the trail network connectivity.

Mr. Roybal called the question.

**Mr. Conway moved that BQL not recommend approval to City Council. Mr. Roybal seconded the motion.**

Ms. Karp asked to amend the motion to recommend bringing forward consistent support for expanding the bike and pedestrian pathways as a resolution rather than ordinance.

Mr. Guillen said Councilor Bushee plans to introduce a resolution to give support to the unified trail system that will make a spider web of trails for bikes/pedestrians throughout the city.

Chair Lindell said that introduction appears to be coming forward and the original motion remains on the floor.

**The motion to *not* recommend approval to City Council for the ordinance was passed by a majority roll call vote. Mr. Conway, Ms. Kelly, Mr. Roybal and Dr. Abeyta voted in favor of the motion and Ms. Karp and Mr. Taggart opposed the motion. There were no abstentions.**

## **V. DISCUSSION ITEMS**

### **a. Nighttime Economy Taskforce Findings and Recommendations – (Zack Quintero)**

Mr. Quintero said the task force goal was to develop ideas to improve night life and ways to streamline permitting/regulations and get business owners more involved and promote a better quality of life.

He said both short and long-term recommendations were established with a specific list of departments. He noted that he or Mr. Chaney were available to answer questions.

Ms. Shannon Murphy co chair of the Nighttime Economy Task Force, Vince Kadlubek, Todd Lovato, the vice chair of the Santa Fe Arts Commission (SFAC) and Jamie Lipinski were introduced.

Ms. Murphy said Santa Fe does not have a good reputation in terms of nightlife. The task force focused on systemic challenges that affect entrepreneurs and looked at low investment, high impact solutions.

She said it helps to look at the city as nodes or zones and 4 zones were identified: 1) downtown and particularly the intersection of Galisteo and San Francisco is thought to be the most accessible and relevant to tourists; 2) the Railyard with the under 21 activity; 3) the Siler Road district as an upcoming performing arts and; 4) the south side with affordable restaurants, movies, shopping and a nighttime vibrancy.

Recommendations include improvements to the Santa Fe.org website. The page does not seem relevant to tourists searching for nightlife and references to the opera and the Lensic are at the bottom of the page and there is no mention of breweries, etc.

The calendar appears to be dependent on user submission and does not show a lot of nightlife. The task force believes a calendar should not wait for events to be submitted, but rather should be sought out. Software could be implemented to grab events from Facebook and the calendar should be more visual. Currently photos cannot be submitted with the event and a book signing or poetry reading takes as much real estate on the calendar as Indian Market. The submission process is not user friendly and is difficult to find how to submit an event.

Public information kiosks were recommended that focus on art and cultural events. Bulletin boards with information are overflowing and are difficult to navigate visually. The recommendation is that the city work with the Arts Commission to create large outdoor public information kiosks that could display posters of upcoming events. Pilot locations could be the Plaza, the Railyard, DeVargas Park and SWAN Park with a central place to drop off a submission and an intern/committee to ensure criteria is met for submission.

Mr. Lovato said through the Arts Commission the Arts in Public Places Committee did great work with the bus stops and is looking at how the kiosks could fit into the city in an attractive way.

Other recommendations include:

- The continuation of the annual dedication of \$5k to the nighttime economy projects; or a portion or separate pot of funds dedicated to events on the south side.
- Make funding accessible for nightlife entrepreneurs. The SFAC and OTAB (Occupancy Tax Advisory Board) should open either the primary RFP submission process or a secondary process to all entities, not just nonprofits.
- Allow recurring events to receive a permanent waiver. Currently events within 300 feet of a church/school require the promoter to go through the process repeatedly, including having a signed church/school letter and appearing before City Council for approval.
- Extend the Food Trucks Program number of spaces, especially parking near the Galisteo/San Francisco intersection where there are large crowds late at night.
- Endorse the New Year's Eve celebration.
- There should be an increase in downtown outdoor nighttime lighting where bars and performing arts converge with hanging lights to make the area more welcoming and safe.
- The city should offer a service or a process to help the daytime businesses with cleanup of the centralized area of bars.
- There has been discussion with the Parking Division to enable a bartender to give patrons a parking pass, etc. to secure their parking spot until morning and take a cab. Overnight parking would send a public safety message and is a low cost way for the city to support people who want to be responsible. Parking has worked out a system that can be drafted into resolution format.
- A long-term recommendation is regarding the state legislation issue of quotas for liquor licenses. Small venues that want to serve alcohol have to spend \$3k a month for a permit. The city could support the effort to reform state law to create a beer and wine license for performance events.

- A strategic planning process is recommended for OTAB that includes public input. OTAB's focus could be expanded to support non-recurring events that enrich tourist experiences and draw tourism. State statute allows OTAB money to be used to promote a venue or a tourist destination and they should consider promoting national artists who are promoting their event in Santa Fe to their fans. Access to the OTAB application could be improved by including a page on the city website similar to the SFAC that includes deadlines, meeting dates, etc. Removing layers of funding restrictions to make simpler should be considered. The sale of alcohol in public parks should be considered as an opportunity for revenues from sponsorship. The Siler Road district planning efforts should preserve their right to make noise in the district.
- Smaller scale targeted services such as the model for on-demand public transportation in rural communities should be considered due to the lack of nighttime public transportation. A cost analysis to study a shuttle for people leaving bars downtown is recommended for Saturday nights from 11 PM to 3 AM.
- A recommendation is to close Galisteo Street because of the issue at the intersection with cars turning right in an area heavily populated by people leaving the bars.

Mr. Roybal acknowledged the good work of the task force. He noted that Canyon Road was not listed and that there is a need to get support from the merchants, especially the hotels. He suggested the colleges provide a shuttle for the students.

Ms. Kelly suggested a partnership with New Mexico Arts. The funding is already there and a kiosk is something they could easily accomplish and piggyback on the pedestrian ordinance for the Plaza for the same dates. She said the permanent waiver should be made more obvious to businesses.

Ms. Murphy said the recommendation is to tell businesses about the permanent waiver when they apply for a second event of the year.

Ms. Noble said the Nighttime Economy Task Force work is technically finished and the Committee needs to determine the next step. She said the Committee could direct staff to pursue the implementation of the recommendations and also to work on the \$5k nighttime economy grant. She said if the Committee wants to bring back any of the recommendations they need to determine the path for further action.

Chair Lindell said she would like the Committee to re fund the grant. She said this is a tremendous amount of valuable work and some of it needs more discussion. She would like to continue the discussion if the task force was willing.

Ms. Noble suggested the Committee could recommend continuing the \$5k Nighttime Economy grants. Committee members could submit their comments on the recommendations to staff to collate as a starting point for the next steps. She said the next step could be to draft a resolution for Councilor Lindell to introduce to the governing body.

**Chair Lindell moved to direct the allocation of \$5,000 for the continuation of the Nighttime Economy Task Force. Mr. Roybal seconded the motion which passed by unanimous voice vote.**

Chair Lindell suggested the recommendations be re-circulated to the Committee members for

comments and included in the packet. Chair Lindell asked that they try to come back with prioritized items within 60 days that the Committee would most want to work on and easily get traction on.

**VI. ITEMS FROM THE COMMITTEE**

Mr. Roybal asked to add Challenge 2001 Beyond Survival to the next agenda to relook at the efforts of 80 business leaders who provided recommendations that never moved forward. Chair Lindell asked Mr. Roybal to meet with Mr. Trujillo regarding the agenda item.

**VII. ITEMS FROM STAFF**

Ms. Noble confirmed the Committee did not need an update on MPO trails.

She explained everyone should be aware that the Business Ombudsman's Office has been refocused and rebranded as the Office for Business Growth (OBG). She said this is a way to have a data driven approach and ask the business community to identify their needs through annual surveys and focus groups. The OBG will track and report quarterly to the BQL and be consistent about measurement regarding counseling, referrals and information given to businesses.

Chair Lindell asked to have an informational item on the OBG change on the next agenda.

**VIII. ITEMS FROM THE CHAIR**

The chair acknowledged the Committee's good work.

**IX. ITEMS FROM THE PUBLIC**

Mr. Conway asked to hear about the Parks and Recreation draft of how parks will be permitted.

**X. NEXT MEETING DATE-- December 9, 2015**

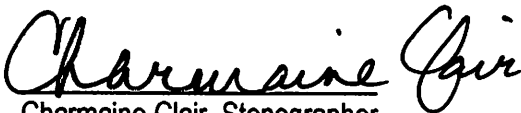
*Having no further business to discuss the meeting adjourned at 1:02 p.m.*

Approved by:

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Signe Lindell, Chair

Submitted by:

  
Charmaine Clair, Stenographer

# Consent



**Item A**

# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

Bill No. 2016-\_\_

### Santa Fe Homes Program Update

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**SPONSOR(S):** Mayor Gonzales

**SUMMARY:** The proposed bill including a definition for alternate means of compliance, and amending the definition of extreme hardship; amending the requirements for Santa Fe Homes Program rental units; amending the process by which a developer of rental housing is allowed to pay a fee-in-lieu instead of seeking an alternate means of compliance with the requirements of the Santa Fe Homes Program; and establishing an effective date for the amendments.

**PREPARED BY:** Rebecca Seligman, Legislative Liaison Assistant

**FISCAL IMPACT:** No

**DATE:** December 11, 2015

**ATTACHMENTS:** Bill  
FIR

1 CITY OF SANTA FE, NEW MEXICO

2 BILL NO. 2016-\_\_

3 INTRODUCED BY:

4  
5 Mayor Javier M. Gonzales

6  
7  
8  
9  
10 AN ORDINANCE

11 INCLUDING A DEFINITION FOR ALTERNATE MEANS OF COMPLIANCE, AND  
12 AMENDING THE DEFINITION OF EXTREME HARDSHIP; AMENDING THE  
13 REQUIREMENTS FOR SANTA FE HOMES PROGRAM RENTAL UNITS; AMENDING  
14 THE PROCESS BY WHICH A DEVELOPER OF RENTAL HOUSING IS ALLOWED  
15 TO PAY A FEE-IN-LIEU INSTEAD OF SEEKING AN ALTERNATE MEANS OF  
16 COMPLIANCE WITH THE REQUIREMENTS OF THE SANTA FE HOMES  
17 PROGRAM; AND ESTABLISHING AN EFFECTIVE DATE FOR THE AMENDMENTS.

18  
19 BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

20 Section 1. Subsection 26-1.5 SFCC 1987 (being Ord. #2005-30 (as amended)) is  
21 amended to read:

22 26-1.5 Definitions.

23 *Administrative procedures* means the procedures adopted by the governing body which  
24 set forth how the Santa Fe Homes Program shall be administered.

25 *Affordable home price* means the highest price at which an SFHP home may be sold

1 pursuant to subsection 26-1.16 of this chapter. For purposes of this chapter, the price of an SFHP  
2 home cannot exceed the maximum established price, including the base price and any fees  
3 charged of the buyer by the seller or a related entity, minus any of the buyer's closing costs or  
4 financing costs paid by the seller, as indicated by the settlement statement for the sale. The cost of  
5 allowable option upgrades may be in addition to the affordable home prices, as permitted by  
6 subsection 26-1.16F.

7 *Affordable manufactured home lot price* means the highest price at which an SFHP  
8 manufactured home lot may be sold pursuant to subsection 26-1.16 of this chapter.

9 *Affordable rent* means the highest monthly rent that may be charged for an SFHP rental  
10 unit pursuant to subsection 26-1.24 of this chapter.

11 *Allowable option upgrades* means additions and/or modifications to the standard features  
12 of an SFHP home chosen solely at the option of the SFHP buyer to upgrade the standard features  
13 of the SFHP home.

14 *Alternate Means of Compliance* means that SFHP Developer has proposed complying  
15 with the SFHP requirements through off-site construction, cash payment in lieu of constructing or  
16 creating the required SFHP units or manufactured home lots or dedication of land suitable for  
17 construction or creation of inclusionary units of equivalent or greater value than would be  
18 required for onsite construction, rather than constructing the required units pursuant to subsection  
19 26-1.33.

20 *Applicant* means a property owner or agent of a property owner who submits a  
21 development request to the city which is subject to any SFHP requirements, or any successor in  
22 title that is subject to SFHP requirements.

23 *Area median income (AMI)* means the median income for the Santa Fe metropolitan  
24 statistical area as adjusted for various household sizes and published and revised periodically by  
25 the United States Department of Housing and Urban Development. However, that in the event of

1 a discrepancy between the AMI established by HUD and HUD's Program Income limits, the  
2 higher of the two shall be used to establish AMI for the purpose of SFHP.

3 *Certified* means a buyer of a Santa Fe Homes Program Unit or renter of such unit whose  
4 income has been verified by the city or its agent as meeting the income limits which establish  
5 eligibility to buy or rent under the program. Buyers shall also receive a certificate verifying they  
6 have completed homebuyer training courses as part of the certification process.

7 *City* means the city of Santa Fe or its agent.

8 *Dwelling unit* means one (1) room, or rooms connected together, constituting a separate,  
9 independent housekeeping establishment for owner occupancy, or rental or lease, and physically  
10 separated from any other rooms or dwelling units which may be in the same structure, and  
11 containing independent cooking, sleeping and bathroom facilities.

12 *Energy efficiency adjustment* means the amount that may be added to the affordable  
13 home price of a for-sale SFHP Unit that meets energy efficiency standards pursuant to subsection  
14 26-1.16 H. SFCC 1987.

15 *Extreme hardship* means a condition occurring as a direct consequence of the SFHP  
16 Ordinance which ~~[(a) deprives a property owner of all economically viable use of the subject~~  
17 ~~property taken as a whole; or (b)]~~ would require the property owner to lose money on the  
18 development taken as a whole and/or affects the financing viability of the project and the property  
19 owner can demonstrate to the governing body's satisfaction that said loss would be an  
20 unavoidable consequence of the SFHP requirement for construction of SFHP units ~~]; or (c) the~~  
21 ~~property owner can demonstrate to the council's satisfaction that complying with the~~  
22 ~~requirements of this chapter would constitute taking property in violation of the Constitution of~~  
23 ~~the United States or New Mexico].~~

24 *Income qualified* means a buyer or renter whose household income does not exceed the  
25 amount which establish eligibility to buy or rent a Santa Fe Homes program unit, within income

1 ranges established for the program or under specific development agreements.

2 *Income range* means the range of annual incomes used in the determination of eligibility  
3 of an SFHP home buyer or an SFHP tenant. The income ranges are:

4 Income range 1: fifty percent (50%) or less of area median income

5 Income range 2: more than fifty percent (50%) but not more than sixty-five percent  
6 (65%) of area median income

7 Income range 3: more than sixty-five percent (65%) but not more than eighty percent  
8 (80%) of area median income

9 Income range 4: more than eighty percent (80%) but not more than one hundred percent  
10 (100%) of area median income

11 *Land use department* means the land use department of the city, its agent or successor.

12 *Manufactured home lot* means a lot which is marketed and either sold or rented for the  
13 purposes of the placement of a manufactured home.

14 *Maximum option upgrade allowance* means the maximum amount paid by the SFHP  
15 buyer for allowable option upgrades pursuant to subsection 26-1.16.

16 *Median income* means the area median income as defined.

17 *Office of affordable housing* means the department created by subsection 26-1.6 to  
18 administer the Santa Fe Homes Program and other affordable housing programs.

19 *SFHP* means Santa Fe Homes Program.

20 *SFHP agreement* means an agreement between a property owner of record and the city  
21 whereby the city confers benefits in the form of development incentives to the property owner in  
22 exchange for compliance with SFHP with regard to providing required SFHP units or alternate  
23 means of compliance.

24 *SFHP developer* means an owner of a property subject to any SFHP requirements, who is  
25 carrying out any phase of developing the subject tract, or as defined in this section, certain

1 successors in title.

2 *SFHP development* means a tract of land or any improvements thereon which are subject  
3 to an SFHP agreement.

4 *SFHP home* means a dwelling unit marketed and sold to satisfy SFHP requirements.

5 *SFHP home buyer* means a purchaser of an SFHP home or the entire household  
6 occupying an SFHP home or the purchaser or entire household occupying an SFHP manufactured  
7 home lot.

8 *SFHP manufactured home lot* means a lot which is marketed and either sold or rented for  
9 the purposes of the placement of a manufactured home and to satisfy SFHP requirements.

10 *SFHP property owner* means the owner of any property which is subject to SFHP  
11 requirements, or as defined in this section, certain successors in title.

12 *SFHP proposal* means a proposal by a property owner of record made to the city  
13 detailing the property owner's plan for complying with SFHP.

14 *SFHP rental unit* means a rental unit marketed and leased specifically to satisfy SFHP  
15 requirements.

16 *SFHP tenant* means a person who is a lessee of an SFHP rental unit, or a manufactured  
17 home rental lot, or the entire household occupying an SFHP rental unit or SFHP manufactured  
18 home lot.

19 *SFHP unit* means a dwelling unit required to be provided on site by an SFHP developer  
20 or an SFHP property owner to satisfy the SFHP requirements.

21 *Unit* means a dwelling unit.

22 **Section 2. Subsection 26-1.22 SFCC 1987 (being Ord. #2005-30 (as amended))**  
23 **is amended to read:**

24 **26-1.22 Requirements for SFHP Rental Units.**

25 A. If a SFHP developer obtains a residential building permit for multifamily

1 residential development between January 1, 2016 and December 31, 2017, then a fee associated  
2 with such development shall be assessed in accordance with SFHP administrative procedures. A  
3 modification to a SFHP agreement or HOP agreement to construct rental units and create  
4 manufactured home lots for rent that was entered into prior to January 1, 2017 shall be made to  
5 reflect the modified requirement; and if applicable, an annexation agreement, subdivision plat or  
6 development plan shall be administratively amended to reflect the modified requirement and the  
7 amended document shall be recorded or filed, as applicable by the owner or development.  
8 Incentives for SFHP Developers as set forth in subsection 14-8.11 SFCC 1987 (Ord. #2005-  
9 30(A), §63) will not be available for these projects.

10 B. Effective January 1, 2018, and thereafter, fifteen percent (15%) of the total  
11 number of dwelling units offered for rent in a SFHP development shall be delivered as described  
12 in this section.

13 C. The marketing, leasing and occupancy of an SFHP rental unit and SFHP  
14 manufactured home lot that is rented shall conform to the criteria set forth in the administrative  
15 procedures. Rental rates shall be in accordance with the rates set forth in subsection 26-1.24.  
16 SFHP rental units shall be built to comply with the minimum size, unit type(s) and other  
17 structural requirements set forth in subsection 26-1.25. The location of the SFHP rental units shall  
18 be approved by the office of affordable housing. The units or manufactured home lots shall have  
19 compatible exterior architectural and landscaping appearance with other units in the development.

20 **Section 3. Subsection 26-1.33 SFCC 1987 (being Ord. #2005-30 (as amended))**  
21 **is amended to read:**

22 **26-1.33 Alternate Means of Compliance.**

23 A. One of the goals and purposes of the SFHP is to foster economic integration by  
24 requiring that developers provide required SFHP units and manufactured home lots on the  
25 property proposed for development. However, it is recognized that at times this approach may not



feasible for a variety of reasons. In this event, the applicant may seek permission from the governing body to comply with the SFHP through any one or combination of the following alternative means acceptable to the city in its sole discretion: off-site construction, cash payment in lieu of constructing or creating the required SFHP units or manufactured home lots or dedication of land suitable for construction or creation of inclusionary units of equivalent or greater value than would be required for onsite construction.

B. The city may approve an alternate means of compliance for the following, provided that any approval must be based on a finding that the purposes of this chapter would be better served by implementation of the proposed alternative(s). In determining whether the purposes of this chapter would be better served under the proposed alternative, ~~[the city]~~ staff from the Land Use Department and the Office of Affordable Housing shall consider the factors listed in subsection 26-1.33C below. Consideration of these factors will provide basis for staff's recommendation regarding the approval or denial of alternate compliance to the Governing Body.

(1) SFHP for-sale projects ~~[of eleven (11) units or more, provided that the project meets the definition of extreme hardship];~~

(2) SFHP ~~[projects of ten (10) units or fewer]~~ rental projects; and

(3) SFHP projects that meet the definition of a vacation time share project as set forth in Section 14-12 SFCC 1987.

C. In determining whether the purposes of this chapter would be better served under the proposed alternative, the city shall consider the following:

(1) The extent to which the proposed alternate results in a benefit that responds directly to a community-wide documented need;

~~(1)~~ (2) Whether implementation of an alternative would overly concentrate SFHP units within any specific area and if so must reject the alternative unless the undesirable concentration of the SFHP units is offset by other identified benefits that

1 flow from implementation of the alternative in issue; and

2 ([2]3) The extent to which other factors affect the feasibility of prompt  
3 construction of the SFHP units on the property, such as costs and delays, the need for  
4 appraisal, site design, zoning, infrastructure, clear title, grading and environmental  
5 review; and

6 ([3]4) The potential of leveraging funds for other needed affordable housing  
7 programs described in the city's housing plans.

8 D. The value of the fee in lieu contribution shall be established pursuant to  
9 administrative procedures.

10 E. The governing body, at its sole discretion, may grant a waiver of the SFHP  
11 requirements. Any approval of a waiver for any sized project shall be based on the finding that  
12 the condition of extreme hardship, as defined, cannot be sufficiently alleviated by the alternate  
13 means of compliance described in paragraph B.

14 **Section 4. Subsection 26-1.36 SFCC 1987 (being Ord. #2005-30 (as amended))**  
15 **is amended to read:**

16 **26-1.36 Effective Date.**

17 The effective date of this chapter shall be February 20, 2016 (ten (10) days after passage  
18 of this chapter).

19 APPROVED AS TO FORM:

20 

21  
22 KELLEY A. BRENNAN, CITY ATTORNEY

## **Section A.      General Information**

Finance Director:

c. Indicate: "R" – if recurring annual costs

"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs

d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns

e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

    X     Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____
Total:	\$ _____			\$ _____			

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

## 2. Revenue Sources:

a. To indicate new revenues and/or

b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

_____	\$ _____	_____	\$ _____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____
Total:	\$ _____		\$ _____		

### 3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

The proposed bill will allow fees to be collected for deposit into the Affordable Housing Trust Fund; however, given the unpredictable pattern of real estate development, there is no way to analyze how much will be generated.

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### Section D.      General Narrative

**1. Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None identified.

---

### **2. Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

Santa Fe's supply of rental housing is very constricted at present time, due in some part to the inclusionary requirements related to the SFHP Ordinance. Without responding to market conditions and incentivizing multi-family rental development, rents will continue to rise affecting affordability across all income ranges, but with particular consequence for very low income renters.

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### **3. Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

None identified.

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### **4. Community Impact:**

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The bill has the potential to generate income for the Affordable Housing Trust Fund which in turn would be used to support programs and projects to assist very low income renters. The bill also has the potential to make market-rate multi-family development more financially feasible. Adding inventory to the rental market will alleviate to a small degree the upward trend in rents that has been fueled by record high occupancy rates and a shortage of available units.

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**Item B**

# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

### Resolution No. 2015-\_\_\_\_ Housing Trust Soleras Station

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**SPONSOR(S):** Councilors Dimas, Ives, Lindell and Bushee

**SUMMARY:** The proposed resolution would contribute property and resources to Santa Fe Community Housing Trust for the development of the Soleras Station Low Income Housing Tax Credit Project pursuant to the Affordable Housing Act.

**PREPARED BY:** Rebecca Seligman, Legislative Liaison Assistant

**FISCAL IMPACT:** No

**DATE:** December 14, 2015

**ATTACHMENTS:** Amendment (staff)  
Resolution  
FIR

**CITY OF SANTA FE, NEW MEXICO**  
**PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2016-\_\_\_\_**  
**Housing Trust Soleras Station**

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**Mayor and Members of the City Council:**

**We propose the following amendment(s) to Resolution No. 2016-\_\_\_\_:**

1. On page 1, line 19 *insert* :

“**WHEREAS**, the City of Santa Fe certifies to the MFA that the Housing Trust is a qualified grantee in accordance with the requirements of the Affordable Housing Act and Rules, Section 5.4; and”

2. On page 3, line 19, *insert*:

“**BE IT FURTHER RESOLVED** that the Governing Body on behalf of the City has now or intends to accept and give a deed to the Housing Trust. The proper instrument will be conveyed and filed with Santa Fe County to convey the subject premises.”

Respectfully submitted,

\_\_\_\_\_  
Staff

ADOPTED: \_\_\_\_\_

NOT ADOPTED: \_\_\_\_\_

DATE: \_\_\_\_\_

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



**CITY OF SANTA FE, NEW MEXICO**

**RESOLUTION 2015-\_\_**

**INTRODUCED BY:**

Councilor Bill Dimas

Councilor Peter Ives

Councilor Signe Lindell

Councilor Patti Bushee

**A RESOLUTION**

**CONTRIBUTING PROPERTY AND RESOURCES TO SANTA FE COMMUNITY  
HOUSING TRUST FOR THE DEVELOPMENT OF THE SOLERAS STATION LOW  
INCOME HOUSING TAX CREDIT PROJECT PURSUANT TO THE AFFORDABLE  
HOUSING ACT.**

**WHEREAS**, it is the intent of the parties that the contribution from the City of Santa Fe to the Soleras Station Low Income Housing Tax Credit ("The Project") meet the requirements of the Affordable Housing Act and Rules Section 5.4;

**WHEREAS**, the proposed donation conforms to the City of Santa Fe Five-Year Strategic Housing Plan "Affordable Housing Element" adopted in conformance to the Affordable Housing Act which identified a housing shortage of 805 units particularly acute for households earning below 50% of the annual median income (AMI) because Soleras Station will serve households earning from 30% to 80% of median income; and

**WHEREAS**, this Project is consistent with the Five Year Strategic Housing Plan lawfully adopted by Ordinance No. 2007-23 pursuant to the express statutory authority conferred upon

1 municipalities to enact a housing code pursuant to Section 3-17-6A(8) NMSA 1978; to enact  
2 ordinances pursuant to its police power, Section 3-17-1 B NMSA 1978; to provide for affordable  
3 housing pursuant to subsections E and F of Art. 9, §14, of the N.M. Constitution and the Affordable  
4 Housing Act (§§ 10 6-27-1 through 6-27-8 NMSA 1978) and in particular to provide a portion of the  
5 cost of financing and/or authorizing housing assistance grants for the purpose of affordable housing  
6 pursuant to Section 6-27-5 NMSA 1978 (2007), and pursuant to any and all such other authority as  
7 may be applicable including but not limited to the city's recognized authority to protect the general  
8 welfare of its citizens; and

9 **WHEREAS**, it is the policy of the City of Santa Fe to provide incentives and encourage  
10 proposals that support the production, acquisition and redevelopment of rental housing in mixed  
11 income developments; and

12 **WHEREAS**, the City has agreed to accept the donation of at least \$1.4 million from Pulte  
13 Homes consisting of a 4.5 acre parcel of land along with additional cash, goods and services,  
14 proffered in compliance with that certain Santa Fe Home Program Agreement dated \_\_\_\_\_,  
15 2015 and attached hereto as well as the City's inclusionary zoning implementation of the Pulte  
16 Homes subdivision in Las Soleras Master Planned Community; and

17 **WHEREAS**, the City will also provide additional donation of City development fee/water  
18 waivers and other valuable incentives to the Project; and

19 **WHEREAS**, the above referenced donations will be contributed to the Santa Fe Community  
20 Housing Trust for the Project without debt or interest pursuant to the terms of a land use regulatory  
21 agreement; and

22 **WHEREAS**, the Project will meet the City goals for creating housing that avoids common  
23 illness triggers, uses less energy, and saves on utility and maintenance costs-all while using eco-  
24 friendly materials and strategies pursuant design of the Soleras Station as a Pilot Multifamily Project  
25 by the WELL Build Institute for creation of a national healthy multifamily residential building

1 certification process by the United State Green Building Coalition (USGBC) and in the project's  
2 LEED building certification; and

3 **WHEREAS**, major partners in the development of the Project now include the City of Santa  
4 Fe, The Housing Trust; the New Mexico Coalition to End Homelessness and Pulte Homes, only the  
5 Housing Trust will have any ownership interest in the Project after the development is completed; and

6 **WHEREAS**, the City will provide 10% of the development costs for a competitive LIHTC  
7 application for the Project by the Housing Trust as a direct grant to the Project subject to the terms of  
8 a land use regulatory agreement requiring an affordability period of 45 years running concurrently  
9 with requirements imposed by the New Mexico Mortgage Finance Authority; and

10 **NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
11 **CITY OF SANTA FE** that a substantial contribution to the Project with cash and measures to lower  
12 development costs of the property by waiving building permit fees, providing water rights to the  
13 Project, reducing the cost of extending the utility lines and meter charges for a total of approximately  
14 \$2 million. The donation shall be made in the form of a grant subject to the terms of a land use  
15 regulatory agreement specifying the requirement for consistency with the Low Income Housing Tax  
16 Credit program requirements serving targeted low income clientele.

17 **BE IT FURTHER RESOLVED** that the Governing Body of the City of Santa Fe supports  
18 The Housing Trust's LIHTC application for the Project.

19 **BE IT FURTHER RESOLVED** that the Governing Body of the City of Santa Fe hereby  
20 directs the City Clerk to provide an executed copy of this resolution to Santa Fe County.


21 PASSED, APPROVED and ADOPTED, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

22  
23  
24 \_\_\_\_\_  
25 JAVIER M. GONZALES, MAYOR

1 ATTEST:

2  
3  
4 YOLANDA Y. VIGIL, CITY CLERK

5  
6 APPROVED AS TO FORM:

7   
8  
9 KELLEY A. BRENNAN, CITY ATTORNEY

## City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

### Section A.      General Information

(Check) Bill: \_\_\_\_\_ Resolution: X

(A single FIR may be used for related bills and/or resolutions)

Short Title(s): A RESOLUTION CONTRIBUTING PROPERTY AND RESOURCES TO SANTA FE COMMUNITY HOUSING TRUST (THE "HOUSING TRUST") FOR THE DEVELOPMENT OF THE SOLERAS STATION LOW INCOME HOUSING TAX CREDIT PROJECT (THE "PROJECT") PURSUANT TO THE AFFORDABLE HOUSING ACT.

Sponsor(s): Councilors Dimas, Ives, Lindell and Bushee

Reviewing Department(s): Housing and Community Development

Persons Completing FIR: Alexandra Ladd Date: 11/18/15 Phone: 955-6346

Reviewed by City Attorney: Vallu A. Blumhau Date: 11/24/15  
(Signature)

Reviewed by Finance Director: [Signature] Date: 11-24-2015  
(Signature)

### Section B.      Summary

Briefly explain the purpose and major provisions of the bill/resolution:

The resolution is required by the NM Mortgage Finance Authority as part of the Housing Trust's application for Low Income Housing Tax Credits (LIHTC). It states the intention of the City to support the application by providing a land donation and other resources such as fee waivers to support the project. The land will be deeded to the City by Pulte Corporation as a means of alternate compliance to meet its affordable housing requirement in Las Soleras and in turn, the City will donate the parcel to the Housing Trust. The proposed project will be an 87-unit apartment complex for renters earning less than 30% of the area median income (AMI) up to 60% AMI.

### Section C.      Fiscal Impact

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

#### **1. Projected Expenditures:**

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)

- b. Indicate:      "A" if current budget and level of staffing will absorb the costs  
                      "N" if new, additional, or increased budget or staffing will be required

Finance Director: [Signature]

c. Indicate: "R" – if recurring annual costs

"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs

d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns

e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

  X   Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

Personnel\*      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Fringe\*\*      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Capital Outlay      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Land/ Building      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Professional Services      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

All Other Operating Costs      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Total:      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

## 2. Revenue Sources:

a. To indicate new revenues and/or

b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

\_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

\_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

\_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Total:      \$ \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

### 3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

Not applicable.

---

### Section D.      General Narrative

**1. Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

This proposed resolution does not conflict with any City code, approved ordinance or other legislation. Supporting the construction of affordable rental units that are energy-efficient, comfortable and appropriate to meet the needs of very low-income renters is consistent with the City's policies and funding priorities.

### **2. Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

Without this resolution, the Housing Trust's application for LIHTC funding will be deemed incomplete and funding will not be provided. Additionally, the opportunity to leverage several million dollars of support for very-low income rental units in our community will be lost.

### **3. Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

No, the resolution is accurate as written, to the best of staff's knowledge.

### **4. Community Impact:**

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The resolution supports the construction of 87-units of affordable rental housing. The need for this housing is well-documented. Recent studies show that Santa Fe's renters are highly cost-burdened, many paying more than 50% of their incomes to cover housing costs. It is likely that there is a deficit of at least 2,000 rental units to serve these renters. This project will address this gap as well as providing a high-quality, energy-efficient and healthy living environment for renters who are currently either precariously housed or living in substandard housing situations. The proposed project will also provide support services on site, including counseling, case management and other enrichment programs. In addition to these benefits, construction-related jobs will be supported as well as related economic benefits during the construction process.

**Item C**



# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

Resolution No. 2015-\_\_\_\_  
LIHTC Villa Hermosa

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**SPONSOR(S):** Councilors Ives, Maestas and Bushee

**SUMMARY:** The proposed resolution would donate a leasehold interest and fee waivers to the Santa Fe Civic Housing pursuant to the Affordable Housing Act, for the rehabilitation of the Villa Hermosa housing site to maximize points awarded under the LIHTC application.

**PREPARED BY:** Rebecca Seligman, Legislative Liaison assistant

**FISCAL IMPACT:** No

**DATE:** November 18, 2015

**ATTACHMENTS:** Resolution  
FIR

1 **CITY OF SANTA FE, NEW MEXICO**

2 **RESOLUTION NO. 2015-\_\_**

3 **INTRODUCED BY:**

4  
5 Councilor Peter N. Ives

6 Councilor Joseph M. Maestas

7 Councilor Patti Bushee

8  
9  
10 **A RESOLUTION**

11 **DONATING A LEASEHOLD INTEREST AND FEE WAIVERS TO THE SANTA FE CIVIC**  
12 **HOUSING AUTHORITY, PURSUANT TO THE AFFORDABLE HOUSING ACT, FOR THE**  
13 **REHABILITATION OF THE VILLA HERMOSA HOUSING SITE TO MAXIMIZE POINTS**  
14 **AWARDED UNDER THE LIHTC APPLICATION.**

15  
16 **WHEREAS,** The City of Santa Fe is committed to providing decent safe and sanitary  
17 affordable housing for the residents of the City of Santa Fe; and

18 **WHEREAS,** the City of Santa Fe supports the Santa Fe Civic Housing Authority (SFCHA)  
19 in its application for a low income housing tax credit (LIHTC) award for the Villa Hermosa project  
20 and understanding that additional points for local contributions to the project could be achieved  
21 through permanent donation of the leasehold interest in the land and cash related to the Villa Hermosa  
22 development by the City of Santa Fe; and

23 **WHEREAS,** the City of Santa Fe owns the land at 1510-1520 Luisa Street, Santa Fe, New  
24 Mexico and intends to donate a leasehold interest in the land to the Villa Hermosa development; and

25 **WHEREAS,** the City of Santa Fe agrees to permanently contribute cash to the Villa Hermosa

1 development to pay for predevelopment costs; and

2       **WHEREAS**, the City of Santa Fe agrees to waive eligible construction permit and  
3 construction permit review fees in accordance with Chapter 14.8.11(G)(2); and

4       **WHEREAS**, the City of Santa Fe certifies to New Mexico Mortgage Finance Authority  
5 (MFA) that the Villa Hermosa project and contribution has been analyzed by the City of Santa Fe and  
6 the contribution meets the requirements of the Affordable Housing Act and Rules Section 5.4; and

7       **WHEREAS**, the City of Santa Fe will require review and approval of a housing grant project  
8 budget by the City of Santa Fe and/or the MFA before any expenditure of grant funds or transfer of  
9 granted property; and such project budget will be provided at application (1/31/2016) and can be  
10 approved prior to May 2016; and

11       **WHEREAS**, the City of Santa Fe will require that a condition of grant or loan approval be  
12 proof of compliance with all applicable State and local laws, rules, and ordinances; and

13       **WHEREAS**, the definitions for “low income and moderate income” and setting out  
14 requirements for verification of income levels are defined within the MFA 2016 QAP guidelines; and

15       **WHEREAS**, the City of Santa Fe has entered into a contract (land lease) with the Qualifying  
16 Grantee which includes remedies and default provisions in the event of the unsatisfactory  
17 performance by the Qualifying Grantee and which contract shall be subject to the review by the MFA  
18 in its discretion.

19       **NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
20 **CITY OF SANTA FE** that the Governing Body hereby authorizes the donation of the leasehold  
21 interest transfer, cash and fee waivers for predevelopment costs for a sum total donation value of up  
22 to \$1,350,000 to the Villa Hermosa development to make it possible to achieve points to be awarded  
23 under the LIHTC application, contingent upon the successful award of 2016 tax credits. All  
24 contributions of leasehold interest and cash shall be permanent, as defined in the 2016 Qualified  
25 Allocation Plan.

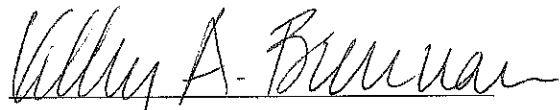
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JAVIER M. GONZALES, MAYOR

ATTEST:

\_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
KELLEY A. BRENNAN, CITY ATTORNEY

## City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

### Section A. General Information

(Check) Bill: \_\_\_\_\_ Resolution: X

(A single FIR may be used for related bills and/or resolutions)

Short Title(s): A RESOLUTION DONATING A LEASEHOLD INTEREST AND FEE WAIVERS TO THE SANTA FE CIVIC HOUSING AUTHORITY ("SFCHA"), PURSUANT TO THE AFFORDABLE HOUSING ACT, FOR THE REHABILITATION OF THE VILLA HERMOSA HOUSING SITE TO MAXIMIZE POINTS AWARDED UNDER THE LIHTC APPLICATION.

Sponsor(s): Councilor Peter Ives

Reviewing Department(s): Housing and Community Development

Persons Completing FIR: Alexandra Ladd Date: 11-18/15 Phone: 955-6346

Reviewed by City Attorney: Vellay A. Blumman Date: 11/24/15  
(Signature)

Reviewed by Finance Director: [Signature] Date: 11-24-2015  
(Signature)

### Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:

The resolution is required by the NM Mortgage Finance Authority as part of the Housing Authority's application for Low Income Housing Tax Credits (LIHTC). It states the intention of the City to support the application by providing below market leasehold interest to the Housing Authority for the facilities that are sited on City-owned land but owned by the Housing Authority. The purpose of the application is to secure financing to make much-needed repairs and updates to the housing units.

### Section C. Fiscal Impact

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

#### **1. Projected Expenditures:**

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)

- b. Indicate: "A" if current budget and level of staffing will absorb the costs  
"N" if new, additional, or increased budget or staffing will be required

- c. Indicate: "R" – if recurring annual costs  
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs

Finance Director: \_\_\_\_\_

- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns  
e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

  X   Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected
	Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____
	Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
	Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
	Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
	Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____
	All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____
	Total:	\$ _____			\$ _____			

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

## 2. Revenue Sources:

- a. To indicate new revenues and/or  
b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected
	_____	\$ _____	_____	\$ _____	_____	_____
	_____	\$ _____	_____	\$ _____	_____	_____
	_____	\$ _____	_____	\$ _____	_____	_____
	Total:	\$ _____		\$ _____		

### 3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

Not applicable.

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### Section D.      **General Narrative**

**1. Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

This proposed resolution does not conflict with any City code, approved ordinance or other legislation. Making affordable rental units more energy-efficient, comfortable and appropriate to meet the needs of very low-income renters is consistent with the City's policies of providing and supporting rental housing for very low income renters.

---

**2. Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

Without this resolution, the Housing Authority's application for LIHTC funding will be deemed incomplete and funding will not be provided. Additionally, the opportunity to leverage several million dollars of support for very-low income rental units in our community will be lost.

---

**3. Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

No, the resolution is accurate as written, to the best of staff's knowledge.

---

**4. Community Impact:**

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The units located at the Villa Hermosa site (Luisa St) are reserved for the elderly, many of whom are very low income and/or frail. The residents also receive limited support services at the site, such as meals and some basic case management. The units are well over 40 years old and are not equipped with many modern amenities, including accessibility features and energy efficiency measures making them uncomfortable and somewhat inadequate, especially for those with mobility impairments. The LIHTC funding allows the Housing Authority to refinance the buildings and to undergo a full renovation to bring them up to modern building code and accessibility standards. Additionally, the Housing Authority is committed to achieving LEED Standard energy-efficiency performance levels, both to bring down the cost of operating the units, but also to enhance the physical comfort of its residents. Refinancing the units also helps to stabilize ongoing operating costs, rather than being subject to annual HUD budget cuts. The project also has the potential to leverage other private construction funds and will generate jobs and other construction-related economic benefits.

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**Item D**



# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

Resolution No. 2015-\_\_\_\_  
LIHTC Pasa Tiempo

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**SPONSOR(S):** Councilors Ives, Maestas and Bushee

**SUMMARY:** The proposed resolution would donate a leasehold interest and fee waivers to the Santa Fe Civic Housing pursuant to the Affordable Housing Act, for the rehabilitation of the Pasa Tiempo housing site to maximize points awarded under the LIHTC application.

**PREPARED BY:** Rebecca Seligman, Legislative Liaison assistant

**FISCAL IMPACT:** No

**DATE:** November 18, 2015

**ATTACHMENTS:** Resolution  
FIR

1                                   **CITY OF SANTA FE, NEW MEXICO**

2                                   **RESOLUTION NO. 2015-\_\_**

3                                   **INTRODUCED BY:**

4  
5                                   Councilor Peter N. Ives

6                                   Councilor Joseph M. Maestas

7                                   Councilor Patti Bushee

8  
9  
10                                  **A RESOLUTION**

11       **DONATING A LEASEHOLD INTEREST AND FEE WAIVERS TO THE SANTA FE CIVIC**  
12       **HOUSING AUTHORITY PURSUANT TO THE AFFORDABLE HOUSING ACT, FOR THE**  
13       **REHABILITATION OF THE PASA TIEMPO HOUSING SITE TO MAXIMIZE POINTS**  
14       **AWARDED UNDER THE LIHTC APPLICATION.**

15  
16               **WHEREAS,** The City of Santa Fe is committed to providing decent safe and sanitary  
17       affordable housing for the residents of the City of Santa Fe; and

18               **WHEREAS,** the City of Santa Fe supports the Santa Fe Civic housing Authority in its  
19       application for a tax credit award for the Pasa Tiempo project and understanding that additional points  
20       for local contributions to the project could be achieved through permanent donation of the leasehold  
21       interest in the land and cash related to the Pasa Tiempo development by the City of Santa Fe; and

22               **WHEREAS,** the City of Santa Fe owns the land at 650-670 Alta Vista, Santa Fe, New  
23       Mexico and intends to donate a leasehold interest in the land to the Pasa Tiempo development; and

24               **WHEREAS,** the City of Santa Fe agrees to permanently contribute cash to the Pasa Tiempo  
25       development to pay for predevelopment costs; and

1           **WHEREAS**, the City of Santa Fe agrees to waive eligible construction permit and  
2 construction permit review fees in accordance with Chapter 14.8.11(G)(2); and

3           **WHEREAS**, the City of Santa Fe certifies to New Mexico Mortgage Finance Authority  
4 (MFA) that the Pasa Tiempo project and contribution has been analyzed by the City of Santa Fe and  
5 the contribution meets the requirements of the Affordable Housing Act and Rules Section 5.4; and

6           **WHEREAS**, the City of Santa Fe will require review and approval of a housing grant project  
7 budget by the City of Santa Fe and/or the MFA before any expenditure of grant funds or transfer of  
8 granted property; and project budget will be provided at application (1/31/2016) and can be approved  
9 prior to May 2016; and

10           **WHEREAS**, the City of Santa Fe will require that a condition of grant or loan approval be  
11 proof of compliance with all applicable State and local laws, rules, and ordinances; and

12           **WHEREAS**, the definitions for “low income and moderate income” and setting out  
13 requirements for verification of income levels are defined within the MFA 2016 Qualified Allocation  
14 Plan (QAP) guidelines; and

15           **WHEREAS**, the City of Santa Fe has entered into a contract (land lease) with the Qualifying  
16 Grantee which includes remedies and default provisions in the event of the unsatisfactory  
17 performance by the Qualifying Grantee and which contract shall be subject to the review by the MFA  
18 in its discretion.

19           **NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
20 **CITY OF SANTA FE** that the Governing Body hereby authorizes the donation of the leasehold  
21 interest transfer, cash and fee waivers for predevelopment costs for a sum total donation value of up  
22 to \$1,350,000 to the Pasa Tiempo development to make it possible to achieve points to be awarded  
23 under the LIHTC application, contingent upon the successful award of 2016 tax credits. All  
24 contributions of leasehold interest and cash shall be permanent, as defined in the 2016 Qualified  
25 Allocation Plan.

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JAVIER M. GONZALES, MAYOR

ATTEST:

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YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

  
KELLEY A. BRENNAN, CITY ATTORNEY

## City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

### Section A.      General Information

(Check) Bill: \_\_\_\_\_ Resolution:   X  

(A single FIR may be used for related bills and/or resolutions)

Short Title(s): **A RESOLUTION DONATING A LEASEHOLD INTEREST AND FEE WAIVERS TO THE SANTA FE CIVIC HOUSING AUTHORITY ("SFCHA"), PURSUANT TO THE AFFORDABLE HOUSING ACT, FOR THE REHABILITATION OF THE PASA TIEMPO HOUSING SITE TO MAXIMIZE POINTS AWARDED UNDER THE LIHTC APPLICATION.**

Sponsor(s): Councilor Peter Ives

Reviewing Department(s): Housing and Community Development

Persons Completing FIR: Alexandra Ladd Date: 11/18/15 Phone: 955-6346

Reviewed by City Attorney: Kelly A. Brennan Date: 11/24/15  
(Signature)

Reviewed by Finance Director: [Signature] Date: 11-24-2015  
(Signature)

### Section B.      Summary

Briefly explain the purpose and major provisions of the bill/resolution:

The resolution is required by the NM Mortgage Finance Authority as part of the Housing Authority's application for Low Income Housing Tax Credits (LIHTC). It states the intention of the City to support the application by providing below market leasehold interest to the Housing Authority for the facilities that are sited on City-owned land but owned by the Housing Authority. The purpose of the application is to secure financing to make much-needed repairs and updates to the housing units.

### Section C.      Fiscal Impact

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

#### **1. Projected Expenditures:**

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)

- b. Indicate:      "A" if current budget and level of staffing will absorb the costs  
                      "N" if new, additional, or increased budget or staffing will be required

- c. Indicate:      "R" – if recurring annual costs  
                      "NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs

Finance Director: \_\_\_\_\_

- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns  
e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

    X     Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____
Total:	\$ _____			\$ _____			

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

## 2. Revenue Sources:

- a. To indicate new revenues and/or  
b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

_____	\$ _____	_____	\$ _____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____
Total:	\$ _____		\$ _____		

### 3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

Not applicable.

---

### Section D.      General Narrative

**1. Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

This proposed resolution does not conflict with any City code, approved ordinance or other legislation. Making affordable rental units more energy-efficient, comfortable and appropriate to meet the needs of very low-income renters is consistent with the City's policies of providing and supporting rental housing for very low income renters.

---

**2. Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

Without this resolution, the Housing Authority's application for LIHTC funding will be deemed incomplete and funding will not be provided. Additionally, the opportunity to leverage several million dollars of support for very-low income rental units in our community will be lost.

---

**3. Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

No, the resolution is accurate as written, to the best of staff's knowledge.

---

**4. Community Impact:**

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The units located at the Pasa Tiempo site (Alta Vista St) are reserved for the elderly, many of whom are very low income and/or frail. The residents also receive limited support services at the site, such as meals and some basic case management. The units are well over 40 years old and are not equipped with many modern amenities, including accessibility features and energy efficiency measures making them uncomfortable and somewhat inadequate, especially for those with mobility impairments. The LIHTC funding allows the Housing Authority to refinance the buildings and to undergo a full renovation to bring them up to modern building code and accessibility standards. Additionally, the Housing Authority is committed to achieving LEED Standard energy-efficiency performance levels, both to bring down the cost of operating the units, but also to enhance the physical comfort of its residents. Refinancing the units also helps to stabilize ongoing operating costs, rather than being subject to annual HUD budget cuts. The project also has the potential to leverage other private construction funds and will generate jobs and other construction-related economic benefits.

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# **Action Items**



**Item A**

# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

### Resolution No. 2015-\_\_\_\_ Santa Fe Film Commission

---

**SPONSOR(S):** Mayor Gonzales, Councilors Ives and Lindell

**SUMMARY:** The proposed resolution creates the Santa Fe Film Commission; and supports economic development and job creation in film and digital media.

**PREPARED BY:** Rebecca Seligman, Legislative Liaison assistant

**FISCAL IMPACT:** Yes

**DATE:** December 3, 2015

**ATTACHMENTS:** Resolution  
Amended FIR

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1 managers); and

2       **WHEREAS**, the City Film Liaison has issued approximately 60 permits per year for the last  
3 three years creating not only jobs, sales and rentals, but millions of dollars of free publicity that has  
4 propelled Santa Fe to new heights of international recognition while maintaining a cordial  
5 relationship and respect for the businesses and neighborhoods where the filming was permitted; and

6       **WHEREAS**, in 2013 Santa Fe County received 16 permits for film and TV productions, and  
7 under those permits, payroll exceeded \$20 million for local hires; and

8       **WHEREAS**, in 2013, direct spending from major productions totaled over \$50 million with  
9 more than 200 local businesses providing services to the film industry, for an overall estimated  
10 economic impact of \$160 million; and

11       **WHEREAS**, the State of New Mexico released a Film Production Tax Incentive (FPTI)  
12 Study in July 2014 which found that between 2010 and 2014:

- 13       • Total economic output generated by productions was \$1.53 billion
- 14       • Gross State Product (GSP) generated from production spending was \$968.9 million
- 15       • Total revenue from state and local taxes on production reached \$103.6 million

16       **WHEREAS**, economic development efforts are focused on growing a film economy that  
17 employs people in a range of positions; and

18       **WHEREAS**, Shoot Santa Fe has brought together a significant regional coalition of local  
19 governments, studios, labor representatives, non-profits, filmmakers and more to do marketing and  
20 outreach in the industry; and

21       **WHEREAS**, local film festivals are growing and enhancing the film community and  
22 branding for Santa Fe; and

23       **WHEREAS**, workforce development partnerships could be formed with local educational  
24 institutions to build a skilled workforce and;

25       **WHEREAS**, increasing film and digital media could enhance the local economy by:

- Recruiting a greater number of productions to Santa Fe and Northern New Mexico
- Facilitating the development of homegrown productions
- Facilitating improved crew training, apprenticeship and internships
- Increasing production spending at local businesses
- Diversifying the industry by fostering digital application development, gaming, post production and other complementary segments of the industry.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE** that the Santa Fe Film Commission is hereby created.

**Section 1. NAME:** the commission shall be called the Santa Fe Film Commission (“SFFC”).

**Section 2. PURPOSE:** The Santa Fe Film Commission shall review and make recommendations to the Governing Body and City staff as it relates to film production in and around the City of Santa Fe.

**Section 3: DUTIES AND RESPONSIBILITIES:** The Santa Fe Film Commission shall establish priorities in its operation that work towards the following goals:

- Enhance recognition as a desirable filmmaking destination, and increase production in Santa Fe.
- Increase post-production and other digital media business as a sustainable industry in Santa Fe
- Diversify the industry base by growing local productions and other complimentary businesses in Santa Fe.
- Foster a sustainable year-round industry, that employs a skilled workforce in high-wage jobs.
- Facilitate increased production spending at local businesses.

- Evaluate potential areas of investment and resource allocation and make recommendations on priorities.

**Section 4: MEMBERSHIP; OFFICERS:**

A. *Membership.* The Commission is comprised of the following membership appointed by the mayor with the approval of the Governing Body:

- Four local industry leaders
- Two film crew representatives
- Three representatives from educational institutions with programs producing talent in the industry
- Two representatives from digital media businesses (video game development and production, alternative/virtual reality, post production, etc.)
- Two representatives from non-profits working in the industry
- One representative from the County of Santa Fe as chosen by the Santa Fe County Commission
- Two at-large members

B. *Officers.* The mayor shall select the chairperson from the appointed members. The chairperson shall designate the vice chairperson.

**Section 5. TERMS:**

A. *Chair.* Upon being named by the mayor, the chairperson shall serve for a period of one year. Following one year of service, the mayor shall appoint (or re-appoint) the Chair.

B. *Members.* Of the initial appointments, seven of the members shall be appointed for one year terms and the rest shall be appointed for two year terms. Subsequent terms shall be for two years to maintain staggering of terms. Members may serve a

1 maximum three terms. After three consecutive unexcused absences a commission  
2 member shall be automatically removed and notified thereof by the chairperson.

3 **Section 6. VACANCIES:** Vacancies on the Santa Fe Film Commission shall be filled  
4 in the same manner as initial appointments and shall be for the remainder of the unexpired term. Any  
5 member of the commission may be removed by the mayor with the approval of the Governing Body,  
6 with or without cause.

7 **Section 7. MEETINGS:** A quorum shall be a majority of the whole membership. The  
8 Commission shall meet at least once per month and shall conduct public meetings in accordance with  
9 the Open Meetings Act and adopted city policies and procedures.

10 **Section 8. STAFF LIAISON:** The Economic Development Department Director, or his  
11 or her designee, shall serve as the primary liaison to the Santa Fe Film Commission. The Director  
12 may appoint another staff member to assist with operation of the Santa Fe Film Commission.

13 **BE IT FURTHER RESOLVED,** The Santa Fe Film Commission shall prioritize tasks and  
14 develop a plan for carrying out its Purpose, and Duties and Responsibilities as set forth in Sections 2  
15 and 3, and cost estimates within six months of being appointed by the Governing Body. The  
16 Commission shall oversee the implementation of the work-plan and provide guidance, strategy,  
17 identify connections in the industry, and other relevant and pertinent priorities.

18 **BE IT FURTHER RESOLVED,** that six (6) and twelve (12) months from appointment, the  
19 Commission will report to Governing Body on the progress made, lessons learned, and  
20 recommendations for next steps.

21 **BE IT FURTHER RESOLVED** that \$50,000 shall be the initial budget for the Santa Fe  
22 Film Commission to recommend allocating in targeted areas in order to execute its mission

23 PASSED, APPROVED, and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2015.  
24  
25

JAVIER M. GONZALES, MAYOR

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

A handwritten signature in cursive script, reading "Kelley A. Brennan", written over a horizontal line.

KELLEY BRENNAN, CITY ATTORNEY



## City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

### Section A. General Information

(Check) Bill: \_\_\_\_\_ Resolution: X

(A single FIR may be used for related bills and/or resolutions)

Short Title(s): A RESOLUTION CREATING THE SANTA FE FILM COMMISSION; AND SUPPORTING ECONOMIC DEVELOPMENT AND JOB CREATION IN FILM AND DIGITAL MEDIA.

Sponsor(s): Mayor Gonzales

Reviewing Department(s): Economic Development Department

Persons Completing FIR: Kate Noble Date: 11/16/15 Phone: 955-6915

Reviewed by City Attorney: Kelly A. Brennan Date: 12/4/15  
(Signature)

Reviewed by Finance Director: [Signature] Date: 12-8-2015  
(Signature)

### Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:

This resolution establishes a Santa Fe Film Commission that will review and make recommendations to the Governing Body as it relates to film production in and around the City of Santa Fe. The Commission will have 16 members appointed by the Mayor and approved by the Governing Body. The Commission will report back to the Governing Body six and twelve months after appointment, and will have an initial budget of \$50,000.

### Section C. Fiscal Impact

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

#### **1. Projected Expenditures:**

- Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- Indicate: "A" if current budget and level of staffing will absorb the costs  
"N" if new, additional, or increased budget or staffing will be required
- Indicate: "R" – if recurring annual costs  
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: \_\_\_\_\_

\_\_\_\_\_ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY <u>15/16</u> and <u>16/17</u> _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$2400	_____	_____	\$ _____	_____	_____	_____
All Other Operating Costs	\$50,000	N	NR	\$ _____	_____	_____	_____
Total:	\$52,400			\$ _____			

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

## 2. Revenue Sources:

- To indicate new revenues and/or
- Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

_____	\$ _____	_____	\$ _____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____
Total:	\$ _____		\$ _____		

### 3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

\$An estimated 2400 for stenography services. This will be covered by the City Clerk's office in FY15/16 and budgeted for in 16/17. \$50,000 in economic development funding to support the initiatives recommended by the Film Commission also, possibly Arts Commission funding. The funds will be from existing and future allocated budget for economic development from business Unit 22116 , Line Item 510300. Any funding allocated from the Arts Commission will be as applicable according to those funds.

=====

### Section D.      **General Narrative**

**1. Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None identified.

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### **2. Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

The City of Santa Fe will not have a Film Commission and would potentially be constricted in its ability to market to film productions in and around the City.

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### **3. Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

None identified.

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### **4. Community Impact:**

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

Film production has become a major economic driver in the City, and the establishment of Film Commission would allow the community to capitalize this trend by driving additional productions to the area. Increases in production and post-production work in Santa Fe would also keep younger generations in the area, as they begin careers in the film industry. Institutions such as the Santa Fe School for the Arts, the Santa Fe University of Art and Design and the Santa Fe Community College are well suited for an increase in filmmaking, with students extensively trained in all aspects of production.

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**Item B**

# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

Resolution No. 2016-\_\_

### Sanbusco Merchant Assistance

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**SPONSOR(S):** Mayor Gonzales

**SUMMARY:** The proposed resolution would exempt merchants currently in the Sanbusco market center from building permit, fire inspection and impact fees when relocating their business from Sanbusco to another location within the boundaries of City.

**PREPARED BY:** Jesse Guillen, Legislative Liaison

**FISCAL IMPACT:** Yes

**DATE:** December 29, 2015

**ATTACHMENTS:** Resolution  
FIR

1                                   **CITY OF SANTA FE, NEW MEXICO**

2                                   **RESOLUTION NO. 2016-\_\_**

3                                   **INTRODUCED BY:**

4  
5                                   Mayor Javier M. Gonzales

6  
7  
8  
9  
10                               **A RESOLUTION**

11   **EXEMPTING CURRENT MERCHANTS IN THE SANBUSCO MARKET CENTER**  
12   **FROM BUILDING PERMIT, FIRE INSPECTION AND IMPACT FEES WHEN**  
13   **RELOCATING THEIR BUSINESS TO A NEW LOCATION WITHIN THE**  
14   **BOUNDARIES OF THE CITY OF SANTA FE; AND MAINTAINING THE**  
15   **REQUIREMENT TO SUBMIT CONSTRUCTION DOCUMENTS PREPARED BY A**  
16   **REGISTERED DESIGN PROFESSIONAL FOR APPROVAL BY THE LAND USE**  
17   **DEPARTMENT.**

18  
19       **WHEREAS**, the Sanbusco Market Center has been a center for commerce since it  
20   opened in 1986; and

21       **WHEREAS**, Sanbusco Market Center is listed on the National Register of Historic  
22   Places, The New Mexico Register of Historic Places and The New Mexico Register of Cultural  
23   Places; and

24       **WHEREAS**, there are approximately eighteen merchants currently housed in the  
25   Sanbusco Market Center shopping area; and

1           **WHEREAS**, in August, 2015, the Santa Fe Sanbusco Center was auctioned for \$7.3  
2 million and is intended to be the future location for the New Mexico School for the Arts, a charter  
3 school in 2016; and

4           **WHEREAS**, through no fault of their own, merchants currently housed in the Sanbusco  
5 Market Center will need to seek alternate business locations.

6           **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
7 **CITY OF SANTA FE** that staff is directed to waive the building permit, fire inspection, and  
8 impact fees for any merchant currently housed in the Sanbusco Market Center that moves their  
9 business to another location within the boundaries of the City of Santa Fe.

10           **BE IT FURTHER RESOLVED** that businesses affected by this resolution will continue  
11 to comply with the requirement to submit construction documents prepared by a New Mexico  
12 registered design professional for new business locations to be approved by the Land Use  
13 Department.

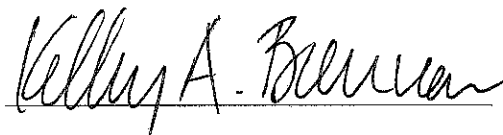
14           PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

15  
16  
17 ATTEST:

\_\_\_\_\_  
JAVIER M. GONZALES, MAYOR

18  
19  
20 YOLANDA Y. VIGIL, CITY CLERK

21 APPROVED AS TO FORM:

22   
23 \_\_\_\_\_  
24 KELLEY A. BRENNAN, CITY ATTORNEY

25 *M/Legislation/Resolutions 2016/Sanbusco Merchant Assistance*

## City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

### Section A. General Information

(Check) Bill: \_\_\_\_\_ Resolution:   X  

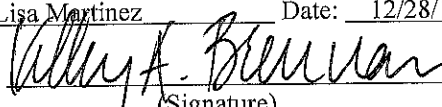
(A single FIR may be used for related bills and/or resolutions)

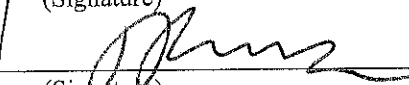
Short Title(s): **A RESOLUTION EXEMPTING CURRENT MERCHANTS IN THE SANBUSCO MARKET CENTER FROM BUILDING PERMIT, FIRE INSPECTION AND IMPACT FEES WHEN RELOCATING THEIR BUSINESS TO A NEW LOCATION WITHIN THE BOUNDARIES OF THE CITY OF SANTA FE; AND MAINTAINING THE REQUIREMENT TO SUBMIT PROPOSED DRAWINGS FOR APPROVAL BY THE LAND USE DEPARTMENT.**

Sponsor(s): Mayor Gonzales

Reviewing Department(s): Land Use Department

Persons Completing FIR: Lisa Martinez Date: 12/28/15 Phone: 955-6617

Reviewed by City Attorney:  Date: 12/29/15  
(Signature)

Reviewed by Finance Director:  Date: 12-29-2015  
(Signature)

### Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:

**The proposed resolution would exempt current merchants in the Sanbusco Market Center from building permit, fire inspection and impact fees when relocating their business to a new location with the boundaries of the city of Santa Fe. Businesses will continue to submit for approval proposed drawings of the new business location to be approved by the Land Use Department.**

### Section C. Fiscal Impact

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

#### **1. Projected Expenditures:**

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate: "A" if current budget and level of staffing will absorb the costs  
"N" if new, additional, or increased budget or staffing will be required
- c. Indicate: "R" – if recurring annual costs  
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: 



\_\_\_\_\_ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY 15/16	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non- recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non- recurring	Fund Affected

Personnel\*      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Fringe\*\*      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Capital  
Outlay      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Land/  
Building      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Professional  
Services      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

All Other  
Operating  
Costs      \$ 9,600      A      NR      \$ \_\_\_\_\_      A      NR      \_\_\_\_\_

Total:      \$ 9,600      \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

## 2. Revenue Sources:

- To indicate new revenues and/or
- Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non- recurring	FY _____	"R" Costs – Recurring or "NR" Non- recurring	Fund Affected

\_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

\_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

\_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

Total:      \$ \_\_\_\_\_      \_\_\_\_\_      \$ \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

### 3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

Total fees per business would be approximate \$800 each for 12 businesses which would total \$9,600. The revenue losses would be the result of waiving the fees for those businesses affected by relocation from the Sanbusco center as a result of the New Mexico School for the Arts moving into the location.

---

### Section D.      **General Narrative**

**1. Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

No.

### **2. Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

If not enacted, merchants in the Sanbusco Market Center would not be exempt from building permit, fire inspection and impact fees when relocating their business to a new location with the boundaries of the city of Santa Fe.

### **3. Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

No.

### **4. Community Impact:**

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

If this resolution is approved, it would assist merchants in the Sanbusco Market Center by exempting them from having to pay building permit, fire inspection and impact fees when relocating their business to a new location with the city of Santa Fe.

# **Discussion Items**

**Item A**

## **Nighttime Economy Taskforce of Santa Fe**

### **Geographic Areas of Focus for Nightlife**

*Downtown:* This is where people can go for a more of a big-city experience with easy, walkable access to restaurants, dance clubs, food trucks, and cocktail lounges.

*Railyard:* This is a nascent hotspot for under-21 activity with the Violet Crown movie theater, the DeVargas skate park, Warehouse 21, and the upcoming relocation of the New Mexico School for The Arts.

*Siler District:* This is an up-and-coming performing arts district, home to a healthy distribution of small-scale, informal and DIY rehearsal and performance spaces for both music and theater, and known as the only place in town that you can “make noise.”

*Southside and San Isidro Plaza:* This is a “locals night out” destination for singles, couples, and families across the city with the draw of the Regal 14 Cinema supporting a concentration of affordable restaurants.

### **Recommendations**

#### **Short Term:**

1. Make improvements to calendar and nightlife page on [santafe.org](http://santafe.org).
  - a. Upgrade and maintain the nightlife page to convey information that accurately and concretely reflects our city’s options for nightlife entertainment and recreation.
  - b. Increased emphasis on calendar functionality and user experience.
    - i. Ensure a proactive process in place to seek out and list local events on the calendar. Follow through and consistency is critical for this function.
    - ii. Clean up recurring events that take up page real estate
    - iii. Implement visual navigation methodology that features large and significant events more prominently at the top of page, based on a pre-determined set of objective criteria (size of event, quantity of programming, etc). For example, the Santa Fe Independent Film Festival would be larger and more prominently featured than a daily walking tour.
    - iv. Create a more user-friendly submission process for calendar and other pages.

(Area of focus: Citywide. Key Departments: Tourism)

2. **(Staff Recommends Discussion)** Build and maintain public information kiosks on city property.
  - a. Kiosks should showcase arts, culture and entertainment events that are both free and ticketed.
  - b. Should be piloted on city property in four locations: the Plaza, the Railyard, De Vargas Park and SWAN Park.
  - c. Should be designed and constructed in collaboration with Santa Fe Arts Commission's Art in Public Places Committee.
  - d. Event posters and flyers that adhere to the kiosk criteria of being for arts, culture, and entertainment would be submitted to a dropbox. A city intern or volunteer committee would be responsible for posting this promotional material.
  - e. In the future, consider digital kiosk options.(Area of focus: Citywide. Key Departments: Tourism, Arts Commission)
3. Dedicate modest funding to nighttime economic development.
  - a. Encourage the Economic Development Division to make the nighttime economy funding that was piloted in 2014 available annually on a recurring basis.
  - b. Put out an RFP for an annual live concert series or family-friendly evening events at SWAN Park or other Southside location.(Area of focus: Citywide, Southside. Key Departments: Economic Development)
4. Request that Arts Commission and OTAB open RFP submission to all entities with good ideas – not just nonprofits.  
(Area of focus: Citywide. Key Departments: Tourism, Arts Commission)
5. Continue the existing program allowing food trucks on the plaza periphery, and consider expanding the number of available parking spots to include spaces along Galisteo Street near its intersection with San Francisco Street between the hours of 9 p.m. and 2:30 a.m.
6. Continue with plans for a high-quality and distinct New Year's Eve celebration on the Plaza that appeals to a range of age groups.  
(Area of focus: Downtown. Key Departments: Economic Development, Public Works)
7. **(Staff Recommends Discussion)** Increase outdoor nighttime lighting in the downtown area, focusing on Burro Alley, San Francisco Street between Burro Alley and The Plaza, and Galisteo Street between Water and San Francisco.  
(Area of focus: Downtown. Key Departments: Public Works, Fire, Land Use)
8. Increase the frequency of trash pickup services in the downtown area to include Saturday and Sunday morning pickup / cleanup of sidewalks.  
(Area of focus: Downtown. Key Departments: Public Works, Solid Waste Division)

9. Create and manage a parking policy that allows people who choose to leave their cars downtown to avoid parking violations until 11 a.m. on Saturday mornings. Consider the following options:
  - a. Create a parking pass that could be purchased via a kiosk or through downtown businesses
  - b. Create a parking pass that could be obtained for free via downtown businesses but whose face value would be subsidized through a partnership with the County DWI program
  - c. Encourage use of the parking garages at night by providing entry at least until midnight and allowing cars to stay until 11 a.m.

(Area of focus: Downtown. Key Departments: Public Works, Solid Waste Division)

### **Long Term:**

10. **(Staff Recommends Discussion)** Currently, most event venues located within 300 feet of a church or school must go before the governing body every time they wish to obtain a special dispensary permit. This forces the event planners to repeat the process of obtaining written permission from the church and/or school over and over again. Streamline and simplify (less red tape) the process to obtain special dispensary and/or public celebration permit within 300 feet of a church or school by encouraging venues that plan to host more than one event in a calendar year to apply for a permanent waiver.

(Area of focus: Citywide. Key Departments: Tourism, Arts Commission)

11. **(Staff Recommends Discussion)** Develop a strategic plan for Tourism Santa Fe that includes community input and uses for Occupancy Tax Advisory Board (OTAB) funding. The strategic plan should consider the following suggestions:
  - a. Expand the focus of OTAB funding to support not only large, recurring annual events, but also promoters of year-round arts and culture events on the basis that these events do draw their own tourists from nearby markets as well as enrich the itineraries of tourists already in town.
  - b. Allow a portion of the fees that an applicant pays to nationally recognized artists to count as marketing costs on the basis of the services these artists provide in marketing the venue and the city (which typically includes garnering coverage in national publications both in print and online as well as the artist's own promotion via social media, email, and fan club announcements).
  - c. Improve access to the OTAB application and support information by creating a dedicated page on the city's website, similar to the Arts Commission's page, that describes the funding process, announces key deadlines and meetings, and lists the previous year's recipients.
  - d. Allow funding to support any event that is relevant to and attended by tourists regardless of whether or not the tourist stays in a hotel room, whether or not it is

in the off season, whether or not the tourist is within a certain age group, and whether or not it aligns with the city's overall marketing efforts.  
(Area of focus: Citywide. Key Departments: Tourism)

12. **(Staff Recommends Discussion)** Re-allow the sale of alcoholic beverages in public parks during special events by licensed vendors. In cases where a fenced area for special event alcohol sales would be created within 150 feet of the street-level entrance of an existing establishment with a license to serve alcoholic beverages, require that the existing establishment be given first right of refusal to serve as the vendor for the event.  
(Area of focus: Citywide. Key Departments: Governing Body, Parks and Recreation, Police)
13. Ensure that any future planning for the Siler Road corridor preserves the ability of area musicians to exceed the noise levels typically allowed in residential areas.  
(Area of focus: Siler. Key Departments: Land Use)
14. Conduct study and cost analysis of two late-night transportation “shuttle” options that represent a hybrid between the model of routed service and the model of on-demand service. Consider piloting one or both of these shuttles for an entire summer to build demand over time.
  - a. A shuttle to bring people from the bars downtown to their homes from 11 p.m. to 3 a.m. on Friday and Saturday nights, departing from the intersection of Galisteo and San Francisco once an hour.
  - b. An on-demand campus shuttle that is available on weekend nights to bring students from their campuses at SFUAD and St. John’s College to the Railyard area, to San Isidro Plaza, to events, or to other places that they want to go. As part of the study, survey students at each educational institution to determine what their transportation needs are.  
(Area of focus: Downtown, Railyard, Southside, Citywide. Key Departments: Transit Division, MPO)
15. Explore seasonal street closures as a mechanism to increase the pedestrian friendliness of the intersection of Galisteo and San Francisco streets.  
(Area of focus: Downtown. Key Departments: Police, Public Works, Parking)



**Item B**

**Item C**

BUSINESS AND QUALITY OF LIFE SUBCOMMITTEE  
ON EXISTING ECONOMY

# CHALLENGE 2011: BEYOND SURVIVAL

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NOTES AND RECOMMENDATIONS FROM  
THE BUSINESS ROUNDTABLE EVENT

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COMPILED BY JUAN TORRES,  
CITY OF SANTA FE ECONOMIC DEVELOPMENT  
DIVISION, 2011

# BUSINESS AND QUALITY OF LIFE SUBCOMMITTEE ON EXISTING ECONOMY

## *MEETING THE CHALLENGES OF THE ONGOING ECONOMIC RECESSION*

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### **BACKGROUND**

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In August, 2010 The Committee on Business and Quality of Life met and received a preliminary report of the Existing Economy Subcommittee. In that report, the subcommittee identified the ongoing economic recession as a paramount concern for existing businesses hobbled by the credit crunch and down turn in consumer spending as well as for any potential “future” economy businesses that are expected to incubate in this environment. The report pointed out the need to gather more data, directly from businesses, as to how the economic circumstances were affecting them and what could be done to help “stabilize” existing businesses.

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### **EXISTING ECONOMY REPORT RECOMMENDATIONS**

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The subcommittee report, submitted in November, 2010, recommended that a Business Roundtable Event be convened to present local business, government and Non Governmental Organizations (NGO) with a series of questions as a starting point for a discussion about problems facing existing businesses in the hopes of facilitating a dialog that would lead to recommended solutions. It was also hoped that what would emerge from these facilitated discussions would be a commitment for participants to continue to work together beyond the event and independent of government efforts, supported by technical assistance programs and technology communications solutions.

In addition, the subcommittee identified the demonstrated success of the Villa Real Business Visitation Program and determined that an expanded program, aimed at supporting businesses and industries identified at the Roundtable discussion as having particular need of such assistance, would be essential to the long term success of those efforts. The subcommittee identified three Villa Real scenarios with expanded funding levels and associated outcomes.

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## CHALLENGE 2011: BEYOND SURVIVAL

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### **“TO DEFINE AND STIMULATE A LOCAL BUSINESS CLIMATE AND SUSTAINING MECHANISM IN WHICH BUSINESSES HELP THEMSELVES AND OTHER LOCAL BUSINESSES TO SURVIVE AND THRIVE”**

The subcommittee invited more than one hundred fifty business, educational and community leaders to participate in two, four hour long Roundtable discussions. The meetings were scheduled to maximize participation and invitees time and held at the Community Convention Center on the morning and afternoon of January 12th and 13th. Participants were given an outline of four areas to consider with a series of questions contained under each area prior to the event. Participants could also choose to provide written responses in advance.

#### OUTLINE FOR ROUNDTABLE EVENT DISCUSSIONS

##### A. Assessment of Current Situation:

- 1) What's missing to support your business in the local economy? (customers, loans, opportunities, operating infrastructure – broadband, etc.)
- 2) What tools, resources, concepts, etc. are you using and what are you doing right now to survive that is working or not working?
- 3) What tools, resources, concepts, etc. would you like to use and what would you like to be doing that you are unable to in the current economy?
- 4) What are your considerations for buying/not buying from locally-owned businesses?

##### B. Discovery of Options:

- 1) What tools, resources, concepts, etc., (e.g., software, internet programs, marketing ideas, people) do you use or have knowledge of, which you could share? (Relate them to the expansion of business development, cross marketing resource sharing, etc.)
- 2) What collaborative opportunities are there to explore? (Consider inter business development, cross-marketing, resource sharing, etc.)

##### C. Exploration of Future:

- 1) How can businesses help each other? (Purpose is to establish structure for continuing collaborations.)
- 2) How can government better help businesses?

#### D. Commitments/Expectations

- 1) What are you prepared to do to continue this effort?
  - a. Participation in follow-up forum.
  - b. Available for mentoring new/developing businesses.
  - c. Open to consideration of new business development opportunities.
  - d. Provide resources/financing
- 2) What are your expectations and time frames?

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#### ROUNDTABLE RESULTS

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Of the one hundred fifty individuals that were invited to participate in the Roundtable event, fifty registered to attend and sixty nine actually showed up. The attendees included Mayor David Coss, Councilor Rebecca Wurzbarger, the New Mexico Economic Development Secretary Designee, Jon Barela and Chief Executive Officers and Presidents of major banks, hotels, restaurants and our local hospital. Notes were compiled and distributed after the event, including to the members of the Business and quality of Life Committee. Twenty nine percent of participants responded to an evaluation survey. Below is a sampling of responses:

Evaluation Question	Good	Excellent
Event Met Participant Expectations	36.8%	52.6%
Event Content	68.4%	26.3%
Event Coordination and Organization	42.1%	52.6%

■ Table: Roundtable Event Results Survey Results

In addition Participants provided written feedback beyond the “Outline for Discussion” a sampling of which follows:

*“[City Manager] Robert Romero’s commitment to changing the culture of the City’s employees was the brightest and most encouraging part of the day!”*

*“[what I got out of this event was] meeting and talking to other businesses” [plus] “collaboration and a sense that the business community is serious”*

*“The event was good in that it permitted me to identify problems and potential solutions to numerous situations impacting those businesses and consumers [that] I deal with on a daily basis. The difficulty, if there is one, is that the City Administrations alter some of its positions if [an] improvement to the business environment is to truly occur.”*

One issue of immediate and specific concern that emerged from the Roundtable meetings was that Governor Martinez’ administration targeted the film production tax credit for a reduction, from 25% to 15%. It became very clear how important the program is to a wide variety of Santa Fe businesses who have managed to weather the current economic turmoil because of the program. Mayor Coss introduced and the City Council immediately passed a Resolution in support of the State Film Incentive Program. The legislature subsequently passed a bill to the film production tax credit that maintained the 25% tax credit but capped the program to \$50 million per year. Currently, the bill is awaiting a signature or veto by Governor Martinez

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#### **POST ROUNDTABLE ANALYSIS**

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While the time allotted to the event did not lend itself to a deep exploration of problems and solutions, what emerged was a reasonable “snapshot” of areas of concern within specific industries. In addition, while some problems that were identified could, to some degree, be addressed by City staff, it became apparent that other issues regarding the need for better cooperation amongst businesses and the need to improve overall customer service within the community was beyond the purview of the City to address. For the purposes of this report, the distillation of identified issues have been clustered into general and industry specific.

##### **GENERAL ISSUES:**

1. Transportation: More airport service (flights); better cab service; better bus schedule information, especially “Santa Fe Pick Up”; better coordination /more frequent Rail Runner stops.
2. Infrastructure: Technology – need hi-speed internet, access to broadband, better cell phone coverage; better maintenance of public roads, space, buildings.
3. City Government: Create a 4 step accountability process 1) collect data 2) report to designated entity 3) monitor 4) accountability; get more business people to run for office; Commission a study for best practices for city (services, licenses, infrastructure) or tap into existing studies, government

employees need to provide better customer service, be more friendly, have an open mind to business, review all laws and procedures, make it easier for biz to get through city procedures, fast track permitting. Create a committee to welcome new businesses & help navigate City processes. Need proactive business support from the City. Improve procurement/contracting opportunities.

4. Business Support: More business workshops, webinars on topics such as marketing, how to use technology, how to improve customer service, how to do market research and collect data, how to buy local, etc.; utilize businesses to lobby for improvements in education, technology needs and other areas.
5. Education/workforce development/ Entrepreneurial assistance: Partnerships with SFPS, SFCC, workforce connections, skills development programs, create mentoring/internship programs for youth, recruit MBAs and treat them like stars, funding for super scholars and have them return; see what other cities are doing to address drop out rate.

#### **INDUSTRY SPECIFIC ISSUES:**

Construction/building industry: 30% of affordable housing development is hurting business, get bank loans again to builders, great land available and no one is buying (i.e. Las Campanas), building permits department is still an issue, can Habitat for Humanity program be rolling into affordable housing rule, can city purchase housing/acquire homes currently on market, find existing home purchases instead of new construction, give tax incentives for existing home purchases.

Tourism: Create a cultural corridor between ABQ & Taos, make it easier for tourists to get around, better transportation and signage, marketing campaigns to attract people. Tourism needs a greater emphasis on bringing more people to Santa Fe. More collaboration with the Convention center is also needed.

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#### **CONCLUSIONS**

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The enthusiasm and focus of Round Table participants with regards to their participation, responses and willingness to continue to work on identified issues is an indication that the Committee is on the right track in addressing issues of concern to the business community, either as a result of the current economic climate or lingering issues left unaddressed from previous administrations. One key fact to emerge is that a number of identified issues, i.e. broadband, business licensing, procurement/contracting, and customer service for City staff, have already been recognized by the City as problems which are currently being addressed in the following ways:



1. Broadband: as part of the Santa Fe Regional Telecommunications Coalition (SFRTC), the City continues to make strides towards improving broadband availability in the region by proposing to build a fiber optic metro area network. Activities include submission of two federal grant applications and currently developing a Request For Qualifications for a public-private partnership (details at [www.sfrtc.org](http://www.sfrtc.org)).
2. Business licensing: is currently being reviewed by Constituent Services with an eye towards streamlining and improving the process.
3. Procurement: City has increased local preference and tightened rules on qualifying requirements as well as conducted workshops to educate businesses on procurement procedures. Currently working on improved website to allow for better subcontracting opportunities
4. Customer Service: City has recent implemented ACT (Accountability, Customer Service and Transparency) training.
5. Education/workforce development/ Entrepreneurial assistance: City has partnerships (SFPS, SFCC) and programs such as MIX and Villa Real to address issues in these areas, with goals, milestones and measurable outcomes.

So while is the City is aware of the shortcomings in the above mentioned areas and is actively pursuing changes to address those issues, clearly the City needs to do a better job of communicating its efforts in those areas.

#### **NEXT STEPS**

In order to facilitate a more detailed exploration of problems and solutions, the suggestion emerged for more Roundtable or working groups to be convened soon in order to address industry specific issues in a more focused way. The timetable, extent and scope of such additional meetings will need to be developed by further committee work. In addition, there was some consensus on a public information forum that would inform the general public about the work and results of the Roundtable activities.

More broadly, the committee needs to gather additional data in the following:

1. Business licensing: request a report on current activities in this area and a timetable for completion by Constituent Services to be delivered to the committee at the next available Committee meeting. Time frame: TBD
2. Broadband: a communication has gone out to Roundtable participants informing them of City activities with respect to broadband. Updates will be provided to the committee as activities warrant.

3. Procurement: request a report on current activities in this area and a timetable for completion by Purchasing Officer to be delivered to the committee at the next available Committee meeting. Time frame: TBD
4. Education/workforce development/ Entrepreneurial assistance: request a report on current activities in these areas, including goals and success measure from staff involved, including MIX, SFPS and Villa Real to be delivered to the committee at the next available Committee meeting. Time frame: TBD

Finally, participants and the committee agree that these efforts, which brought together business and community leaders focused on addressing problems and developing solutions, should not be squandered. Too often reports such as this are merely put on the shelf without any further action. The committee feels strongly that an opportunity exists to capture the energy exhibited by the participants to achieve meaningful changes that can enhance the economic climate for all. To this end, the committee recommends that the contents of this report be shared with the full City Council for their debate and consideration.

#### **CHAIRMAN'S POST SCRIPT: NEXT STEPS**

We can all agree that the "Existing Economy" Roundtable discussions held in January were very successful in bringing the business community together to discuss the various issues that face businesses during this continuing economic downturn.

The initial results of the roundtable discussions were presented to the Business and Quality of Life Committee at the February meeting in hopes of discussing opportunities for further dialog as it relates to the critical issues facing the business community. The Roundtable Committee is very disappointed that since there hasn't been a BQL meeting since February, it has not been possible for the committee to discuss these urgent problems and therefore no actions have been taken on next steps thus far. It is our belief that additional industry specific Roundtable or working group meetings are needed and should be scheduled to convene as soon as possible.

In addition, the Roundtable report, along with any recommendations and "next steps" that are endorsed by the Business and Quality of Life Committee at its next meeting should be forwarded to the City Council for their consideration.

Cervantes "Buddy" Roybal,  
Chairman,  
Existing Economy Subcommittee