



CITY CLERK'S OFFICE
Agenda DATE 1/5/14 TIME 3:38
SERVED BY Reed Liming
RECEIVED BY [Signature]

Capital Improvements Advisory Committee

Thursday, January 14, 2016

3:30 p.m.

City Hall, 200 Lincoln Avenue, 1st Floor

City Councilors Conference Room

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES – Meeting of December 11, 2015
5. MATTERS FROM THE CHAIR
6. DISCUSSION / ACTION ITEMS
7. INFORMATION ITEMS
 - A. **Quarterly Financial Summary and Permit Report (October – December, 2015)**
8. MATTERS FROM THE COMMITTEE / STAFF
9. MATTERS FROM THE FLOOR
10. NEXT QUARTERLY MEETING DATE (Thursday, April 14, 2016, 3:00 p.m.)
11. ADJOURN

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

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

MINUTES OF THE
CITY OF SANTA FE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

December 11, 2015

1. CALL TO ORDER

A regular meeting of the City of Santa Fe Capital Improvements Advisory Committee was called to order by Jack Hiatt at 3:05 p.m. on this date in the City Councilors' Conference Room, 1st Floor, City Hall, Santa Fe, New Mexico.

2. ROLL CALL

Roll call indicated a quorum was present as follows:

MEMBERS PRESENT:

Jack Hiatt, acting Chair
Rick Martinez
Kim Shanahan
Neva Van Peski
Marg Veneklasen

MEMBERS ABSENT:

Karen Walker, Chair, excused
Michael Chapman, Vice Chair, resigned
Edmundo Lucero, excused
1 vacancy

STAFF PRESENT:

Reed Liming, Long Range Planning Division Director
John Romero, Engineering Division Director

OTHERS PRESENT:

Jo Ann G. Valdez, Stenographer

3. APPROVAL OF AGENDA

The agenda was amended: Action Item 6A (Public Works Department Request) was moved up after Approval of the Minutes.

Mr. Shanahan moved to approve the Agenda as amended. Ms. Veneklasen seconded the motion. The motion passed unanimously by voice vote.

4. APPROVAL OF MINUTES:

- **Meeting of October 8, 2015**

The following change was made to the Minutes of the October 8, 2015 meeting:

Page 7, last paragraph, 2nd and 3rd lines were changed to read: *“For the suspension period (01-23-2012 to 01-22-2014), the City collected \$798,156 in **commercial impact fees** and did not collect \$1,656,707 in **residential impact fees**. For the 50% Reduction Period (02-27-2014 to 08-31-2015), the City collected \$1,518,550 in **total impact fees** and did not collect \$452,620 in **residential impact fees**.*

Ms. Van Peski moved to approve the Minutes of the October 8, 2015 meeting as amended. Mr. Shanahan seconded the motion. The motion passed unanimously by voice vote.

5. MATTERS FROM THE CHAIR

Chair Walker was absent, therefore there were no matters from the Chair.

6. DISCUSSION AND ACTION ITEMS

A. **Public Works Department – Request to use Impact Fees (PWD Staff) Cerrillos Road (Phase IIC) - Request \$318,493.18 from the Road Impact Fee Account**

(Copies of the Memo from John Romero dated November 18, 2015 was distributed in the Members’ packets. A copy is hereby incorporated to these Minutes as Exhibit “6A”.)

Mr. Liming introduced John Romero, the Engineering Division Director.

Mr. Romero presented the request from the Public Works Department.

Background & Summary:

The City of Santa Fe Public Works Department issued a request for bids on October 13, 2015 for project construction. Three bids were received on November 10, 2015. The lowest qualified bidder is AUI, Inc. of Albuquerque with a bid amount of \$8,799,347.76 exclusive of New Mexico Gross Receipts Tax. Funds required for construction, including tax, contingency and construction management, totals \$10,700,000. Currently, City, Federal and State funds in the amount of \$10,381,506.82 are available for project construction. Additional funds in the amount of \$318,493.18 are required to award a construction contract and to provide adequate construction management. It is recommended that \$318,493.18 in impact fees are utilized to fully fund project construction. The project is identified in the Impact Fees Capital Improvement Plan 2020 for Planned Major Road Improvements Plan.

The Public Works Department requested the following:

Support the use of Impact Fee funds in the amount of \$318,493.18 to fund construction of CIP #810A – Cerrillos Road Reconstruction Project, Phase IIC- Camino Carlos Rey to Llano Street.

Discussion/Questions/Comments:

Ms. Van Peski asked who gets the construction management money.

Mr. Romero said the money will go to the consultant of the design company (Parsons Brinckerhoff, Inc.). They will need to amend their contract and the proposed amendment is going through the committee process and was approved by the Public Works Committee this past Monday. It will go before the Finance Committee and City Council next.

Copies of the printout of the project were reviewed.

Mr. Martinez asked if the project is ADA compliant.

Mr. Romero said the project was reviewed by the City's ADA representative, as well as the New Mexico Department of Transportation ADA representative.

Mr. Shanahan asked if this was the last and final phase for the Cerrillos Project.

Mr. Romero said yes, this is the last phase of the three phases of the project - due to funding constraints. However, he hopes the last portion of the project (potential drainage improvements) will be constructed and funded in the future.

Mr. Liming asked what the anticipated timeframe is for the project.

Mr. Romero said they are anticipating to award the contract in mid-January and give a Notice to Proceed in March. He noted that PNM has to relocate some street lights and the contract will allow further coordination of those efforts. He mentioned that the calendar substantial completion date is October of 2016. The physical completion date is not until May of the following year because they have to wait to put the final pavement and striping until the weather is warmer.

Ms. Van Peski moved to approve the request to use/allocate Impact Fees (from the Roads Impact Fee Account) in the amount of \$318,493.18 for construction of the Cerrillos Road Reconstruction Project, Phase IIC- Camino Carlos Rey to Llano Street. Mr. Shanahan seconded the motion. The motion passed unanimously by voice vote.

7. INFORMATION ITEMS

There were no informational items.

8. MATTERS FROM THE COMMITTEE / STAFF

Mr. Shanahan asked Mr. Liming if anybody is moving forward on the Committee's recommendation (with regard to the reduction of the residential impact fees to 50% and the commercial impact fees to 50%).

Mr. Liming said no, not that he knows of.

9. MATTERS FROM THE FLOOR

There were no matters from the Floor.

10. NEXT QUARTERLY MEETING DATE:

The next quarterly meeting is scheduled for January 14, 2016 at 3:00 p.m.

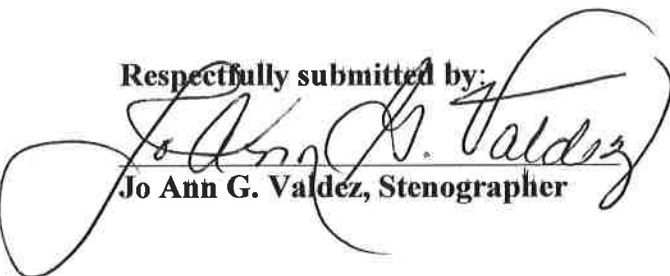
11. ADJOURNMENT

Having no further business to discuss, Mr. Shanahan moved to adjourn the meeting, and seconded by Ms. Van Peski, the meeting adjourned at 3:30 p.m.

Approved by:

Jack Hiatt, Acting Chair

Respectfully submitted by:



Jo Ann G. Valdez, Stenographer

City of Santa Fe
Quarterly Report for Impact Fees FY 15/16

	Roads	Parks	Police	Fire	Total
Funds	2720	2721	2722	2723	Impact
Revenue	21720	21721	21722	21723	Fees
Expense	22784	22786	22787	22788	
1st Quarter					
Beginning Available Balance 07/01/15	\$ 1,624,804.69	\$ 231,634.97	\$ 106,616.86	\$ 24,714.98	\$ 1,987,771.50
Interest Receivable	-				
Impact Fee Revenue (w/ interest)	357,995.15	17,176.46	9,856.69	23,791.41	408,819.71
Aterial	-				-
Expenses	(1,875.00)	-			(1,875.00)
Obligated Projects					-
Available Balance as of 10/1/15	\$ 1,980,924.84	\$ 248,811.43	\$ 116,473.55	\$ 48,506.39	\$ 2,394,716.21
2nd Quarter					
Impact Fee Revenue (w/o Interest)	\$ 122,491.51	\$ 6,561.00	\$ 4,141.00	\$ 9,894.50	\$ 143,088.01
Interest (Previous Qtr)	1,125.00	166.92	76.84	52.96	1,421.72
Expenses	(2,164.00)				(2,164.00)
Obligated Projects - Cerrillos Rd. Ph. IIC	\$ (318,493.18)				(318,493.18)
Available Balance as of 1/1/16	\$ 1,783,884.17	\$ 255,539.35	\$ 120,691.39	\$ 58,453.85	\$ 2,218,568.76
3th Quarter					
Impact Fee Revenue (w/o Interest)					\$ -
Interest (Previous Qtr)					-
Obligated Projects					-
Available Balance as of 4/1/16	\$ 1,783,884.17	\$ 255,539.35	\$ 120,691.39	\$ 58,453.85	\$ 2,218,568.76
4th Quarter					
Impact Fee Revenue (w/o Interest)					\$ -
Interest (Previous Qtr)					-
Obligated Projects					-
Available Balance as of 7/1/16	1,783,884.17	255,539.35	120,691.39	58,453.85	2,218,568.76

City of Santa Fe
Waived Residential Impact Fees (estimate)

Quarter	# of Units	Waived per Unit	Total Fees Waived
JAN - MAR 2015			
Single Family	17	Varies by Size	\$ 29,731.50
Multi Family / Condo	0	\$ 1,228.50	
Guest House	2	\$ 499.00	\$ 998.00
Res Studio/Other	2	\$ 1,228.50	\$ 2,457.00
Quarter Total	21		\$ 33,186.50
APR - JUNE 2015			
Single Family	21	Varies by Size	\$ 42,804.00
Multi Family / Condo	0	\$ 1,228.50	
Guest House	4	\$ 499.00	\$ 1,996.00
Res Studio/Other	0	\$ 1,228.50	
Quarter Total	25		\$ 44,800.00
YTD Totals	46		\$ 77,986.50
JULY - SEPT 2015			
Single Family	26	Varies by Size	\$ 51,504.00
Multi Family / Condo	0	\$ 1,228.50	
Guest House	5	\$ 499.00	\$ 2,495.00
Res Studio/Other	0	\$ 1,228.50	
Quarter Total			\$ 53,999.00
YTD Totals			\$ 131,985.50
OCT - DEC 2015			
Single Family	13	Varies by Size	\$ 8,632.00
Multi-Family/Condo	0	\$ 1,228.50	
Guest House	2	\$ 499.00	\$ 998.00
Res Studio/Other	1	\$ 1,228.50	\$ 1,228.50
Quarter Total			\$ 10,858.50
Year End Totals			\$ 142,844.00
Affordable Housing Units on which Impact Fees are not assessed			
Quarter	# of Units		
January-March	3		
April-June	0		
July-September	7		
October-December	2		
Total	12		

LIST OF IMPACT FEES PAID FOR Oct 1st 2015 THROUGH Dec 31st 2015
 SORTED BY APPLICATION

QUERY NAME IMPFEEPRJ5			
LIBRARY NAME MARCO			
FILE	LIBRARY	MEMBER	FORMAT
BP200AP	HTEDTA	BP200AP	BP200AF
BP710AP	HTEDTA	BP710AP	BP710AF
BP950AP	HTEDTA	BP950AP	BP950AF
LMABREP	HTEDTA	LMABREP	FABREAB
DATE		01/07/16	
TIME		16:38:10	

IMP FEE QUARTERLY REPORT FOR 4TH Q 2015

APP YEAR	APP NBR	APPL TYPE	RECPT DATE	FEE CODE DESC	PAYMT AMT	Street number	Street Dir	Street Name	Street suffix
15	3008	SFDH	15/12/16	IMPACT RES W/W(0-1500)	499.00	4652		CALLEJON URRACA	
				TOTAL COUNT	499.00 1				
15	3007	SFDH	15/12/16	IMPACT RES W/W(0-1500)	499.00	4650		CALLEJON URRACA	
				TOTAL COUNT	499.00 1				
15	2919	SFDH	15/12/11	IMPACT RES W/W(0-1500)	499.00	4649		CALLEJON PICAFLOR	
				TOTAL COUNT	499.00 1				
15	2887	SFDH	15/12/16	IMPACT RES W/W(2001-2500)	911.00	610		GARCIA	ST
				TOTAL COUNT	911.00 1				
15	2611	SFDH	15/11/17	IMPACT RES W/W(1501-2000)	735.00	4674		CALLEJON FAISAN	
				TOTAL COUNT	735.00 1				
15	2599	SFDH	15/11/19	IMPACT RES W/W(1501-2000)	735.00	5247		VIA DEL CIELO	
				TOTAL COUNT	735.00 1				
15	2565	SFDH	15/10/30	IMPACT RES W/W(1501-2000)	735.00	1563		SHALAKO	WAY
				TOTAL COUNT	735.00 1				
15	2512	SFDH	15/10/30	IMPACT RES W/W(1501-2000)	735.00	1521		CALLE PRECIOSA	
				TOTAL COUNT	735.00 1				
15	2452	GHDH	15/11/04	IMPACT RES W/W(0-1500)	499.00	558		SAN ANTONIO	ST
				TOTAL COUNT	499.00 1				
15	2346	INDU	15/11/13	COMM W/W METER 5/8X3/4	876.00	2877		ALL TRADES	RD
				TOTAL COUNT	876.00 1				
15	2326	SFDH	15/12/09	IMPACT RES W/W(0-1500)	499.00	1400		AGUA FRIA	ST

APP YEAR	APP NBR	APPL TYPE	RECPT DATE	FEE CODE DESC	TOTAL COUNT	PAYMT AMT	Street number	Street Dir	Street Name	Street suffix
15	2165	SFDH	15/11/04	IMPACT RES W/W(1501-2000)	TOTAL COUNT	499.00 1				
						735.00	106		DAYBREAK	
					TOTAL COUNT	735.00 1				
15	2082	GHAH	15/11/02	IMPACT RES W/W(0-1500)	TOTAL COUNT	499.00	1467		MIRACERROS	LOOP
					TOTAL COUNT	499.00 1				
15	1976	NFAH	15/11/17	IMPACT RES W/W(0-1500)	TOTAL COUNT	499.00	4672		CALLEJON GARZA	
					TOTAL COUNT	499.00 1				
15	1762	SFDH	15/11/03	IMPACT RES W/W(2501-3000)	TOTAL COUNT	1,052.00	2948		CALLE VERA CRUZ	
					TOTAL COUNT	1,052.00 1				
15	1666	INDU	15/10/16	COMM W/W METER 1"	TOTAL COUNT	2,190.00	7515		MALLARD	WAY
					TOTAL COUNT	2,190.00 1				
					FINAL TOTAL COUNT	12,197.00 16				

* * * E N D O F R E P O R T * * *