



CITY CLERK'S OFFICE
Agenda
DATE 7/5/16 TIME 12:00 p.m.
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Capital Improvements Advisory Committee

Thursday, July 14, 2016

3:00 p.m.

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

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES – **Meeting of April 14, 2016**
5. DISCUSSION / ACTION ITEMS
6. INFORMATION ITEMS
 - A. **Quarterly Financial Summary and Permit Report (April - June, 2016)**
7. MATTERS FROM THE COMMITTEE / STAFF
8. MATTERS FROM THE FLOOR
9. NEXT QUARTERLY MEETING DATE (**Thursday, October 13, 2016, 3:00 p.m.**)
10. ADJOURN

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

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

MINUTES OF THE
CITY OF SANTA FE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

July 14, 2016

1. CALL TO ORDER

A regular meeting of the City of Santa Fe Capital Improvements Advisory Committee was called to order by Ted Swisher 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:

Ted Swisher, Acting Chair

Rex Givens

Rick Martinez

Marshall Thompson, newly appointed Committee Member

Neva Van Peski

Marg Veneklasen

MEMBERS ABSENT:

Edmundo Lucero, excused

Kim Shanahan, excused

1 vacancy

STAFF PRESENT:

Reed Liming, Long Range Planning Division Director

Marshall Thompson was welcomed and introduced as the CIAC's newly appointed member.

3. APPROVAL OF AGENDA

Mr. Thompson moved to approve the Agenda as published. Ms. Van Peski seconded the motion. The motion passed unanimously by voice vote.

4. APPROVAL OF MINUTES:

- **Meeting of April 14, 2016**

Ms. Van Peski noted that there was a misspelled word (alluded) on page 6, 5th paragraph, line 2.

Mr. Thompson moved to approve the Minutes of the April 14, 2016 meeting as amended. Ms. Veneklasen seconded the motion. The motion passed unanimously by voice vote.

5. DISCUSSION / ACTION ITEMS

There were no discussion/action items.

6. INFORMATION ITEMS

A. Quarterly Financial Summary and Permit Report (April - June 2016)

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

Mr. Liming briefly reviewed Exhibit 6A noting that the City brought in \$182,060.47 in Road impact fees; \$36,674.00 in Parks impact fees; \$5,918.00 in Police impact fees and \$14,013.00 in Fire impact fees, for a total of \$238,665.47 in impact fees during April through June of 2016.

Mr. Liming mentioned that Ms. Van Peski brought to his attention that the way the spreadsheet identifies "interest" is inconsistent and confusing.

Mr. Liming distributed a revised spreadsheet that he received from Erica Martinez in the city's accounting office. In the future the spreadsheet will only show interest actually accrued from a prior quarter.

Mr. Liming said he included a spreadsheet showing the history of all capital projects approved for impact fee funds and the amounts of those funds, (year by year) since Fiscal Year 2004-2005 when the first project was approved using impact fee funds.

Mr. Liming noted that Ms. Van Peski requested that a full list of the city's 4-digit "application types" (permit codes) be included in future reports, perhaps on the very first page of the permit report, if possible.

Mr. Liming reviewed the "Waived Residential Impact Fees" sheet noting that there are still permits being issued that are paying the 50% residential reduction fee as, they were allied for prior to the "Sunset" of the reduction of fees ordinance. He mentioned that there are still residential permit applications pending issuance that qualify for the 50% reduction, due to the fact that permit application was made prior to February 27, 2016 while the reduction was still in effect.

7. MATTERS FROM THE COMMITTEE / STAFF

Mr. Givens discussed the fact that there seems to be relatively little difference between the impact fees charged for a single-family home of less than 1,500 square feet and the larger single-family homes in the city's schedule of impact fees. He said if affordable housing is a primary goal of the city, then such a relatively high fee for small homes compared to the larger homes seems contrary to achieving affordability. He suggested that the Committee consider this further and perhaps make a recommendation.

Ms. Van Peski mentioned that state law (New Mexico Development Fees Act) governs the method in which local impact fees are created. It was requested that all members receive the state act and Mr. Liming said that he would also email the city's Impact Fees Ordinance. *Of noted, this was emailed to the Committee Members on July 15th.

Mr. Swisher questioned how many homes, smaller than 1,500 square feet, were actually being built; and many of those that are being built may already qualify as "affordable homes" which pay no impact fees at all.

Mr. Liming said he would contact the city's impact fee consultant on the possibility of reducing fees for one category, but he is quite sure the consultant would recommend

against it and that if there were to be reductions, the reductions should be a standard percentage that applies to all land use categories in the impact fee schedule.

8. MATTERS FROM THE FLOOR

There were no matters from the Floor.

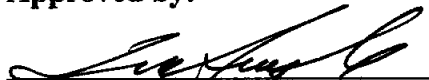
9. NEXT QUARTERLY MEETING DATE:

The next quarterly meeting is scheduled for October 13, 2016 at 3:00 p.m.

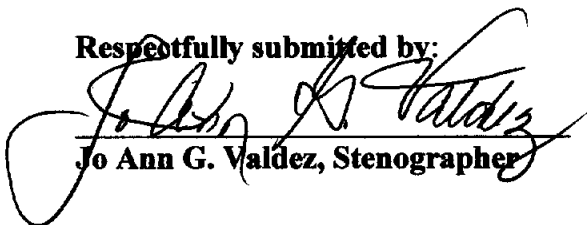
10. ADJOURNMENT

Having no further business to discuss, Mr. Thompson moved to adjourn the meeting, and seconded by Mr. Martinez, the meeting adjourned at 3:55 p.m.

Approved by:


Ted Swisher, Acting Chair

Respectfully submitted by:


Jo Ann G. Valdez, Stenographer

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

EXHIBIT

6A

Funds	Roads	Parks	Police	Fire	Total
Revenue	2720	2721	2722	2723	Impact
Expense	21720	21721	21722	21723	Fees
	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
Impact Fee Revenue (w/ interest)	355,990.81	16,909.50	9,732.74	23,750.74	406,383.79
Atetial	-	-	-	-	-
Interest	2,004.36	266.96	123.95	40.67	2,435.94
Expenses	(1,875.00)	-	-	-	(1,875.00)
Obligated Projects	-	-	-	-	-
Available Balance as of 10/1/15	\$ 1,980,924.86	\$ 248,811.43	\$ 116,473.55	\$ 48,506.39	\$ 2,394,716.23
2nd Quarter					
Impact Fee Revenue (w/o Interest)	\$ 122,491.51	\$ 6,561.00	\$ 4,141.00	\$ 9,894.50	\$ 143,088.01
Interest	1,895.11	261.92	121.54	73.12	2,351.69
Operating Transfers in	-	-	-	-	-
Expenses	(2,164.00)	-	-	-	(2,164.00)
Available Balance as of 1/1/16	\$ 2,103,147.48	\$ 255,634.35	\$ 120,736.09	\$ 58,474.01	\$ 2,537,991.93
3rd Quarter					
Impact Fee Revenue (w/o Interest)	\$ 59,409.08	\$ 16,144.76	\$ 1,902.03	\$ 4,546.07	\$ 82,001.94
Interest	2,203.56	294.35	135.95	67.83	2,701.69
Operating Transfers in	-	-	-	-	-
Expenses (Cernillos Road)	(320,368.00)	-	-	-	(320,368.00)
Obligated Projects	-	-	-	-	-
Available Balance as of 4/1/16	\$ 1,844,392.12	\$ 272,073.46	\$ 122,774.07	\$ 63,087.91	\$ 2,302,327.56
4th Quarter					
Impact Fee Revenue (w/o Interest)	182,060.47	36,674.00	5,918.00	14,013.00	238,665.47
Interest	-	-	-	-	-

NEW 84-34 F/

NEW YORK 21

\$	2,024,577.59	\$	308,747.46	\$	128,692.07	\$	77,100.91	\$	2,539,118.03
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