



# Agenda

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## ***Capital Improvements Advisory Committee***

**Thursday, August 11, 2011**

**3:00 p.m.**

**City Hall, 200 Lincoln Avenue, 1<sup>st</sup> Floor  
City Councilors' Conference Room**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - **Meeting of July 14, 2011**
5. ACTION ITEMS
  - A. **Fire Department - Resolution amending the Impact Fee Capital Improvements Plan & Request to use Impact Fees.**  
*Adding "Fire Station #4 Facility Expansion" to list of eligible projects in "Planned Fire/EMS Improvements, 2007-2012" (Table 50, page 45) and request of an amount not to exceed \$52,842.21 from the Fire/EMS impact fee account for the facility expansion.*
6. INFORMATION ITEMS
7. MATTERS FROM THE CHAIR / COMMITTEE
8. MATTERS FROM THE FLOOR
9. NEXT QUARTERLY MEETING DATE (Thursday, October 13, 2011, 3:00 p.m.)
10. ADJOURN

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

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

## INDEX OF MINUTES

### CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

August 11, 2011

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2. ROLL CALL	Quorum	1
3. APPROVAL OF AGENDA	Approved	2
4. APPROVAL OF MINUTES: July 14, 2011	Approved [as submitted]	2
5. ACTION ITEMS		
A. Fire Department – Resolution amending the Impact Fee Capital Improvements Plan & Request to use Impact Fees- <i>Adding “Fire Station #4 Facility Expansion” to list of eligible projects in “Planned Fire/EMS Improvements, 2007-2012” (Table 50, page 45) and request of an amount not to exceed \$52,842.21 from the Fire/EMS Impact Fee account for the facility expansion</i>	Approved [w/amendments]	2-4
6. INFORMATION ITEMS	None	4
7. MATTERS FROM THE CHAIR/COMMITTEE	None	4
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10. ADJOURNMENT		4

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

**August 11, 2011**

**1. CALL TO ORDER**

A regular meeting of the City of Santa Fe Capital Improvements Advisory Committee was called to order by Karen Walker, Chair at 3:00 p.m. on this date in the City Councilors' Conference Room, 1<sup>st</sup> Floor, City Hall, Santa Fe, New Mexico.

**2. ROLL CALL**

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

**MEMBERS PRESENT:**

Karen Walker, Chair  
Edmundo Lucero  
Rick Martinez  
Kim Shanahan  
Neva Van Peski  
Marg Veneklassen

**MEMBERS ABSENT:**

Michael Chapman, Vice Chair, excused  
Maria Higuera Pope, excused  
Gilbert Romero, excused

**STAFF PRESENT:**

Dave Pfeiffer, City of Santa Fe Facilities Division Director  
Jan Snyder, City of Santa Fe Fire Department

**OTHERS PRESENT:**

Jo Ann G. Valdez, Stenographer

Chair Walker introduced Rick Martinez, newly appointed member.

**3. APPROVAL OF AGENDA**

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

**4. APPROVAL OF MINUTES: July 14, 2011**

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

**5. ACTION ITEMS**

**A. Fire Department – Resolution amending the Impact Fee Capital Improvements Plan & Request to use Impact Fees**

*Adding “Fire Station #4 Facility Expansion” to list of eligible projects in “Planned Fire/EMS Improvements, 2007-2012” (Table 50, page 45) and request of an amount not to exceed \$52,842.21 from the Fire/EMS Impact Fee account for the facility expansion*

[Copies of the Memo to the Capital Improvements Advisory Committee from Barbara Salas, Fire Chief dated July 28, 2011 were distributed in the members’ packets. Copies of the Resolution were also distributed in the members’ packets. The Resolution amends Table 50, Page 45 of the City of Santa Fe Impact Fees Capital Improvements Plan and Land Use Assumptions, 2007-2012 to include architectural planning and design for the facility expansion of Fire Station Number Four (4), as planned Fire/EMS Improvements. ]

The City of Santa Fe Fire Department is requesting to use \$52,842.21 for architectural services for a facility expansion (addition) to Fire Station 4. The Fire Station is located at 1130 Arroyo Chamiso. The Fire Department proposes to increase the square footage by approximately 2000 square feet. This will include adding adequate sleeping quarters and bathrooms, improving the common space and paving and enclosing the parking lot. This will begin the process for a facility expansion.

Mr. Lucero asked if the Fire Department had another possible funding source for this project.

Mr. Snyder said probably not; but they have submitted a request through the City's Capital Improvement Project fund for the remaining construction costs.

Chair Walker asked where Fire Station #4 is.

Mr. Snyder said on Arroyo Chamiso, next to the hospital. He noted that the Fire Station is the City's oldest Fire Station (over 40 years old) and has outgrown its ability to properly serve the men and women that use it.

Ms. Van Peski suggested that the following amendments be made to the Resolution:

- 1) Delete any reference to the word "**Architectural**" throughout the entire document.
- 2) Page 1, third WHEREAS, was changed to read: "*WHEREAS, Section 14-8.14(G)(4)(a) SFCC 1987 in accordance with the New Mexico Development Fees Act (5-8-6 NMSA) allows **impact fees to be used to support the existing** capital improvements within the service area and the costs to upgrade, update, improve, expand or replace the described capital improvements to adequately meet existing needs and usage and stricter safety, efficiency, environmental or regulatory standards.*"
- 3) Page 2, first WHEREAS, was changed to read: "*WHEREAS, the expansion of Fire Station number four (4) will provide the City of Santa Fe Fire Department with adequate and modern facilities for the emergency service personnel in the east side of the city **by making** an addition to a structure that was originally built over 40 years ago;*"

**Mr. Lucero moved to approve the Resolution as amended. Ms. Veneklassen seconded the motion. The motion passed unanimously by voice vote.**

After a review of the Capital Improvements Plan and Impact Fee Ordinance (*Use of Fees*) to determine whether or not Impact Fees could be used for architectural services, the following motion was made:

**Mr. Shanahan moved to approve the request to use up to \$52,842.21 from the Fire/EMS Impact Fee account for the facility expansion of Fire Station Number**

**Four (4); any return any funding that they do not use. Ms. Veneklassen seconded the motion. The motion passed unanimously by voice vote.**

**6. INFORMATIONAL ITEMS**

There were no informational items.

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

There were no matters from the Committee.

**8. MATTERS FROM THE FLOOR**

There were no matters from the Floor.

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

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

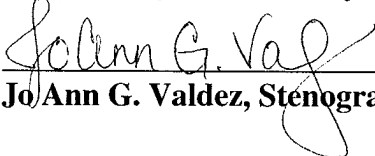
**10. ADJOURNMENT**

Having no further business to discuss, Mr. Lucero moved to adjourn the meeting, second by Mr. Martinez, the meeting adjourned at 3:50 p.m.

**Approved by:**

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

**Respectively submitted by:**

  
\_\_\_\_\_  
**Jo Ann G. Valdez, Stenographer**