



Agenda

DATE 1/2/13 TIME 12:04pm

SERVED BY Reed Liming

RECEIVED BY [Signature]

Capital Improvements Advisory Committee

Thursday, January 10, 2013

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 November 8, 2012
5. DISCUSSION AND ACTION ITEMS
6. INFORMATION ITEMS
 - A. **Quarterly Financial Summary & Permit Report (October-December, 2012)**
 - B. ***Santa Fe City Plan* (New General Plan) - Discussion**
7. MATTERS FROM THE CHAIR / COMMITTEE / STAFF
8. MATTERS FROM THE FLOOR
9. NEXT QUARTERLY MEETING DATE (**Thursday, April 11, 2013, 3:00 p.m.**)
10. ADJOURN

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

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

MINUTES OF THE
CITY OF SANTA FE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

January 10, 2013

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, 1st Floor, City Hall, Santa Fe, New Mexico.

2. ROLL CALL

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

MEMBERS PRESENT:

Karen Walker, Chair
Edmundo Lucero
Rick Martinez
Maria Higuera Pope
Kim Shanahan
Neva Van Peski

MEMBERS ABSENT:

Michael Chapman, Vice Chair, excused
Gilbert Romero, excused
Marg Veneklasen, excused

STAFF PRESENT:

Reed Liming, Long Range Planning Division Director
Richard Macpherson, Long Range Planning Division Senior Planner

OTHERS PRESENT:

Jo Ann G. Valdez, Stenographer

3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES:

- **Meeting of November 8, 2012**

The following changes were made to the Minutes of the November 8, 2012 meeting:

Page 3, 2nd paragraph was changed to read: *“Ms. Pope said she is assuming that the **importance** of doing this project; and it being “bumped up” on the priority list is due to the proposed school.”*

Page 3, 3rd paragraph from the bottom was changed to read: *“Mr. O’Reilly noted that the impact fees that were collected **from** Wal-Mart, directly adjacent...”*

Ms. Van Peski moved to approve the Minutes of the November 8, 2012 meeting as amended. Mr. Lucero seconded the motion. The motion passed unanimously by voice vote.

5. DISCUSSION AND ACTION ITEMS

There were no action items.

6. INFORMATIONAL ITEMS

Mr. Liming referred to the Memo to the CIAC regarding the Impact Fees Collected and Waived – 2012.

Summary

In January 2012, the city started “Waiving” impact fees on permits for all new housing units. During 2012, the city collected a total of **\$260,944** in impact fees revenue and has waived a total of **\$1,018,348** in residential impact fees. The following numbers of new residential units had impact fees waived (by category):

139 Single-family units

180 Multi-family units (176 units at San Isidro Apt. Complex)

10 Guest House units
9 Residential Studios/other units
338 Total housing units

Mr. Liming said the \$1,018,348 does not include affordable housing. This is for residential impact fees that were waived.

Mr. Martinez asked how many of the 139 single family units/homes were affordable.

Mr. Liming said approximately 30 homes were affordable.

Mr. Lucero asked how these numbers compare to last year's numbers.

Mr. Liming said in 2011, there were 144 new housing units and 52 of those were affordable. In 2012, there were a total of 430 new single family units that received permits. Of these, 189 were affordable units.

Mr. Shanahan mentioned that Centex intends to stay in Santa Fe.

**A. Quarterly Financial Summary & Permit Report
October – December 2012**

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

Mr. Liming reviewed Exhibit 6A noting that the Roads Fund brought in \$42,035.00 in impact fees; the Police Fund brought in \$1,196.00; and the Fire Fund brought in \$3,394.00; for a total of \$46,625.00 for the last quarter.

Mr. Liming noted that the \$1,000,000 obligated for the Herrera Drive Extension project and \$400,000.00 for the Camino de las Crucitas project are reflected under the Roads Fund.

The cash balance as of January 1, 2013 for the Roads Fund was \$716,482.25; \$174,206.68 for the Parks Fund; \$30,405.49 for the Police Fund; and \$27,424.67 for the Fire Fund, for a total of \$984,519.09.

Mr. Liming said last night, City Council reversed their resolution to not update impact fees. The New Mexico Development Fees Act requires that the three parts of the impact fees program (i.e. land use assumptions, capital improvements plan and the actual impact fees ordinance) be updated at least every five years. However, the Act also allows for a local government to determine that, at the end of a five-year period, "no update is needed". The resolution stated that the *City has made a determination that no update of land use assumptions, Capital Improvements Plan or Impact Fees is needed at this time.* City Council, particularly Councilor Wurzbarger, is interested in looking at the impact fees structure again.

Mr. Liming distributed copies of the *Impact Fees Annual Report (Summary of 2012 Impact Fee Activity)*. He noted that this is not on the agenda but he would like the Committee to review it and possibly discuss it at the next meeting.

The Committee briefly reviewed the *Impact Fees Annual Report*. The Impact Fee Ordinance requires that annual reports be made to the Council on the effects of impact fees on new housing prices and new affordable housing, as well as any perceived inequities in implementing the plans or imposing the impact fee. This report deals with the first part of this requirement, the effect in 2005 on new housing prices and new affordable housing of the new impact fees that went into effect in 2004.

Ms. Van Peski offered some revisions to the report and Mr. Liming will make the changes.

B. Santa Fe City Plan (New General Plan) Discussion

Mr. Liming noted that the last General Plan for the City of Santa Fe was done in 1999 and the Long Range Planning staff was tasked by Resolution to work on a new Plan. Therefore, staff is working with the Long Range Planning Committee on a new General Plan for the City.

The Committee discussed the General Plan for the future of the City of Santa Fe.

7. MATTERS FROM THE CHAIR/COMMITTEE

There were no matters from the Chair/Committee.

8. MATTERS FROM THE FLOOR

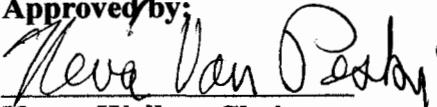
There were no matters from the Floor.

9. NEXT MEETING DATE: Thursday, April 11, 2013 at 3:00 p.m.

The next meeting is scheduled for April 11, 2013 at 3:00 p.m.

10. ADJOURNMENT

Having no further business to discuss, the meeting adjourned at 4:30 p.m.

as amended
Approved by:

Karen Walker, Chair

Respectively submitted by:


Jo Ann G. Valdez, Stenographer

EXHIBIT

tabbles

6A

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

| | Roads | Parks | Police | Fire | |
|--|---------------------|-------------------|------------------|------------------|---------------------|
| Funds | 2720 | 2721 | 2722 | 2723 | |
| Revenue | 21720 | 21721 | 21722 | 21723 | |
| Expense | 22784 | 22786 | 22787 | 22788 | |
| Budgeted Revenue | | | | | |
| Budgeted Interest | | | | | |
| Transfer out | | | | | |
| Budgeted General Fund (Adm Fee 3 %) | | | | | |
| 1ST Quarter | | | | | |
| Beginning Cash Balance 06/29/12 | 2,004,923.15 | 173,912.47 | 28,080.06 | 20,599.86 | 2,227,515.54 |
| Revenue | | | | | |
| Impact Fees | 66,086.00 | | 1,081.00 | 3,055.00 | 70,222.00 |
| Interest Income | 3,655.39 | 312.81 | 51.49 | 399.57 | 4,419.26 |
| Interest (Amort) | (217.29) | (18.60) | (3.06) | (23.76) | (262.71) |
| Obligated Projects-Cm de las Crucitas | (400,000.00) | | | | (400,000.00) |
| Cash Balance | 1,674,447.25 | 174,206.68 | 29,209.49 | 24,030.67 | 1,901,894.09 |
| 2nd Quarter | | | | | |
| Revenue | | | | | |
| Impact Fees | 42,035.00 | | 1,196.00 | 3,394.00 | 46,625.00 |
| Interest Income | | | | | |
| Obligated Projects - Herrera Drive Ext. | (1,000,000.00) | | | | (1,000,000.00) |
| 3% Admin Fee | | | | | |
| Cash Balance 6, 7, 11/13 | 716,482.25 | 174,206.68 | 30,405.49 | 27,424.67 | 948,519.09 |
| 3th Quarter | | | | | |
| Revenue | | | | | |
| Impact Fees | | | | | |
| Interest Income | | | | | |
| Obligated Projects | | | | | |
| 3% Admin Fee | | | | | |
| Cash Balance | | | | | |
| 4th Quarter | | | | | |
| Revenue | | | | | |
| Impact Fees | | | | | |
| Interest Income | | | | | |
| Obligated Projects | | | | | |
| 3% Admin Fee | | | | | |
| Cash Balance | | | | | |
| TOTAL REVENUE | | | | | |
| TOTAL INTEREST | | | | | |
| TOTAL ADMIN FEES | | | | | |
| TOTAL OLBIGATED PROJECTS | | | | | |
| TOTAL NET REV REC'D FOR FY 12/13 | | | | | |

**City of Santa Fe
Waived Impact Fees**

| Quarter | # of Units | Fee per unit | Total Fees Waived |
|------------------------|-------------------|---------------------|--------------------------|
| JAN - MAR 2012 | | | |
| Single Family | 33 | \$ 3,498.00 | \$ 115,434.00 |
| Affordable S-F | 8 + 61 M-F | | |
| Multi-Family | 0 | \$ 2,674.00 | \$ - |
| Guest House | 2 | \$ 2,674.00 | \$ 5,348.00 |
| Res Studio/Other | 1 | \$ 2,674.00 | \$ 2,674.00 |
| Quarter Total | 36 | | \$ 123,456.00 |
| APR - JUNE 2012 | | | |
| Single Family | 38 | | \$ 132,924.00 |
| Affordable S-F | 10 | | \$ - |
| Multi-Family | 0 | | \$ - |
| Guest House | 2 | | \$ 5,348.00 |
| Res Studio/Other | 3 | | \$ 8,022.00 |
| Quarter Total | 43 | | \$ 146,294.00 |
| YTD Totals | 79 | | \$ 269,750.00 |
| JULY - SEP 2012 | | | |
| Single Family | 27 | | \$ 94,446.00 |
| Affordable S-F | 4 | | \$ - |
| Multi-Family | 176 | | \$ 470,624.00 |
| Guest House | 3 | | \$ 8,022.00 |
| Res Studio/Other | 2 | | \$ 5,348.00 |
| Quarter Total | 208 | | \$ 578,440.00 |
| YTD Totals | 287 | | \$ 848,190.00 |
| OCT - DEC 2012 | | | |
| Single Family | 41 | | \$ 143,418.00 |
| Affordable S-F | 9 | | |
| Multi-Family | 4 | | \$ 10,696.00 |
| Guest House | 3 | | \$ 8,022.00 |
| Res Studio/Other | 3 | | \$ 8,022.00 |
| Quarter Total | 51 | | \$ 170,158.00 |
| YTD Totals | 338 | | \$ 1,018,348.00 |

| APP YEAR | APP NBR | APPL TYPE | RECPT DATE | FEE CODE DESC | PAYMT AMT | Street number | Street Dir | Street Name | Street suffix |
|-------------|------------|--------------|---------------|---------------------------|---------------|------------------|---------------|----------------|------------------|
| 12 | 2476 | ADNR | 12/12/06 | # ROADS - AUTO SALES/SVC | 4,360.00 | 2810 | | SILER | LN |
| | | ADNR | 12/12/06 | # RETAIL/COMM POLICE | 156.00 | 2810 | | SILER | LN |
| | | ADNR | 12/12/06 | # RETAIL/COMM FIRE | 442.00 | 2810 | | SILER | LN |
| | | | | TOTAL COUNT | 4,958.00 3 | | | | |
| 12 | 2328 | ALIC | 12/12/07 | # ROADS - REST SIT DOWN | 1,680.00 | 1005 | S | ST. FRANCIS | DR |
| | | ALIC | 12/12/07 | # RETAIL/COMM POLICE | 270.00 | 1005 | S | ST. FRANCIS | DR |
| | | ALIC | 12/12/07 | # RETAIL/COMM FIRE | 764.00 | 1005 | S | ST. FRANCIS | DR |
| | | | | TOTAL COUNT | 2,714.00 3 | | | | |
| 12 | 2185 | ADNR | 12/11/26 | # ROADS- HOTEL/MOTEL | 1,203.00 | 100 | E | SAN FRANCISCO | ST |
| | | ADNR | 12/11/26 | # HOTEL/MOTEL FIRE | 82.00 | 100 | E | SAN FRANCISCO | ST |
| | | ADNR | 12/11/26 | # HOTEL/MOTEL POLICE | 29.00 | 100 | E | SAN FRANCISCO | ST |
| | | | | TOTAL COUNT | 1,314.00 3 | | | | |
| 12 | 2161 | STOR | 12/11/09 | # ROADS- SHOPPING CTR/RET | 441.00 | 1599 | S | ST. FRANCIS | DR |
| | | STOR | 12/11/09 | # RETAIL/COMM POLICE | 7.00 | 1599 | S | ST. FRANCIS | DR |
| | | STOR | 12/11/09 | # RETAIL/COMM FIRE | 21.00 | 1599 | S | ST. FRANCIS | DR |
| | | | | TOTAL COUNT | 469.00 3 | | | | |
| 12 | 1949 | ADNR | 12/10/19 | # ROADS - AUTO SALES/SVC | 8,315.00 | 2005 | | ST. MICHAEL'S | DR |
| | | ADNR | 12/10/19 | # RETAIL/COMM POLICE | 297.00 | 2005 | | ST. MICHAEL'S | DR |
| | | ADNR | 12/10/19 | # RETAIL/COMM FIRE | 843.00 | 2005 | | ST. MICHAEL'S | DR |
| | | | | TOTAL COUNT | 9,455.00 3 | | | | |
| 12 | 1554 | ALIC | 12/12/27 | # ROADS - GENERAL OFFICE | 1,761.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST FIRE | 90.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST POLICE | 32.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 1,883.00 3 | | | | |
| 12 | 1553 | ALIC | 12/12/27 | # ROADS- SHOPPING CTR/RET | 2,239.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # RETAIL/COMM POLICE | 38.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # RETAIL/COMM FIRE | 108.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 2,385.00 3 | | | | |

(2QTR 2012)

| APP YEAR | APP NBR | APPL TYPE | RECPT DATE | FEE CODE DESC | PAYMT AMT | Street number | Street Dir | Street Name | Street suffix |
|-------------|------------|--------------|---------------|---------------------------|---------------|------------------|---------------|----------------|------------------|
| 12 | 1552 | ALIC | 12/12/27 | # ROADS - GENERAL OFFICE | 1,768.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST POLICE | 32.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST FIRE | 90.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 1,890.00 3 | | | | |
| 12 | 1551 | ALIC | 12/12/27 | # ROADS - GENERAL OFFICE | 1,761.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST POLICE | 32.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST FIRE | 90.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 1,883.00 3 | | | | |
| 12 | 1550 | ALIC | 12/12/27 | # ROADS- SHOPPING CTR/RET | 2,239.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # RETAIL/COMM POLICE | 38.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # RETAIL/COMM FIRE | 108.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 2,385.00 3 | | | | |
| 12 | 1549 | ALIC | 12/12/27 | # ROADS - GENERAL OFFICE | 1,768.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST POLICE | 32.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST FIRE | 90.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 1,890.00 3 | | | | |
| 12 | 1548 | ALIC | 12/12/27 | # ROADS - GENERAL OFFICE | 2,388.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST POLICE | 43.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST FIRE | 122.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 2,553.00 3 | | | | |
| 12 | 1547 | ALIC | 12/12/27 | # ROADS - GENERAL OFFICE | 4,037.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST POLICE | 73.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST FIRE | 206.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 4,316.00 3 | | | | |
| 12 | 1546 | ALIC | 12/12/27 | # ROADS - GENERAL OFFICE | 6,483.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST POLICE | 117.00 | 505 | | CERRILLOS | RD |
| | | ALIC | 12/12/27 | # OFFICE/INST FIRE | 331.00 | 505 | | CERRILLOS | RD |
| | | | | TOTAL COUNT | 6,931.00 3 | | | | |

(2QTR 2012)

| APP YEAR | APP NBR | APPL TYPE | RECPT DATE | FEE CODE DESC | PAYMT AMT | Street number | Street Dir | Street Name | Street suffix |
|--------------|------------|--------------|---------------|-------------------------|--------------|------------------|---------------|----------------|------------------|
| 12 | 1543 | ALIC | 12/12/27 | # ROADS - REST SIT DOWN | 1,592.00 | 505 | | CERRILLOS | RD |
| TOTAL | | | | | 1,592.00 | | | | |
| COUNT | | | | | 1 | | | | |
| FINAL TOTALS | | | | | | | | | |
| TOTAL | | | | | 46,618.00 | | | | |
| COUNT | | | | | 43 | | | | |

*** END OF REPORT ***

(2QTR 2012)