



# Agenda

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SERVED BY Reed Liming

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## **Capital Improvements Advisory Committee**

**Thursday, April 11, 2013**

**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 January 10, 2013**

5. DISCUSSION AND ACTION ITEMS
6. INFORMATION ITEMS

### **Quarterly Financial Summary & Permit Report (January-March, 2013)**

7. MATTERS FROM THE CHAIR / COMMITTEE / STAFF
8. MATTERS FROM THE FLOOR
9. NEXT QUARTERLY MEETING DATE (Thursday, July 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**

**April 11, 2013**

**1. CALL TO ORDER**

A regular meeting of the City of Santa Fe Capital Improvements Advisory Committee was called to order by Neva Van Peski at 3:04 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:**

Edmundo Lucero  
Rick Martinez  
Maria Higuera Pope  
Kim Shanahan  
Neva Van Peski  
Marg Veneklasen

**MEMBERS ABSENT:**

Karen Walker, Chair, excused  
Michael Chapman, Vice Chair, excused  
Gilbert Romero, excused

**STAFF PRESENT:**

Reed Liming, Long Range Planning Division Director

**OTHERS PRESENT:**

Jo Ann G. Valdez, Stenographer

### **3. APPROVAL OF AGENDA**

**Mr. Shanahan moved to approve the Agenda. Mr. Martinez seconded the motion. The motion passed unanimously by voice vote.**

### **4. APPROVAL OF MINUTES:**

- **Meeting of January 10, 2013**

Ms. Van Peski offered the following change to page 4, 3<sup>rd</sup> paragraph, last sentence:

*“This report deals with collections of impact fees in 2012, and the amount of impact fees waived due to the City Council’s decision to waive impact fees on all residential units for two years, made January 11, 2012.”*

**Ms. Veneklasen moved to approve the Minutes of the January 10, 2013 meeting as amended. Mr. Shanahan seconded the motion. The motion passed unanimously by voice vote.**

### **5. DISCUSSION AND ACTION ITEMS**

There were no action items.

### **6. INFORMATIONAL ITEMS**

#### **a. Quarterly Financial Summary & Permit Report (January- 2013)**

[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 City brought in \$143,181 in impact fees for the third quarter of the fiscal year.

He said since the City is only collecting impact fees for commercial, there should not be any Parks Impact Fees collected. Some people were incorrectly assessed Park Impact fees and this is the reason for the negative number (\$3,884) under the Parks category.

Mr. Liming said the City waived a total of **\$1,018,348** in residential impact fees in 2012, and brought in \$260,000 from commercial impact fees in 2012. During January through March 2013, the City waived \$112,138.00 in residential impact fees. There were 33 units that would have been assessed and paid impact fees during this period.

Mr. Lucero asked if the City is seeing any benefit from waiving residential impact fees.

Mr. Liming said there was an apartment complex that was built; and according to the developer/builder would have not been built, if there were impact fees in place. He did not know if it is affecting single-family construction.

Mr. Shanahan said, in his opinion, the waiving of residential impact fees has not done anything, or has not had much affect in stimulating new home construction.

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

Mr. Liming noted that staff has been asked to put together a Request for Proposal for a consultant to update the Impact Fee Program. He said there seems to be a sense that the City should update the Impact Fees, for various reasons.

Mr. Martinez asked Mr. Liming where the City and County are - in terms of annexation. He asked if they are moving forward with the annexation.

Mr. Liming said he thinks they are moving forward.

#### **8. MATTERS FROM THE FLOOR**

There were no matters from the Floor.

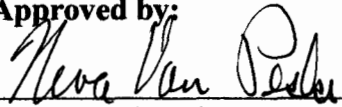
#### **9. NEXT MEETING DATE: Thursday, July 11, 2013 at 3:00 p.m.**

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

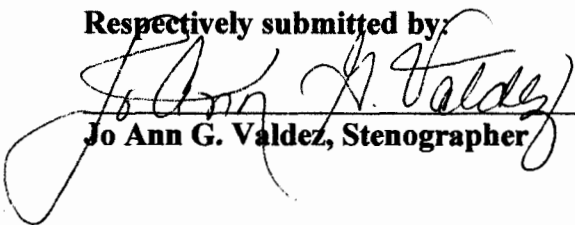
**10. ADJOURNMENT**

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

Approved by:

  
Neva Van Peski

Respectively submitted by:

  
Jo Ann G. Valdez, Stenographer

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

	Roads	Parks	Police	Fire	
<b>Funds</b>	<b>2720</b>	<b>2721</b>	<b>2722</b>	<b>2723</b>	
<b>Revenue</b>	<b>21720</b>	<b>21721</b>	<b>21722</b>	<b>21723</b>	
<b>Expense</b>	<b>22784</b>	<b>22786</b>	<b>22787</b>	<b>22788</b>	
<b>Budgeted Revenue</b>					
<b>Budgeted Interest</b>					
<b>Transfer out</b>					
<b>Budgeted General Fund (Adm Fee 3 %)</b>					
<b>1ST Quarter</b>					
<b>Beginning Cash Balance 06/29/12</b>	<b>2,004,385.91</b>	<b>173,652.71</b>	<b>28,027.85</b>	<b>20,555.96</b>	<b>2,226,622.43</b>
<b>Revenue</b>					
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)
<b>Cash Balance</b>	<b>1,673,910.01</b>	<b>173,946.92</b>	<b>29,157.28</b>	<b>23,986.77</b>	<b>1,901,000.98</b>
<b>2nd Quarter</b>					
<b>Revenue</b>					
Impact Fees	42,035.00		1,196.00	3,394.00	46,625.00
Interest Income	3,203.4	266.12	45.53	345.07	3,860.13
Interest (Amort)	(275.3)	(22.87)	(3.91)	(29.65)	(331.69)
Obligated Projects - Herrera Drive Ext.	(1,000,000.0)				(1,000,000.00)
3% Admin Fee					
<b>Cash Balance</b>	<b>718,873.16</b>	<b>174,190.17</b>	<b>30,394.90</b>	<b>27,696.19</b>	<b>951,154.42</b>
<b>3th Quarter</b>					
<b>Revenue</b>					
Impact Fees	135,761.00	(3,884.00)	2,955.00	8,349.00	143,181.00
Interest Income					
Obligated Projects					
3% Admin Fee					
<b>Cash Balance</b>	<b>854,634.16</b>	<b>170,306.17</b>	<b>33,349.90</b>	<b>36,045.19</b>	<b>1,094,335.42</b>
<b>4th Quarter</b>					
<b>Revenue</b>					
Impact Fees					
Interest Income					
Obligated Projects					
3% Admin Fee					
<b>Cash Balance</b>					
<b>TOTAL REVENUE</b>					
<b>TOTAL INTEREST</b>					
<b>TOTAL ADMIN FEES</b>					
<b>TOTAL OLBIGATED PROJECTS</b>					
<b>TOTAL NET REV REC'D FOR FY 12/13</b>					

**Building Permit Impact Fees - January 2013 - March 2013**

Date	Permit #	Permit Name	Roads	Parks	Police	Fire	Totals
01/07/2013	12-2138	EL CASTILLO	\$ 5,431.00		\$ 575.00	\$ 1,619.00	\$ 7,625.00
01/07/2013	12-2139	EL CASTILLO	\$ 17,679.00		\$ 176.00	\$ 497.00	\$ 18,352.00
01/14/2013	12-2623	CHRIST CHURCH	\$ 31,863.00		\$ 922.00	\$ 2,598.00	\$ 35,383.00
01/18/2013	12-2320	L & G PROPERTIES, LLC	\$ 20,687.00		\$ 351.00	\$ 995.00	\$ 22,033.00
01/30/2013		CASA BLANCA	\$ 551.00				\$ 551.00
01/31/2013	12-2474	PARADISE BAKERY & CAFÉ	\$ 29,329.00		\$ 450.00	\$ 1,275.00	\$ 31,054.00
02/11/2013		CAPITOL CONTRACTORS INC	\$ (6,216.00)	\$ (3,884.00)	\$ (156.00)	\$ (440.00)	\$ (10,696.00)
02/13/2013		CAPITOL CONTRACTORS INC	\$ 6,216.00	\$ 3,884.00	\$ 156.00	\$ 440.00	\$ 10,696.00
02/13/2013		IRA SERET	\$ (6,216.00)	\$ (3,884.00)	\$ (156.00)	\$ (440.00)	\$ (10,696.00)
03/01/2013		SCOTT SUNDANCE	\$ 3,634.00		\$ 130.00	\$ 368.00	\$ 4,132.00
03/08/2013	12-2394	HUTTON PARTNERS	\$ 29,421.00		\$ 499.00	\$ 1,414.00	\$ 31,334.00
03/21/2013		ARCHITECTURAL ALLIANCE	\$ 233.00				\$ 233.00
03/21/2013	13-469	REEDER COMPANY	\$ 2,700.00				\$ 2,700.00
03/28/2013	13-409	AUGUST CONSTRUCTION	\$ 449.00		\$ 8.00	\$ 23.00	\$ 480.00
			\$ 135,761.00	\$ (3,884.00)	2,955.00	\$ 8,349.00	\$ 143,181.00

**City of Santa Fe  
Waived Impact Fees**

<b>Quarter</b>	<b># of Units</b>	<b>Fee per unit</b>	<b>Total Fees Waived</b>
<b>JAN - MAR 2013</b>			
Single Family	29	\$ 3,498.00	\$ 101,442.00
Affordable S-F	8		
Multi-Family	0	\$ 2,674.00	\$ -
Guest House	2	\$ 2,674.00	\$ 5,348.00
Res Studio/Other	2	\$ 2,674.00	\$ 5,348.00
<b>Quarter Total</b>	<b>33</b>		<b>\$ 112,138.00</b>
<b>APR - JUNE 2013</b>			
Single Family			
Affordable S-F			
Multi-Family			
Guest House			
Res Studio/Other			
<b>Quarter Total</b>			
<b>YTD Totals</b>			
<b>JULY - SEP 2013</b>			
Single Family			
Affordable S-F			
Multi-Family			
Guest House			
Res Studio/Other			
<b>Quarter Total</b>			
<b>YTD Totals</b>			
<b>OCT - DEC 2013</b>			
Single Family			
Affordable S-F			
Multi-Family			
Guest House			
Res Studio/Other			
<b>Quarter Total</b>			
<b>YTD Totals</b>			



**City of Santa Fe  
Waived Impact Fees**

<b>Quarter</b>	<b># of Units</b>	<b>Fee per unit</b>	<b>Total Fees Waived</b>
<b>JAN - MAR 2012</b>			
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
<b>Quarter Total</b>	<b>36</b>		<b>\$ 123,456.00</b>
<b>APR - JUNE 2012</b>			
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
<b>Quarter Total</b>	<b>43</b>		<b>\$ 146,294.00</b>
<b>YTD Totals</b>	<b>79</b>		<b>\$ 269,750.00</b>
<b>JULY - SEP 2012</b>			
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
<b>Quarter Total</b>	<b>208</b>		<b>\$ 578,440.00</b>
<b>YTD Totals</b>	<b>287</b>		<b>\$ 848,190.00</b>
<b>OCT - DEC 2012</b>			
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
<b>Quarter Total</b>	<b>51</b>		<b>\$ 170,158.00</b>
<b>YTD Totals</b>	<b>338</b>		<b>\$ 1,018,348.00</b>