

**MINUTES OF THE
CITY OF SANTA FE / SANTA FE COUNTY
REGIONAL PLANNING AUTHORITY**

**Tuesday, January 20, 2009
3:00 PM
Santa Fe, New Mexico**

The Regular Meeting of the City of Santa Fe / Santa Fe County Regional Planning Authority (RPA) was called to order by Chair Virginia Vigil at approximately 3:15 PM on the above-cited date in the Santa Fe County Finance Department conference room, 2nd Floor, Bokum Building, 142 West Palace Avenue.

ROLL CALL

County Commissioners Present:

Kathy Holian
Harry Montoya [arrived after roll call]
Virginia Vigil, Chair

County Commissioners Excused:

Liz Stefanics

City Councilors Present:

Patti Bushee
Matthew Ortiz
Rosemary Romero
Rebecca Wurzbarger [arrived after roll call]

Santa Fe RPA Staff:

Mary Helen Follingstad, Executive Director

Santa Fe County Staff Members:

Andrew Jandácek, Transportation Planner
Steve Ross, Attorney
Lisa Roybal, County Manager's Office
Duncan Sill, Economic Development

City of Santa Fe Staff Members:

John Bulthuis, Santa Fe Trails
Katherine Mortimer, Planning
Jeanne Price, Legislative Liaison
Nick Schiavo, Energy Planner

Others Present:

William H. Mee, Agua Fria Village Association
Carol Raymond, Transit Advisory Board

APPROVAL OF AGENDA

Councilor Romero requested an update on city-county efforts specific to the NCRTD. It was decided it would be appropriate to discuss this under Matters from the Regional Planning Authority.

Councilor Romero moved to approve the agenda, seconded by Commissioner Holian and approved unanimously.

APPROVAL OF MINUTES FROM OCTOBER 21, 2008, REGULAR MEETING, NOVEMBER 19, 2008, WORK SESSION, AND DECEMBER 16, 2008, REGULAR MEETING

Councilor Romero moved to approve the minutes of the October 21, 2008, Regular Meeting, seconded by Councilor Wurzburger, and approved unanimously.

Councilors Ortiz and Wurzburger and Commissioner Holian abstained from voting because they were not in attendance at the meeting.

Councilor Wurzburger moved to approve the Minutes of the November 19, 2008, Work Session, seconded by Councilor Romero, and approved unanimously.

Councilors Ortiz and Romero and Commissioner Holian abstained from voting because they were not in attendance at the meeting.

Councilor Romero moved to approve the minutes of the December 16, 2008, Regular Meeting, seconded by Chair Vigil, and approved unanimously.

Councilor Ortiz and Commissioner Holian abstained from voting because they were not in attendance at the meeting.

REGIONAL PLANNING AUTHORITY BUSINESS

- **Executive Session**

Councilor Wurzburger moved to go into Executive Session for purposes of limited personnel matters regarding the Regional Planning Authority Executive Director, seconded by Councilor Romero and approved unanimously 6-0 via a roll call vote.

Following the Executive Session at 3:35 PM:

Councilor Ortiz moved to go back into Open Session and stated that only limited personnel matters regarding the Regional Planning Authority Executive Director were discussed during the Executive Session, seconded by Councilor Romero and approved unanimously.

- **Approval of Regional Planner Employment Agreement**

Councilor Bushee moved to approve the Regional Planner Employment Agreement, as amended by the County Attorney and as accepted by the RPA Executive Director, seconded by Commissioner Montoya and approved unanimously.

Mr. Ross clarified the agreement was for a one-year period beginning February 1, 2009.

- **2009 RPA Meeting Calendar**

There was some discussion about the optimal time to hold the meeting and it was agreed that the meeting time be changed to 4 PM for the convenience of the Authority members.

Councilor Wurzburger moved to approve the 2009 RPA Meeting Calendar with the change in the regular time to be 4 PM, seconded by Councilor Romero and approved unanimously.

- **Resolution creating an RPA Energy Task Force**

Ms. Follingstad stated that RPA members directed staff to strengthen the draft resolution that was presented in October 2008 regarding the work and the membership of the energy task force. A staff working group met on two occasions for this purpose. The revised document is presented for review and approval with new text in red. Ms. Follingstad pointed to a preliminary list of persons who were identified with expertise in energy efficiency and the green building industry, which the staff felt was key for a task force such as this.

Ms. Follingstad explained that city and county staff were present to respond to questions from RPA on this matter: Katherine Mortimer, Nick Schiavo, Duncan Sill and Lisa Roybal.

Councilor Wurzburger thanked everyone for putting this resolution together, which she said that she, Councilor Calvert and Commissioners Campos and Vigil had recommended.

Councilor Wurzburger moved to approve the Resolution Creating an RPA Energy Task Force, with the note that the “Now Therefore” paragraph have consistent language that it is the Energy Advisory Task Force, seconded by Councilor Ortiz.

Commissioner Holian asked if the meetings will be public. Chair Vigil replied that they would.

The motion was voted upon and approved unanimously.

Commissioner Holian said that Ms. Gail Ryba was very seriously ill and probably would be unable to become a member.

Councilor Romero added her recommendation for Ms. Ryba and suggested that Bioneers would provide additional names. She proposed Amy Pilling and perhaps Frank Joy, who runs the biomass facility at the Santa Fe Community College.

Commissioner Montoya stated that Paul Campos has expressed his sincere interest in the task force, which Commissioner Romero seconded.

Councilor Wurzburger said that she liked the suggestions and would like to open the list to a broader field, such as building trades. She asked that staff go back to the drawing board and come up with a process that actively asks for community input on who might want to be part of this. She also stated that she would like to see resumes.

Councilor Bushee agreed and said she felt that staff attend the meetings in an advisory capacity, rather than serving on the task force.

Ms. Mortimer stated that staff has culled through lists, and the four names on the memorandum meet criteria for the work of the task force. Commissioner Montoya said he agreed with what has been said.

Chair Vigil gave staff direction that a process be identified to include resumes and a broad base of representation on energy efficiency, and that the process should come back to the RPA in 30 days. She added that the process could include advertising to bring in the names and resumes and that perhaps a subcommittee of the RPA, together with staff, review the resumes and make recommendations.

- **Update to the 2005 Joint Regional GRT Capital Improvements Plan and Consideration of Project Review Criteria**

Ms. Follingstad presented a memorandum with background on the Capital Improvements Plan and stated that it is due to be updated. Therefore, it seemed in order that before listing projects in the updated plan, a process whereby the projects would come forward to the RPA should be in place. Because there could be a significant shortfall in the projected GRT revenues as a result of the downturn in the economy, any uncommitted funds should be judiciously appropriated by the Authority. She suggested criteria for evaluation.

Commissioner Montoya asked if there any projects that presently meet the criteria.

Ms. Follingstad replied that Zona del Sol and the Esperanza Center meet the criteria for the “Other” category. In the “Roads” category, on the recommendation of Chris Ortega, the RPA has already committed funds to South Meadows and Siler, which will help to complete the projects. “Water” money is committed to the BDD. The “Park” funds have gone to the list of parks and open space previously approved by the RPA for the next five years.

Councilor Wurzburger said she was uncomfortable with establishing a process that there may not be funds for and that may set up unfair expectations for the public at a time when the economy is extremely difficult. She suggested that a written policy statement from staff be developed for nonprofits in particular to let them know that the RPA will not be looking to fund organizations while the economy is so volatile.

Commissioner Montoya said he would like to see a list of projects that are listed on both of the ICIPs.

Chair Vigil requested that Ms. Follingstad bring to the RPA at the February meeting a policy clarification as an action item.

- **Presentation by Agua Fría Village Association Requesting RPA Assistance with Long Range Community Planning**

Mr. Mee, president of the Agua Fría Village Association, said that he has been working with Doug Sayer and Robert Griego of the County of Santa Fe on a five-year infrastructure plan. He presented a letter to Ms. Follingstad that outlined discussions that have been held and a planning proposal. He said there is the need for more cooperative planning to be done with the City of Santa Fe, especially with regard to utilities.

He said he would like to see a motion or resolution that says the RPA, the city and the county will cooperate with the Village of Agua Fría in doing long-range community planning for sewer,

water, roads, utility extensions, storm water management, public safety, land use planning and economic development.

Councilor Bushee pointed out that the City has passed new rules and is not extending water or sewer unless there is a potential agreement to annex or if the city has the ability to annex. There is no consideration to annex Agua Fría Village.

Councilor Wurzburger agreed with Councilor Bushee and suggested that, once Agua Fría Village has developed its five-year plan, Mr. Mee bring it to the RPA to see what the options are.

Chair Vigil recognized the city's policy and agreed there are unsettled issues.

Councilor Romero concurred that it is premature to do anything and that Mr. Mee should bring the Agua Fría Village five-year plan to the RPA when it is completed.

Councilor Ortiz moved to state that the RPA supports the planning efforts that are currently underway and that the Agua Fría Village Association continue and finish their work with the county planner; whenever that planning is at a point where that information needs to be shared, the RPA welcomes that review and that input for discussion, seconded by Commissioner Montoya and approved unanimously.

- **Update on Implementation of the Settlement Agreement (Annexation); Extraterritorial Jurisdiction; Transition Plan**

Ms. Follingstad reviewed a table developed for the Annexation Settlement Agreement Transition Plan that delineated where each task is in the process. A joint study of infrastructure on water and wastewater service areas has not been scheduled. Once the infrastructure study is underway, she recommended that the Agua Fría Village should be brought into that discussion. The City and the County have appointed their members of the EULA. The City and County will adopt the zoning ordinance once it is available and reviewed. She has requested that the RPA look at the zoning ordinance before it goes forward for adoption. She concluded by saying there is still work to be done and the biggest piece is the zoning ordinance.

Chair Vigil requested that Ms. Follingstad update the RPA on the status of EULA and ELUC, the transition plan and annexation.

- **Review of City Rural Residential Draft Ordinance**

Ms. Jeanne Price, City Legislative Liaison, presented her memorandum of explanation and draft of the ordinance establishing a rural residential zoning district. She stated that most of the bill is existing language the city already has in place for residential districts, with the addition of the rural residential district.

Councilor Ortiz asked why the RPA is talking about an area that has been identified and agreed upon as a second priority area for annexation that will not happen until other areas are annexed. And second, he asked why this discussion is being held at the RPA for a city code issue.

Ms. Price replied that the city will be reviewing development approvals in the presumptive city limits, whether or not they have been annexed. Even if this area will not be annexed until 2012 or later, the city will be reviewing development in this area, and the ELUC-EULA will adopt a zoning map that will include the Rural Residential zone.

Councilor Ortiz asked if this has been introduced to the city.

Ms. Price replied the ordinance went to the planning commission, which recommended approval with an amendment. Their concern in reading the settlement agreement provisions is that the concept of Rural Residential was to be honored and respected by the city for the term of the agreement, which is 20 years, after which the area shall be rezoned accordingly to an R-1 district.

Councilor Bushee stated her concern with the two-acre lot size and whether that would encourage septic systems.

Councilor Wurzbarger agreed that the city did not want to give a long-term commitment for two-acre lots. She said that technologies for reprocessing sewage need to be considered for the future.

Chair Vigil asked if the ordinance will go through the city public annexation hearing processes and what noticing will be done.

Ms. Price replied it is just an ordinance change and will be noticed by publication because it is a legislative matter.

Chair Vigil stated that her constituents have addressed some of their concerns through the public process with regard to how the annexation will affect their future. Because they are accustomed to being rural, they need a clear sense of guidance or confidence that the city does not intend to create a density problem. The protective rural ordinance will be a guidance for the city in making those decisions so there is not a huge sweep of development that occurs. The citizens who are most directly affected because they are contiguous to many of the city boundaries have been told that the rural protection ordinance will allow them predictability in making decisions for the future of their own property.

- **Update on Transit Planning; Discussion of Preliminary Work Plan and Structure**

Ms. Follingstad noted that Commissioner Montoya, Councilor Romero and staff have been attending the NCRTD meetings and there is consensus that the RPA needs to be ready when the GRT funds are received. It is recommended that an RPA staff person be hired to help with the technical work for extending transit services. In the meantime, and because recruitment and hiring could take several months, a contract for under \$50,000 could be issued without going out to bid. Mr. Ken Smithson, KNS Resources LLC, has worked in the past with Jon Bulthuis, and staff suggests he be hired as a contractor to help put the service plan together.

A revenue forecast needs to be done that will become a service plan coordinated with the Rail Runner service schedule and to establish service within the budgetary parameters. Once public input is obtained, the schedule can be refined.

Councilor Ortiz stated that a clear direction from the NCRTD is needed on what resources will be available before the expectations of the public are raised or staff is hired. Councilor Wurzburger agreed.

Commissioner Montoya briefly explained that half of the GRT will go to the Rail Runner and the other half will go to the RPA for its participation and to meet the obligations for the NCRTD. He stated it is important that the RPA develop a transit plan and advocated that a planner be hired to direct the RPA in putting forward a plan. He also said he would like to include the tribes.

Councilor Romero stated that the NCRTD is now operating on the old transit service plan. In order for the RPA to have what is needed, it is necessary to move forward with its own planning effort. Also, the tribes in Santa Fe County have expressed interest in being a part of the RPA, and Santa Fe would have a stronger voice on the NCRTD if the tribes were a part of the RPA. However, this is a matter for a later discussion. A group has been brought together to sound out transit ideas that includes Mayor Coss and Jon Bulthuis. There is a planning retreat scheduled for early February and the desire is to have it focus on transit issues, rather than some of the more generic issues being proposed.

Councilor Ortiz suggested that staff be directed to look at the timing and perhaps shorten some of the prospective dates so that an interim plan can be put in place while work is done on a larger plan. He added that including the pueblos is worthy of exploration, and Tesuque pueblo definitely falls within MPO boundaries.

Commissioner Montoya said he has been meeting individually with the pueblos and telling them he wants them to be part of the transportation planning process.

Ms. Follingstad she that she would like to get direction on putting a package together so it can be on the county budget mid-year review. They can proceed quickly if the contract is less than \$50,000. The scope of work still needs to be refined and circulated among the members of the RPA.

Councilor Wurzburger agreed that staff be directed to reduce the timing and said it is incumbent on the RPA to get the plan sooner rather than later and it should not be postponed to the next meeting.

Chair Vigil stated that the transit issue was not noticed for action but staff can be given direction to expedite the planning.

Councilor Bushee said she would like to ask that the use of the old archives building for operations be considered in the plans.

Mr. Bulthuis said that the corridors such as service to Eldorado, new service to the Community College District, potential service to tribal entities north, and connections to the NM 599 Rail Runner station when it comes on line will need to have public input in terms of the level of service. Within the city as well, there are neighborhoods that are not served now and are asking for connections to the Rail Runner. Also coming to the RPA to be prioritized are different parts of the county that do not currently have service.

DATE AND TIME FOR NEXT RPA MEETING

The next regular meeting of the Regional Planning Authority will be held at 4 PM on Tuesday, February 17, 2008, in the County Commission Chambers.

Ms. Follingstad requested that Authority members check the roster she handed out and to let her know of any changes. She stated the list will not be distributed beyond the RPA members and requested that she be supplied with cell phone numbers.

ADJOURNMENT

There being no further business to come before the RPA, this Regular Meeting was adjourned at approximately 5:10 PM.

Approved by:

Chair, Regional Planning Authority
Virginia Vigil, Commissioner, County of Santa Fe

Minutes transcribed and drafted by: Kay Carlson