

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

**Tuesday, June 15, 2010
4:00 PM
Santa Fe, New Mexico**

This Regular Meeting of the City of Santa Fe / Santa Fe County Regional Planning Authority (RPA) was called to order by Chair Rosemary Romero at approximately 4:08 PM on the above-cited date in the Santa Fe County Commission Chambers in the County Administration Building.

ROLL CALL

County Commissioners Present:

Kathy Holian
Liz Stefanics
Virginia Vigil

County Commissioners Absent:

Harry Montoya

City Councilors Present:

Chris Calvert
Rosemary Romero, Chair
Rebecca Wurzburger

Patti Bushee

Santa Fe County Staff Members:

Rachel Brown, Assistant Attorney
Penny Ellis-Green, Assistant County Manager
Andrew Jandácek, Planning
Steve Ross, Attorney

Santa Fe City Staff Member:

Kathy McCormick, Director Cmty. Dev.

Others Present:

Keith Wilson, Santa Fe MPO

APPROVAL OF AGENDA

Commissioner Holian requested that the item under Information Items, Update on the Energy Task Force (ETF), be removed because she will be presenting a letter from the ETF to the RPA in more detail under Discussion and Possible Action Items, Discussion of letter of recommendation from ETF for direction to the RPA for future activities.

Councilor Calvert moved to approve the agenda, as amended, seconded by Commissioner Stefanics and approved unanimously.

APPROVAL OF MINUTES FROM APRIL 20, 2010, REGULAR MEETING

Councilor Wurzburger moved to approve the minutes of the April 20, 2010, Regular Meeting, seconded by Councilor Calvert and approved unanimously.

[All items in the Board packet for all agenda items are incorporated herewith to these minutes by reference. The original Board packet is on file in the Regional Planning Authority office.]

COMMUNICATIONS FROM AGENCIES

- **MPO Long-Range Plan**

Mr. Wilson explained that the MPO is in the process of updating the long-range Metropolitan Transportation Plan and the Federal Highway Administration has given the MPO a six-month extension to do more thorough outreach and to receive more input from other entities. He stated that he would like to come to a future meeting of the RPA to give an update on the status of the plan for input.

Councilor Romero requested that Ms. Kathy McCormick put this on the agenda for the RPA retreat on Monday, June 21, 2010. Mr. Wilson stated that an MPO staff member will be in attendance at the retreat.

Councilor Wurzbarger noted that the MPO was a spin-off from the RPA and felt that any plans developed at the MPO might come back to the RPA for approval, rather than just for input. She suggested the roles be clarified at the retreat.

Mr. Wilson explained that the MPO is a federal designated agency that oversees federal fundings and confirmed that he will speak to the roles and responsibilities at the retreat.

INFORMATION ITEMS

- **Update Joint Sustainable Planning Grant**

Ms. McCormick presented background information compiled by Ms. Katherine Mortimer on the submission of notice of intent to submit an application for the Sustainable Communities Planning Grant Program. Results from the outcome of the Monday retreat work sessions will be used to define priorities and regional opportunities that will be applied to the grant that will be put together in August. Ms. McCormick explained that this information was developed through Ms. Mortimer from the City and Mr. Duncan Sills from the County and that Councilors Wurzbarger and Calvert had met with the staffs, as a part of an RPA subcommittee.

In discussions regarding the statement in the last paragraph about use of the County's land on Galisteo Street, Ms. McCormick stated that she will communicate the information to the City Manager, who she and Commissioner Holian felt had been in discussions with the County Manager regarding the property.

Commissioner Stefanics recalled that she and Commissioner Holian and Councilors Wurzbarger and Bushee had been assigned to a subcommittee to review possible City and County cooperative activity. She requested that staff review previous minutes regarding this subcommittee.

Chair Romero noted that the staffs will join together to meet the August deadline for this grant and that further direction will come as a result of discussions at the Monday retreat.

- **June 21 work study session agenda review**

Chair Romero presented a draft agenda that was created for the RPA retreat planned for Monday, June 21, that is based on previous discussions from the RPA. She noted that both City and County staffs have fully participated in the discussions. Mr. Carl Moore will be documenting and leading the process with the assistance of Ms. Jessie Lawrence. County Attorney Steve Ross will be at the retreat to be a part of the discussions to give direction from legal staff on agenda items.

Ms. McCormick stated that it is critical to determine the next steps of the RPA to get clarity on the priorities through substantive discussion from staff and other agencies. Staff will arrange to provide food for the working lunch.

Councilor Wurzburger requested that estimated time to be spent on each item be included on the final agenda.

Councilor Romero replied that she had not wanted to post times to give flexibility to the discussions, but stated that the majority of the discussion time will be spent on items #6 and #7.

She explained that Mr. Carl Moore and Ms. Lawrence have been conducting interviews and locating documents on the County website to give the RPA a framework for the retreat. They anticipate creating documents to summarize history and provide clarity on the discussion items.

Commissioner Stefanics noted there will be two new County Commissioners in January 2010 and that at least one, if not both, of them will become members of the RPA. She asked that they be invited to the retreat. She requested that extra meeting packets be brought to the retreat because she will not be available to make copies of anything that is emailed to her.

Councilor Romero agreed that Commissioners Mayfield and Anaya should be invited to the retreat as audience members and observers. She requested that staff provide at least 10 additional packets at the meeting. She said that she will contemplate adding times to the agenda items.

In the interest of time, Councilor Wurzburger recommended that #4 Vision and #6 SWOT analysis not be included on the agenda to allow enough time for #7 Group Discussion.

DISCUSSION AND POSSIBLE ACTION ITEMS

- **Nomination and election of Vice Chair for Energy Task Force**

Commissioner Vigil moved to elect Commissioner Holian as Vice Chair of the Energy Task Force. The motion was seconded by Councilor Calvert, voted on and passed unanimously.

- **Discussion of letter of recommendation from Energy Task Force for direction to the RPA for future activities**

Commissioner Holian explained that the ETF has been in existence for nearly a year. It was put together to develop specific energy-related programs – to research what is happening with them and make recommendations for what projects can be done in the region that are either related to renewable energy or to energy efficiency. The ETF helped the County to set up the Renewable Energy Financing District (REFD) program. It has looked into the topic of inspections to make sure that any renewable energy projects installed are doing what they say they are going to do.

In looking at financing as well, it was found there are not many financing avenues available, but private financing of approximately \$10 million was obtained for the startup of the REFD program.

The ETF turned its attention to energy efficiency programs that could be done by the City and the County. It considered a number of projects and weighted them to the difference they would make in greenhouse gas emissions, as well as economic development promoted. The most feasible ones were energy efficiency improvements for City and County public buildings and schools, existing houses and buildings.

Commissioner Holian reviewed the letter to the RPA that focused on public buildings and City and County projects using stimulus funding. The energy efficiency improvements are the most cost effective, saving money, making an immediate impact on local jobs for economic development, as well as a jobs training component.

A first recommendation for funding is that it is appropriate to use the County Capital Outlay GRT. At present, the GRT is very constrained as to what it can be used for, mostly for water and some for road. The ETF recommends that the ordinance be rewritten as generally as possible so that some of the funding can be routed towards energy projects. Also it is recommended that flexibility be given to the GRT by allowing the use of the income to bond. Other funding sources can be developed, such as Build America Bonds or Clean Renewable Energy Bonds (CREBS), that are instruments being developed by the federal government at low interest rates.

It is important to partner with other entities, such as the SFCC, because it is developing classes for local people to develop skills in green building, energy efficiency retrofits, and also in rating systems.

Another recommendation is to use some of the students at SFCC as interns in work done in the City or the County to give real life experience, and partnering with youth groups that have been created by nonprofits that are doing energy efficiency projects.

Another important point is doing strategic thinking for a five-year energy plan for the region. The ETF has just gotten started and is composed of a great group of knowledgeable people who bring together expertise from many different areas.

Councilor Calvert added that the ETF has been focused primarily on how to spend stimulus funds on specific projects, which is appropriate for the timeframe and circumstance. It now

needs to look at a strategic plan – where to expend energy, what kinds, and whether to save energy or cut down on greenhouse gases. Then it is a matter of what kind of energy to cut back on, natural gas versus electricity that is coal fired. If the joint GRT is used to fund activities, then hopefully those activities will generate activity that will in turn fund the activities. He suggested this be discussed at the retreat. The charge the ETF was given was very specific and he said he did not necessarily want to broaden the scope but to allow for more planning activities.

Commissioner Holian added that the ETF had a one-year lifetime and it was given a specific work plan that would have to be rewritten and reauthorized to give it a new charter and confirm its membership.

Councilor Romero confirmed that these suggestions should be mixed into the retreat agenda. She said it is now time to move forward, and there are funding opportunities that should be taken advantage of.

Commissioner Stefanics said that she was enthusiastic about what has been presented, but self-sustainable activities should be considered and outside funding sources be identified.

Commissioner Holian and Councilor Calvert clarified that future income from the County Capital Outlay GRT will be used, not anything from either the City or the County budgets.

- **Discussion and approval of contract and scope of work for Consultant to Energy Task Force**

Commissioner Holian said that there was no reason to expend additional funds and that City and County staff will be relied upon to do the work where appropriate, depending on the topic.

Councilor Calvert confirmed the ETF will rely on the task force members themselves for their expertise and if they know of anyone to be tap for more help and information.

MATTERS FROM THE REGIONAL PLANNING AUTHORITY

Councilor Romero announced that Ms. Kathy McCormick will be going on to a different life at the end of June. This transition will provide a more challenging time.

Ms. McCormick explained that both the appropriate City and County staff will be at the retreat to help guide the discussion, including Ms. Melissa Dailey, Mr. Moore, Ms. Lawrence, County Attorney Ross, Mr. Duncan Sill, and other staff members.

Commissioner Stefanics recommended inviting County staff that would assume the RPA staffing when the RPA Chair changes to the County. Councilor Romero suggested it may be time to change the structure for Chair of the RPA for a longer period of time to allow staff to gain more experience in working with the RPA.

DATE AND TIME FOR NEXT RPA MEETING

The next regular meeting of the Regional Planning Authority will be held at 4 PM, Tuesday, July 20, 2010, in the County Commission Chambers.

ADJOURNMENT

This Regular Meeting of the RPA was adjourned at approximately 5:05 PM.

Approved by:

Kathy Hala (Vice Chair)
Chair, Regional Planning Authority
Rosemary Romero, Councilor, City of Santa Fe

Minutes transcribed and drafted by Kay Carlson



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

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[Hereby Certify That This Instrument Was Filed for
Record On The 20TH Day Of July, 2010 at 04:55:21 PM
And Was Duly Recorded as Instrument # **1605508**
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Deputy *Valerie Espinoza*) Witness My Hand And Seal Of Office
County Clerk, Santa Fe, NM Valerie Espinoza