

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

**Tuesday, August 17, 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 4:10 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
- Harry Montoya *[arrived at 4:25 PM]*
- Liz Stefanics
- Virginia Vigil *[arrived at 4:15 PM]*

**City Councilors Present:**

- Patti Bushee
- Chris Calvert *[arrived at 4:25 PM]*
- Rosemary Romero, Chair
- Rebecca Wurzbarger

**Santa Fe County Staff Members:**

- Penny Ellis-Green, Assistant County Manager
- Robert Griego, Planning Manager
- Andrew Jandácek, Planning
- Steve Ross, Attorney
- Duncan Sill, Economic Development Planner

**Santa Fe City Staff Members:**

- Jon Bulthuis, Santa Fe Trails
- Mike Kelly, Santa Fe Trails
- Reed Liming, Long Range Planning Dir.

**Others Present:**

- Antoine Bronstra
- Norma Cross
- Jennifer Fallis
- Keith Fallis
- David Harris
- Elizabeth Romero
- Ruth \_\_\_\_\_

**APPROVAL OF AGENDA**

**Councilor Bushee moved to approve the agenda, seconded by Commissioner Holian, voted on and approved unanimously.**

Commissioner Vigil stated that a benefit in applying for these grants is to showcase what the city and the county are doing jointly to create a regional response that may also add some points. She pointed to SWAMA as a successful joint authority project and suggested it be included.

Mr. Sill agreed that SWAMA could be delineated more clearly as part of the framework under environmental management.

Commissioner Stefanics added that SWAMA not only can be cited as an already developed joint effort, it can also be an economic development activity. At a recent intergovernmental conference, several entities spoke up to say they were interested in becoming part of SWAMA, including the tribes and Los Alamos County.

Since HUD is a part of the grant, Councilor Bushee said that it would be critical to have other housing partners be contacted for a letter of support. Since time is short, she suggested that Ms. Mortimer ask city community development staff to contact the local housing partners and organizations.

Mr. Sill agreed and noted that he and Ms. Mortimer have a sequencing partnership wherein she is the primary person who submits information to him and he does much of the editing and framework. He added that Ms. Melisa Dailey is also helping.

Councilor Bushee asked about matching and leveraging resources.

Mr. Sill replied that a match is not required. The leverage of 20% is primarily staff time amongst the partners and in-kind contributions, such as making available space for certain activities and incidentals that tie to day-to-day activities. As an example, he and Nick Schiavo have put time into regional energy efforts, and that can be documented as leverage.

Chair Romero asked if this is in competition with what the MPO is seeking.

Mr. Sill replied that the MPO supports the efforts that the North Central New Mexico Economic Development District is applying for. Their approach is different, and they are applying under category 1, where they are starting from scratch. Santa Fe is applying under category 2, which is consideration of enhancement of existing efforts. The applications might be a complimentary piece. He has spoken with them about exchanging letters of support, which is mentioned in the text of the application itself.

Commissioner Vigil said it would be critical to include what Congressman Ben Ray Lujan is addressing on substance abuse that focuses on education, early prevention and taking a proactive approach to the problem.

Mr. Sill said he would make sure it is mentioned specifically. There is a component that deals with health and this could tie into behavioral and overall community health with social stratification in mind.

the language of the resolution where it states there will only be one RPA member from the City Council and one from the BCC. She did not want to replicate what the city already has and wants a core group of RPA members who meet and then bring things to the full group. She expressed her interest in working on both issues.

Commissioner Vigil said that, because as a whole the RPA cannot deal with these subjects, it would designate subcommittees composed of the membership of the RPA to come forth to the larger group with recommendations. If each subcommittee has a reason to broaden it, they can come forth with that rationalization. Unless there is any opposition, she moved to accept Resolution 2010-1.

Councilor Wurzbarger said she would second the motion with a friendly amendment and for further discussion.

**Commissioner Vigil moved to accept RPA Resolution No. 2010-1, "... Establishing an Affordable Housing Task Force and an Economic Development Task Force ..."**  
**The motion was seconded by Councilor Wurzbarger.**

Chair Romero asked for clarification on whether Commissioner Vigil wanted to use the word 'subcommittee' rather than 'task force.'

Commissioner Vigil suggested that the language in the 'Further' paragraph might state "include but not be limited to" and that the groups should operate as subcommittees.

Councilor Wurzbarger said she was uncomfortable with the concept that it has already been decided that the task force be composed of seven people when three might be sufficient. She was also uncomfortable with the proposed time of one year because they should not wait one year to decide what should be done together economically. She said she would like to approve going forward with the task forces, the number of members should be determined by the task force chair, and at the minimum there should be one city and one county member.

Given it is not specifically known what the city and the county have in the works for affordable housing and economic development, Councilor Bushee suggested that the RPA dedicate an upcoming meeting for a study session specifically on those two issues before forming the subcommittees. She suggested that the respective staffs can explain to the RPA what is currently being done and what potentially could be done on a collaborative basis. Then the working groups can go from there. She added that a task force generally means the inclusion of outside participation.

Chair Romero agreed that task forces are allowed to bring in other people. The task forces could be formed and bring in staffs from the city and the county who may be able to enhance each of their discussions. The task forces could bring back a discussion item for the whole group for further study. She encouraged the members to think about the task forces and solidify them through the resolution that would accomplish developing the task forces. They would then work out what gets brought back to the full RPA.

Commissioner Vigil said that the action and process being undertaken would not preclude Councilor Wurzburger's suggestion. She did not accept the amendment.

**The motion was voted on, as amended to eliminate the requirement for seven members, and passed with two dissenting votes from Commissioner Stefanics and Councilor Bushee.**

- **Assignment of RPA Members to Task Forces**

Economic Development

Councilor Bushee

Councilor Wurzburger

Affordable Housing

Councilor Romero

Commissioner Vigil

Councilor Bushee (when available)

Energy

Councilor Calvert

Commissioner Holian

Commissioner Stefanics said that she is interested in both groups, but will be gone for a period of time and will participate when available.

Chair Romero asked for Commissioner Montoya to participate in the task forces for his remaining time on the BCC. He said that he would be a part of both.

Commissioner Vigil said that she will need to leave early and requested that the update on annexation be moved up to next on the agenda.

## **INFORMATION ITEMS**

- **Update on City-Initiated Annexation**

Mr. Liming reviewed his memorandum giving background and status on the City-initiated Annexation. Phase 1 was accomplished on November 24, 2009. Phase 2 would take the better part of 2012 for public hearings and may be initiated at the beginning of 2013. Phase 3 may be initiated in 2014.

Using a large map, Mr. Liming explained that Phase 1 annexed what was called donut holes. The Phase 2 area includes Airport Road, NM 599, south of Tierra Contenta, Mutt Nelson Road. This is about 13,600 residents according to census 2000 figures. Once the 2010 census figures are in, he said it will be interesting to see how much the area has grown, but he does not anticipate it will be great because most of the growth happened in the '80s and '90s. Phase 3 includes north of West Alameda, Calle Nopal, Town & Country subdivision, the southwest corner of Rodeo and Richards, and areas to the east of the city.

- **Review of City and County Approved RPA Budgets for FY 10/11**

Chair Romero stated that there seemed to be a lack of clarity from the RPA members on what was approved from a budgetary perspective.

Mr. Liming explained that the city did not approve a budget of new money for the RPA, but the city has over \$60,000 of RPA fund balance. The county has estimated the cost of \$30,000 for FY 2011, and the city would be asked to pay half of that. The city has fund balances that accumulate from previous years from which to draw on as it is invoiced quarterly from the county for RPA expenditures.

Councilor Bushee asked how much was expended for the retreat facilitator. Mr. Liming replied that the city paid around \$1,200 for the facilitator.

## **COMMUNICATIONS FROM AGENCIES**

- **NCRTD**

Councilor Romero presented a memorandum prepared by the NCRTD staff that detailed an update on the history of the Española-Pojoaque route. She explained that when the RPA approved the budget for the transit service routes, there was limited money. The RPA determined it would cover the Pojoaque-Española bus route for a limited period of time until the funds run out. She asked Ms. Ellis-Green to enumerate the specifics of the route.

Ms. Ellis-Green explained this route is demand response. The children live in the Española district and have transferred to the Pojoaque schools. Because the Pojoaque school bus will not pick the children up from their house, an NCRTD bus is used to pick them up at the house and take them across the county line to a Pojoaque school bus stop at Arroyo Seco.

This route was budgeted last year at \$12,000, but the ridership increased, which meant there were more calls, and the cost went from \$12,000 to \$50,000. Santa Fe County pays 56% of the route and Rio Arriba County pays the rest. All of the school bus ridership is paid for by Santa Fe from the GRT. This is the only route specific to school children.

Chair Romero explained that the RPA capped the service plan at \$40,000, but the actual cost was much more than that, which is why the RPA came up with the \$3 charge per student to offset the cost. The NCRTD did not accept that since rates are set by the NCRTD and not members. She said there is a resolution before the NCRTD board to accept the capping and is studying possible rate charges for routes.

## **MATTERS FROM THE REGIONAL PLANNING AUTHORITY**

Chair Romero stated that the RPA will continue to meet monthly.

## APPROVAL OF MINUTES

- **Minutes from July 20, 2010, Regular Meeting**

**Commissioner Stefanics moved to approve the minutes of the July 20, 2010, Regular Meeting, seconded by Councilor Wurzburger, voted on and approved. Councilor Bushee abstained.**

*[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.]*

## DISCUSSION AND POSSIBLE ACTION ITEMS

- **Regional Transit Tax / Year-End Close Out**

Chair Romero pointed to the memorandum from Jon Bulthuis that includes the FY 10 Year End Report for transit services provided by Santa Fe Trails. She noted it has been a challenge to get a consistent invoicing process in place that was satisfactory from the perspectives of the NCRTD, Los Alamos County and City of Santa Fe.

Mr. Bulthuis explained that one invoice titled Exhibit C in the packet has not yet been submitted to the NCRTD for reimbursement. He will do so following this meeting. This is the final billing for the nine month budget, and Santa Fe Trails has billed and been reimbursed to date for two of the quarters.

**Councilor Wurzburger moved to accept the FY 10 Year End Report for Transit Services Provided by Santa Fe Trails. The motion was seconded by Commissioner Stefanics, voted on and passed unanimously.**

- **Sustainable Communities Regional Planning Grant**

Mr. Duncan Sill reviewed the planning for the Sustainable Communities Regional Planning Grant from the outline of the work he and Ms. Katherine Mortimer are composing for the grant content that includes some of the major topics being addressed. The approach is to integrate many existing efforts and the outcomes this particular grant application is looking for. He noted that a lot of work is going into this grant application. If the city and the county get funded or even get the recognition of the status of being a sustainable community, there is a level of commitment to better align these respective efforts. The submission is due on Monday, August 23, 2010.

Following the review, Commissioner Vigil asked if ARRA funds are being applied for.

Mr. Sill replied this is a funding source that was developed in 2009 and is an appropriation allocated for a joint effort amongst the various agencies on the federal level of HUD, DOT and EPA. This round of funding has about \$100 million available for this part of the grant, and \$25 million is made available to small communities such as Santa Fe region.