

MINUTES OF THE
SANTA FE COUNTY
LA BAJADA RANCH STEERING COMMITTEE

February 27, 2014

This meeting of the Santa Fe County La Bajada Ranch Steering Committee was called to order by Chair Eric Blinman at approximately 4:10 on the above-cited date in the Legal Conference Room, County Administration Building, Santa Fe New Mexico.

A quorum was achieved with the following members present:

Members Present:

Eric Blinman
Kathy Holian, Commissioner
Maria DeAnda-Hay
Claire Fulenwider
Jay Lazarus
John Nye
Paul White

Member(s) Absent:

Robert Anaya, Commissioner
Camilla Bustamante
Scott Pittman
Peter Weiss
[three vacancies]

Staff Present:

Mark Hogan, Projects & Facilities Director
Tony Flores, County Manager's Office

Others Present:

Dianne Strauss
Ryan Toups

III. Approval of Agenda

Upon motion by Ms. DeAnda-Hay and second by Mr. Nye, the agenda was unanimously approved as published.

IV. Approval of Minutes: January 23, 2014

Ms. DeAnda-Hay noted that on page 4, Process Subcommittee should be Solicitation Subcommittee. Ms. Fulenwider asked for clarification on the paragraph at the top of page 4. Was it the concern that the criteria or the committee would be too subjective? There was consensus that this referred to the criteria being "soft."

Ms. Fulenwider moved to approve the minutes as amended and Ms. DeAnda-Hay seconded. The minutes were unanimously approved by voice vote with Mr. Lazarus abstaining.

Mr. Hogan introduced Tony Flores from the County Manager's Office.

V. Subcommittee Reports
Evaluation Subcommittee *[Exhibit 1]*

Mr. Lazarus stated there was an effort to streamline the Commission's request in the authorizing resolution. It is a guideline for discussion and they welcome feedback. Each individual topic was limited to three evaluation criteria. The subcommittee relied on extensive input from others.

Ms. DeAnda-Hay stressed the solicitation and evaluation criteria are essentially the same. She emphasized they are seeking concept plans rather than official proposals. She reviewed the 11 steps envisioned once the solicitation is over. Draft rating sheets were also provided allowing for scores from 1 to 5 points, with 105 points being the highest possible.

Mr. Nye found the material well done and Ms. Fulenwider said she was comfortable with the clear evaluation process. Regarding the criteria, she would like to see something about an overall impact to the land and environment.

Mr. Lazarus asked that she find language to help expand the criteria under sustainable development. Mr. Nye suggested "if applicable" be added to the criteria under sustainability in order not to discourage those working in other areas. Thinking as a potential offeror, Chairman Blinman thought they should be asked to describe how energy will be obtained and/or generated, so that they can address the question without feeling they were not in the running. Ms. Fulenwider stated, "You want the components here not to be a disqualifier but to be of positive value." Ms. DeAnda-Hay indicated infrastructure is going to have to be part of any project, but this gives everyone a chance to talk about sustainability concepts. Ms. Fulenwider said she assumes the sustainability entails planet, people and profit.

Mr. White stated he had wanted to be included in the subcommittee's work since he had comments to make about structure. He found the criteria overly weighted towards development. He noted that the initial polling indicated the public wanted open space. Mr. Nye and Chairman Blinman said they found the reverse to be true, that developers were left "dead in the water." Mr. Lazarus reiterated these were just concepts and the fact that there are polar responses is positive. He worried that no one was going to come forward with concepts. Responding to Mr. White, Ms. DeAnda-Hay said even proposals for open space would have to address various issues conceptually.

Ms. Fulenwider said she envisioned this group coming up with a cafeteria of options for the Commission. Not every project needs to be self-supporting, for instance. Chairman Blinman said they are open to a mixture and the Commissioners have mentioned economic impact as part of their mandate.

Mr. Lazarus indicated non-tangible impacts have to be included as well. Commissioner Holian said it was her understanding that this committee would come up with an overall concept of how the land could be used. Mr. Lazarus stated, "It might take development on part of it to fund open space on the rest of it." He wondered if they were supposed to rank the concepts for presentation to the Commission, assuming they receive concepts from the public.

Ms. Fulenwider said it would be good to see all the ideas in relationship to one another.

Commissioner Holian said the one thing she was thought the BCC was firm on was not spending more money on the project. Mr. Hogan noted that there might be costs involved in provision of infrastructure, for instance.

Turning to the second area, Self-Supporting, Chairman Blinman said respondents should address the level to which they envision their project being self-supporting, Mr. Toupes stated it could include ideas of ultimate viability.

The third area, Economic Criteria, Commissioner Holian suggested number one include "estimated." It was suggested the overall language be softened.

Under Energy, Mr. White asked there be some mention of energy alternatives. Ms. DeAnda-Hay said number three was suggested by someone else and she would seek clarification; she assumed it applied to a housing development.

Supports a Community Function: Chairman Blinman said language should be softened here as well. Ms. Fulenwider suggested it be open-ended, and perhaps La Cienega, i.e., the local contiguous community, could be mentioned. Mr. Hogan asked if "educational" should be included somewhere. Chairman Blinman stated this might be the place to include a reference to enhancing the quality of life of surrounding communities.

Under Water and Ecology, Mr. Hogan said "source" should be plural.

In the Tourism category, there were suggestions to include Native American, Pueblo, and archaeological resources, and the area's cultural heritage. It was decided to make number 3 less specific in describing revenue generation.

Turning to a discussion of the evaluation process, number six should read 20 minutes for a presentation and 10 minutes for questions and answers.

Mr. Nye stated his committee will use this material, as amended as a basis for their work.

Mr. White asked that reference be added to the Sustainable Growth Management Plan, that the proposal should not conflict with the plan. Commissioner Holian said the general public can't be expected to be familiar with all aspects of the plan but the committee can keep it in mind. Ms. DeAnda-Hay reminded the committee that a master plan and a community plan already exist and the SGMP can be mentioned in the solicitation.

Committee members were asked to send further ideas by email.

VI. Old Business

Chairman Blinman asked if there was any progress on filling the vacancies. Mr. Hogan stated the solicitation was posted but no nominations or résumés have come forward.

VII. New Business

Mr. White said he appreciated the presentation on a possible solar project at the last meeting but he would prefer to wait until all the ideas come in. Chairman Blinman noted that was informational and requested by the committee since it was time sensitive.

VIII. Comments from the Public

Mr. Toupes asked if money was set aside for marketing and solicitation outside the county. He recommended doing local outreach first before casting a wider net.

IX. Comments from the Committee

Mr. White said the conference room was a good setting.


X. Agenda Items: Recap open house

- A. Time: 4:00
- B. Date: March 27, 2014
- C. Location: County Projects Office, 901 West Alameda

XI. Adjournment

Having completed the items on the agenda, Chair Blinman declared the meeting adjourned at 5:35 p.m.

Approved by:

 3/27/14

Eric Blinman, Chair
La Bajada Ranch Steering Committee



GERALDINE SALAZAR
COUNTY CLERK

Respectfully submitted,

4-28-2014

[illegible]

Deputy Marcella Salazar Witness My Hand And Seal Of Office
Geraldine Salazar
County Clerk, Santa Fe, NM

LA BAJADA RANCH SUB-COMMITTEE ON EVALUATION CRITERIA

PROVIDES A MODEL FOR SUSTAINABLE DEVELOPMENT

1. Does the concept plan describe how it hopes to maintain financial stability?
2. Does the concept plan describe how it may use solar, wind, geothermal or other renewable energy sources for power generation and does it have an educational component, if applicable?
3. Does the concept plan describe how it impact the land and natural resources of the ranch including soil, grasslands, water, wildlife and their habitat, native plant species, pollinators and birds with particular regard to endangered plant, bird and wildlife species and habitat.
- 4.

IS SELF SUPPORTING

1. Does the concept plan describe how it might generate income or how it is designed to be self-supporting on its own or through collaboration with other private or public entities?
2. Does the concept plan include a projected business plan, which includes potential funding sources, operating expenses, and projected income for the first through the tenth year of operation?
3. Does the concept plan project a deficit in any one year and does it explain how the deficit will be addressed?

ECONOMIC CRITERIA

1. Does the concept plan describe the estimated total investment required initially to bring the concept plan to fruition and does it project an annual net operating income for years one through ten?
2. Does the concept plan describe how it may create employment opportunities for county residents: including full time or part time jobs, apprenticeships, training opportunities; and does it estimate the annual payroll for years one through five?
3. Does the concept plan describe how it may help grow the local county economy and if the concept plan is modeled after a project in another locality, does it provide information about that project and how it helped grow the local economy?

ENERGY

1. Does the concept plan describe the type of energy it will require, how the energy will be generated, or where it anticipates getting the energy required?
2. Does the concept plan describe how it may demonstrate innovative energy efficiency and/or renewable or alternative energy practices?
3. Does the concept plan describe the type of environmental impacts it will have on La Bajada Ranch and/or the local surrounding communities?

SUPPORTS A COMMUNITY FUNCTION

1. Does the concept plan describe how it will benefit residents of the County as a whole and residents in the local surrounding communities?
2. Does the concept plan describe how it may lead to economic development in the county and, if so, which sectors of the community will directly benefit?
3. Does the concept plan describe how it may directly benefit the under-served or at-risk segments of the county's population?

WATER AND ECOLOGY

1. Does the concept plan estimate its water needs, where the water will come from, and does it state whether it will need to obtain county water?
2. Does the concept plan describe any innovative water use and water recycling technologies?
3. Does the concept plan describe how it may ensure that post-construction will not exceed pre-construction run-off in each sub-basin and how it may promote healthy ecosystems?

TOURISM

1. Does the concept plan show clear intent and a plan to protect and/or utilize the historical and other in situ resources of the ranch property?
2. Does the concept plan show clear intent to protect and further a historical connection to the La Cienega and Los Cerrillos communities and their cultural heritage?
3. Does the concept plan describe how the general public, non-profits, schools, educational institutions, day or overnight tourists, and other target groups may help provide a sustainable income stream?

OTHER CONSIDERATIONS

1. Housing or development and affordable housing. (John)
2. Open space as best use given county survey results. (Paul)
3. Mixture of compatible users/cafeteria of users/looking at master plan as a whole. (Claire & others)

EVALUATION PROCESS FOR CONCEPT PLANS:

After the solicitation period has run

1. County staff will make a copy of each concept plan for each member of the committee.
2. Each concept plan will be reviewed and evaluated individually by each member of the committee.
3. Each member of the committee will receive a copy of the rating sheet to be used to initially evaluate the concept plans.
4. The committee will set a deadline date by which the concept plans are to reviewed.
5. Committee members will complete a rating sheet for each concept paper individually by the deadline date.
6. The committee will invite each person or entity that submitted a concept plan to make an oral presentation to the LBRS committee. If a quorum is not present, those present at the meeting will function as a sub-committee of the committee. The presenter will be allowed 15 minutes for the presentation. The committee will be allowed 15 minutes to ask questions.
7. After each presentation before the committee, committee members may choose to adjust the rating given to the concept plan on their rating sheet, as necessary.
8. After all presentations have been made, at a regular or special meeting of the committee, all rating sheets completed by committee members will be provided to the evaluation sub-committee for tabulation. The sub-committee will tabulate and list the rating of each concept plan for review and discussion by the committee as a whole.
9. The committee will list those concept plans that best meet the evaluation criteria, and decide which concept plans it will recommend to the board of county commissioners.
10. A final written report will be prepared by the chair, with input from committee members, for the board of county commissioners with the committee's recommendations.
11. The chair will make a presentation to the board of county commissioners regarding the recommendations contained in the committee's report.

RATING SHEET FOR EVALUATION PROCESS

Committee members shall rate each of the three items below each category on this rating sheet. The rating scale is from 1 to 5 points, with 1 being the least value and 5 being the highest value. Since there are 21 separate items to rate, the maximum number of votes a concept paper may receive is 105 points. Space is provided below each item for brief notes.

PROVIDES A MODEL FOR SUSTAINABLE DEVELOPMENT

_____ 1. Describe how the concept plan will maintain financial sustainability while integrating the other criteria in the request for concepts.

_____ 2. The concept plan shall demonstrate how it will use solar, wind, geothermal or other renewable energy sources for power generation and education.

_____ 3. The concept plan shall demonstrate how it will impact the land and natural resources of the ranch including soil, grasslands, water, wildlife and their habitat, native plant species, pollinators and birds with particular regard to endangered plant, bird and wildlife species and habitat.

IS SELF SUPPORTING

_____ 1. The concept plan shall demonstrate it can be self-supporting on its own or through collaboration with other private or public entities, including non-profit organizations.

_____ 2. The concept plan demonstrates that the project will not have an operating deficit based on a business plan that includes all potential investment or other sources of funding, operating expenses, and projected income for the first through the tenth year of operation.

_____ 3. If a deficit is projected in any one or more years, explain how the deficit will be addressed.

ECONOMIC CRITERIA

_____ 1. Describe the total investment required to bring the concept plan to fruition and project the annual net operating income for years one through ten.

_____ 2. Describe how the concept plan will create employment opportunities for county residents, including full time or part time jobs, apprenticeships, training opportunities and the annual payroll for years one through five.

_____ 3. Describe how the concept idea will help grow the county economy and if the project is modeled after a similar project in another locality, provide information about that project and how it helped grow the local economy.

ENERGY

_____ 1. Describe how the concept plan is designed to have low to zero net energy and environmental impacts.

_____ 2. Describe how the concept will demonstrate innovative energy efficiency and/or renewable energy practices.

_____ 3. Describe how the concept will result in low energy costs for users.

SUPPORTS A COMMUNITY FUNCTION

_____ 1. The project shall demonstrate the opportunities that it provides for the welfare of the County as a whole.

_____ 2. The project shall demonstrate how it will integrate youth programs, recreational activities, renewable energy generation, agricultural activities, or demonstration projects of various sorts that could lead to economic development in the county.

_____ 3. The project will describe how the project shall particularly benefit under-served or at-risk segments of the Santa Fe County population.

WATER AND ECOLOGY

_____ 1. Describe the concept plan's water needs, describe the intended source of water for the project, and explain if you intend to obtain a commitment from Santa Fe County to provide county water to the property.

_____ 2. The concept plan demonstrates innovative water use and water recycling technologies.

_____ 3. Describe how the concept plan will ensure that post-construction will not exceed pre-construction run-off in each sub-basin and how the project will promote healthy ecosystems.

TOURISM

_____ 1. The concept plan shall provide a clear intent and plan to utilize the historical and other in situ resources of the ranch property and describe how it will attract day-trip and overnight tourists.

_____ 2. Describe how the concept plan will incorporate a connection to the La Cienega/Los Cerrillos cultural area.

_____ 3. The concept plan shall describe the sliding-scale use fee for the general public, non-profits, schools and educational institutions while providing a sustainable income stream.