

**MINUTES**  
**VILLAGE OF LOS RANCHOS DE ALBUQUERQUE**  
**6718 RIO GRANDE BOULEVARD NW**  
**BOARD OF TRUSTEES REGULAR MEETING**  
**JULY 13, 2016 - 7:00 P.M.**

**Present:**

Larry P. Abraham, Mayor  
Don Lopez, Trustee / Mayor Pro Tem  
Pablo Rael, Trustee  
Mary Homan, Trustee  
Allen Lewis, Trustee

Kelly S. Ward, Administrator  
Stephanie Dominguez, Clerk  
Nancy Haines, Treasurer \*excused  
Tim McDonough, P & Z Director  
Bill Chappell, Attorney  
Deputy Robin Hopkins, Public Safety Director

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**1. CALL TO ORDER**

**Mayor Abraham** called the meeting to order at 7:00 P.M.

**MOTION:** **Trustee Rael** moved approval of the agenda with agenda. **Trustee Homan** seconded the motion.

**VOTE:** The motion carried, 4-0.

**2. PUBLIC COMMENT PERIOD [3 MINUTE TIME LIMIT] - (PLEASE SIGN IN WITH THE CLERK IF YOU WISH TO SPEAK UNDER PUBLIC COMMENT ON AN ITEM THAT IS NOT ALREADY ON THIS AGENDA)**

**John McDowell**, 7201 Guadalupe Trail NW, said he has a concern, in the last few weeks two sets of paper signs have been on stop signs about a lost dog. The same person posted these signs with scotch tape and no one takes them down except the wind. The Village should contact the phone number on the poster to request they take all of the posters down.

**3. PRESENTATIONS**

NONE.

**4. CONSENT AGENDA**

There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A. MINUTES – JUNE 8, 2016 – REGULAR MEETING.

**MOTION:** **Trustee Rael** moved approval of the consent agenda. **Trustee Lopez** seconded the motion.

**VOTE:** The motion carried, 4-0.

**5. REPORTS**

**A. MAYOR'S REPORT**

**Mayor Abraham** reported on the following:

- The growers' market held the Lavender and Garlic Celebration, according to sue Brawley approximately 2,000 people attended the event.
- The Lavender Festival will be held on July 16, 2016 at the Agri-Nature Center.
- Rio Grande Blvd. was restriped, the bolder lines are intended to keep cyclists and pedestrians safer.

**B. ADMINISTRATOR'S REPORT**

**Administrator Ward** reported on the following:

- Waste Management adjusted (decreased) the fuel surcharge to take effect October 1, 2016.
- Preliminary test work for the audit was conducted this month, the full audit will be completed in August.

**C. PLANNER'S REPORT**

**Planner McDonough** reported on the following:

- Storm Water Permit- we have entered into a sampling cooperative agreement with twelve other permittees.
- The Planning and Zoning Commission is working on revising the zoning code for Fourth Street.

**D. LEGAL REPORT**

**Attorney Chappell** reported on the following:

- Reviewed ordinances, primarily focused on the amendments to the Municipal Court Ordinance.

**E. PUBLIC SAFETY REPORT**

**Deputy Hopkins** reported on the following:

- The calls for service were approximately 400 for the month of June.
- Received several positive comments regarding the restriping of Rio Grande Blvd.

**6. FINANCIAL BUSINESS**

**A. CASH REPORT – JUNE 2016.**

**Administrator Ward** said the ending cash balance as of April 30, 2016, was \$9,666,429.78 which is a decrease of \$457,191.34 from the prior month. The year-to-date excess of revenue over expenditures is \$330,989.74. The unusual or significant item was the purchase of property located at 6518 Fourth Street NW in the amount of \$634,553.68.

**MOTION:** **Trustee Rael** moved approval of the May 2016 Cash Report as presented. **Trustee Homan** seconded the motion.

**VOTE:** The motion carried unanimously, 4-0.

**B. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2016-7-1 FINAL QUARTER FINANCIAL REPORT YEAR ENDING JUNE 30, 2016.**

**Administrator Ward** said Resolution 2016-7-1 is in the format as required by the New Mexico Department of Finance.

**MOTION:** **Trustee Lopez** moved approval of Resolution No. 2016-7-1 the Final Quarter Financial Report Year Ending June 30, 2016. **Trustee Rael** seconded the motion.

**VOTE:** The motion carried unanimously, 4-0.

**ROLL CALL VOTE:** **Trustee Rael-aye, Trustee Lopez-aye; Trustee Homan-aye; Trustee Lewis-aye.**

**C. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2016-7-2 ADOPTING THE FISCAL YEAR 2016/2017 BUDGET.**

**Administrator Ward** stated the 2016/2017 budget includes minor adjustments such as salary increases for Village employees and capital expenditures. Under Capital Expenditures (\$345,000): \$300,000 of which is allocated to the Agri-Nautre Center and \$45,000 to Village Hall. Road and Street Improvements includes expenditures in the amount of \$1,500,000: \$1,000,000 is allocated for the Fourth Street Project and \$500,000 for road improvements. The Board has previously discussed attaining the water rights for the well located in the Paseo Open Space. If the Board would like to proceed with the acquisition of water rights for the well, funds will need to be moved to the Capital Improvements Other category in the amount of \$60,000: \$55,000 allocated for the well, and \$5,000 to hire a consultant for the water rights application. The 2016/2017 budget includes payments to First American Bank to payoff long term debt.

**Trustee Homan** inquired if the budget includes a Main Street Fund? This fund would help assist businesses during the construction of the Fourth Street Project. In the past the budget included this fund.

**Administrator Ward** said no, the budget does not include a Main Street Fund and has not for many years. The Village can look into the administrative requirements of a Main Street Fund.

**MOTION:** **Trustee Lewis** moved approval of the Resolution No. 2016-7-2 adopting the Fiscal Year 2016/2017 Budget to include the addition of \$60,000 for the acquisition of water rights for the well located in the Paseo Open Space. **Trustee Homan** seconded the motion.

**VOTE:** The motion carried unanimously, 4-0.

**ROLL CALL VOTE: Trustee Rael-aye, Trustee Lopez-aye; Trustee Homan-aye; Trustee Lewis-aye.**

**7. PUBLIC HEARINGS AND APPLICATIONS**

NONE.

**8. OLD BUSINESS**

A. DISCUSSION AND APPROVAL OF A COST SHARE AGREEMENT BETWEEN THE VILLAGE OF LOS RANCHOS, THE COUNTY OF BERNALILLO, AND THE ALBUQUERQUE METROPOLITAN ARROYO FLOOD CONTROL AUTHORITY FOR THE DESIGN AND CONSTRUCTION OF THE ORTEGA AND GARDUÑO STORM DRAIN PROJECT. \* *Deferred from the June 8, 2016 Board of Trustees Meeting.*

**Administrator Ward** said this agreement was deferred from the June 8, 2016 meeting. The Board requested Mr. Chappell to review the agreement and include a provision which states the use of property owned or controlled by the Village, must be approved by the Village. This change was integrated in the agreement.

**Trustee Lopez** expressed his support for the agreement and asked the estimated timeline for this project.

**Nolan Bennet**, Construction Manager Bernalillo County, said we have not set forth a final timeline given the number of drainage options.

**Trustee Lopez** asked if updates will be provided to the community throughout the project?

**Nolan Bennet** said he will provide Planner McDonough with updates and is available to provide updates to the Board of Trustees.

**MOTION: Trustee Lopez** moved approval of the cost share agreement between the Village of Los Ranchos, the County of Bernalillo, and the Albuquerque Metropolitan Arroyo Flood Control Authority for the design and construction of the Ortega and Garduño storm drain project. **Trustee Rael** seconded the motion.

**VOTE:** The motion carried unanimously, 4-0.

*\*Meeting in recess from 8:07p.m. to 8:12p.m.*

**9. NEW BUSINESS**

A. DISCUSSION AND APPROVAL TO ADVERTISE AN AMENDMENT TO THE 2013 CODIFIED ORDINANCES OF THE VILLAGE OF LOS RANCHOS DE ALBUQUERQUE CHAPTER 11, ARTICLE 1 MUNICIPAL COURT, SECTION 1 MUNICIPAL COURT §11.1.1, SECTION 2 JURISDICTION §11.1.2, SECTION 3 QUALIFICATIONS OF JUDGE §11.1.3, SECTION 4 ELECTION OF JUDGE §11.1.4,

SECTION 5 VACANCIES §11.1.5, SECTION 6 OATH OF OFFICE §11.1.6, SECTION 8 TEMPORARY MUNICIPAL JUDGE §11.1.8, SECTION 9 COMPENSATION FOR TEMPORARY MUNICIPAL JUDGE §11.1.9, AND SECTION 10 DUTIES GENERALLY §11.1.10.

**Administrator Ward** said during the June 8, 2016 meeting it was determined that amendments to the Municipal Court Ordinance were needed.

**Attorney Chappell** reviewed the revisions to the Municipal Court Ordinance. The revisions were developed in conjunction with Judge Maw and the New Mexico Municipal League counsel.

**MOTION:** **Trustee Homan** moved approval to advertise an amendment to the 2013 Codified Ordinances of the Village of Los Ranchos de Albuquerque Chapter 11, Article 1 Municipal Court, Section 1 Municipal Court §11.1.1, Section 2 Jurisdiction §11.1.2, Section 3 Qualifications of Judge §11.1.3, Section 4 Election of Judge §11.1.4, Section 5 Vacancies §11.1.5, Section 6 Oath of Office §11.1.6, Section 8 Temporary Municipal Judge §11.1.8, Section 9 Compensation for Temporary Municipal Judge §11.1.9, and Section 10 Duties Generally §11.1.10. **Trustee Rael** seconded the motion.

**VOTE:** The motion carried unanimously, 4-0.

B. DISCUSSION AND APPROVAL TO ADVERTISE AN AMENDMENT TO THE 2013 CODIFIED ORDINANCES OF THE VILLAGE OF LOS RANCHOS DE ALBUQUERQUE CHAPTER 7 CRIMINAL CODE, ARTICLE 2 ANIMAL CONTROL, SECTION 7 ENFORCEMENT AND PENALTIES §7.2.7.

**Administrator Ward** said this ordinance was adopted last month, this revision removes the following: *If the Animal Control Officer contacts the owner of the animal before transporting the animal to the shelter pursuant to § 7.2.3(A), and the owner accepts the penalty assessment, the owner shall have the animal released to his immediate custody.*

**MOTION:** **Trustee Lopez** moved approval to advertise an amendment to the 2013 Codified Ordinances of the Village of Los Ranchos de Albuquerque Chapter 7 Criminal Code, Article 2 Animal Control, Section 7 Enforcement and Penalties §7.2.7. **Trustee Lewis** seconded the motion.

**VOTE:** The motion carried unanimously, 4-0.

C. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2016-7-3 A RESOLUTION ESTABLISHING ANIMAL CONTROL FEES AND MINIMUM FINES AS REQUIRED BY THE VILLAGE OF LOS RANCHOS ANIMAL CONTROL ORDINANCE, CHAPTER 7, ARTICLE 2.

**Administrator Ward** stated this resolution includes applicable court fees and repealing clauses.

**MOTION:** **Trustee Lewis** moved approval of Resolution No. 2016-7-3 A Resolution Establishing Animal Control Fees and Minimum Fines. **Trustee Homan** seconded the

motion.

**VOTE:** The motion carried unanimously, 4-0.

**ROLL CALL VOTE: Trustee Rael-aye, Trustee Lopez-aye; Trustee Homan-aye; Trustee Lewis-aye.**

D. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2016-7-4 ADOPTING THE 2018-2022 INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN.

**Administrator Ward** presented the 2018-2022 Infrastructure Capital Improvement Plan.

**Trustee Lopez** asked if the ICIP should include plans to develop Fourth and Osuna.

**Administrator Ward** said the ICIP includes expenditures for properties located near Fourth and Osuna. In the next few years that will be a priority for the Village.

**Trustee Lewis** asked if the acquisition of property located on/near Fourth should be included under the Capital Improvement Goals section.

**Administrator Ward** said we will update that section.

**Trustee Rael** noted a few corrections: *Capital Improvement Goals* between 2018-2022 there is a missing hyphen; *Capital Improvement Goals (6)* provide should be changed to provided; *Capital Improvement Goals (8)* booth should be changed to boost; *Capital Project Descriptions for renovations of Village Hall (7)* an explanation needs to be provided in the question regarding the functional phase received by legislative appropriations.

**MOTION: Trustee Rael** moved of Resolution No. 2016-7-4 adopting the 2018-2022 ICIP with the discussed changes. **Trustee Lopez** seconded the motion.

**VOTE:** The motion carried unanimously, 4-0.

**ROLL CALL VOTE: Trustee Rael-aye, Trustee Lopez-aye; Trustee Homan-aye; Trustee Lewis-aye.**

**10. TRUSTEES INFORMAL DISCUSSION**

Members of the Board discussed various informal topics. No action was taken.

**11. ADJOURNMENT**

The meeting was adjourned at 9:35 P.M.

**APPROVED** by the Board of Trustees of the Village of Los Ranchos de Albuquerque this **10<sup>th</sup>** day of **August** 2016.

ATTEST:



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Stephanie Dominguez, Village Clerk