

MINUTES
VILLAGE OF LOS RANCHOS DE ALBUQUERQUE
6718 RIO GRANDE BOULEVARD NW
BOARD OF TRUSTEES REGULAR MEETING
December 6, 2017 - 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, Planning & Zoning Director
Bill Chappell, Attorney

NOTICE IS HEREBY GIVEN THAT THE BOARD OF TRUSTEES WILL MEET IN CLOSED SESSION ON DECEMBER 6, 2017 AT 6:00 P.M., AT VILLAGE HALL, LOCATED AT 6718 RIO GRANDE BLVD. NW, LOS RANCHOS, NM 87107. THE CLOSED SESSION WILL BE HELD TO DISCUSS THE PURCHASE, ACQUISITION OR DISPOSAL OF REAL PROPERTY (330 OSUNA RD NW, 322 OSUNA RD NW, AND 318 OSUNA RD NW) PURSUANT TO THE NEW MEXICO OPEN MEETINGS ACT NMSA, 1978 SECTION 10-15-1, (H)(8).

1. CALL TO ORDER

Mayor Abraham called the meeting to order at 7:00 p.m.

Closed Session Statement - Mayor Abraham said the Board of Trustees met in a closed session on December 6, 2017 at 6:00p.m. to discuss the purchase, acquisition or disposal of real property (330 Osuna Rd NW, 322 Osuna RD NW, AND 318 Osuna RD NW) pursuant to the New Mexico Open Meetings Act NMSA, 1978 Section 10-15-1, (H)(8). Only the matters listed in the public notice were discussed. Trustee Rael was not present during the closed session, as he owns property located at 322 and 318 Osuna Rd NW.

MOTION: Trustee Lopez moved approval of the closed session statement. **Trustee Homan** seconded the motion.

VOTE: The motion carried, 3-0; Trustee Rael abstained.

Mayor Abraham requested an approval of the agenda.

MOTION: Trustee Rael moved approval of the agenda amending Agenda Item 9.C. to discussion only. Trustee Lewis 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)**

None.

3. **PRESENTATIONS**

INTRODUCTION OF KRISTIN MCLOUGHLIN – PNM LOCAL GOVERNMENT AND COMMUNITY RELATIONS.

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 – NOVEMBER 8, 2017 – REGULAR MEETING.

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

VOTE: The motion carried, 4-0.

5. **REPORTS**

A. **MAYOR'S REPORT**

Mayor Abraham reported on the following:

- An Agricultural Photo Expo will be held at the Agri-Nature Center. A private opening will be held on December 15, 2017 followed by the public opening on Saturday, December 16, 2017.
- The North Fourth Holiday Stop and Shop was successful.
- This Saturday is the last winter growers' market of the year.

B. **ADMINISTRATOR'S REPORT**

Administrator Ward reported on the following:

- Working on the mid-year budget adjustments, which will be presented in January.
- Village Hall will be closed the week between Christmas and New Years.
- The Trustees and Planning and Zoning Commission will tour a home at 795 Ranchitos on December 15, 2017.

C. PLANNER'S REPORT

Planner McDonough reported on the following:

- Submitted the EPA storm-water report on December 1, 2017.
- Working on improving the functionality of the database used by Planning and Zoning and other departments.
- Working with MRCOG to compile data to identify Village property and land uses to be used in the development of the next master plan.
- Business license renewals can now be paid online; about 50% of businesses are renewing online.

D. LEGAL REPORT

Attorney Chappell reported on the following:

- Worked on property purchase contracts.
- Reviewed and interpreted Planning and Zoning related ordinances.

E. Public Safety Report

Fred Radosovich reported on the following:

- Last week attended a BCSO swing shift meeting.
- Met with Administrator Ward, Keen Heinzelman (Code Enforcement), and Dominic Tomba (Animal Control Officer) to discuss several issues.

Fourth Street Project Manager

Maria Rinaldi said project updates will be provided on a bi-weekly basis. I have asked for feedback from businesses to develop a promotional campaign.

6. FINANCIAL BUSINESS

A. CASH REPORT – NOVEMBER 2017.

Administrator Ward said the ending cash balance as of November 30, 2017 is \$7,645,473.79, which is a decrease of \$198,745.10 for this month. The year-to-date deficiency of revenue over expenditures is \$547,729.88. There were no unusual or significant items. The audit exit conference was held this week, the auditor will submit the Village's final audit to the state.

MOTION: **Trustee Homan** moved approval of the November 2017 cash report as presented. **Trustee Rael** seconded the motion.

VOTE: The motion carried unanimously, 4-0.

7. PUBLIC HEARINGS AND APPLICATIONS

NONE.

8. OLD BUSINESS

A. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2017-11-2 A RESOLUTION ADOPTING A TITLE VI PLAN. **Deferred from the November 8, 2017 Meeting*

Maria Rinaldi said the purpose of the Title VI Plan is to position the Village to receive Federal Highway Administration funding as well as other sources of federal funding. The language included in this resolution is required, and is unable to be changed. All local governments are required to follow the Title VI Plan as presented. Discrimination complaints may be filed with the Village, the Federal Highway Administration, or NMDOT.

Trustee Rael asked if Attorney Chappell's concerns were addressed.

Attorney Chappell said his concerns with regard to specific language used in the plan have not been addressed.

Maria Rinaldi said the language Mr. Chappell is referring to appears in the appendices, and may or may not apply depending on the project. The appendices will not appear in the final contract unless the appendices apply to the project.

MOTION: Trustee Rael moved approval of Resolution No. 2017-11-2 A Resolution Adopting a Title VI Plan for the Village of Los Ranchos de Albuquerque. **Trustee Lewis** seconded the motion.

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

VOTE: The motion carried, 4-0.

9. **NEW BUSINESS**

A. DISCUSSION AND APPROVAL OF THE PURCHASE OF PROPERTY LOCATED AT 330 OSUNA RD NW, LOS RANCHOS DE ALBUQUERQUE, NM 87107, AUTHORIZING THE MAYOR TO NEGOTIATE AND EXECUTE THE PURCHASE OF THE PROPERTY NOT TO EXCEED \$200,000, PLUS CLOSING COSTS.

Administrator Ward said this property is located in the Metropolitan Redevelopment Act Project Area – Village Center Zone. The property has been listed for six months, the Village offered \$175,000 and \$200,000 was counteroffered.

MOTION: Trustee Homan moved approval of purchase of the property as stated. **Trustee Lopez** seconded the motion.

VOTE: The motion carried, 4-0.

B. DISCUSSION AND APPROVAL TO ADVERTISE AN AMENDMENT TO THE

2013 CODIFIED ORDINANCES OF THE VILLAGE OF LOS RANCHOS DE ALBUQUERQUE CHAPTER 9 LAND USE REGULATIONS, ARTICLE 2, ZONING AND ZONE MAP, SECTION 14, VC – VILLAGE CENTER ZONE, § 9.2.14.

Planner McDonough said the Planning and Zoning Commission has worked on recommending revisions to the zoning code. The revisions look to create a development that encourages walking and pedestrian access. Recent planning concepts are integrated in the amendment to increase pedestrian activity.

MOTION: Trustee Homan moved to advertise the ordinance in summary. **Trustee Rael** seconded the motion.

VOTE: The motion carried, 4-0.

C. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2017-12-1 ADOPTING THE VILLAGE CENTER PROJECT AREA METROPOLITAN REDEVELOPMENT PLAN.

**Amended to discussion only*

Maria Rinaldi said this resolution is authorized under Resolution 2007-3-2, the designation of the redevelopment area was adopted based on conditions of blight in a study conducted by Sites Southwest. Twenty properties were identified based on deterioration, low levels of commercial activity, and diversity of ownership. The redevelopment plan is a culmination of the public input process used to create the 2020 Master Plan, the Village Center Zone Ordinance, the Fourth Street Revitalization and Redesign Market Analysis, and the Fourth Street Revitalization and Redesign Plan. The plan describes the need for displacement and relocation of individuals that reside within the Metropolitan Redevelopment Area who may be impacted by development. The plan also identifies funding sources prioritizing private sources and public-private partnerships. The plan has been reviewed by MRCOG, NM Economic Development Department, and the Bernalillo County Economic Development Department. A public hearing will be held separately from the Board of Trustees Meeting.

D. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2017-12-2 ESTABLISHING THE VILLAGE OF LOS RANCHOS LEGISLATIVE PRIORITIES FOR THE 53RD NEW MEXICO STATE LEGISLATURE, SECOND SESSION, 2018.

Administrator Ward said this resolution sets forth the legislative priorities for the next legislative session. The top priorities are the Fourth Street Project and improvements to the Agri-Nature Center.

MOTION: Trustee Homan moved to approve Resolution No. 2017-12-2 Establishing the Village of Los Ranchos Legislative Priorities for the 53RD New Mexico State Legislature, Second Session, 2018. **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.

E. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2017-12-3 A RESOLUTION CALLING FOR A REGULAR ELECTION TO BE HELD ON TUESDAY MARCH 6, 2018 IN THE VILLAGE OF LOS RANCHOS DE ALBUQUERQUE.

Clerk Dominguez said this resolution is calling the Village's Regular Municipal Election to be held on March 6, 2018. Village residents will be electing two Trustees and a Municipal Judge.

MOTION: Trustee Lopez moved to approve Resolution No. 2017-12-3. **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.

10. TRUSTEES ROUND TABLE (INFORMAL) DISCUSSION

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

11. ADJOURNMENT

The meeting was adjourned at 8:24 P.M.

APPROVED by the Board of Trustees of the Village of Los Ranchos de Albuquerque this **10th** day of **January 2018**.

ATTEST:



Stephanie Dominguez, Village Clerk