

MINUTES
VILLAGE OF LOS RANCHOS DE ALBUQUERQUE
6718 RIO GRANDE BOULEVARD NW
BOARD OF TRUSTEES REGULAR MEETING
July 11, 2018 - 7:00 P.M.

Present:

Don Lopez, Mayor

Pablo Rael, Trustee

Mary Homan, Trustee *telephonic

Allen Lewis, Trustee

Kelly S. Ward, Administrator

Stephanie Dominguez, Clerk

Nancy Haines, Treasurer

Bill Chappell, Attorney

Tim McDonough, Planning & Zoning Director

1. **CALL TO ORDER**

A. APPROVAL OF AGENDA

Mayor Lopez called the meeting to order at 7:00 p.m., Trustee Homan joined the meeting telephonically.

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

VOTE: The motion carried, 3-0.

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)**

Janet Hockett, Applewood Lane, said I am troubled by an experience my neighbor and I had back in May. We were walking along the ditch south of Chamisal. There are peacocks and chickens in the area, we saw what appeared to be a spike on one of the roosters. Terry met with the Sheriff's Department and they thought it was a band or a piece of rope and told her to speak with the Village Animal Control Officer. She spoke with him and he requested her to submit a complaint online, which she did. He said there was no evidence to support her claim and there was only one red rooster (the one in the complaint was black). He said he has fifteen years of experience and knew these people take care of their animals. This was not the issue. The rooster had what appeared to be a knife on its leg. I was unhappy with this and I wrote an email to the Village Administrator, I have a copy of the email with me. I did not hear from the Administrator, and I feel that we should have received some type of response.

Tony Kader, 6789 Fourth Street NW, said I believe you understand my situation with the gas station. Maria Rinaldi told me she was in charge of the project in Bernalillo and all of the gas stations have 24 feet wide entrances. I took the time to go to Bernalillo and measure the entrances: Conoco – 55 feet; Valero – 55 feet; Chevron – 55 feet; Valero (2nd) – 55 feet; Allsup – 55 feet. Maria requested me to sign a release, one opening will be 24 feet and the other will be 29 feet. This will not be enough. I am hoping that the Village looks at the letters from the gas suppliers requesting 35 feet. I have taken Maria to the gas stations on Fourth street which have 35 feet openings. Why am I getting a 24 and 29 feet opening? There are issues if a truck/trailer comes to my station. I am asking the Village not to hurt to me, this is unsafe. I have already lost business.

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 13, 2018 – REGULAR MEETING.

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

VOTE: The motion carried, 3-0.

5. **REPORTS**

A. **MAYOR'S REPORT**

Mayor Lopez reported on the following:

- The Lavender Festival was held over the weekend, the crowd was enormous.
- The Agri-Nature Center was dedicated to Mayor Larry Abraham on Sunday and renamed the Larry P. Abraham Agri-Nature Center.

B. **ADMINISTRATOR'S REPORT**

Administrator Ward reported on the following:

- Working on the budget for FY 2018/2019.
- The Lavender and Garlic event at the Growers' Market will be held this Saturday.
- We are recruiting for the Executive Assistant position.
- Fourth Street Project is progressing – anticipating the final drainage on the eastside on Monday; sidewalks and on-street parking will continue.

C. **PLANNER'S REPORT**

Planner McDonough reported on the following:

- Moving forward with the updates of the 2030 Master Plan; the first committee meeting was held yesterday.
- Approved to give a presentation on the Fourth Street Project at the 2018 EPA Storm Water Conference.

D. LEGAL REPORT

- Working on the transition last month.
- Working with staff on several issues.

E. PUBLIC SAFETY REPORT

Fred Radosovich, Public Safety Liaison, reported on the following:

- Mayor and I met with Captain Sharp.
- Keen has set up speed boards on Guadalupe Trail.
- Over the past month BCSO responded to 459 calls: 91- traffic stops; 112 - welfare checks; 32 - alarm calls; 24 - suspicious vehicles/person; 3 - burglaries; 3 - auto burglaries, 6 – larcenies.

6. FINANCIAL BUSINESS

A. CASH REPORTS – JUNE 2018

Treasurer Haines said the ending cash balance as of June 30, 2018 is \$7,182,409.13, which is a decrease of \$485,207.78 for this month. The year-to-date deficiency of revenue over expenditures is \$1,010,794.54. The cash balance is \$600,000 more than what was budgeted. The unusual or significant items were: purchase of 3 iMac's and a Mac mini - \$8,731.62; repairs to the Village trolley \$7,332.77; three payments to Bradburry Stamm - \$680,448.96; a payment to Tierra West - \$11,884.13.

Trustee Lewis asked what work is being completed by Tierra West.

Administrator Ward said Tierra West is conducting the engineering work for utilities at the Agri-Nature Center and other Village properties.

MOTION: Trustee Rael moved approval of the cash reports as presented. **Trustee Lewis** seconded the motion.

VOTE: The motion carried unanimously, 3-0.

**B. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2018-7-1
YEAR END BUDGET ADJUSTMENTS FOR FY 2017/2018.**

Administrator Ward said the final adjustments for fiscal year 2017/2018 are to bring the budgeted cost in alignment with actual cost for the prior fiscal year.

Trustee Lewis asked about the payments to the City of Albuquerque.

Administrator Ward said the payments were to pay fugitive dust permit/fines. We are now in compliance with their requirements.

MOTION: Trustee Lewis moved approval of Resolution 2018-7-1. **Trustee Rael** seconded the motion.

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

VOTE: The motion carried unanimously, 3-0.

C. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2018-7-2 FINAL QUARTER FINANCIAL REPORT YEAR ENDING JUNE 30, 2018.

Administrator Ward stated the requirement for the Village is to recognize the balance of the general fund as of June 30, 2018; DFA requires the fund balance to match.

MOTION: Trustee Rael moved approval of Resolution 2018-7-2. **Trustee Lewis** seconded the motion.

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

VOTE: The motion carried unanimously, 3-0.

D. DISCUSSION AND APPROVAL OF RESOLUTION NO. 2018-7-3 ADOPTING THE FISCAL YEAR 2018/2019 BUDGET.

Administrator Ward said this fiscal year we are requesting to increase the operating budget. The Village's gross receipts growth in the prior fiscal year decreased by .25%; we are budgeting for a 3% increase for the next fiscal year. There is a decrease in the investment fund, the state investment pool has decreased significantly. The budget includes an increase in training events, and employees will receive an increase in wages. For the next fiscal year, revenue is projected to be \$3.8million with general fund operating expenses at \$2.4million which leaves \$1.4million.

Trustee Lewis asked about the Bank of America fees.

Treasurer Haines said she will be contacting Bank of America to set up a meeting to discuss fees.

MOTION: Trustee Rael moved approval of Resolution 2018-7-3. **Trustee Lewis** seconded the motion.

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

VOTE: The motion carried unanimously, 3-0.

7. PUBLIC HEARINGS AND APPLICATIONS

A. A REQUEST BY CHRISTINE RODRIQUEZ FOR FINAL APPROVAL OF A SITE DEVELOPMENT PLAN (SDP-18-01) FOR COMMERCIAL DEVELOPMENT IN THE GATEWAY DISTRICT ZONE OF THE FOURTH STREET COMMERCIAL CHARACTER AREA. THE PROPERTY IS LOCATED AT 8312 AND 8318 4TH STREET NW AND IS LEGALLY KNOWN AS PLAT OF LOTS A-1 AND A-2, VILLA CHRISTINA, BRING A REPLAT OF TRACT "A" PARAISO ESCONDIDO WITHIN THE TOWN OF ALAMEDA GRANT, PROJECTED SECTION 16, T11N, R3E, N.M.P.M., VILLAGE OF LOS RANCHOS DE ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO AS THE SAME IS SHOWN AND DESIGNATED ON THE PLAT FILED IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, NEW MEXICO ON FEBRUARY 24, 2010. THE PROPERTY CONTAINS 1.1939 ACRES MORE OR LESS. *DEFERRED FROM THE JUNE 13, 2018 BOARD OF TRUSTEES MEETING.

Planner McDonough requested a deferral of Agenda Item 7.A. to the August Board of Trustees Meeting.

MOTION: **Trustee Rael** moved to defer Agenda Item 7.A. to the August Board of Trustees Meeting. **Trustee Lewis** seconded the motion.

VOTE: The motion carried, 3-0.

8. OLD BUSINESS

NONE.

9. NEW BUSINESS

A. BOARD OF TRUSTEE'S ELECTION OF MAYOR PRO TEM.

MOTION: **Trustee Rael** moved to elect Trustee Homan to serve as the Mayor Pro Tem. **Trustee Lewis** seconded the motion.

VOTE: The motion carried, 3-0.

B. DISCUSSION OF THE PROCESS TO NOMINATE QUALIFIED ELECTORS TO FILL THE VACANCY OF A GOVERNING BODY MEMBER UNTIL THE NEXT REGULAR MUNICIPAL ELECTION IN ACCORDANCE WITH NMSA 1978 §3-12-1.

Mayor Lopez stated he is accepting letters of interest and resumes from qualified electors to fill the Trustee vacancy. The submission deadline is July 31, 2018.

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 8:15P.M.

APPROVED by the Board of Trustees of the Village of Los Ranchos de Albuquerque this **8th** day of **August 2018**.

ATTEST:



Stephanie Dominguez, Village Clerk