

Administrator's Report

Tuesday October 25, 2016

Announcements

The annual Corrales Fall Cleanup is scheduled for November 19th from 8am to 12pm at (500 Jones) Corrales Recreation Center front parking lot. All operations including recycle of comingle items will be at the Recreation Center. *Attached*

Road Runner Waste Services was asked to start roadside recycling for the Village as part of the service and as of 2016 the Village no longer operates a Recycle Center and the Comingle Recycle % only increases about 2% monthly in the new fiscal year. *Attached*

Items

Corrales Street Projects planned to start in the next month include; overlay of East Meadowlark from Corrales road to the Drain, Road repair on West Meadowlark at Loma Larga intersection, Morning Sun Trail drainage structure at Loma Larga, Roadway Repair on Coronado west of Loma Larga. Further information of schedule as it develops will be posted on Village web site.

The Water Trust Board ("WTB") meeting will be held on Thursday, November 3, 2016, where the Village of Corrales is scheduled to present our application for Salce Basin flood mitigation grant. This funding application for \$299,879 is intended to help the Village match the FEMA mitigation grant that we are programed to receive for a total project funding of \$2,199,515.

Attached

The Village is invited to a PNM webinar to discuss the 2015 PNM Rate Case outcome. PNM filed a rate case in August of 2015. The New Mexico Public Regulation Commission (NMPRC) voted on and approved the rates in late September, 2016. The new rates took effect on October 1.

Attached

The New Mexico General Services Department, State Purchasing Division, ("GSD" or "Department") has given notice that the Department will conduct a public hearing as indicated to obtain input on the repealing of the current rule and replacing it with the following rule:

1.4.1.94 NMAC "CHIEF PROCUREMENT OFFICER REGISTRATION AND CERTIFICATION"

A public hearing regarding the rules will be held on Tuesday, November 15, 2016 in the Auditorium in the Harold Runnels Building, 1190 S. St. Francis Drive, Santa Fe, New Mexico 87505. The time for the hearing on the proposed rules is 3:30 P.M. M.T. *Attached*

MARK YOUR CALENDARS!!!

DATE: Saturday November 19, 2016

TIME: 8:00 AM to 12:00 PM

LOCATION: 500 Jones Road, Corrales Recreation Center

Recreation Center Site

We **WILL** accept:

Household discards such as furniture, mattresses, tools, miscellaneous metals, etc.

Green waste: leaves, yard cuttings, tree and shrub

Appliances: washers, dryers, stoves, microwaves, etc. **NO REFRIGERATORS NO TELEVISIONS**

We **WILL NOT** accept:

Hazardous Materials, Household Chemicals, Paints, Thinners, Liquids Commercial Waste, Construction, or Special Waste
Tires -can be taken to the Sandoval County/ Rio Rancho Recycling Center open Saturdays (except holidays) 8:00 am-1:00 pm (limit 4)

Proof of residency required. Located at, 2700 Iris Blvd
Refrigerators- Freon must be intact, can be taken to the Sandoval County/ Rio Rancho Recycling Center open Saturdays (except holidays) 8:00 am-1:00 pm Proof of residency required.

Located at 2700 Iris Blvd.

CORRALES TRICK -R- TRUNK



October 31, 2016

6:00pm -7:00pm

**THIS EVENT IS
FREE!!!!**

Animal Services Reminders:

Be sure to license your pet through The Village of Corrales.

- Current rabies tag information is needed upon licensing.

Make sure all pets have the proper forms of identification.

- Microchips and tags.

•This helps us get them home sooner.

- The Village of Corrales does have a leash law.

•This means that any animal that is not on its property, must be properly restrained to prevent any accident or issues among citizens.

•The leash law pertains to the entire village including; the Bosque, ditch banks, and private roads.

- For more information on the leash ordinance and other ordinances, please visit; corrales-nm.org.

•Please be sure to bring in your animals or properly secure them when they are unattended.

- If you would like any more information or have any concerns, please do not hesitate to call us at

505-898-0401

Don't forget Early Voting starts this Saturday!!

Oct. 22, thru Nov. 5, 2016

10:00 am to 7:00 pm

(Mondays thru Saturdays)

Corrales Community Center

4326 Corrales Rd., Corrales, NM

<https://voterview.state.nm.us>

DON'T FORGET TO



Corrales Fire Department Helpful Information Fall 2016

Phone Numbers:

Emergency Calls: 911
Non-emergency Dispatch: 898-7585
Fire Dept. www.cfdcfra.com
Village
Fire Dept.
Station 1: CALL 898-7501
Burn line: 899-9819 updated daily at 10:00 am

Village Hall 897-0502
Website-
www.corralesnm.gov
Twitter: @corralesVillage

Police Neighborhood Watch,
DARE, Records: 897-1277

Animal Services: 898-0401

VISIT Corrales Main station at
4920 Corrales Road



Annual Holiday Food and Present Drive

It is time once again for the annual Holiday food and present drive. It will kick off this year Sunday, November 20 2016 at the fire Station 4920 Corrales Road 10:00 to 2:00 bring your non-perishable food items. To donate Perishables call 898-7501

LET'S WORK TOGETHER FOR OUR VILLAGE!

Giving tree tags will be available. The Village hall tree will be up on 11-21-16 with all items needing to be returned by 12-15-16

Last year citizens helped 56 families 173 people with and 107 children. For information or to get tags early call: 898-7501

Winter Safety Tips

With cold weather fast approaching here are a few tips to help keep you and your family safe.

Before you use your wood stove, fireplace or pellet stove have it cleaned and inspected by a licensed/certified and insured chimney sweep. Each year there is an average of 25,100 chimney fire each year resulting in 30 deaths and 126.1 million in property damage.

Change your batteries in your smoke detectors and carbon monoxide detectors every six months; a great time is when you change your clocks on November 6, 2016

If you do not have a carbon monoxide detector install one. Carbon monoxide is an odorless, colorless, tasteless gas that's symptoms mimic the flu with headache, nausea, vomiting, dizziness, or confusion and can result in death.

Families need to practice Emergency- Exit Drills in the Home. Our children practice at school, but more fires happen at home. Drill Plans are available at the fire department or call us to help you make a plan.

Be Prepared. Every family should have an Emergency Kit and an Emergency Plan. A great site to help you Be Prepared is www.ready.gov

CODE RED



Please take a moment to fill in the appropriate information to be notified by your local emergency response team in the event of emergency situations or critical community alerts. Examples include: evacuation notices, bio-terrorism alerts, boil water notices, and missing child reports. Fill out the form online at www.cfdcfra.com link on the top of the page or www.corralesnm.gov click departments, then fire department. If you do not have access to the internet call 898-7501 for assistance with the form.

Address Signs --Make a difference

To help emergency responders can locate your home quickly; make sure you have your house numbers clearly visible from both directions of your road.

Having your address visible from the roadway is EXTREMELY important. Make sure that no plants or yard decorations are blocking your address. These numbers should be reflective and at a minimum three inches in height. To HELP make this easier we are selling reflective signs. They are \$10.00 for a single sided \$12.00 for double sided. There are three colors to choose from RED, GREEN and BROWN. Stop by the Corrales Road station and take a look. Posts are \$8.00. You pay for the sign at Village Hall and then bring your receipt to the fire department and we will make your sign.

Village of Corrales Year on Year Tonage Comparison

MONTH	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	TOTALS
Trash	558.42	546.67	503.65	443.47	480.4	493.8	540.94	483.85	483.85	538.44	541.43	495.93	462.51	6573.36
Comingle Recycle	0.00	0.00	0.00	0.00	0.00	3.96	9.55	8.97	8.97	6.88	7.16	7.16	47.97	100.42
% Recycled	0.00%	0.00%	0.00%	0.00%	0.00%	0.80%	1.73%	1.82%	1.82%	1.23%	1.31%	1.42%	9.40%	1.50%
Manure/Green Recycle	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
% Recycled	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL % Recycled	0.00%	0.00%	0.00%	0.00%	0.00%	0.80%	1.73%	1.82%	1.82%	1.23%	1.31%	1.42%	9.40%	1.50%

MONTH	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15
Trash	462.51	533.02	457.46	393.18	410.68	419.83	441.67	458.62	465.50	445.52	418.75	440.01	425.68	453.41
Comingle Recycle	47.97	58.85	50.07	44.29	48.10	49.84	48.21	50.29	50.29	47.52	50.27	57.66	55.90	61.06
% Recycled	9.40%	9.94%	9.87%	10.12%	10.48%	10.61%	9.84%	9.88%	9.75%	9.64%	10.72%	11.59%	11.61%	11.87%
Manure/Green Recycle	0.00	6.00	26.88	42.34	48.60	60.97	59.04	51.21	73.93	63.99	61.33	74.17	84.06	87.83
% Recycled	0.00%	1.00%	5.03%	8.82%	9.58%	11.49%	10.76%	9.14%	12.54%	11.49%	11.56%	12.97%	14.86%	14.58%
TOTAL % Recycled	9.40%	10.85%	14.40%	18.06%	19.06%	20.88%	19.54%	18.12%	21.06%	20.02%	21.04%	23.05%	24.74%	24.72%

MONTH	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	TOTAL
Trash	387.58	366.21	376.3	398.51	418.73	371.03	384.7	430.67	416.61			9776.18
Comingle Recycle	58.71	50.33	55.59	54.63	58.49	52.55	47.33	63.63	58.47			1220.05
% Recycled	13.16%	12.08%	12.87%	12.06%	12.26%	12.41%	10.96%	12.87%	12.31%	#DIV/0!	#DIV/0!	11.10%
Manure/Green Recycle	93.00	98.44	80.12	73.04	92.41	85.68	68.77	92.11	94.95			1518.87
% Recycled	17.24%	19.12%	15.65%	13.88%	16.22%	16.82%	13.73%	15.71%	16.66%	#DIV/0!	#DIV/0!	12.14%
TOTAL % Recycled	28.13%	28.89%	26.51%	24.26%	26.49%	27.14%	23.18%	26.56%	26.91%	#DIV/0!	#DIV/0!	21.88%



FEMA

June 15, 2016

Jay Mitchell, Cabinet Secretary
Department of Homeland Security and Emergency Management
P.O. Box 27111
Santa Fe, NM 87502

RE: FEMA-4079-DR-NM, Project #003
Village of Corrales Salce Basin Flood Mitigation Project

Dear Mr. Mitchell:

We are pleased to announce the approval of funds for the Village of Corrales Salce Basin Flood Mitigation Project. Federal funding for this project, in the amount of **\$1,649,636**, is available through the Hazard Mitigation Grant Program (HMGP) under FEMA-4079-DR-NM.

In accordance with 44 CFR Part 10.9, an Environmental Assessment (EA) was conducted for the proposed project in order to comply with the National Environmental Policy Act (NEPA). The EA resulted in a Finding of No Significant Impact (FONSI). Please provide a copy of the Record of Environmental Consideration (REC) and FONSI to the sub-grantee. The sub-grantee must comply with all conditions set forth in the attached REC and FONSI, and the grantee must ensure that all conditions are met. Failure to comply with these conditions may jeopardize federal assistance including funding.

The following financial reports are enclosed for your files:

Obligations Report
Funding Estimate Financial Activity Report

These reports should be utilized in the review of funds for the approved project. The Obligation Report contains information pertaining to the total funded amount, project amount, Grantee Administrative amount and the Sub-grantee Administrative amount. Once drawn down by the grantee, the funds must be distributed in this manner.

As you are aware, quarterly progress reports for the HMGP are required in accordance with 44 CFR 206.438(c). Please include this project in future reporting. As stated in the application, completion and closeout of the project is expected within 36 months of project approval and

funding. If, due to extenuating circumstances, the project cannot be completed within this period, the sub-grantee, through the grantee, must request an extension to the period of performance.

Mr. Jay Mitchell
June 15, 2016
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The application period for FEMA-4079-DR-NM expired on February 10, 2014. The application period is important because scope of work changes cannot be made after the application period expires without prior written approval from FEMA. No new activities or activities that have not been pre-identified, approved, and submitted during the application period can be considered after the application period expires.

If you have any questions regarding the information, please contact Donetta Walsh, Acting Branch Chief, at (940) 898-5207 or donetta.walsh@fema.dhs.gov.

Sincerely,



Sandra Keefe
Mitigation Division Director

Enclosures

cc: Wendy Blackwell, State Hazard Mitigation Officer

PNM webinar to discuss the 2015 PNM Rate Case

To accommodate our customers' schedules, we will host two Webinars:

- Tuesday, October 25, from 2:00 pm – 3:30 pm
- Wednesday, October 26, from 9:30 am – 11:00 am.

To attend the PNM Rate Case webinar, please sign up for one of the following:

PNM Rate Case Presentation Tue, Oct 25, 2016 2:00pm – 3:30pm

On-line Registration URL: <https://attendee.gotowebinar.com/register/9012417914972193794>

Webinar ID: 915-767-219

Audio Participants can use their telephone or computer mic & speakers (VoIP). Dial: 1 (213) 929-4232 Audio Pin: 260-176-779

Or

PNM Rate Case Presentation Wed, Oct 26, 2016 9:30am – 11:00am On-line Registration URL:

<https://attendee.gotowebinar.com/register/9172831163906633474>

Webinar ID: 924-795-571

Audio Participants can use their telephone or computer mic & speakers (VoIP). Dial: 1 (562) 247-8422 Audio Pin: 545-030-856

The Webinar will include the following information:

- **Recap of the PNM 2015 Rate Case**
- **What the NM PRC approved**
 - **Changes PNM customers can expect in terms of their bill**
 - **Key points included in the rate case**
- **Next steps**
- **Q&A**

We look forward to your participation.

Thank you,

Manuel Quintana
Government and Community Manager

T : (505) 241-4716 | C : (505) 249-3105

manuel.quintana@pnm.com

1.4.1.94 NMAC Proposed Replacement Rule

**TITLE 1 GENERAL GOVERNMENT ADMINISTRATION
CHAPTER 4 STATE PROCUREMENT
PART 1 PROCUREMENT CODE REGULATIONS**

1.4.1.94 CHIEF PROCUREMENT OFFICER REGISTRATION AND CERTIFICATION:

A. Overview. This Section applies to chief procurement officers in all state agencies and local public bodies. Under Section 13-1-95.D.1 NMSA 1978 (amended 2013), the state purchasing agent has authority to promulgate rules and regulations relating to this section, including, but not limited to, the following:

B. Scope. This section (1.4.1.94 NMAC) shall not reduce the scope of duties, responsibilities or authority of the state purchasing agent. The act of designating a certified chief procurement officer under this section shall not expand the procurement authority of state agencies and local public bodies. All state agencies and local public bodies and their certified chief procurement officers are required to comply with all requirements under Sections 13-1-29 through 13-1-199 NMSA 1978 (amended 2013).

C. Mandatory identification of certified chief procurement officer. Each state agency and local public body shall annually, on or before January 1st of each year, and within 15 calendar days every time thereafter that a certified chief procurement officer is hired or vacates their position, and for similar situations involving extended absences that may delay procurements, provide to the state purchasing agent the name of the state agency or local public body certified chief procurement officer and, if applicable, information identifying the state agency or local public body central purchasing office. Upon a vacancy or absence, the state agencies or local public body shall have 90 days to replace its certified chief procurement officer, and until a certified chief procurement officer is registered, no procurements may be initiated unless:

- (1) state purchasing agent approves a delegated certified chief procurement officer upon request, or
- (2) state purchasing agent assigns a certified chief procurement officer for the procurement.

D. Registration of chief procurement officer with state purchasing agent. The certified chief procurement officer, that has been identified by the state agency or local public body, as provided in Section C of 1.4.1.94 NMAC above, must register with the state purchasing agent through the state purchasing division's website. The state agency or local public body must provide all the required identification information, including:

- (1) certified chief procurement officer name with title, phone number and email address;
- (2) agency or entity name with full address and registration date;
- (3) any additional information specified on the website.

E. Chief procurement officer certification. On or before January 1, 2015, the state purchasing agent shall establish a certification program for the chief procurement officer in each state agency and local public body. The chief procurement officer certification program shall include the initial certification and recertification every two years on or before the certification anniversary date for each certified chief procurement officer. In order to be certified and recertified, a chief procurement officer shall obtain such education and training as deemed appropriate by the secretary of the general services department and pass a certification or recertification examination, as appropriate, approved by the secretary of the general services department. Separate certifications designed by the state purchasing agent and approved by the secretary of the general services department may be required before a certified chief procurement officer may conduct specialized procurement processes such as qualifications-based proposals, design-build projects, construction manager-at-risk projects, and other such procurements as determined by the state purchasing agent and approved by the secretary of the general services department. The secretary of the general services department reserves the right to add other elements to the required certification process as are deemed necessary or useful.

F. Certified chief procurement officer duties, responsibilities and obligations. Subject to the statutory oversight, rule making authority, policies and decisions of the state purchasing agent, on and after July 1, 2015, only certified chief procurement officers may:

- (1) make determinations, including determinations regarding exemptions, pursuant to the Procurement Code;
 - (2) issue purchase orders and authorize small purchases pursuant to the Procurement Code;
- and
- (3) approve procurements pursuant to the Procurement Code; provided that persons using procurement cards may continue to issue purchase orders and authorize small purchases.

The state purchasing agent reserves and retains all power and authority provided by statute.

G. Failure to identify and register a certified chief procurement officer. In the event that the state agency or local public body does not have a certified chief procurement officer identified and registered in conformance with Section 13-1-95.2 NMSA 1978, pursuant to Section 13-1-97 NMSA 1978, procurement acts by that state agency or local public body shall be suspended at the discretion of the state purchasing agent and shall be performed by the state purchasing agent, or under the oversight of the state purchasing agent or by the designee of the state purchasing agent pursuant to Section 13-1-96 NMSA 1978.

H. Identification, registration and certification violations. Any procurement act performed by a state agency or local public body under the New Mexico procurement code that has not identified and registered its certified chief procurement officer in conformance with Section 13-1-95.2 NMSA 1978, shall result in an audit violation. Such violation, in addition to the routine review by the department of finance and administration and general services department, shall be subject to all department of finance and administration and general services department applicable penalties and required corrective actions and related procedures that may include but are not limited to:

- (1) oversight of all purchases made by the state agency or local public body as provided in the notice to that entity by the state purchasing agent or designee;
- (2) designation of a substitute or replacement chief procurement officer for the state agency or local public body until such time as a chief procurement officer has been certified for that entity;
- (3) proof the state agency or local public body's individual has registered for the requisite course for certification and proof of obtaining certification of its chief procurement officer within the time frame specified by the state purchasing agent;
- (4) submission of a letter or explanation from the state agency or local public body to the state purchasing agent detailing the reason(s) no certified chief procurement officer was in place and a notarized declaration by the entity's chief financial officer, or equivalent authorized entity head, that there was an absence of fraud or bad faith by that entity and its acting individuals as to any procurements performed without a certified chief procurement officer; and
- (5) an internal or external audit performed at the discretion of the state purchasing agent to identify the root causes of the violation and procedures for the state agency or local public body to implement to prevent the reoccurrence of such violation. The cost(s) of such corrective actions shall be borne by the state agency or local public body.

I. Audit Finding. Violations of the Procurement Code shall result in an automatic audit finding. By audit rule, independent public accountants are required to perform tests of Procurement Code compliance. The state purchasing agent may conduct procurement audits of each state agency and local public body.

J. Delegation or sharing of certified chief procurement officer duties. A state agency or local public body shall submit a request to the state purchasing agent to approve the delegation or sharing of a certified chief procurement officer duties with another certified chief procurement officer. Examples of when delegation or sharing may be appropriate include certified chief procurement officer employment termination, retirement, transfer, changing jobs, sick leave, vacation, and similar situations. The certified chief procurement officer receiving such delegation must approve acceptance of such delegation. The state purchasing agent retains discretion to authorize, revoke, and limit the scope of any delegation or sharing of certified chief procurement officer duties.

K. Revocation of certification. The state purchasing agent may suspend or revoke certified chief procurement officer certification in whole or in part, based on any action or conduct deemed improper of a certified chief procurement officer, including but not limited to severity or frequency of procurement violations, or non-compliance with the Governmental Conduct Act (Sections 10-16-1 through 10-16-18 NMSA 1978).

L. Reinstatement of certification.

- (1) The state purchasing agent may reinstate the certified chief procurement officer certification and duties:
 - (a) in whole or in part;
 - (b) temporarily or permanently; or
 - (c) may limit the scope of duties as the state purchasing agent deems appropriate.
- (2) The state purchasing agent may require successful completion of re-training or proof of eligibility as a pre-condition for reinstatement.
- (3) The state purchasing agent reserves the right to levy additional disciplinary measures as deemed appropriate.

M. Coordination by the state purchasing agent. The state purchasing agent may coordinate with the department of finance and administration regarding the reporting of decisions and actions under this section.

N. Policies from the state purchasing agent. The state purchasing agent reserves the right to implement further policies to give full effect to the certified chief procurement officer statutes and this rule as required and necessary.

O. Nothing in these rules shall be deemed to be a limit on the authority of the state purchasing agent to enact the purpose of these rules, nor a limit on other legal liability of certified chief procurement officer for their action or conduct.

[1.4.1.94 NMAC - Rp, 1.4.1.94 NMAC, xx-xx-16]

Village of Corrales
Statement of Revenues and Expenditures - Waste Water
From 7/1/2016 Through 9/30/2016

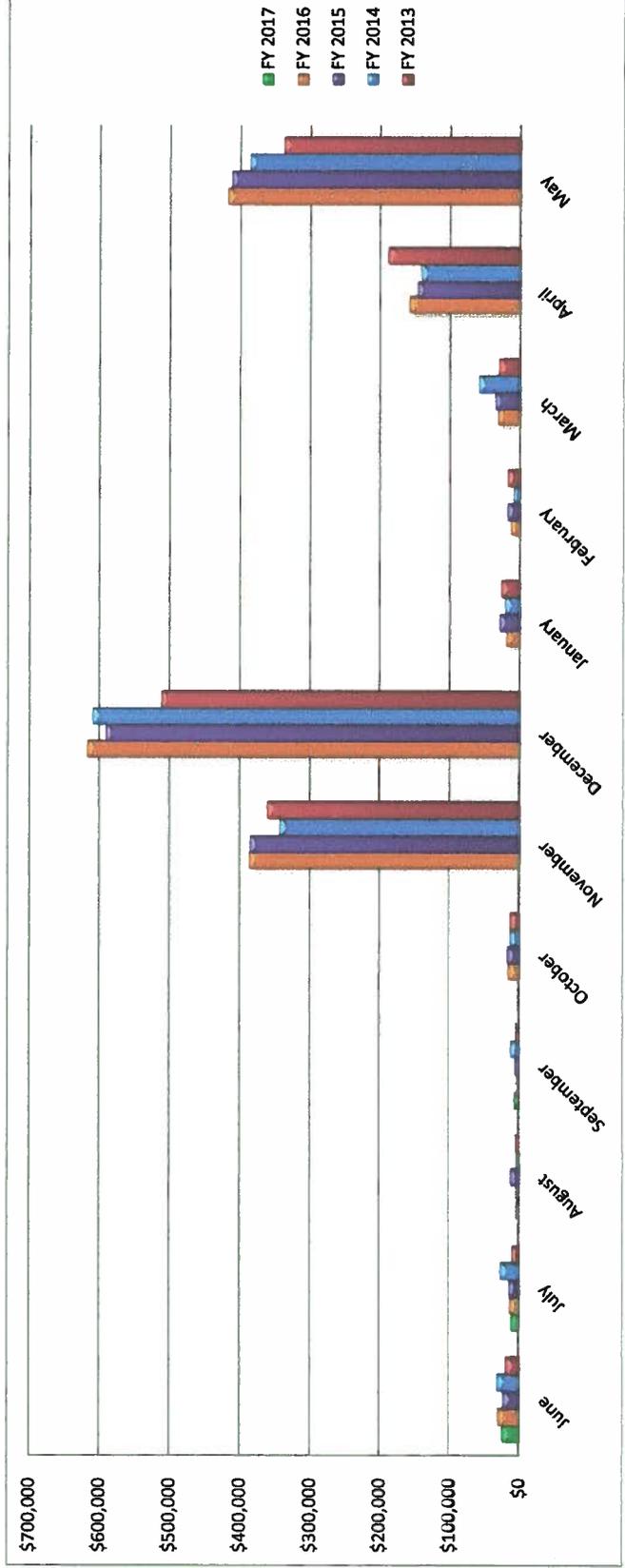
		Total Budget - Original	Total Budget - Revised	Current Year Actual
Revenue				
34240	WW Utility Service Connection	0.00	0.00	2,250.00
34241	Waste water - Enterprise	<u>26,400</u>	<u>26,400</u>	<u>6,052.90</u>
		<u>26,400</u>	<u>26,400</u>	<u>8,302.90</u>
Expenditures				
	Public Works Wages	0	31,202	1,862.65
	Administration Wages	0	3,500	1,875.00
43030	Transportation Expense (Fuel)	4,000	4,000	0.00
44020	Maintenance Contracts	34,702	3,000	1,037.21
45030	Professional Services	0	0	302.71
46020	Non Capital Furniture/Fixtures/Equip <\$5,000	4,000	4,000	132.95
46030	Non Capital Safety	0	0	1,990.00
47040	Employee Training	1,000	1,000	0.00
47150	Telephone	0	0	160.20
47160	Utilities	<u>18,148</u>	<u>18,148</u>	<u>4,559.11</u>
		<u>61,850</u>	<u>64,850</u>	<u>11,919.83</u>
Transfer in				
51000	Transfer In/Out	<u>38,157</u>	<u>38,157</u>	<u>38,157.00</u>
Total Transfer in		<u>38,157</u>	<u>38,157</u>	<u>38,157.00</u>
Total other sources		<u>38,157</u>	<u>38,157</u>	<u>38,157.00</u>
Excess (deficiency) of revenues over expenditures		<u>2,707</u>	<u>(293)</u>	<u>34,540.07</u>

Waste Water Customers	
Resident Customers	2
Commerical Customers	
Small-Volume	8
Large-Volume	3
Total Customers	<u>13</u>

Village of Corrales
Property Tax Collections
FY 2013-2017

Collection Month	Distribution Month	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2016 vs. 2017 Variance
June	July	\$17,994.33	\$31,574.61	\$22,237.92	\$30,600.55	\$23,353.05	(\$7,247.50)
July	August	\$9,025.42	\$27,382.06	\$12,944.89	\$14,175.16	\$10,655.19	(\$3,519.97)
August	September	\$3,613.46	\$4,955.77	\$11,281.02	\$5,276.90	\$3,681.80	(\$1,595.10)
September	October	\$3,902.88	\$12,116.02	\$5,163.24	\$3,742.73	\$6,607.17	\$2,864.44
October	November	\$12,069.42	\$12,790.77	\$16,074.75	\$15,748.39	\$0.00	\$0.00
November	December	\$360,509.43	\$343,627.67	\$384,970.56	\$387,631.48	\$0.00	\$0.00
December	January	\$510,446.16	\$609,552.30	\$590,427.30	\$617,144.53	\$0.00	\$0.00
January	February	\$26,040.48	\$21,893.59	\$28,324.34	\$20,568.06	\$0.00	\$0.00
February	March	\$17,543.69	\$9,670.18	\$17,609.49	\$14,002.49	\$0.00	\$0.00
March	April	\$29,458.89	\$59,298.80	\$34,999.93	\$32,516.42	\$0.00	\$0.00
April	May	\$187,695.92	\$141,588.70	\$146,590.92	\$159,604.94	\$0.00	\$0.00
May	June	\$337,646.62	\$387,171.29	\$412,194.05	\$418,858.45	\$0.00	\$0.00
Total Collected:		\$1,515,947	\$1,661,622	\$1,682,818	\$1,719,870	\$44,297	(\$9,498.13)
Projected:		\$1,336,088	\$1,598,487	\$1,644,820			
Difference:		\$179,859	\$63,135				

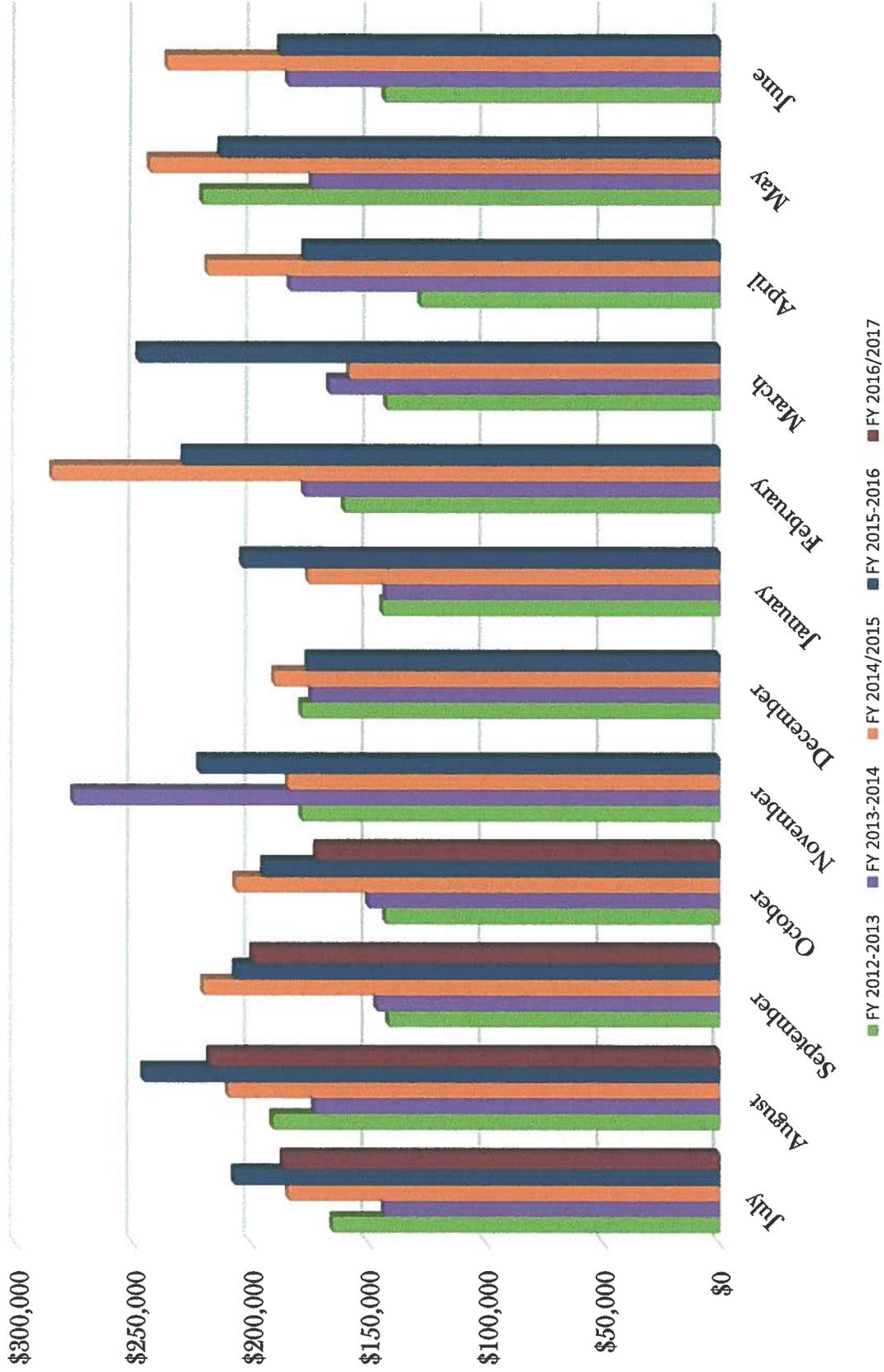
Revenue Separation
Operations: 39,209
GO Bond Debt: 5,088



Village of Corrales
Gross Receipts Tax Revenues
FY 2015-2016

Business Activity Month	Distribution Month	Total Distributed (by FY)						FY 15 v. 16 Variance
		FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017		
May	July	\$165,190.93	\$142,995.68	\$183,978.05	\$206,963.72	\$186,130.07	(\$20,833.65)	
June	August	\$190,652.03	\$172,888.75	\$209,591.12	\$245,555.43	\$217,428.39	(\$28,127.04)	
July	September	\$141,441.94	\$146,350.06	\$220,179.52	\$206,508.35	\$199,239.86	(\$7,268.49)	
August	October	\$142,712.27	\$149,998.51	\$206,409.44	\$194,707.13	\$172,178.22	(\$22,528.91)	
September	November	\$178,557.03	\$275,725.49	\$184,297.94	\$222,068.33		\$0.00	
October	December	\$178,697.09	\$174,459.71	\$190,209.94	\$175,988.19		\$0.00	
November	January	\$144,134.46	\$142,772.33	\$175,854.31	\$204,050.81		\$0.00	
December	February	\$160,690.65	\$177,866.20	\$285,247.40	\$229,101.61		\$0.00	
January	March	\$142,652.78	\$167,257.30	\$158,488.92	\$248,574.99		\$0.00	
February	April	\$128,336.77	\$184,139.81	\$219,208.03	\$177,876.66		\$0.00	
March	May	\$221,674.14	\$174,840.73	\$243,974.22	\$213,890.05		\$0.00	
April	June	\$143,718.75	\$185,205.02	\$236,683.99	\$188,625.26		\$0.00	
TOTAL (actuals)		\$1,938,458.84	\$2,094,499.59	\$2,514,122.88	\$2,513,910.53		(\$78,758.09)	
PROJECTED REVENUE		\$1,949,376	\$2,039,608	\$2,261,320				

GRT Revenue - FY 2016/2017



***Parks and Public Works Department
October 2016 Monthly Report
Lynn Siverts and Staff***

Public Works

- Sent Vector truck in for more work.
- Graded several road around the Village.
- Cleaned up Village Complex for Harvest Festival.
- Trimmed up trees on several roads.
- Installed culvert on Sagebrush Dr.
- Added two ponding areas on Sagebrush Dr.
- Trimmed trees at Old Church.

Parks and Recreation

- Added a grade by the front parking lot.
- Removed the old playground in pool area. The new one will start installation on the 31st.
- Basketball registration has started. We have about 75 signed up now.
- Getting everything ready for the Halloween Event. We are looking for three Judges.
- Installed a new ramp to load equipment.

Trainings

- Asbestos and Lead Exposure Awareness (Ben, Brynn, Danny, Randy, and Mike)

LIBRARIAN'S REPORT
 SEPTEMBER 2016
 STATISTICS

	<u>September 2016</u>	<u>August 2016</u>	<u>September 2015</u>
Walk-ins:	3145	4135*	4315*
Registration:	47	65	56
Acquisitions:	293	251	481
Loss & Discard:	160	460	198
Circulation			
Adult books	1291	1412	1447
Juvenile books	1607	1863	1901
YA	317	393	358
Digital books	398	392	351
Adult Media	947	1189	1296
Inter-Library	1	5	2
Children's Media	317	320	327
Southwest Room	47	30	37
In house Reference	545	590	605
TOTAL	5470	6194	6324

* Five-week month

PROGRAMS--Children

Story time with Edwina's story time friends (Wednesday, 10:00 AM):

September 7	42 participants
September 14	31 participants
September 21	34 participants
September 28	43 participants

Magnets September 1	Explora Museum Outreach 34 first graders
Rock Star September 23	Explora Museum Outreach 28 third and fourth graders
School trip September 30	with Edwina 18 first and second graders

PROGRAMS—All ages

The Saturday Library Stitch Club met in the library on Saturday, September 10th. There were 18 ladies in attendance.

Conversational Spanish classes were held on the first and second Saturday in September with Alonso Indacochea. There were 15 participants in the first class and 16 participants in the second class for the month.

There was a reading on September 15th, with author, Corran Harrington, on her novella and short stories titled, *Follow the River Home*, set in the north valley in the 1960's. There were twelve patrons in the audience.

There was a program of Spanish guitar and tapas with author, Michelle Adam, in the library on September 22nd at 6:30 p.m. A crowd of 65 participants had a great time of storytelling, music and food. Sandra coordinated this very popular event.

On September 28th, there was an adult lifelong learning program on creating Tin Art, at 2:30 in the afternoon. There were 20 participants making tin ornaments.

There was a Technology class with Laura on using an e-mail account, sending photos and documents, Tuesday, September 20th at 11:00 a.m.

Meetings

Bosque Commission:	9/8
Library Board:	9/8
Friends of the Corrales Library:	9/12
Equestrian Advisory Committee:	
Bicycle Pedestrian Advisory Committee:	

Tree Advisory Committee: 9/9

Village in the Village: 9/15

Library Hours

The library was closed September 5th to observe Labor Day.

Library Personnel

Total scheduled (desk) volunteer hours for the month of September: 370 hours.

Carla attended a meeting with the members of the Sandoval Digital Consortium on September 8th to discuss collection development for ebooks and eAudiobooks.

The annual New Mexico Library Association conference will be held from November 2nd through the 4th in Albuquerque.

Library News

We are keeping a count on computer users on the public computers. In September, there were a total of 530 computer users signed in.

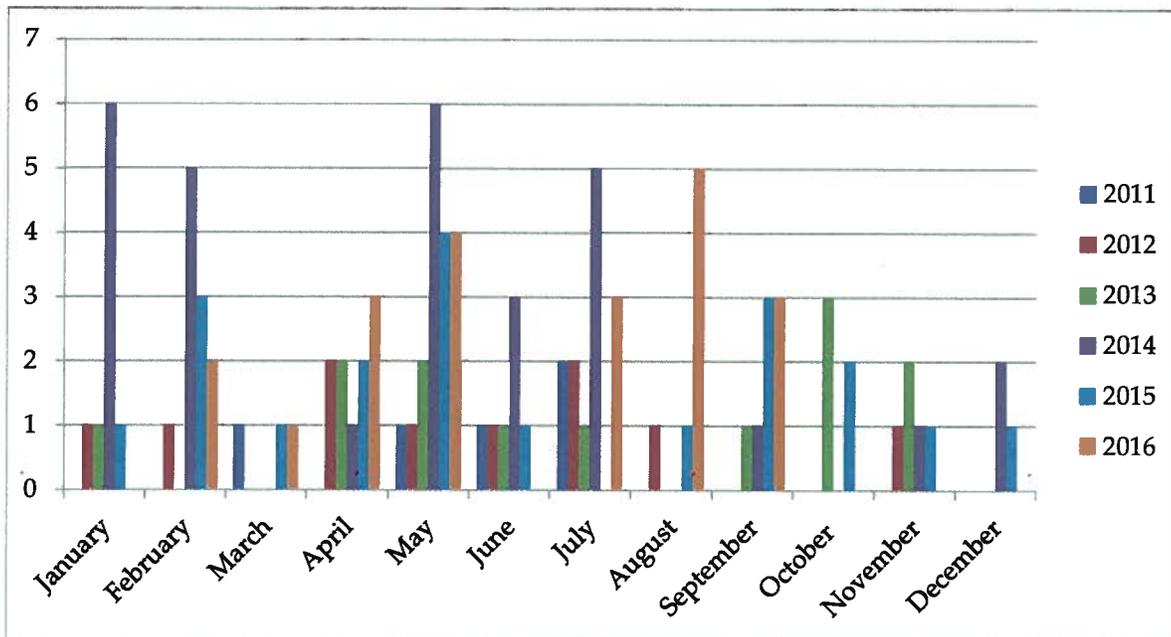
There were 2,542 hits on the Library's website during the month of September.

During August, the Sandoval Digital Library had 775 items checked out by 234 patrons. There were 116 holds on items checked out in the system. Statistics for the library circulation will now reflect the number of titles circulating from the Sandoval Digital library, checked out by Corrales cardholders. *The Liar*, by Nora Roberts, was the most checked out title in September.

The library Tech classes, with Laura Creech, will continue in the fall. They will be held on Tuesday mornings twice a month. Using Social Media will be a theme. She will also be scheduling one-on-one computer skills classes for library patrons.

2016
NEW RESIDENTIAL CONSTRUCTION, by month/year

	2011	2012	2013	2014	2015	2016	TOTAL
January	0	1	1	6	1	0	9
February	0	1	0	5	3	2	11
March	1	0	0	0	1	1	3
April	0	2	2	1	2	3	10
May	1	1	2	6	4	4	18
June	1	1	1	3	1	0	7
July	2	2	1	5	0	3	13
August	0	1	0	0	1	5	7
September	0	0	1	1	3	3	8
October	0	0	3	0	2		5
November	0	1	2	1	1		5
December	0	0	0	2	1		3
	5	10	13	30	20	21	99





Planning and Zoning Department
 Cynthia C. Tidwell, PZA
 Manuel L. Pacheco, Building Official

Council Report: October 25th, 2016

The monthly report from the Planning and Zoning Department includes information regarding activity related to construction permits, zoning and subdivision applications and permits, code enforcement, Interagency assistance, and various administrative duties on behalf of the citizens of the Village of Corrales.

“Building Safety Division permits data table for September 2016”
Table 1.0

TYPE OF CONSTRUCTION	No. of permits	Building Permit fee	Building valuation cost *
New Residential homes	3	\$14,477.61	\$1,427,600.00
Residential Additions	1	\$936.08	\$48,000.00
Residential Remodel			
New Commercial – ADA parking			
Public Building			
Commercial Remodel, Additions			
Guest House/Studio			
Sun Room			
Garages			
Carport			
Signs			
Sheds, Accessory Bldgs. Green House			
Agricultural Bldgs. (Barns, stalls, etc.)			
Pools	1	\$600.00	\$38,000.00
Walls; Retaining Walls; Fences			
Mobile/Mfg/Modular Homes			
Re-roof	3	\$165.00	\$27,941.00
Portals			
Roof Conversion			
Grading Permit			
Canopy			
Demolition/work permit			
Solar permit	4	\$440.00	\$79,539.00
Total data per month	12	\$16,618.69	\$1,621,080.00

*This is an estimate of the cost of materials and labor.

Impact Fees Collected:

Grading & Drainage Plan Reviews by Village of Corrales Engineer (0)

Village of Corrales Building permit fee data FY's 2012-2016
Table 2.0

FY 2015-2016		FY 2014-2015		FY 2013-2014		FY 2012-2013	
Month	Fees Collected	Month	Fees Collected	Month	Fees Collected	Month	Fees Collected
July	\$2,521.07	July	\$18,853.53	July	\$ 8,410.58	July	\$ 11,238.11
August	\$3,982.89	August	\$2,642.37	August	\$ 3,702.46	August	\$ 18,296.40
Sept.	\$11,820.54	Sept.	14,786.52	Sept.	\$ 4,233.90	Sept.	\$ 6,859.90
Oct.	\$7,837.58	Oct.	5,381.49	Oct.	\$ 7,167.82	Oct.	\$ 2,451.45
Nov.	\$3,012.88	Nov.	8,538.97	Nov.	\$ 10,340.73	Nov.	\$ 6,029.71
Dec.	\$1,224.50	Dec.	\$8,724.45	Dec.	\$ 2,445.87	Dec.	\$ 2,140.31
Jan.	\$2,903.28	Jan.	\$5,547.54	Jan.	\$ 17,998.13	Jan.	\$ 10,200.71
Feb.	\$6,215.81	Feb.	\$14,000.55	Feb.	\$ 23,469.82	Feb.	\$ 4,593.61
March	\$13,614.08	March	\$7,533.17	March	\$ 6,256.00	March	\$ 1,942.47
April	\$10,403.91	April	\$11,725.36	April	\$ 8,836.43	April	\$ 12,073.95
May	\$16,833.84	May	\$18,008.29	May	\$20,017.13	May	\$ 21,344.33
June	\$4,646.63	June	6,841.31	June	\$29,787.97	June	\$ 10,657.77
FINAL	\$84,957.01	FINAL	\$122,293.55	FINAL	\$142,666.84	FINAL	\$ 107,828.72

Village of Corrales Building permit fee data current
Table 3.0

FY 2019-2020		FY 2018-2019		FY 2017-2018		FY 2016-2017	
Month	Fees Collected						
July		July		July		July	\$20,325.98
Aug.		Aug.		Aug.		Aug.	\$20,242.92
Sept.		Sept.		Sept.		Sept.	\$16,618.69
Oct.		Oct.		Oct.		Oct.	
Nov.		Nov.		Nov.		Nov.	
Dec.		Dec.		Dec.		Dec.	
Jan.		Jan.		Jan.		Jan.	
Feb.		Feb.		Feb.		Feb.	
Mar.		Mar.		Mar.		Mar.	
April		April		April		April	
May		May		May		May	
June		June		June		June	
FYTD		FYTD		FYTD		FYTD	\$73,709.29

Building Safety Division Activities

The month turned out to be another solid month in the amount of building permits (see Table 1.0) along with permit fees. The month was also steady in inspection requests for general building, and other general building safety issues and questions for the Village of Corrales Building Safety Program, along with property site visits and miscellaneous building safety review.

Monthly Building Inspections
Table 4.0

Jan.	33
Feb.	40
Mar.	45
Apr.	41
May	41
June	58
July	37
Aug.	45
Sept.	36
Oct.	
Nov.	
Dec.	
YTD	376

Office visits: *The Building Official has open office hours from 8:00 am to 10:00 am daily to answer any questions or concerns regarding building code and permit questions, along with permit submittals and pickup. Some of the visits also consist of possible nuisance violations and other miscellaneous questions/concerns.*

Buildings permit plan review:

To date most plan reviews were for new and existing single family residences and accessory structures, i.e., detached garages or portals; not all permits required construction documents. There were some permits with a scope of work (homeowner/builder projects) contingent on nature of project(s) per the discretion of the building official.

Code enforcement/compliance:

One case have been submitted to municipal court, pending judicial outcome for cure of deficiency and remediation which consisted of general nuisance's i.e. inoperable vehicles, unpermitted home occupations, and other violations.

Monthly Electronic submittal of Building Permit copies to Sandoval County

Assessor's Office: 25th of each month *Rick Garcia, Point of Contact Sandoval County Assessor's Office*

E911 Program: The Village of Corrales is continuing to work with the regional staff in Rio Rancho, to resolve issues with the address database.

NMCBO (New Mexico Conference of Building Officials): no meeting or training activities were scheduled or held or attended for the month.

NMCID (New Mexico Construction Industries Division) no meetings or trainings were held for the month.

SAFETY TRAINING:

COMMISSION ACTION (Draft Minutes of August 17th, 2016).

DEPT. ACTIVITIES

This listing of department activity reflects the work of the Administrator and the Building Official. The items reported are intended to provide a summary of the usual tasks undertaken in the daily routine conduct of business in the department.

CODE ENFORCEMENT*

The general area of the enforcement action is shown. Many of the complaint calls are by nature private disputes; we do not involve the Village in these types of conflicts. The listing below shows cases by the types of complaints received. The table is updated monthly.

1. Received complaint from property owner on Ranchitos Rd. that neighbors have obstructed the right of way with landscape materials (hard and soft) and are permanently parking trailers and other vehicles in the ROW. **Field investigation required for all the cul de sacs; have discussed with public works.**
2. Several properties have been placed on the violations list for solid waste storage and inoperable vehicles; these properties are on a private roadway. **UPDATE: Judge accepted a plea agreement in which the defendant pled guilty and was ordered property to be cleaned to the satisfaction of the Village within 60 days. The next municipal court hearing in this case is September 14, 2016. UPDATE: Defendant was given an additional 60 days to complete the cleanup of his property. Staff will conduct weekly inspections until the next court date in November. The PZA and Fire Chief conducted site visit on Sept. 29th, 2016. Defendant had a helper on the premises, and a roll-off dumpster was located on site. Six or seven inoperable vehicles were on site, as well as a half-buried school bus. Impossible to judge how much debris and solid waste has been removed from the lot.**
3. Complaint about a neighbor's backyard floodlight, west of Loma Larga. **Staff investigating; no further information at this time.**
4. Accumulation of large amounts of solid waste, including trash, tree stumps, and other debris—west of Loma Larga—on a five acre property. **UPDATE: Tenant signed Agreement to Abate. Considerable improvement, but still not completed as of February 29, 2016. Staff will file complaint in the Municipal Court. Property owner lives in Texas. No further update at this time. UPDATE: photographs show a lot of the stumps and wood have been removed, but tires, debris, junk, etc., are left behind. Staff will file in**

municipal court. There has been no communication from the property owner or the resident about why the violation has not been abated.

5. Received complaint about a mobile home that was delivered to a developed residential lot. Property owner stated he was going to use it as a “studio.” **No septic permit is in place; notice of violation was mailed to property owner, and, if needed, citation into Municipal Court will complete the process. UPDATE: Septic permit issued for an “art studio”; however, there is no mobile home permit or foundation plan on file. Complaint will be filed.**
6. Resident complained that neighbor’s fence is some 10’ or more into the ROW; neighbor will be notified to remove encroachment, east of Old Church Road. **No further information at this time. Staff will notify property owner.**
7. Notified by Public Works that a property on Los Milagros needs to install a gutter to prevent storm water from running off roof into Hollywood Blvd. **Staff notified property owner; no response yet. Property owner has telephoned PZA but no commitment has been made to remediate the violation.**
8. Property owner alerted staff to a “new junkyard” emerging in a lot east of Corrales road, north end. Staff is investigating. **UPDATE: To further information at this time. Staff has reviewed the site, and more information is needed.**
9. Neighbor reported junk cars and other solid waste is being hauled onto an undeveloped lot west of Paseo Cesar Chavez. **Attempts to contact new owners of the lot have not been successful yet. Complaint will be filed. UPDATE: Staff is coordinating with PD to investigate together.**
10. Spoke with heir of property in the north end of Corrales regarding accumulation of debris, solid waste, and broken furniture, etc., by “tenant” on land. Case is in court. Decision will be made in the next few weeks whether or not to file complaint in municipal court regardless of the district court case. The neighbors are very concerned about fire hazard and the sheer volume of trash and debris.
11. Some nineteen (19) notices of violation were mailed to property owners regarding unpermitted construction in the ROW. Several have contacted the PZA and now understand what needs to be done. Public Works and PZA are working together to correct the extensive alteration of the master drainage plan in this subdivision.
12. Received a complaint from a property owner about a 5th wheel camper being parked “permanently” in the front yard of a next door property. Staff will follow up with a notice of violation to the property owner.

MEETINGS: CITIZENS, AGENCIES, REPRESENTATIVES, STAFF. (PZA)

The following is a sample of typical activities in the P&Z Department. I meet with a number of walk-in’s every week, and respond to numerous telephone calls from appraisers and realtors asking for zoning information. Village staff works with staff in other entities, including Sandoval County, Rio Rancho, Town of Bernalillo, the MRGCD, SCAFCA, NMED, and MR COG. We provide information to the US Census Bureau, BBER, and other federal and state agencies as requested.

1. Spoke with gas station manager regarding the need for a site development plan for the new use as fueling station and food sales, without mechanic services. “Good to Go” Stores. Outlined the requirements: access permit from the DOT; connection to the sanitary sewer; retention pond repair; landscaping, lighting, delineation of parking spaces and fire lane; business registration. No further information at this time. **UPDATE: Contractor for tenant, “Good to Go,” has met with PZA and reviewed application requirements for a new site development plan. Contractor met with Michael Chavez regarding connection to the sanitary sewer, requirements for a new tank, and so forth.**
2. Attended southern Sandoval County MS4 meeting at SSCAFCA to clarify what is required for submittal of the annual report and SWMP. Payment has been made for the cooperative monitoring agreement and the storm water quality team (public outreach and education). Attended the Middle Rio Grand Storm Water Quality Team (MRGSWQT) at SSCAFCA; received a summary report on the work of the contractor regarding public outreach and education –the Village is a paid member.
3. Met with contractor for a commercial property regarding requirements for a new site development plan, filing of a subdivision plat, and permits for interior tenant improvements. He submitted plans for the SDP.
4. Met with two family members who are ready to subdivide their father’s land, east of the Main Canal. They will proceed with getting a surveyor to start the process.
5. Met with potential buyer of commercial property about potential development, process, and so forth.
6. Spoke with attorney representing a client subdividing property.
7. Notified property owner that several items on the proposed subdivision plat of the property are in error or need to be added.
8. Met with survey regarding three projects upcoming.

As a volunteer for the Community Collaborative Rain, Hail, and Snow Network (CoCoRAHS), I recorded 9.06” of precipitation at my station in Corrales for this past water year – October 1 through Sept. 30th.

Respectfully submitted,

Cynthia C. Tidwell, PZA

Manuel L. Pacheco, CBO

SYSTEM: Sungard
 Program: CAD312
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Area: CPD1

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0001
 Date: 10/02/16

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0002
 Date: 10/02/16

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0001
 Date: 10/02/16

Time Window: 0:00:00 Div: 002 By: Map Ref
 99:99:99 Dpt: 001 List:
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Area: CPD1

Time Window: 0:00:00 Div: 002 By: Map Ref
 99:99:99 Dpt: 001 List:
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Area: CPD1

Dispositions

Negative Contact	1
Record of Call	14
False Alarm	6
Non Report Call	8
Report Taken	2
Ended With Arrest	1
Contact Made	1
negative contact	3
Citation issued	3

Dispositions

Negative Contact	1
Record of Call	14
False Alarm	6
Non Report Call	8
Report Taken	2
Ended With Arrest	1
Contact Made	1
negative contact	3
Citation issued	3

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time	Avg Time on Call	Total Tir on Type
				hh:mm:ss	hh:mm:ss	hhhh:mm
Audible Alarm	6			0:16:56	00:24	02:24
Traffic Stop			3	0:00:00	00:07	00:23
Animal Call	5			0:10:16	00:31	02:38
Civil Standby	3			0:15:53	01:05	03:16
Disabled/Unattended vehi	1			0:15:04	00:42	00:42
Noise Complaint	3			0:33:57	00:40	02:01
Public Nuisance	1			0:11:01	00:09	00:09
Larceny	2			0:27:46	01:38	03:17
MVAI TFC	1			0:08:53	08:21	08:21
Welfare Check	6			0:20:16	00:56	05:37
911 Hang Up	1			0:00:00	00:00	00:00
Out of Unit available	1		1	0:00:00	01:40	01:40
information call	1			0:00:00	00:00	00:00
Disorderly Subject	1			0:09:58	00:44	00:44
Check the area	2		12	0:36:48	00:04	01:09
Suspicious Activity	2		16	0:10:31	00:17	00:35
*** TOTAL ***	35		16	0:19:36	00:38	32:56

Response by Priority

Priority	Interval	Cum#	Total	Avg Response Time
1	< min			0:09:25
	< min			
	< min			
	< min	100	2	
	> min			
2	< min			0:17:01
	< min			
	< min			
	< min			
	< min	100	15	
	> min			
3	< min			0:24:10
	< min			
	< min			
	< min			
	< min	100	13	
	> min			

Dispositions

Case Report	2
Arrest - Adult	1
Accident	1

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Area: CPD2

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Area: CPD2

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0003
 Date: 10/02/16
 Time Window: 0:00:00
 Div: 002
 By: Map Ref
 99:99:99
 Dpt: 001
 List:

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0004
 Date: 10/02/16
 Time Window: 0:00:00
 Div: 002
 By: Map Ref
 99:99:99
 Dpt: 001
 List:

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tim on Type hhhh:mm
Audible Alarm	10			0:08:40	00:20	03:20
Traffic Stop		8	4	0:00:00	00:04	00:18
Animal Call		2		0:37:47	00:28	03:50
Threats/Harassment		1	1	0:12:08	00:57	01:55
Public Assist		1		0:00:00	00:03	00:03
Speeding/Reckless Vehicle		2		0:30:08	00:40	00:43
Public Nuisance		1		2:03:34	00:55	00:55
Assault/Battery		1		0:48:22	00:53	00:53
Drugs		3		0:07:00	01:17	03:52
Domestic		1		0:18:47	00:09	00:09
Prowler		1	1	0:00:00	00:08	00:08
Welfare Check		1		0:10:15	00:57	00:57
911 Hang Up		1		1:45:50	00:34	00:34
Information call		1		0:00:00	00:00	00:00
Check the area		4	10	0:16:58	00:37	03:44
Suspicious Activity		6		0:23:33	00:23	22:01
*** TOTAL ***	41		16			

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tim on Type hhhh:mm
Audible Alarm	7			0:11:10	00:15	01:15
Traffic Stop		8	8	0:00:00	00:07	00:07
Animal Call		4		0:18:43	00:22	01:15
Threats/Harassment		1	1	0:07:34	00:42	00:02
Civil Standby		3		0:08:14	01:05	00:03
Public Assist		1	1	0:00:00	00:10	00:01
Suspicious Vehicle		2		0:06:22	00:31	01:16
Runaway Juvenile		1		0:19:24	04:32	04:32
Unknown Disturbance		1		0:03:58	01:16	01:16
Fireworks		1		0:04:31	00:18	00:00
Public Nuisance		1		0:10:53	00:22	00:00
Larceny		3		0:08:39	00:31	01:16
Criminal Damage/Vandalis		2		0:29:08	00:52	01:16
Domestic		1		0:09:19	01:10	01:10
Prowler		1		0:10:55	02:11	02:11
Possible Shots Fired		1		0:12:45	01:26	01:26
Welfare Check		5	1	0:09:10	00:45	04:45
911 Hang Up		2		0:04:59	00:08	00:00
Information call		1		0:00:00	00:00	00:00
Disorderly Subject		2		0:06:59	02:16	04:45
Check the area		1	12	0:00:00	00:00	00:00
House Check		1		0:00:00	00:00	00:00
Criminal Trespass		1		0:15:25	00:48	00:00
Follow Up		1		0:13:35	00:21	01:16
Suspicious Activity		8		0:10:01	00:29	03:39
*** TOTAL ***	52		24	0:11:09	00:31	39:39

Response by Priority

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:07:47
2	< min			
3	< min			
> min	> min	100	3	0:09:45
> min	> min	100	26	0:14:44

Response by Priority

Priority	Interval	Cum%	Total	Avg Response Time
2	< min			0:20:45
3	< min			0:30:15
> min	> min	100	10	
> min	> min	100	24	

Dispositions

Case Report	Record of Call	Caller Cancelled	False Alarm	Non Report Call	Contact Made	negative contact
2	19	1	9	9	1	4
19	1	9	9	1	1	4
1	9	9	1	1	1	4
9	9	1	1	1	1	4
9	1	1	1	1	1	4
15	1	1	1	1	1	4
1	1	1	1	1	1	4
1	1	1	1	1	1	4

SYSTEM: SunGard
 Program: CAD312
 Page: 0005
 Date: 10/02/16
 Computer Aided Dispatch
 Dispatch Activity Report
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Time Window: 0:00:00 Div: 002 By: Map Ref
 99:99:99 Dpt: 001 List:
 Area: CPD3

SYSTEM: SunGard
 Program: CAD312
 Page: 0006
 Date: 10/02/16
 Computer Aided Dispatch
 Dispatch Activity Report
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Time Window: 0:00:00 Div: 002 By: Map Ref
 99:99:99 Dpt: 001 List:
 Area: CPD4

Priority	Interval	Cum%	Total	Disp.	SI/OV	Avg Response Time	Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tin on Type hhhhhh:mm
1	< min	100	13				Audible Alarm	1		10	0:09:24	00:18	00:18
	< min						Traffic Stop				0:00:00	00:11	01:52
	< min						Animal Call				0:00:00	03:07	03:07
	> min						Threats/Harassment				0:05:28	01:21	01:21
							Civil Standby				0:21:47	01:14	01:14
							Noise Complaint	2		1	0:14:59	00:25	01:15
							Unknown Disturbance				0:03:08	00:30	00:30
							Public Nuisance	1			0:22:37	00:22	00:22
							Domestic	3			0:09:06	00:32	01:38
							Possible Shots Fired	3			0:15:49	00:17	00:52
							Intoxicated Driver	2			0:00:00	00:00	00:00
							Welfare Check	1			0:08:13	00:16	00:16
							Information call	1			0:00:00	00:00	00:00
							Check the area	1		5	0:00:00	00:00	00:00
							Follow Up	1			0:12:22	01:00	01:00
							Suspicious Activity	1			0:22:09	00:18	00:18
							*** TOTAL ***	21		16	0:13:04	00:22	14:03

Response by Priority

Priority	Interval	Cum%	Total	Disp.	SI/OV	Avg Response Time
1	< min	100	13			
2	< min					
3	< min					
	> min					

Response by Priority

Priority	Interval	Cum%	Total	Disp.	SI/OV	Avg Response Time
1	< min	100	13			
2	< min					
3	< min					
	> min					

Dispositions

Dispositions	Disp.	SI/OV
Record of Call	9	4
False Alarm	1	
Non Report Call	6	12

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Area: CPD4

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 9/01/16
 Date To: 9/30/16
 Area: CPD5

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0007
 Date: 10/02/16
 Time Window: 0:00:00 Div: 002 By: Map Ref
 99:99:99 Dpt: 001 List:

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0008
 Date: 10/02/16
 Time Window: 0:00:00 Div: 002 By: Map Ref
 99:99:99 Dpt: 001 List:

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Time on Type hhhhh:mm
Traffic Stop	11			0:00:00	00:15	02:45
Animal Call		3		0:46:04	00:21	01:05
Threats/Harassment	1			0:13:29	00:28	00:28
Civil Standby	1			0:11:40	00:24	00:24
Speeding/Reckless Vehicl	3			0:29:50	00:12	00:37
Lost/Found Property	1			0:18:50	00:21	00:21
Missing Person	2			0:12:08	02:03	04:06
Special Assignment			2	0:00:00	02:05	04:11
Disabled/Unattended vehi	2		1	0:41:33	00:34	01:43
Noise Complaint	2			0:22:05	01:14	02:28
Unknown Disturbance	2			0:08:04	00:15	00:30
Public Nuisance	1			0:05:08	00:18	00:18
Burglary	1			0:56:09	01:00	01:00
Domestic	2			0:14:07	01:42	03:24
Fraud			1	0:00:00	00:04	00:04
Intoxicated Driver	3			0:06:57	00:06	00:20
Welfare Check	3			0:09:06	00:46	03:05
attempt to locate	1			0:00:00	00:28	00:28
Out of Unit available			7	0:00:00	02:26	17:08
information call	1			0:00:00	00:19	00:39
Check the area	12			0:00:00	00:05	01:10
Water Dept Notification	1			0:14:46	00:24	00:24
Follow Up			1	0:00:00	00:04	00:04
NCIC	1			0:23:20	00:32	00:32
Suspicious Activity	5			0:07:04	00:43	03:36
*** TOTAL ***	36		37	0:18:40	00:41	50:50

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Time on Type hhhhh:mm
Traffic Stop	11			0:00:00	00:15	02:45
Animal Call		3		0:46:04	00:21	01:05
Threats/Harassment	1			0:13:29	00:28	00:28
Civil Standby	1			0:11:40	00:24	00:24
Speeding/Reckless Vehicl	3			0:29:50	00:12	00:37
Lost/Found Property	1			0:18:50	00:21	00:21
Missing Person	2			0:12:08	02:03	04:06
Special Assignment			2	0:00:00	02:05	04:11
Disabled/Unattended vehi	2		1	0:41:33	00:34	01:43
Noise Complaint	2			0:22:05	01:14	02:28
Unknown Disturbance	2			0:08:04	00:15	00:30
Public Nuisance	1			0:05:08	00:18	00:18
Burglary	1			0:56:09	01:00	01:00
Domestic	2			0:14:07	01:42	03:24
Fraud			1	0:00:00	00:04	00:04
Intoxicated Driver	3			0:06:57	00:06	00:20
Welfare Check	3			0:09:06	00:46	03:05
attempt to locate	1			0:00:00	00:28	00:28
Out of Unit available			7	0:00:00	02:26	17:08
information call	1			0:00:00	00:19	00:39
Check the area	12			0:00:00	00:05	01:10
Water Dept Notification	1			0:14:46	00:24	00:24
Follow Up			1	0:00:00	00:04	00:04
NCIC	1			0:23:20	00:32	00:32
Suspicious Activity	5			0:07:04	00:43	03:36
*** TOTAL ***	36		37	0:18:40	00:41	50:50

Response by Priority

Response by Priority

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:09:26
	< min			
	< min			
	< min			
	> min	100	3	
2	< min			0:11:55
	< min			
	< min			
	< min			
	> min	100	12	
3	< min			0:28:28

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:09:26
	< min			
	< min			
	< min			
	> min	100	3	
2	< min			0:11:55
	< min			
	< min			
	< min			
	> min	100	12	
3	< min			0:28:28

Selection Criteria:
 Date From: 9/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
 Date To.: 9/30/16 99:99:99 Dpt: 001 List:

Map Ref Summary

Dispositions	Disp.	SI/OV
False Alarm	24	
Non Report Call	57	254
Report Taken	23	15
Fire Report		3
Ended With Arrest	2	1
VERBAL WARNING		1
WARRANT PULLED	3	
Contact Made	2	
negative contact	39	5
Citation issued		4

Selection Criteria:
 Date From: 9/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
 Date To.: 9/30/16 99:99:99 Dpt: 001 List:

Map Ref Summary

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time	Avg Rsp hh:mm:ss	Avg Time on Call	Avg Time on Type	Total Time
Criminal Trespass	1			00:48	00:15:25	00:48	00:48	00:48
Follow Up	2		8	00:33	00:12:58	00:33	05:35	05:35
NCIC	1			00:32	00:23:20	00:32	00:32	00:32
Suspicious Activity	23			00:32	00:12:20	00:32	12:19	12:19
*** TOTAL ***	251		331	00:39	00:16:04	00:39	385:05	385:05

Response by Priority

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:08:32
	< min			
	< min			
	< min			
	> min	100	16	
2	< min			0:14:23
	< min			
	< min			
	< min			
	> min	100	99	
3	< min			0:19:49
	< min			
	< min			
	< min			
	> min	100	78	
4	< min			0:14:36
	< min			
	< min			
	< min			
	> min	100	3	

Dispositions

Dispositions	Disp.	SI/OV
Case Report	25	9
Arrest - Adult	2	2
Accident	1	3
Negative Contact	1	
Record of Call	99	55
Supplement Report Taken	1	
Caller Cancelled	5	
911 Misdialed/Accidental	1	
Call Handled By Phone	1	

D. Johnson 10/04/16

ACO's
Monthly

Animal Control Monthly
Activity Report

Monthly Totals

Item	Sep-16	29	30	Monthly Totals
Abuse / Neglect				0
Adoptions				0
Animal Bites				0
Animals Astray		3	2	66
Criminal Complaint				1
DOA / 10-7's		1		16
Found by AC		1	2	27
Coyotes				0
Impounds				14
Incident Reports				0
Injured Animals				2
Licenses				5
Live Stock Calls				7
Nuisance Calls				2
Officer Assist				7
Other (Bats, etc.)				11
Picked Up		5	2	83
Public Assist		25	18	538
Raccoons		2		6
Reclaims		3	2	5
Skunks				5
Snakes				2
Squirrels				20
Trap Request		1	2	37
Trapped Animals/PU		1		26
Verbal Warning		3	2	68
Voice Mail/Phone Calls		25	18	538
Written Citations				0
				0
Sick Leave				0
Vacation				8
Court				2
Training				0
Reports				0
Investigation Hours		12	6	23
DOGS to AARCC				
CATS to AARCC				

September, 2016 CPD & Animal Services Vehicle Maintenance Cost:

\$1,245.21

September, 2016 CPD & Animal Services Fuel Cost:

\$2,025.40

 10/04/16



Corrales Municipal Court

Memo

To: Scott Kominiak, Mayor
FROM: Michelle Frechette, Municipal Court Judge
RE: Monthly Financial Report for September 2016
DATE: October 3, 2016

FINES	\$4,443.00
CORRECTION FEES	\$2,330.00
DWI LAB FEES	\$ -0-
DWI PREVENTION FEES	\$ -0-
AUTOMATION FEES	\$ 692.00
JUDICIAL EDUCATION FEES	\$ 352.00
BOND FORFEITURE	\$ -0-
TOTAL	\$ 7,817.00

BALANCE OF BOND ACCOUNT	\$763.00
BOND IN:	\$ -0-
BOND OUT:	\$ 560.00
PAID TO VOC	\$ 203.00
REFENDED TO: POSTING PARTY	\$ -0-
TOTAL BOND ACCOUNT BALANCE	\$-0-

CC: VILLAGE COUNCIL MEMBERS
JOHN AVILA, VILLAGE ADMINISTRATOR
JENNIFER HISE, VILLAGE CLERK
TERRI GRAY, VILLAGE FINANCE OFFICER

August 11. 2016 Bosque Commission Meeting.

Marco motioned to approve June meeting and Julian seconded.

Julian moved to approve August meeting agenda and Marco seconded .

Lonnie Peets was introduced as the new member of the commission.

New Boy Scout project to remove wire nets from cottonwood trees. Bryan gave his approval to go ahead with the project, subject to being supervised by a commission member. Jim approved it and Julian seconded.

Discussion of beaver damage noted by concerned citizen. The consensus was to not do anything about it and Bryan would send a letter to the person who had written, explaining the reason as to let nature take its course.

Discussion of work permits for projects. This is still to be resolved and needs input from everyone.

Discussion of GIS work. Marco suggested talking to Yasmeen at MRGCD to see if they could partner with the commission. Bryan will talk to Lynette at the Army Corps to see if they could provide data for their projects that could be incorporated into the GIS maps.

Lonnie Peets was assigned to monitor the section of the bosque from Alameda to Via Oreada.

There was also discussion of the horses using the Boy Scout Bridge and it was agreed that the village should check its stability.

Bryan moved to adjourn, seconded by Marco and Jim.

Shireen Jacob



VILLAGE OF CORRALES
GOVERNING BODY
DRAFT MINUTES

October 11th, 2016
6:30 P.M.

COUNCIL/MUNICIPAL COURT CHAMBERS

GOVERNING BODY PRESENT:

Present: Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer, Scott A. Kominiak.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

Motion: Approval of Agenda, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor David Dornburg. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6).
Yes: Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

PRESENTATION BY VISITORS:

SCAFFCA

Commissioner Fahey and Chuck Thomas Executive Engineer presentation on the bond.

REPORTS BY OFFICERS:

1. Administrators Report

COUNCILORS FORUM: *This section is for information purposes only, not for discussion and debate, to inform the Governing Body of an issue/concern that would not be addresses on the agenda during the business session.*

Councilor Gasteyer - Economic development event Ideum is our biggest employer in Corrales.

Councilor Clauser – lights at gas station to bright and need to look at night sky ordinance.

PETITIONS:

CORRALEÑOS FORUM: *This section is for information purposes only, not for discussion and debate, to inform the governing body of an issue or concern that would not be addresses on the agenda during the business session. There is a 3-minute time limit, unless approved by the Presiding Officer.*

Al Knight – Municipal League holds a newly elected official class.

CONSENT AGENDA: *All matters listed under the Consent Agenda are considered to be routine by the Village Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

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2. Approval of September 27th, 2016 Meeting Minutes

3. RESOLUTION NO. 16-34 AUTHORIZING ADJUSTMENTS OF VARIOUS FUNDS FOR FISCAL YEAR 2016-2017

4. RESOLUTION NO. 16-35A RESOLUTION SPONSORING, WITH CORRALES MAINSTREET, INC., THE FOURTEENTH ANNUAL CORRALES STARLIGHT PARADE

Motion: To Approve resolutions 16-34 and 16-35. **Action:** Approve, **Moved by** Councilor Pat Clauser, **Seconded by** Councilor George Wright.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

ITEMS REMOVED FROM CONSENT AGENDA:

CONFIRMATION OF APPOINTMENTS:

ANNOUNCEMENTS/FUTURE AGENDA ITEMS:

Contracts for Village facilities – Councilor Clauser
Arboretum councilor Garcia - Miera

OLD BUSINESS:

5. ORDINANCE NO. 16-11 AN ORDINANCE RELATING TO TERRAINS AND STORM WATER MANAGEMENT; AMENDING SECTIONS 18-165 AND 18-166 OF THE CODE OF ORDINANCES OF THE VILLAGE, BEING PART OF ORDINANCE NO. 06-03, AS AMENDED AND SUPPLEMENTED; AMENDING DESIGN CRITERIA RELATED TO THE 100-YEAR, 24-HOUR PRECIPITATION EVENT.

Motion: To approve Ordinance 16-11, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor David Dornburg. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Yes: Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

NEW BUSINESS:

6. Hearing - Las Ristras upcoming alcoholic beverage license Hearing set for October 11th, 2016.

Motion: To approve the alcoholic beverage license for Las Ristras. **Action:** Approve, **Moved by** Councilor Pat Clauser, **Seconded by** Councilor Ennio Garcia-Miera. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Yes: Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

- 103 7. ORDINANCE NO. 16-013 AN ORDINANCE RELATING TO PERMITTED SIGNS;
104 PROVIDING THAT SIGNS RELATED TO POLITICAL CAMPAIGNS SHALL BE
105 PERMITTED UP TO SIXTY (60) DAYS PRIOR TO THE ELECTION DATE.
106

107 **Motion:** To approve Ordinance 16-013. **Action:** Approve, **Moved by** Councilor Ennio Garcia-
108 Miera, **Seconded by** Councilor Philip Gasteyer. **Vote:** Motion carried by unanimous roll call
109 vote (**summary:** Yes = 6). Yes: Councilor David Dornburg, Councilor Ennio Garcia-Miera,
110 Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip
111 Gasteyer.
112

- 113 8. ORDINANCE NO. 16-014 AN ORDINANCE RELATING TO PERSONS ENGAGED IN
114 BUSINESS IN THE VILLAGE OF CORRALES; AMENDING CHAPTER 10, ARTICLES II
115 AND III OF THE CODE OF ORDINANCES OF THE VILLAGE (BEING ORDINANCES NO.
116 246 AND NO. 187, RESPECTIVELY); AMENDING THE REQUIREMENTS FOR
117 BUSINESS REGISTRATIONS, VENDOR LICENSES AND FEES; PROVIDING FOR AND
118 REGULATING MOBILE VENDING UNITS, INCLUDING MOBILE FOOD UNITS;
119 PROVIDING PENALTIES FOR VIOLATIONS.
120

121 **Motion:** **Action:** Approve, **Moved by** Councilor David Dornburg, **Seconded by** Councilor
122 Ennio Garcia-Miera.
123

124 Send redline to councilors.....
125

126 **Motion:** to postpone publish and post until next council meeting until councilors read red
127 redlines **Action:** Postpone, **Moved by** Councilor George Wright, **Seconded by** Councilor Pat
128 Clauser. **Vote:** Motion passed (**summary:** Yes = 5, No = 1, Abstain = 0).
129 **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright,
130 Councilor Pat Clauser, Councilor Philip Gasteyer.
131 **No:** Councilor Jim Fahey.
132

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135 ADJOURN:
136

137 Mayor Kominiak Adjourned meeting at 7:47pm
138
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140

141 **Passed and approved this 11th day of October**
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Jennifer A. Hise, Village Clerk
147



**VILLAGE OF CORRALES
STATE OF NEW MEXICO
RESOLUTION NO. 16-036**

A RESOLUTION DECLARING SUPPORT FOR SANDOVAL COUNTY MILL LEVY FOR SUPPORTING UNM SANDOVAL REGIONAL MEDICAL CENTER, INC. AND PRESBYTERIAN RUST

WHEREAS, UNM Sandoval Regional Medical Center (SRMC) and Presbyterian Rust (Rust) provide hospital services to the residents in the Town of Bernalillo; and

WHEREAS, the services provided are essential to the residents in the Village of Corrales. The Services Provided to all residents in Sandoval County since 2011 are as follow; Total Inpatient Discharges (combined) 34,753 Surgeries Performed 36,710, Emergency Departments Visits 176,984, Clinic Visits (combined) 1,240,143, Births (Rust Medical Center) 5,003, Newborn Babies in Rust Medical Center Neonatal Intensive Care 1,053, Behavioral Health Inpatient Discharges (Sandoval Regional Medical Center); and

WHEREAS, both hospitals continue to have community engagement such as; Community Outreach, Community Leadership, and Giving Back to the Community; and

WHEREAS, the future growth plans are as follows; **Rust-24 X 7** Interventional Cardiology, Stroke Center, Total Joint Center, Pediatrics, Expansion of Physician Office Building, Expansion of ED and Full Use of Second Tower 118 beds, SRMC-Expansion of Community Clinics, Expansion of onsite Clinic Services, Cardiology, Gastroenterology, Center for Memory and Aging, Cancer Center, Behavioral Health, Trauma Center, **Behavioral Health Coalition-Mobile** Crisis Teams (Rio Rancho, Bernalillo, Placitas, Corrales), Expand Outpatient Services, Intensive Outpatient, Case Management/Social Work, Jail Diversion, Adolescent Behavioral Health; and

NOW, THEREFORE, BE IT RESOLVED by the Village of Corrales Governing Body Supports the question on the November 8, 2016 Ballot "For the purpose of supporting hospitals in Sandoval County, New Mexico, impose a tax levy of four and twenty-five hundredths (4.25) mills each year for eight (8) years, on each dollar of net taxable value of property in Sandoval County to pay to contracting hospitals in accordance with health care facility contracts?"

PASSED, APPROVED AND ADOPTED on this 25th day of October, 2016.

APPROVED:

Scott A. Kominiak, Mayor

ATTESTED BY:

Jennifer A. Hise, Village Clerk



VILLAGE OF CORRALES

ORDINANCE NO. 16-014

AN ORDINANCE RELATING TO PERSONS ENGAGED IN BUSINESS IN THE VILLAGE OF CORRALES; AMENDING CHAPTER 10, ARTICLES II AND III OF THE CODE OF ORDINANCES OF THE VILLAGE (BEING ORDINANCES NO. 246 AND NO. 187, RESPECTIVELY); AMENDING THE REQUIREMENTS FOR BUSINESS REGISTRATIONS, VENDOR LICENSES AND FEES; PROVIDING FOR AND REGULATING MOBILE VENDING UNITS, INCLUDING MOBILE FOOD UNITS; PROVIDING PENALTIES FOR VIOLATIONS.

WHEREAS, by Ordinance No. 187, adopted March 28, 1988 and codified as Article III of Chapter 10 of the Code of Ordinances of the Village of Corrales (the "Village"), the Village Council, the governing body of the Village ("Governing Body") established standards, license requirements and fees for vendors operating from stands and mobile units in the Village; and

WHEREAS, by Ordinance No. 246, adopted May 12, 1992 and codified as Article II of Chapter 10 of the Code of Ordinances of the Village, the Governing Body adopted requirements for business registration and fees as authorized by Sections 3-38-1 through 3-38-6, NMSA 1978; and

WHEREAS, it has been brought to the attention of the Governing Body that the Village ordinances and regulations regarding business registration and license fees, including particularly those applicable to mobile vendors such as mobile food units, are not entirely clear and do not account for changes in industry and commerce, particularly mobile food vendors and mobile food units, since the adoption of Ordinances No. 187 and No. 246; and

WHEREAS, the Governing Body finds that the Code of Ordinances should be amended to better provide for clarity in the licensing and regulation of businesses, and particularly mobile vendors, in the Village.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Village of Corrales, New Mexico, that:

Section 1. Chapter 10, Article II of the Code of Ordinances of the Village of Corrales, being Ordinance No. 246, adopted May 12, 1992, is amended to read, in its entirety, as follows:

ARTICLE II. BUSINESS REGISTRATION

Section 10-26. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Engaging in business means operating, conducting, doing, carrying on, causing to be carried on, or pursuing any business, profession, occupation, trade or pursuit for which the person conducting such business, profession, occupation, trade or pursuit is required to obtain a State taxpayer (CRS) identification number from the New Mexico Taxation and Revenue Department.

Person means any individual, male or female, estate, trust, receiver, cooperative association, club, corporation, company, firm, partnership, joint venture, syndicate, or other entity engaging in a business, profession, occupation, trade, pursuit or commercial activity.

Place of business means the premises within the Village, whether it be a personal residence, main business location or an outlet, branch or other location thereof, temporary or otherwise, where a person is engaging in business. Unless a construction contractor has at least one permanent business location within the Village, “place of business” includes each and every construction site where the contractor is engaged in business within the Village. Unless a person engaged in the business of selling real estate has at least one permanent business location within the Village, “place of business” includes each and every parcel of real property listed by, offered for sale by, or sold by that person within the Village.

Separate business means a business located or conducted at the same address as another registered business, whether or not owned by the same person, that is additional to and different from the other registered business. A business will be considered a separate business if it has a different name and it is not so related to the other business as to be a component part of the other business.

Section 10-27. Penalty for violation of article.

Any person convicted of a violation of any provision of this article shall be guilty of a misdemeanor and shall be punished in accordance with Section 1-6. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder.

Section 10-28. Application to do business.

(a) All persons proposing to engage in business within the municipal limits of the Village shall apply for and pay a business registration fee for each outlet, branch, or location within the municipal limits of the Village prior to engaging in business. For a mobile vendor or operator of mobile vending units, each mobile vending unit that operates in the Village shall be deemed to be a single outlet, branch, or location, notwithstanding that it may be operated at various physical locations in the Village during the registration period.

(b) Any person filing an application for issuance or renewal of any business registration shall include in the application his or her current New Mexico Taxation and Revenue Department CRS identification number or evidence of application for a current CRS identification number to be issued by the Taxation and Revenue Department.

Section 10-29. Imposition of fee.

There is imposed on each business outlet, branch or location within the Village an annual business registration fee of thirty-five dollars (\$35.00) for each calendar year. The fee is imposed pursuant to NMSA 1978, § 3-38-3, and shall be known as the “business registration fee.” The business registration fee may not be prorated for business conducted for a portion of the year.

Section 10-30. Exemption from fee.

The Governing Body may by ordinance or resolution provide that businesses participating in a special event sponsored by the Village, but not otherwise engaged in business within the Village, may be exempted from the requirement to obtain a business registration or pay a business registration fee.

Section 10-31. Late fee.

There shall be imposed upon each delinquent registration fee a late fee in the amount of \$10.00 if a new business does not pay the registration fee before it commences business, or the annual renewal fee is not paid prior to March 16.

Section 10-32. Renewal.

Prior to March 16 of each year, any person with a place of business in the Village, and subject to this article shall apply for renewal of business registration with the Village Clerk’s office. Business owners whose businesses are still in operation and have not renewed their business registration by April 1 of the current year may be cited into municipal court and, upon conviction, may be penalized as provided in Section 10-27.

Section 10-33. Enforcement.

In addition to the penalties provided for violation pursuant to Section 10-27, this article may be enforced by appropriate legal or administrative action brought to prevent the conduct of business in violation of this article, restraining, correcting, or abating the violation of this article or to prevent the occupancy of a building, structure or land on which the business is located, or to withhold the issuance of permits or inspections, as appropriate.

Section 2. Chapter 10, Article III of the Code of Ordinances of the Village of Corrales, being Ordinance No. 187, adopted March 28, 1988, is amended to read, in its entirety, as follows:

ARTICLE III. VENDORS

Division 1. Generally

Section 10-56. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Mobile food unit means any vehicle, truck, trailer, wagon, push cart or other unit that is moveable from place to place, whether or not self-propelled, and from which any person sells or dispenses food, beverages or any prepared food product intended for human consumption. The term *mobile food unit* does not include (i) vehicles engaged in the delivery of food, beverages and food products at wholesale to restaurants, bars, hotels, inns, retail food stores, event centers and similar enterprises, or (ii) vehicles engaged in the home delivery of dairy and agricultural products and other food, beverages and food products to regular retail customers on account and along established, regular delivery routes, or (iii) vehicles and operators making one-time deliveries of food, beverages or food products in response to a

specific request of the recipient.

Mobile food vendor means any owner or operator of a mobile food unit.

Public street or sidewalk means and includes all areas legally open to public use as public streets, sidewalks, pathways, roadways, highways, parkways, alleys, and any other public way.

Stand means any newsstand, table, bench, booth, rack, handcart, pushcart or any other fixture or device not exceeding one hundred (100) square feet in area and which is not required to be licensed or registered by the Motor Vehicle Division of the New Mexico Taxation and Revenue Department, used for the display, storage, transportation or sale of articles offered for sale by a vendor.

Vendor means any person, including an employee or agent of another, who sells or offers to sell food, beverages, goods or merchandise on any public street or sidewalk, or at any other location with the written permission of the owner thereof, from a stand, mobile food unit, or motor vehicle or from his or her person, or one who travels by foot, wagon, mobile food unit, motor vehicle, pushcart or any other method of transportation from house to house or street to street selling or offering to sell food, beverages, goods or merchandise.

Section 10-57. Restrictions applicable to all vendors.

(a) *Obstruction or impedance of traffic prohibited.* No vendor shall, under any circumstances:

- (1) Obstruct or impede motor vehicle traffic, pedestrian traffic, emergency vehicle access, bicyclists or trail riders, or create any hazard by obstructing the view of motor vehicle traffic, bicyclists, trail riders or pedestrians, even if the vendor's stand, vehicle or merchandise is outside of the public right-of-way; or
- (2) Have any apparatus connected to or attached to a building, vehicle or stand which hangs over any public right-of-way or is less than seven (7) feet above any area designated, designed or intended for the passage of pedestrians; or
- (3) Obstruct or impede access to the entrance of any building or driveway; or
- (4) Come to a standstill or park for the purpose of conducting business on or within fifteen (15) feet of the pavement on Corrales Road (State Road 448) or Loma Larga Road; or
- (5) Come to a standstill or park for the purpose of conducting business for a period of more than ten (10) minutes at any particular location on or within the right of way of any public street other than Corrales Road and Loma Larga Road.

(b) *Locations and hours of operation.* A vendor holding an appropriate Village license for the vending activity shall be allowed to engage in the business of vending:

- (1) On properties owned by the Village, only in accordance with a permit issued by the Village specifying the location, dates, hours and other conditions of such vending business, and only in strict accordance with the terms of the permit;
- (2) On properties zoned C – Neighborhood commercial zone or M – municipal, public and quasi-

public zone (but not including properties owned by the Village), only between the hours of 7:00 a.m. and 9:00 p.m.; and

- (3) On properties zoned for professional office, rural residential and agricultural use (A-1, A-2 and O zones) and in the H – historical zone, and on all public rights of way within or abutting such zones, only between the hours of 9:00 a.m. and 8:00 p.m.

(c) *Removal of trash.* All trash and debris accumulating at the location or within one hundred (100) feet of the location of any vending stand or mobile food unit shall be collected by the vendor no later than the close of business each day and shall be removed from the vicinity and properly disposed of by the vendor. Such trash and debris shall not be deposited in any solid waste container serving any private or public property other than that owned or leased by the vendor, except with the specific written permission of the property owner.

(d) *Music and loudspeakers.* Amplified music or loudspeakers shall not be employed by any vendor, except that a loudspeaker playing music at moderate volume may be employed by the operator of an ice-cream truck or similar traveling mobile food vendor to announce the vendor's presence in the neighborhood.

(e) *Electrical connections.* A safe electrical utility hookup shall be required for any stand or mobile food vendor requiring electrical utility service for its operation. Electrical wires or cables shall be suspended at least ten (10) feet overhead, or shall be covered or buried sufficiently to ensure that they do not present a hazard to pedestrians. Gasoline or diesel generators are not permitted.

Section 10-58. Mobile food units.

(a) *Mobile food units generally.* A mobile food unit may be parked or stationed for a period longer than ten (10) minutes on a property zoned C – Neighborhood commercial zone or M – Municipal, public and quasi-public zone with the written permission of the landowner, and subject to the requirements of Section 10-57 and the following provisions:

- (1) The mobile food unit shall not be parked or stationed on any single lot or property for a cumulative period of more than twenty-four (24) hours during any seven (7) day period, unless the mobile food unit is included as an element of an approved site development plan.
- (2) The mobile food unit shall not be parked or left on the property overnight.
- (3) The mobile food unit may include signage on the unit. In addition, one a-frame or similar moveable sign with a total surface area of no more than 48 square feet, including both sides of a two-sided sign, may be displayed on the premises during hours of operation only. No permanent signage shall be allowed.
- (4) Only food, beverages and prepared food products shall be sold from the mobile food unit.
- (5) Seating for up to eight (8) persons may be provided on the premises. Umbrellas, if any, shall be firmly affixed to the ground or to heavy tables or fixtures to ensure safety.
- (6) At least one trash receptacle shall be provided within twenty (20) feet of the point of sale and an additional trash receptacle shall be provided at the seating area, if any.

- (7) Nearby sanitary facilities (rest rooms) shall be mandatory for any mobile food unit serving hot foods. The location of the sanitary facilities shall be identified in the vendor's license application along with written permission of the property owner for their use. Such sanitary facilities shall be clearly marked and shall be open at all times when the mobile food unit is operational.

(b) *Parking.* There shall be adequate off-street parking to accommodate the mobile food unit and its customers along with other businesses, institutions or activities on the premises. Where the mobile food unit is located on a property subject to an existing site development plan, the number of off-street parking spaces remaining available on the property, after deducting parking spaces occupied by the mobile food unit and any associated activities or facilities such as seating and trash receptacles, shall not be less than the number required under Section 18-39.

Section 10-59. Penalty for violation of article.

Any person or business operating as a vendor without first obtaining a vendor license as required by this article or otherwise violating any provisions of this article shall, upon conviction, be punished in accordance with Section 1-6. In addition, this article may be enforced by appropriate legal or administrative action brought to prevent the conduct of business or vending in violation of this article, restraining, correcting, or abating the violation of this article or to prevent the occupancy of a building, structure or land on which the vending business in violation of this article is located, or to withhold the issuance of permits or inspections, as appropriate.

Division 2. License

Section 10-71. License required.

It shall be unlawful for any vendor to sell, display or offer for sale any food, beverage, goods or merchandise without first obtaining a vendor license from the Village.

Section 10-72. Application.

The application for a vendor's license shall contain all information relevant and necessary to determine whether a particular license may be issued, including but not limited to:

- (1) Proof of the identity and business address of the applicant;
- (2) A brief description of the nature and character of the food, beverages, goods or merchandise to be sold;
- (3) If employed by another, the name and business address of the employing person, firm, association, organization, company or corporation;
- (4) If a motor vehicle is to be used in the vending business, a description of the vehicle together with a copy of the motor vehicle registration and the license number;
- (5) A description of the proposed location of the vending business;
- (6) Written permission of the property owner upon which the goods, wares or merchandise are to be sold, except for itinerant peddlers engaged strictly in door-to-door sales;

- (7) Written certification of availability of adequate off-street parking spaces, including handicapped parking spaces if required by statute or Village ordinance, except for itinerant peddlers engaged strictly in door-to-door sales;
- (8) Proof of a valid State gross receipts tax (CRS) identification number and an executed acknowledgment of the vendor's responsibility to correctly report the location of retail sales in the Village for gross receipts tax purposes;
- (9) A fully executed agreement under which the vendor and the owner of the property where the vending business will be located, if any, agree to indemnify and hold the Village harmless from and against all claims, liabilities, damages, losses and expenses, including attorney's fees, arising out of any bodily injury, illness or death or any other injury or for property damage, caused by the negligent act or omission of the vendor; and
- (10) All other information required under Sections 10-57 and 10-58.

Section 10-73. Fees; exemptions.

(a) Before conducting business or operating within the Village limits, every vendor shall obtain a vendor permit for such conduct of business from the Village Clerk, and upon application for such permit shall pay a permit fee in the amount of one hundred dollars (\$100.00). The permit shall be valid during the calendar year in which issued, and shall expire on the last day of January of the subsequent calendar year, unless renewed upon application and payment of the required fee for the subsequent calendar year. If a vendor operates more than one stand or mobile food unit within the Village at any time, a separate permit shall be required for each stand or mobile food unit. The vendor permit required under this subsection shall be in addition to any business registration required under Article II of this Chapter.

(b) Exemptions from permit fees shall be as follows:

- (1) Residents within the Village limits may hold garage sales on their lots or property no more than twice yearly for a maximum of three (3) consecutive days each time, so long as the merchandise is from their home or property.
- (2) Church and civic clubs that hold events to raise money to be used in the Village or traditional fiestas shall be exempt from paying a vendor's permit fee; provided, that such events be no more than semiannual and shall not last for more than three (3) consecutive days.

Section 10-74. License to be carried; transfer prohibited.

(a) The license issued to a vendor under this article shall be carried with the vendor while he or she is engaged in the business of vending.

(b) Vendor's licenses shall be used only by the person or business to whom they were issued and may not be transferred to any other person or business.

Section 10-75. Suspension or revocation.

(a) Any license issued under this article may be suspended or revoked for any of the following reasons:

- (1) Fraud or misrepresentation in the application for the license;

- (2) Fraud or misrepresentation in the course of conducting the business of vending;
- (3) Conducting the business of vending contrary to the conditions of the license;
- (4) Conducting the business of vending in such a manner as to create a public nuisance or constitute a danger to the public health, safety or welfare.

(b) Upon suspension or revocation of a license under this article, the Village shall deliver written notice to the license holder stating the action taken and the reasons supporting such action. The written notice shall be delivered to the license holder's place of business or mailed to the license holder's last known address.

Section 10-76. Appeals.

Persons who are denied licenses under this article or whose licenses have been suspended or revoked may appeal such decision by filing a written notice of appeal with the Governing Body. The appeal must be filed within ten (10) business days after receipt of the notice of denial, suspension or revocation. The Governing Body shall hear and determine the appeal and the decision of the Governing Body thereon shall be final.

SEVERABILITY CLAUSE: Should any section, paragraph, clause or provision of this Ordinance be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance. The Governing Body of the Village of Corrales hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, word or phrase thereof irrespective of any one or more sections, subsections, sentences, clauses, words or phrases being declared unconstitutional or otherwise invalid.

COMPILING CLAUSE: The amended sections of the Village Code adopted pursuant to this Ordinance shall be compiled as a part of the Code of Ordinances of the Village of Corrales, as provided herein.

EFFECTIVE DATE AND PUBLICATION: This Ordinance shall become effective and be in full force and effect from and after its passage, publication and posting, according to law.

PASSED, APPROVED AND ADOPTED by the Governing Body of the Village of Corrales, New Mexico, this ___ day of _____, 2016.

APPROVED:

The Honorable Scott Kominiak
Mayor

ATTEST:

Jennifer A. Hise
Village Clerk

BUSINESSES

ARTICLE I. IN GENERAL

Sections 10-1 to 10-25. Reserved.

~~Section 10-59. Penalty for violation of article.
Sections 10-60 to 10-70. Reserved.~~

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ARTICLE II. BUSINESS REGISTRATION

- Section 10-26. Definitions.
- Section 10-27. Penalty for violation of article.
- Section 10-28. Application to do business.
- Section 10-29. Imposition of fee.
- Section 10-30. Exemption from fee.
- Section 10-31. Late fee.
- Section 10-32. Renewal.
- Section 10-33. Enforcement.
- Sections 10-34 to 10-55. Reserved.

Division 2. License

- Section 10-71. License required.
- Section 10-72. Application.
- Section 10-73. Fees; exemptions.
- Section 10-74. License to be carried; transfer prohibited.
- Section 10-75. Suspension or revocation.
- Section 10-76. Appeals.
- Sections 10-77 to 10-100. Reserved.

ARTICLE III. VENDORS

Division 1. Generally

- Section 10-56. Definitions.
- Section 10-57. Restrictions applicable to all vendors.
- Section 10-58. [Mobile food units.](#)

ARTICLE IV. REALTOR, CONTRACTOR AND DEVELOPER PERMITS

- Section 10-101. Definitions.
- Section 10-102. Permit and affidavit required.
- Section 10-103. Posting of permit.
- Section 10-104. Penalties for violation.

Cross references: Alcoholic beverages, Ch. 4; Alarm systems, § 20-5 1 et seq.; Minimum standards for collection of trash by businesses, § 30-28; Responsibilities for collection of trash by contractors, § 30-32. State law reference: Municipal authority to license or regulate businesses, NMSA 1978, § 3-38-1.

ARTICLE I. IN GENERAL

Sections 10-1 to 10-25. Reserved.

ARTICLE II. BUSINESS REGISTRATION

Section 10-26. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Engaging in business means operating, conducting, doing, carrying on, causing to be carried on, or pursuing any business, profession, occupation, trade or pursuit for ~~which the person conducting such business, profession, occupation, trade or pursuit is required to obtain a State taxpayer (CRS) identification number from the New Mexico Taxation and Revenue Department.~~

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Person means any individual, male or female, estate, trust, receiver, cooperative association, club, corporation, company, firm, partnership, joint venture, syndicate, or other entity engaging in a business, profession, occupation, trade, pursuit or commercial activity.

Place of business means the premises within the Village, whether it be a personal residence, main business location or an outlet, branch or other location thereof, temporary or otherwise, where a person is engaging in business. Unless a construction contractor has at least one permanent business location within the Village, "place of business" includes ~~each and every construction site where the contractor is engaged in business within the Village. Unless a person engaged in the business of selling real estate has at least one permanent business location within the Village, "place of business" includes each and every parcel of~~

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real property listed by, offered for sale by, or sold by that person within the Village.

Separate business means a business located or conducted at the same address as another registered business, whether or not owned by the same person, that is additional to and different from the other registered business. A business will be considered a separate business if it has a different name and it is not so related to the other business as to be a component part of the other business.

History: Ord. No. 246, § 2, adopted 5-12-92; Cross reference: Definitions generally, § 1-2.

Section 10-27. Penalty for violation of article.

Any person convicted of a violation of any provision of this article shall be guilty of a misdemeanor and shall be punished in accordance with Section 1-6. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder.

History: Ord. No. 246, § 10, adopted 5-12-92.

Section 10-28. Application to do business.

(a) All persons proposing to engage in business within the municipal limits of the Village shall apply for and pay a business registration fee for each outlet, branch, or location within the municipal limits of the Village prior to engaging in business. For a mobile vendor or operator of mobile vending units, each mobile vending unit that operates in the Village shall be deemed to be a single outlet, branch, or location, notwithstanding that it may be operated at various physical locations in the Village during the registration period.

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(b) Any person filing an application for issuance or renewal of any business registration shall include in the application his or her current New Mexico Taxation and Revenue Department CRS, identification number or evidence of application for a current CRS, identification number to be issued by the Taxation and Revenue Department.

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History: Ord. No. 246, § 5, § 8, adopted 5-12-92.

Section 10-29. Imposition of fee.

There is imposed on each business outlet, branch or location, within the Village, an annual business registration fee of thirty-five dollars (\$35.00) for each calendar year. The fee is imposed pursuant to NMSA 1978, § 3-38-3, and shall be known as the "business registration fee." The business registration fee may not be prorated for business conducted for a portion of the year.

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History: Ord. No. 246, § 3, adopted 5-12-92; Ord. No. 336, adopted 7-24-01.

Section 10-30. Exemption from fee.

The Governing Body may by ordinance or resolution provide that businesses participating in a special event sponsored by the Village, but not otherwise engaged in business within the Village, may be exempted from the requirement to obtain a business registration or pay a business registration fee.

History: Ord. No. 246, § 4, adopted 5-12-92.

Deleted: No business registration fee shall be imposed on any business which is licensed under Village ordinances or otherwise exempted by law

Section 10-31. Late fee.

There shall be imposed upon each delinquent registration fee a late fee in the amount of \$10.00 if a new business does not pay the registration fee before it commences business, or the annual renewal fee is not paid prior to March 16.

History: Ord. No. 246, § 7, adopted 5-12-92.

Section 10-32. Renewal.

Prior to March 16 of each year, any person with a place of business in the Village, and subject to this article shall apply for renewal of business registration with the Village Clerk's office. Business owners whose businesses are still in operation and have not renewed their business registration by April 1 of the current year ~~may be cited into municipal court and, upon conviction, may be penalized as provided in Section 10-27.~~

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History: Ord. No. 246, § 6, adopted 5-12-92.

Section 10-33. Enforcement.

In addition to the penalties provided for violation pursuant to Section 10-27, ~~this article may be enforced by appropriate legal or administrative action brought to prevent the conduct of business in violation of this article, restraining, correcting, or abating the violation of this article or to prevent the occupancy of a building, structure or land on which the business is located, or to withhold the issuance of permits or inspections, as appropriate.~~

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History: Ord. No. 246, § 9, adopted 5-12-92.

Sections 10-34 to 10-55. Reserved.

ARTICLE III VENDORS

Division 1. Generally

Section 10-56. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Mobile food unit means any vehicle, truck, trailer, wagon, push cart or other unit that is moveable from place to place, whether or not self-propelled, and from which any person sells or dispenses food, beverages or any prepared food product intended for human consumption. The term mobile food unit does not include (i) vehicles engaged in the delivery of food, beverages and food products at wholesale to restaurants, bars, hotels, inns, retail food stores, event centers and similar enterprises, or (ii) vehicles engaged in the home delivery of dairy and agricultural products and other food, beverages and food products to regular retail customers on account and along established, regular delivery routes, or (iii) vehicles and operators making one-time deliveries of food, beverages or food products in response to a specific request of the recipient.

Mobile food vendor means any owner or operator of a mobile food unit.

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Public street or sidewalk means and includes all areas legally open to public use as public streets, sidewalks, pathways, roadways, highways, parkways, alleys, and any other public way.

Stand means any newsstand, table, bench, booth, rack, handcart, pushcart or any other fixture or device not exceeding one hundred (100) square feet in area and which is not required to be licensed or registered by the Motor Vehicle Division of the New Mexico Taxation and Revenue Department, used for the display, storage, transportation or sale of articles offered for sale by a vendor.

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Vendor means any person, including an employee or agent of another, who sells or offers to sell food, beverages, goods or merchandise on any public street or sidewalk, or at any other location with the written permission of the owner thereof, from a stand, mobile food unit, or motor vehicle or from his or her person, or one who travels by foot, wagon, mobile food unit, motor vehicle, pushcart or any other method of transportation from house to house or street to street selling or offering to sell food, beverages,

goods or merchandise.

History: Ord. No. 187, § 2, (7-2-22), adopted 3-28-88; Cross reference: Definitions generally, § 1-2.

Section 10-57. Restrictions applicable to all vendors.

- (a) ~~Obstruction or impedance of traffic prohibited. No vendor shall, under any circumstances;~~
- (1) ~~Obstruct or impede motor vehicle traffic, pedestrian traffic, emergency vehicle access, bicyclists or trail riders, or create any hazard by obstructing the view of motor vehicle traffic, bicyclists, trail riders or pedestrians, even if the vendor's stand, vehicle or merchandise is outside of the public right-of-way; or,~~
- (2) ~~Have any apparatus connected to or attached to a building, vehicle or stand which hangs over any public right-of-way or is less than seven (7) feet above any area designated, designed or intended for the passage of pedestrians; or,~~
- (3) ~~Obstruct or impede access to the entrance of any building or driveway; or~~
- (4) ~~Come to a standstill or park for the purpose of conducting business on or within fifteen (15) feet of the pavement on Corrales Road (State Road 448) or Loma Larga Road; or~~
- (5) ~~Come to a standstill or park for the purpose of conducting business for a period of more than ten (10) minutes at any particular location on or within the right of way of any public street other than Corrales Road and Loma Larga Road.~~
- (b) ~~Locations and hours of operation. A vendor holding an appropriate Village license for the vending activity shall be allowed to engage in the business of vending:~~
 - (1) ~~On properties owned by the Village, only in accordance with a permit issued by the Village specifying the location, dates, hours and other conditions of such vending business, and only in strict accordance with the terms of the permit;~~
 - (2) ~~On properties zoned C – Neighborhood commercial zone or M – municipal, public and quasi-public zone (but not including properties owned by the Village), only between the hours of 7:00 a.m. and 9:00 p.m.; and~~
 - (3) ~~On properties zoned for professional office, rural residential and agricultural use (A-1, A-2 and O zones) and in the H – historical zone, and on all public rights of way within or abutting such zones, only between the hours of 9:00 a.m. and 8:00 p.m.,~~
- (c) ~~Removal of trash. All trash and debris accumulating at the location, or within one hundred (100) feet of the location, of any vending stand or mobile food unit shall be collected by the vendor no later than the close of business each day and shall be removed from the vicinity and properly disposed of by the vendor. Such trash and debris shall not be deposited in any solid waste container serving any private or public property other than that owned or leased by the vendor, except with the specific written permission of the property owner.~~
- (d) ~~Music and loudspeakers. Amplified music or loudspeakers shall not be employed by any vendor, except that a loudspeaker playing music at moderate volume may be employed by the operator of an ice-cream truck or similar traveling mobile food vendor to announce the vendor's presence in the neighborhood.~~
- (e) ~~Electrical connections. A safe electrical utility hookup shall be required for any stand or mobile~~

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food vendor requiring electrical utility service for its operation. Electrical wires or cables shall be suspended at least ten (10) feet overhead, or shall be covered or buried sufficiently to ensure that they do not present a hazard to pedestrians. Gasoline or diesel generators are not permitted.

History: Ord. No. 187, § 2 (7-2-28), adopted 3-28-88.

Section 10-58. Mobile food units.

(a) Mobile food units generally. A mobile food unit may be parked or stationed for a period longer than ten (10) minutes on a property zoned C – Neighborhood commercial zone or M – Municipal, public and quasi-public zone with the written permission of the landowner, and subject to the requirements of Section 10-57 and the following provisions:

- (1) The mobile food unit shall not be parked or stationed on any single lot or property for a cumulative period of more than twenty-four (24) hours during any seven (7) day period, unless the mobile food unit is included as an element of an approved site development plan.
- (2) The mobile food unit shall not be parked or left on the property overnight.
- (3) The mobile food unit may include signage on the unit. In addition, one a-frame or similar moveable sign with a total surface area of no more than 48 square feet, including both sides of a two-sided sign, may be displayed on the premises during hours of operation only. No permanent signage shall be allowed.
- (4) Only food, beverages and prepared food products shall be sold from the mobile food unit.
- (5) Seating for up to eight (8) persons may be provided on the premises. Umbrellas, if any, shall be firmly affixed to the ground or to heavy tables or fixtures to ensure safety.
- (6) At least one trash receptacle shall be provided within twenty (20) feet of the point of sale and an additional trash receptacle shall be provided at the seating area, if any.
- (7) Nearby sanitary facilities (rest rooms) shall be mandatory for any mobile food unit serving hot foods. The location of the sanitary facilities shall be identified in the vendor’s license application along with written permission of the property owner for their use. Such sanitary facilities shall be clearly marked and shall be open at all times when the mobile food unit is operational.

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(b) Parking. There shall be adequate off-street parking to accommodate the mobile food unit and its customers along with other businesses, institutions or activities on the premises. Where the mobile food unit is located on a property subject to an existing site development plan, the number of off-street parking spaces remaining available on the property, after deducting parking spaces occupied by the mobile food unit and any associated activities or facilities such as seating and trash receptacles, shall not be less than the number required under Section 18-39.

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Section 10-59. Penalty for violation of article.

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Any person or business operating as a vendor without first obtaining a vendor license as required by this article or otherwise violating any provisions of this article shall, upon conviction, be punished in accordance with Section 1-6. In addition, this article may be enforced by appropriate legal or administrative action brought to prevent the conduct of business or vending in violation of this article, restraining, correcting, or abating the violation of this article or to prevent the occupancy of a building, structure or land on which the vending business in violation of this article s is located, or to withhold the issuance of permits or inspections, as appropriate.

History: Ord. No. 187, § 2 (7-2-3 1), adopted 3-28-88.

Sections 10-60 to 10-70. Reserved.

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Division 2. License

Section 10-71. License required.

It shall be unlawful for any vendor to sell, display or offer for sale any food, beverage, goods or merchandise without first obtaining a vendor license from the Village.

History: Ord. No. 187, § 2 (7-2-21), adopted 3-28-88.

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Section 10-72. Application.

The application for a vendor's license shall contain all information relevant and necessary to determine whether a particular license may be issued, including but not limited to:

- (1) Proof of the identity and business address of the applicant;
- (2) A brief description of the nature and character of the food, beverages, goods or merchandise to be sold;
- (3) If employed by another, the name and business address of the employing person, firm, association, organization, company or corporation;
- (4) If a motor vehicle is to be used in the vending business, a description of the vehicle together with a copy of the motor vehicle registration and the license number;
- (5) A description of the proposed location of the vending business;
- (6) Written permission of the property owner upon which the goods, wares or merchandise are to be sold, except for itinerant peddlers engaged strictly in door-to-door sales;
- (7) Written certification of availability of adequate off-street parking spaces, including handicapped parking spaces if required by statute or Village ordinance, except for itinerant peddlers engaged strictly in door-to-door sales;
- (8) Proof of a valid State gross receipts tax (CRS) identification number and an executed acknowledgment of the vendor's responsibility to correctly report the location of retail sales in the Village for gross receipts tax purposes;
- (9) A fully executed agreement under which the vendor and the owner of the property where the vending business will be located, if any, agree to indemnify and hold the Village harmless from and against all claims, liabilities, damages, losses and expenses, including attorney's fees, arising out of any bodily injury, illness or death or any other injury or for property damage, caused by the negligent act or omission of the vendor, and

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(10) All other information required under Sections 10-57 and 10-58.

History: Ord. No. 187, § 2 (7-2-23), adopted 3-28-88.

Section 10-73. Fees; exemptions.

(a) Before conducting business or operating within the Village limits, every vendor shall obtain a vendor permit for such conduct of business from the Village Clerk, and upon application for such permit shall pay a permit fee in the amount of one hundred dollars (\$100.00). The permit shall be valid during the calendar year in which issued, and shall expire on the last day of January of the subsequent calendar year, unless renewed upon application and payment of the required fee for the subsequent calendar year. If a vendor operates more than one stand or mobile food unit within the Village at any time, a separate permit shall be required for each stand or mobile food unit. The vendor permit required under this subsection shall be in addition to any business registration required under Article II of this Chapter.

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¶

(1) Fruit, vegetable and other agricultural produce peddlers doing business at a temporary location with produce purchased for that purpose, \$100.00 per day.¶

¶

(2) Itinerant peddlers. Vendors and hawkers who shall temporarily bring into the Village stocks or samples of goods, wares or merchandise and offer the same for sale at public auction or private sale, either at the present or future, shall first purchase a permit from the Village office

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(b) Exemptions from permit fees shall be as follows:

- (1) Residents within the Village limits may hold garage sales on their lots or property no more than twice yearly for a maximum of three (3) consecutive days each time, so long as the merchandise is from their home or property.
- (2) Church and civic clubs that hold events to raise money to be used in the Village or traditional fiestas shall be exempt from paying a vendor's permit fee; provided, that such events be no more than semiannual and shall not last for more than three (3) consecutive days.

History: Ord. No. 187, § 2 (7-2-24), adopted 3-28-88.

Section 10-74. License to be carried; transfer prohibited.

(a) The license issued to a vendor under this article shall be carried with the vendor while he or she is engaged in the business of vending.

(b) Vendor's licenses shall be used only by the person or business to whom they were issued and may not be transferred to any other person or business.

History: Ord. No. 187, § 2 (7-2-26), adopted 3-28-88.

Section 10-75. Suspension or revocation.

(a) Any license issued under this article may be suspended or revoked for any of the following reasons:

- (1) Fraud or misrepresentation in the application for the license;
- (2) Fraud or misrepresentation in the course of conducting the business of vending;
- (3) Conducting the business of vending contrary to the conditions of the license;
- (4) Conducting the business of vending in such a manner as to create a public nuisance or constitute a danger to the public health, safety or welfare.

(b) Upon suspension or revocation of a license under this article, the Village shall deliver written notice to the license holder stating the action taken and the reasons supporting such action. The written notice shall be delivered to the license holder's place of business or mailed to the license holder's last known address.

History: Ord. No. 187, §2 (7-2-29), adopted 3-28-88.

Section 10-76. Appeals.

Persons who are denied licenses under this article or whose licenses have been suspended or revoked may appeal such decision by filing a written notice of appeal with the Governing Body. The appeal must be filed within ten (10) business days after receipt of the notice of denial, suspension or revocation. The Governing Body shall hear and determine the appeal and the decision of the Governing Body thereon shall be final.

History: Ord. No. 187, § 2 (7-2-30), adopted 3-28-88.

Sections 10-77 to 10-100. Reserved.

ARTICLE IV. REALTOR, CONTRACTOR AND DEVELOPER PERMITS

Section 10-101. Definitions.

The following words, terms and phrases, when used in this article, shall have the meaning indicated, unless a different meaning is clearly indicated by the context.

Construction means the building, altering, repairing, remodeling, or demolishing of any building or structure.

Gross receipts means the total amount of money or the value of other consideration received from the sale of real property or from construction or remodeling of real property within the Village of Corrales.

Permit or Real property transactions permit means a permit issued by the Village of Corrales for the sale of real property or for construction or remodeling of real property within the Village pursuant to this article.

History: Ord. No. 09-008, § 1, adopted 6-23-09.

Section 10-102. Permit and affidavit required.

(a) Every realtor, contractor or developer intending to sell, construct or remodel any real property in the Village shall, prior to commencing the performance of such sale, construction or remodeling, obtain from the Village a real property transactions permit for each parcel of land to be sold or upon which construction or remodeling will take place. The Governing Body by resolution shall establish and may from time to time modify the amount of a fee for each permit issued, which fee shall be payable to the Village at the time of listing for sale or the initiation of construction. Upon application by a realtor and a showing that the listing has expired and the property did not sell, the fee paid by the realtor will be refunded by the Village.

(b) As a condition for any permit issued under this section, the applicant (or an officer of the applicant if the applicant is a corporation or other organization) must submit an affidavit, in a form satisfactory to the Village, affirming under oath that the applicant will report on applicant's CRS-1 reports, under the tax location code number 29-504, all gross receipts accruing from sale of property within the Village or from goods delivered or services performed within the Village in connection with the construction or remodeling described in the permit.

History: Ord. No. 09-008, § 2, adopted 6-23-09; Ord. No. 12-002, adopted 5-8-12.

Section 10-103. Posting of permit.

Any permit issued pursuant to this article shall be promptly displayed in a clear and prominent manner on the real property to be sold or on which the permitted construction or remodeling is taking place, and shall not be removed until (a) the property is sold; (b) the construction or remodeling has been completed; or (c) the anticipated sale, construction or remodeling is abandoned and will not be renewed

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by the permittee. The permittee may at permittee's option display the permit on permittee's sign posted on the premises, or may post the permit separately in a prominent location on the property where the permit is clearly visible from the street or road.

History: Ord. No. 09-008, § 3, adopted 6-23-09.

Section 10-104. Penalties for violation.

(a) Any realtor, developer or contractor found to be in violation of this article shall be prohibited from engaging in the sale, construction or remodeling of real property in the Village of Corrales until such time as the realtor, developer or contractor comes into compliance. The Village may suspend or revoke the business license or home occupation permit (if applicable) of any person found to be in violation of this article. If gross receipts taxes due to the Village were not paid to the Village as a consequence of the realtor's, developer's or contractor's violation of this article, the Village may require that the realtor, developer or contractor make the Village whole for the loss of tax revenues resulting from such non-compliance.

(b) In addition to the penalties specifically set forth in this section, any person in violation of this article shall be subject to any other penalties, whether administrative, criminal or civil, that are imposed or permitted under applicable law.

History: Ord. No. 09-008, § 4, adopted 6-23-09.

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