

## Administrator's Report

Tuesday July 19, 2016

### **Announcements**

National Night Out comes around every first Tuesday in August this year that is on the 2<sup>nd</sup>. Please contact our Neighborhood Watch Coordinator Julie Rodgers for more information and check into the Back to School Supply drive Cops & Crayons

Thank all the staff from different departments that pitched in to clean up the gardens/yards at Village Center on "Clean up Thursday". The group effort was another great example of teamwork in the Village. *Attached*

The Village of Corrales is being asked to abandon a public drainage facility at Rayo Del Sol and license another private facility to be built for transfer to Village responsibility, Council may be asked to review a resolution for approval to do that in upcoming agenda. *Attached*

We have received notice of \$153,333 project eligibility in the Cooperative State Funding (COOP) award. We have a current COOP list of projects but this can be amended and the Certifications for ROW, Utility, Environmental, Railroad and ITS is all required for projects

The wastewater system has 13 customers connected and 9 waiting final approval. At the end of the fiscal year the connection rates increased and there was more interest in connecting to the system. *Attached*

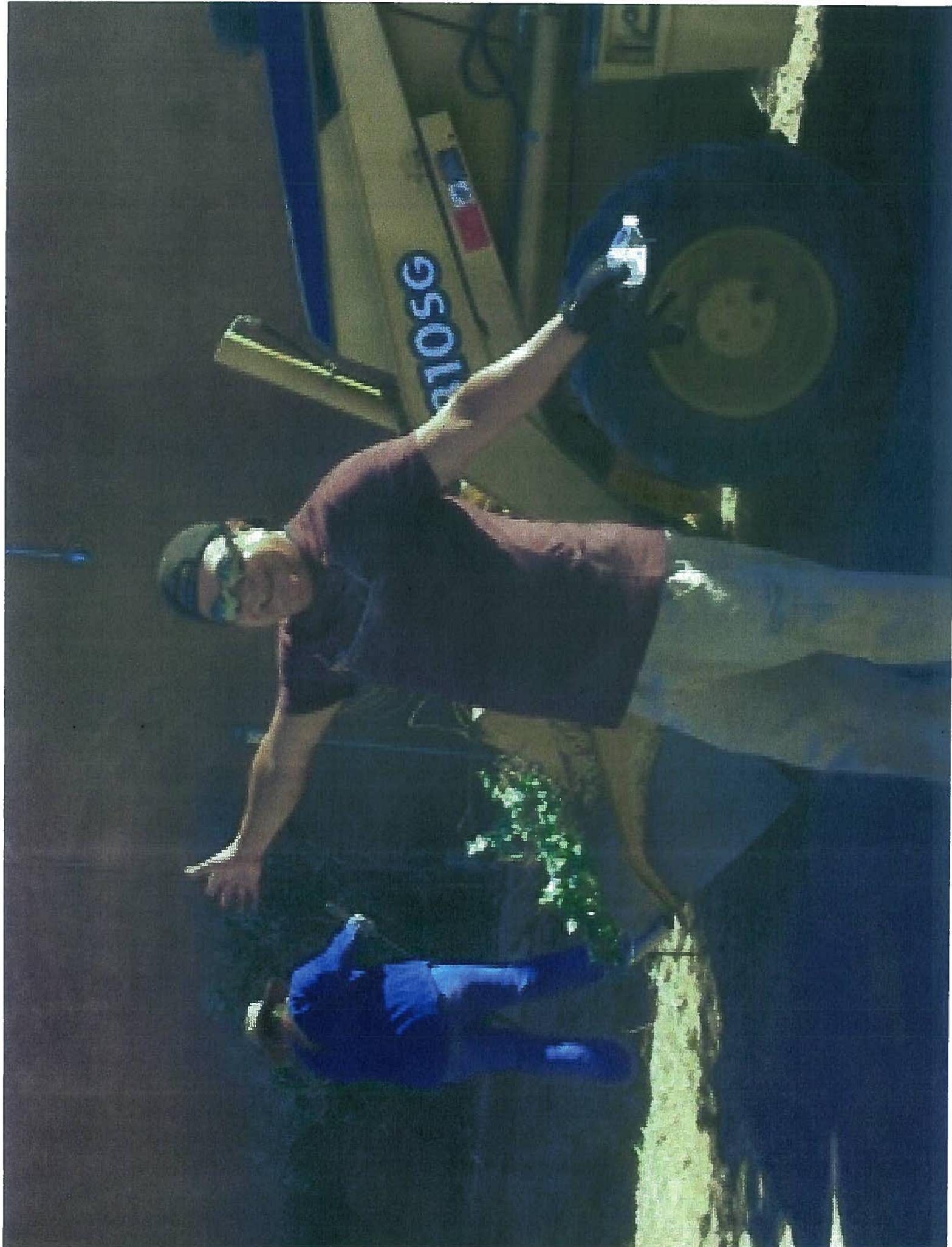
We will need to finalize the ICIP project list by resolution in August to get it on the State System

### **Items**

We conducted our regular administrative meeting with NMDOT District 3 this month and issues including: The requirement for permits to access Corrales Rd/NM 428 for driveways, private roads and public roads. Implementing sign reflectivity, evaluating signage on Corrales Road and ROW permits on Corrales Road. Project funding; requirements, selection, reporting, etc.

The Safety Incentive Program in fiscal 2017 is updated from department suggestions and feedback, to include more credit for positive action such as participating in a healthy activity. Accidents and injuries can cost the employee and the Village much and program helps staff focus keeping safe. The reduced safety incidents help minimize the cost of risk management and the program rewards the staff for keeping focused on Safety. *Attached*

FEMA has approved the award for the Salce Basin Project. Federal funds approved are \$1,649,636 with a non-federal match requirement of \$549,879.



Account Number	Hook up type	Monthly Charge	Open Balance
2015-0001	Small Commerical	\$86.05	\$85.75
2015-0002	Small Commerical	\$86.05	\$258.17
2015-0003	Small Commerical	\$86.05	\$258.17
2015-0004	Large Commerical	\$403.37	\$403.37
2015-0005	Residental	\$32.26	\$379.65
2015-0006	Residental	\$32.26	\$96.80
2015-0007	Large Commerical	\$403.37	(\$507.16)
2015-0008	Small Commerical	\$86.05	\$591.00
2015-0009	Small Commerical	\$86.05	\$86.05
2015-0010	Large Commerical	\$403.37	\$403.37
2015-0011	Small Commerical	\$86.05	\$86.05
2015-0012	Small Commerical	\$86.05	\$86.05
2015-0013	Waiting Final		
2015-0014	Large Commerical	\$403.37	\$403.37
2015-0015	Waiting Final		
2016-0016	Waiting Final		
2016-0017	Waiting Final		
2016-0018	Waiting Final		
2016-0019	Waiting Final		
2016-0020	Waiting Final		
2016-0021	Waiting Final		
2016-0022	Waiting Final		

# 2017 Village of Corrales Safety Incentive

In order to reward extra focus and diligence in reducing our risk costs the permanent employees of the Village employed from July through June of 2017 are eligible to participate in the incentive program.

## Criteria of the program for each department:

- That the Village will receive full credit for meeting all Safety Training requirements with our Insurer
- The Department of the individual provides monthly reporting of Safety Training and achieves 100% compliance of all by the end of the Fiscal Year.
- The Department of the individual provides reporting monthly of weekly departmental Safety Reinforcement.
- The Department of the individual has no avoidable safety incidents (Vehicle Accidents, Property Damage, or Workman Compensation Claims), or the Department meets 200% of required safety training.

If qualifying the award amount is \$100 for Permanent Employees

## Individual Employees may earn an additional \$100 if they have:

Have no avoidable safety incidents (Vehicle Accidents, Property Damage, or Workman Compensation Claims). AND meet three of the following:

- Have 125% Safety Training compliance by the end of the Fiscal Year.
- Have submitted to the Safety Officer an photo example of a safety issue and how it can be improved
- Participate in a regular physical fitness program (monthly record to be submitted to Safety Officer)
- Acknowledge a fellow employee for a successful safety practice (through the Safety Officer)

## Benefits of the Safety Incentive:

- Focus, extra care, teamwork and instruction to ensure our fellow employees are safe at all times
- Reduce actual and associated cost to the Village for safety incidents (one incident but did not require insurance claim)
- The estimated cost of the incentive is less than \$10,000 which eliminating 8 incidents this period would compensate.

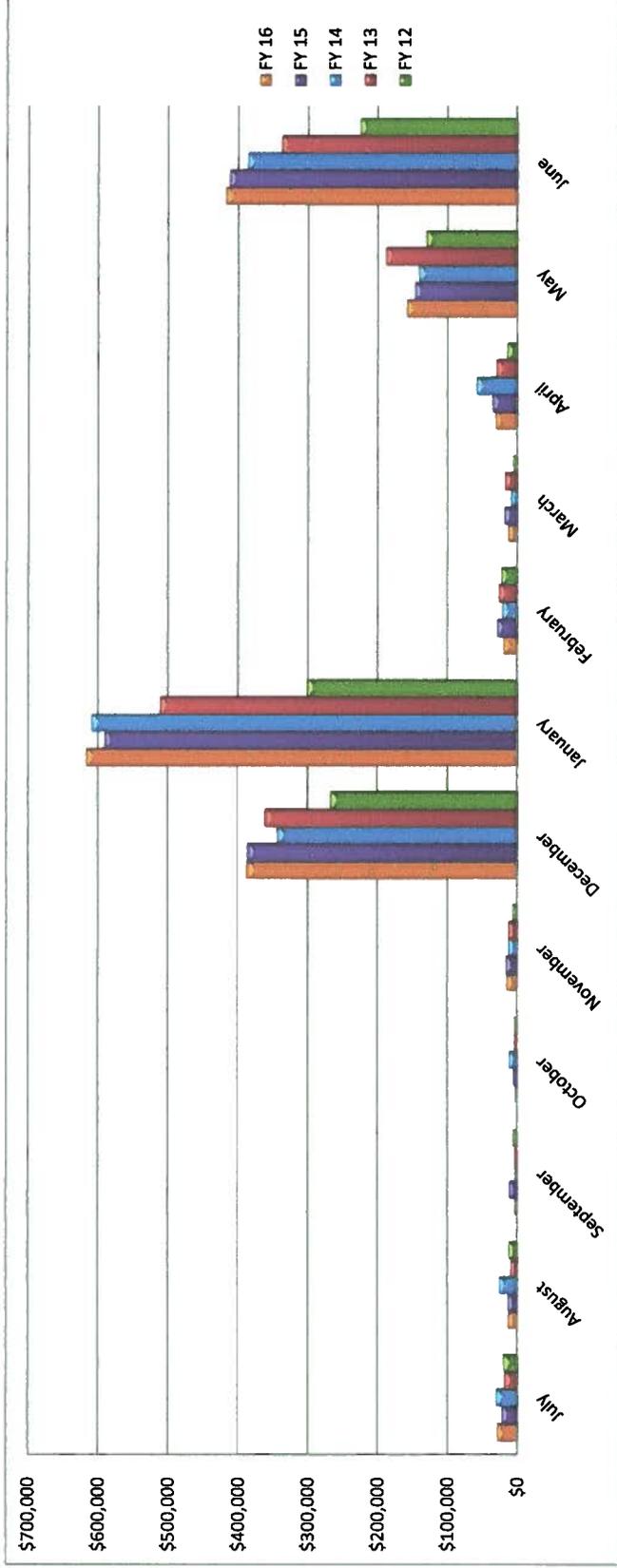
Village of Corrales  
Gross Receipts Tax Revenues  
FY 2015-2016

Business Activity Month	Distribution Month	Total Distributed (by FY)						FY 15 v. 16 Variance
		FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016		
May	July	\$145,321.98	\$165,190.93	\$142,995.68	\$183,978.05	\$206,963.72	\$22,985.67	
June	August	\$155,426.18	\$190,652.03	\$172,888.75	\$209,591.12	\$245,555.43	\$35,964.31	
July	September	\$130,268.08	\$141,441.94	\$146,350.06	\$220,179.52	\$206,508.35	(\$13,671.17)	
August	October	\$153,115.59	\$142,712.27	\$149,998.51	\$206,409.44	\$194,707.13	(\$11,702.31)	
September	November	\$148,655.04	\$178,557.03	\$275,725.49	\$184,297.94	\$222,068.33	\$37,770.39	
October	December	\$130,953.72	\$178,697.09	\$174,459.71	\$190,209.94	\$175,988.19	(\$14,221.75)	
November	January	\$128,387.76	\$144,134.46	\$142,772.33	\$175,854.31	\$204,050.81	\$28,196.50	
December	February	\$225,176.59	\$160,690.65	\$177,866.20	\$285,247.40	\$229,101.61	(\$56,145.79)	
January	March	\$145,807.42	\$142,652.78	\$167,257.30	\$158,488.92	\$248,574.99	\$90,086.07	
February	April	\$125,539.34	\$128,336.77	\$184,139.81	\$219,208.03	\$177,876.66	(\$41,331.37)	
March	May	\$161,626.17	\$221,674.14	\$174,840.73	\$243,974.22	\$213,890.05	(\$30,084.17)	
April	June	\$169,321.06	\$143,718.75	\$185,205.02	\$236,683.99	\$188,625.26	(\$48,058.73)	
<b>TOTAL (actuals)</b>		\$1,819,598.93	\$1,938,458.84	\$2,094,499.59	\$2,514,122.88	\$2,513,910.53	(\$212.35)	
<b>PROJECTED REVENUE</b>		\$1,824,376	\$1,949,376	\$2,039,608	\$2,261,320			

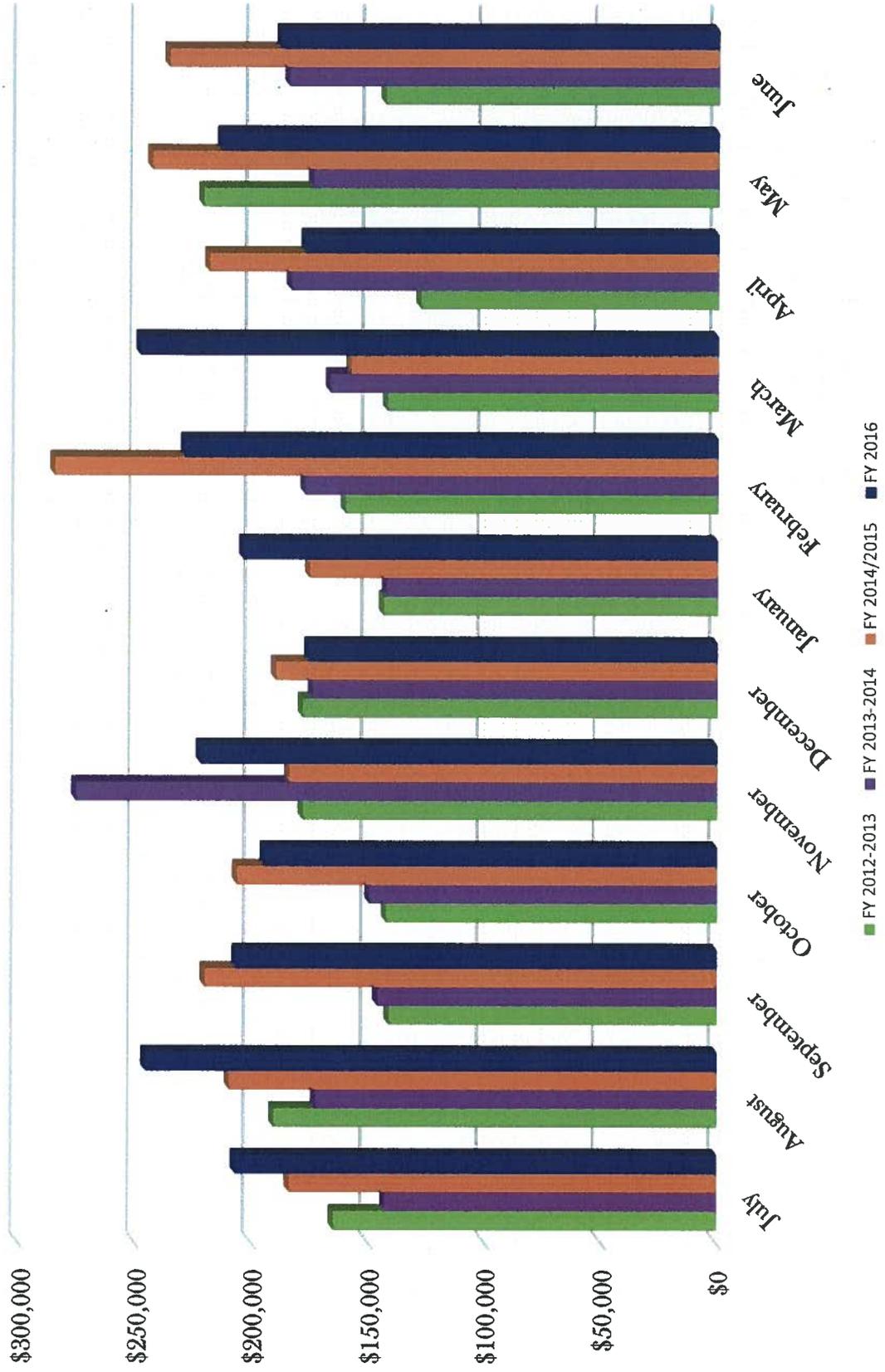
Village of Corrales  
Property Tax Collections  
FY 2012-2016

Collection Month	Distribution Month	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2015 vs. 2016 Variance
June	July	\$21,539.04	\$17,994.33	\$31,574.61	\$22,237.92	\$30,600.55	\$8,362.63
July	August	\$12,770.06	\$9,025.42	\$27,382.06	\$12,944.89	\$14,175.16	\$1,230.27
August	September	\$7,207.71	\$3,613.46	\$4,955.77	\$11,281.02	\$5,276.90	(\$6,004.12)
September	October	\$5,264.03	\$3,902.88	\$12,116.02	\$5,163.24	\$3,742.73	(\$1,420.51)
October	November	\$7,512.17	\$12,069.42	\$12,790.77	\$16,074.75	\$15,748.39	(\$326.36)
November	December	\$268,129.54	\$360,509.43	\$343,627.67	\$384,970.56	\$387,631.48	\$2,660.92
December	January	\$301,081.71	\$510,446.16	\$609,552.30	\$590,427.30	\$617,144.53	\$26,717.23
January	February	\$23,677.43	\$26,040.48	\$21,893.59	\$28,324.34	\$20,568.06	(\$7,756.28)
February	March	\$6,917.57	\$17,543.69	\$9,670.18	\$17,609.49	\$14,002.49	(\$3,607.00)
March	April	\$15,051.72	\$29,458.89	\$59,298.80	\$34,999.93	\$32,516.42	(\$2,483.51)
April	May	\$131,482.84	\$187,695.92	\$141,588.70	\$146,590.92	\$159,604.94	\$13,014.02
May	June	\$226,019.22	\$337,646.62	\$387,171.29	\$412,194.05	\$418,858.45	\$6,664.40
<b>Total Collected:</b>		<b>\$1,026,653</b>	<b>\$1,515,947</b>	<b>\$1,661,622</b>	<b>\$1,682,818</b>	<b>\$1,719,870</b>	<b>\$37,051.69</b>
<b>Projected:</b>		<b>\$1,151,000</b>	<b>\$1,336,088</b>	<b>\$1,598,487</b>	<b>\$1,644,820</b>		<b>Operations: 1,507,601</b>
<b>Difference:</b>		<b>(\$124,347)</b>	<b>\$179,859</b>	<b>\$63,135</b>			<b>GO Bond Debt: 212,270</b>

**Revenue Separation**  
Operations: 1,507,601  
GO Bond Debt: 212,270



### GRT Revenue - FY 2015/2016



SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To.: 6/30/16  
 Area: CPD1

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To.: 6/30/16  
 Area: CPD1

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0001  
 Date: 7/01/16

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0002  
 Date: 7/01/16

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Area: CPD1

Area: CPD1

Activity	Nbr	Nbr	Nbr	Avg Rsp	Avg Time	Total Tir	Disp.	SI/OV
	Prmry.	Disp.	SI/OV	hh:mm:ss	on Call	on Type		
				hh:mm:ss	hh:mm:ss	hh:mm:ss		
Audible Alarm	7			0:10:40	00:35	04:10		
Traffic Stop			10	0:00:00	00:08	01:21		4
Animal Call	4			0:09:16	00:38	02:32		12
Civil Standby	1			0:16:05	00:59	00:59		3
Lost/Found Property	1			0:00:00	00:29	00:29		5
Suicide	1			0:05:42	01:01	01:01		6
Noise Complaint	1			0:14:25	00:41	00:41		21
Unknown Disturbance	1			0:00:00	00:00	00:00		4
Fireworks	1			0:00:00	00:00	00:00		1
Public Nuisance	1			0:00:00	00:00	00:00		1
Larceny	1			0:00:00	00:43	00:43		2
Criminal Damage/Vandalism	1			0:28:21	01:02	01:02		
Domestic	2			0:16:45	00:24	00:24		
Fraud	1			0:07:05	01:00	02:01		
Intoxicated Driver	1			0:15:48	00:52	00:52		
Welfare Check	1			0:01:56	00:09	00:09		
Information call	3			0:09:32	00:39	01:58		
Check the area	1		18	0:14:58	00:14	00:14		
Follow Up	1		2	0:00:00	00:00	00:00		
Suspicious Activity	5		30	0:00:00	00:07	00:15		
*** TOTAL ***	34		30	0:11:21	00:19	20:27		

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:08:21
	< min			
	< min			
	< min		9	
	> min	100		
2	< min			0:10:25
	< min			
	< min			
	< min		7	
	> min	100		
3	< min			0:18:03
	< min			
	< min			
	< min		5	
	> min	100		

Dispositions

Dispositions

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Area: CPD2

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Area: CPD2

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0004  
 Date: 7/01/16

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0003  
 Date: 7/01/16

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Dispositions  
 Report Taken 1 1  
 Ended With Arrest 2 2  
 VERBAL WARNING 2 3  
 Citation issued

Activity  
 Audible Alarm 9 0:12:28 00:27 04:04  
 Traffic Stop 15 0:00:00 00:48 12:02  
 Animal Call 3 0:21:04 00:51 02:35  
 Threats/Harassment 1 0:00:00 00:22 00:22  
 Public Assist 1 0:07:50 00:20 00:20  
 Missing Person 1 0:09:38 00:43 00:43  
 Disabled/Unattended vehi 1 0:09:45 00:07 00:07  
 Larceny 1 1:07:17 00:27 00:27  
 Criminal Damage/Vandalis 1 0:34:16 02:13 02:13  
 Domestic 1 0:26:07 01:09 01:09  
 Welfare Check 4 0:08:32 00:34 02:19  
 Check the area 3 0:00:00 00:00 00:01  
 Suspicious Activity 26 0:09:08 00:11 00:35  
 \*\*\* TOTAL \*\*\* 30 0:15:52 00:28 26:57

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:13:33
	< min			
	< min			
	< min	100	10	
	> min			
2	< min			0:08:44
	< min			
	< min			
	< min	100	6	
	> min			
3	< min			0:26:52
	< min			
	< min			
	< min	100	6	
	> min			

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time	Avg Time on Call	Total Tlr on Type
Audible Alarm	9		15	0:12:28	00:27	04:04
Traffic Stop				0:00:00	00:48	12:02
Animal Call	3			0:21:04	00:51	02:35
Threats/Harassment	1			0:00:00	00:22	00:22
Public Assist	1			0:07:50	00:20	00:20
Missing Person	1			0:09:38	00:43	00:43
Disabled/Unattended vehi	1			0:09:45	00:07	00:07
Larceny	1			1:07:17	00:27	00:27
Criminal Damage/Vandalis	1			0:34:16	02:13	02:13
Domestic	1			0:26:07	01:09	01:09
Welfare Check	4			0:08:32	00:34	02:19
Check the area	3		15	0:00:00	00:00	00:01
Suspicious Activity	26		30	0:09:08	00:11	00:35
*** TOTAL ***				0:15:52	00:28	26:57

Response by Priority  
 Dispositions  
 Case Report 2 2  
 Arrest - Adult 2 2  
 Record of Call 14 5  
 Caller Cancelled 2 2  
 False Alarm 7 7  
 Non Report Call 3 18

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To.: 6/30/16  
 Area: CPD3

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0005  
 Date: 7/01/16  
 Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0006  
 Date: 7/01/16  
 Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0005  
 Date: 7/01/16  
 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	Avg Time on Call	Total Tlr on Type	Response by Priority	Cum#	Total	Avg Response Time
Silent Alarm	2			0:04:40	00:50	01:40	Dispositions	100	9	
Audible Alarm	13			0:06:44	00:15	03:26	Case Report		8	1
Traffic Stop			26	0:00:00	00:29	12:51	Arrest - Adult			2
Animal Call	4		1	0:06:49	00:05	00:25	Accident		1	
Threats/Harassment	1			0:07:45	00:09	00:09	Record of Call		13	9
Civil Standby	1			0:13:32	01:52	01:52	Caller Cancelled		11	7
Public Assist	3		1	0:09:58	00:52	03:30	False Alarm		8	1
Speeding/Reckless Vehicle	2			0:00:00	00:00	00:00	Non Report Call		7	28
Lost/Found Property	1			0:06:15	00:09	00:09	Report Taken		5	
Noise Complaint	2			0:10:21	00:16	00:33	Ended With Arrest		4	
Public Nuisance	2			0:07:49	01:22	00:45	VERBAL WARNING		3	
Assault/Battery	1			0:18:45	00:44	01:28	negative contact			
Burglary	2			0:12:46	00:55	01:51				
Larceny	2			0:06:50	00:26	00:26				
Possible Shots Fired	1			0:04:35	03:24	03:24				
Accident (No Injuries)	1			0:21:25	00:30	00:30				
Intoxicated Driver	1			0:02:07	00:58	00:58				
Welfare Check	1			0:16:13	00:32	01:04				
Information call	2		8	0:00:00	00:03	00:27				
Check the area			3	0:00:00	00:25	01:15				
Follow Up	2			0:07:06	00:43	01:26				
Suspicious Activity	44		39	0:09:25	00:28	39:31				
*** TOTAL ***										

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time	Avg Time on Call	Total Tlr on Type	Response by Priority	Cum#	Total	Avg Response Time
Silent Alarm	2			0:04:40	00:50	01:40	Dispositions	100	9	
Audible Alarm	13			0:06:44	00:15	03:26	Case Report		8	1
Traffic Stop			26	0:00:00	00:29	12:51	Arrest - Adult			2
Animal Call	4		1	0:06:49	00:05	00:25	Accident		1	
Threats/Harassment	1			0:07:45	00:09	00:09	Record of Call		13	9
Civil Standby	1			0:13:32	01:52	01:52	Caller Cancelled		11	7
Public Assist	3		1	0:09:58	00:52	03:30	False Alarm		8	1
Speeding/Reckless Vehicle	2			0:00:00	00:00	00:00	Non Report Call		7	28
Lost/Found Property	1			0:06:15	00:09	00:09	Report Taken		5	
Noise Complaint	2			0:10:21	00:16	00:33	Ended With Arrest		4	
Public Nuisance	2			0:07:49	01:22	00:45	VERBAL WARNING		3	
Assault/Battery	1			0:18:45	00:44	01:28	negative contact			
Burglary	2			0:12:46	00:55	01:51				
Larceny	2			0:06:50	00:26	00:26				
Possible Shots Fired	1			0:04:35	03:24	03:24				
Accident (No Injuries)	1			0:21:25	00:30	00:30				
Intoxicated Driver	1			0:02:07	00:58	00:58				
Welfare Check	1			0:16:13	00:32	01:04				
Information call	2		8	0:00:00	00:03	00:27				
Check the area			3	0:00:00	00:25	01:15				
Follow Up	2			0:07:06	00:43	01:26				
Suspicious Activity	44		39	0:09:25	00:28	39:31				
*** TOTAL ***										

Priority	Interval	Cum#	Total	Avg Response Time
1	< min			0:08:14
	< min			
	< min			
	< min			
	> min	100	14	
2	< min			0:10:50
	< min			
	< min			
	< min			
	> min	100	11	
3	< min			0:09:31
	< min			
	< min			
	< min			

Priority	Interval	Cum#	Total	Avg Response Time
1	< min			0:08:14
	< min			
	< min			
	< min			
	> min	100	14	
2	< min			0:10:50
	< min			
	< min			
	< min			
	> min	100	11	
3	< min			0:09:31
	< min			
	< min			
	< min			

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To.: 6/30/16  
 Area: CPD4

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0007  
 Date: 7/01/16

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0008  
 Date: 7/01/16

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0007  
 Date: 7/01/16

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Area: CPD4

Area: CPD4

Activity

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tjr on Type hhhh:mm	Disp. SI/OV
Audible Alarm	5			0:04:40	00:12	01:04	2
Traffic Stop			21	0:00:00	00:17	06:00	1
Animal Call	4			0:12:15	00:26	01:47	1
Threats/Harassment	1			1:43:55	01:34	01:34	6
Civil Standby	1			0:09:15	00:46	00:46	2
Speeding/Reckless Vehicl	1			0:00:00	00:30	00:30	3
Public Nuisance	1			0:24:37	00:22	00:22	5
Stolen Vehicle	1			0:05:31	02:11	02:11	4
Prowler	1			0:08:40	00:32	00:32	1
Fraud	1			0:10:05	00:17	00:17	2
Possible Shots Fired	1			0:05:24	00:21	00:21	5
Accident (No Injuries)	1			0:03:51	01:16	01:16	2
Intoxicated Driver	1			0:04:30	01:26	01:26	1
Backup Requested	1			0:07:58	01:19	01:19	1
Welfare Check	2			0:12:40	00:35	01:10	2
Check the area	1		9	0:00:00	00:00	00:00	1
D V Notification	1			0:30:35	00:20	00:20	2
Follow Up	1			0:00:00	00:25	00:25	1
Suspicious Activity	4			0:04:27	00:28	01:55	1
*** TOTAL ***	28		31	0:13:27	00:23	23:15	2

Dispositions

Activity	Disp.	SI/OV
Case Report	2	1
Arrest - Adult	12	1
Accident	1	6
Record of Call	2	
Caller Cancelled	3	
False Alarm	5	20
Non Report Call	4	
Report Taken	1	1
Ended With Arrest	2	2
VERBAL WARNING	5	
negative contact		
Citation issued		2

Response by Priority

Response by Priority

Priority	Interval	Cum#	Total	Avg Response Time
1	< min			0:05:17
	< min			
	< min			
	< min			
	> min	100	5	
2	< min			0:16:34
	< min			
	< min			
	< min			
	> min	100	12	
3	< min			0:14:08
	< min			
	< min			
	< min			
	> min	100	5	

Activity	Disp.	SI/OV
Audible Alarm	5	
Traffic Stop		21
Animal Call	4	
Threats/Harassment	1	
Civil Standby	1	
Speeding/Reckless Vehicl	1	
Public Nuisance	1	
Stolen Vehicle	1	
Prowler	1	
Fraud	1	
Possible Shots Fired	1	
Accident (No Injuries)	1	
Intoxicated Driver	1	
Backup Requested	1	
Welfare Check	2	
Check the area	1	9
D V Notification	1	
Follow Up	1	
Suspicious Activity	4	
*** TOTAL ***	28	31

Dispositions

Dispositions

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Area: CPD5

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Area: CPD5

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0010  
 Date: 7/01/16

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0009  
 Date: 7/01/16

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Area: CPD5

Area: CPD5

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tli on Type hhhhh:mm	Disp.	SI/OV
Audible Alarm	7		34	0:09:31	00:24	02:53	3	2
Traffic Stop				0:00:00	00:27	15:31	1	2
Animal Call	6			0:14:37	00:10	01:05	1	
Threats/Harassment	1			0:00:00	01:12	01:12	1	
Civil Standby	1			0:10:25	00:11	00:11	6	15
Public Assist	1			0:14:00	00:18	00:18	6	78
Speeding/Reckless Vehicl	1			0:00:00	00:00	00:00	2	1
Disabled/Unattended vehi	1			0:16:23	00:27	00:27	1	3
Public Nuisance	1			0:25:08	00:54	00:54	1	5
Burglary	1			0:08:21	00:40	00:40	2	1
Larceny	2			0:07:36	00:16	00:33		
Fraud	1			0:00:00	00:00	00:00		
MVAI TFC	1			0:06:58	06:27	06:27		
Welfare Check	2		2	0:19:20	00:35	02:21		
attempt to locate	1			0:00:00	00:00	00:00		
Out of Unit available			3	0:00:00	00:23	01:09		
Check the area	1		58	0:00:10	00:03	03:10		
Follow Up			2	0:00:00	00:18	00:36		
Suspicious Activity	2		2	0:19:38	00:26	01:47		
*** TOTAL ***	30		101	0:12:39	00:17	39:14		

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:09:03
	< min			
	< min			
	< min		8	
	> min	100		
2	< min			0:18:55
	< min			
	< min			
	< min		6	
	> min	100		
3	< min			0:11:14
	< min			
	< min			
	< min		6	
	> min	100		

Response by Priority

Response by Priority

Dispositions

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Area: CPD6

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0011  
 Date: 7/01/16

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0012  
 Date: 7/01/16

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0011  
 Date: 7/01/16

Time Window: 0:00:00  
 Div: 002  
 By: Map Ref  
 99:99:99  
 Dpt: 001  
 List:

Time Window: 0:00:00  
 Div: 002  
 By: Map Ref  
 99:99:99  
 Dpt: 001  
 List:

Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Area: CPD6

Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Area: CPD6

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tin on Type hhhh:mm	Response by Priority	Cum#	Total	Avg Response Time
Audible Alarm	12		2	0:07:31	00:18	04:23	1			
Traffic Stop			105	0:00:00	00:14	25:58				0:08:25
Animal Call	5			0:16:49	00:15	01:18				
Threats/Harassment	2		2	0:12:35	00:22	01:31				
Civil Standby	2			0:20:37	00:33	01:07		100	12	
Public Assist	4		16	0:12:12	00:32	10:51				
Speeding/Reckless Vehicl	5			0:08:27	00:08	00:42	2			0:11:21
Suspicious Subject	1			0:08:08	00:34	00:34				
Lost/Found Property	2		2	0:00:00	00:00	00:01				
Prisoner Pickup/Transpor	2		2	0:00:00	02:03	04:06				
Missing Person	1			0:04:42	00:44	00:44		100	23	
Disabled/Unattended vehi	1			0:12:42	00:15	00:15				
Possible Mental	1			0:10:03	01:20	01:20	3			0:13:31
Noise Complaint	1			0:00:00	00:01	00:01				
Unknown Disturbance	1		1	0:00:00	00:03	00:03				
Fireworks	1			0:05:30	00:27	00:27				
DOA	1			0:02:41	07:03	07:03		100	11	
Assault/Battery	2			0:07:50	00:33	01:06				
Burglary	1			0:09:58	00:45	00:45	4			0:03:55
Larceny	1		1	0:03:41	00:23	00:47				
Criminal Damage/Vandalis	1			0:35:01	00:43	00:43				
Neighbor Dispute	2			0:36:02	01:13	02:27				
Possible Shots Fired	1		1	0:06:07	00:11	00:22			1	
Out To Lunch	3		3	0:00:00	00:53	02:39				
Check For Wanted	1			0:04:10	03:50	11:30				
Accident (No Injuries)	7		1	0:13:16	00:57	01:54				
Intoxicated Driver	1			0:00:00	00:09	01:04				
Backup Requested	1			0:00:00	00:07	00:07			7	
Welfare Check	6		2	0:09:10	00:33	04:25				
911 Hang Up	3			0:06:03	00:22	01:08			1	
Out of Unit available	2		36	0:00:00	01:39	59:26			26	
Information call	2			0:03:55	00:13	00:27			2	
training exercise	2		1	0:00:00	02:18	02:18			3	
Check the area	2		79	0:00:00	00:19	26:17			2	
Business Check	5		2	0:00:00	00:40	01:20			10	
Warrant Pulled	1			0:00:00	00:00	00:00			16	
Veh Burglary	1			0:00:00	00:36	00:36			9	
NCIC	1			0:00:00	00:00	00:00			2	
Suspicious Activity	6		4	0:07:13	00:22	03:42			5	
*** TOTAL ***	80		263	0:10:57	00:32	183:27			11	

Response by Priority	Priority	Interval	Cum#	Total	Avg Response Time
Case Report	7			7	
Arrest - Adult	11			11	
Accident	5			5	
Record of Call	2			2	
Caller Cancelled	26			26	
Supervisor Cancelled	3			3	
911 Misdialled/Accidental	2			2	
False Alarm	10			10	
Non Report Call	16			16	
Report Taken	9			9	
Fire Report	18			18	
Ended With Arrest	2			2	
VERBAL WARNING	5			5	
WARRANT PULLED	11			11	
Contact Made	2			2	
negative contact	14			14	
Citation issued	10			10	

Selection Criteria:  
 Date From: 6/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref  
 Date To: 6/30/16 99:99:99 Dpt: 001 List:

Map Ref Summary

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hh:mm	Total Time on Type hhhh:mm
Silent Alarm	2			0:04:40	00:50	01:40
Audible Alarm	53		2	0:08:51	00:21	20:00
Traffic Stop		26	211	0:00:00	00:20	73:43
Animal Call		6	1	0:14:06	00:21	09:42
Threats/Harassment		6	2	0:41:25	00:36	04:48
Civil Standby		6		0:15:05	00:49	04:55
Public Assist		9	17	0:11:03	00:34	14:59
Speeding/Reckless Vehicl		9		0:08:27	00:08	01:12
Suspicious Subject		1		0:08:08	00:34	00:34
Lost/Found Property		2	2	0:06:15	00:09	00:39
Prisoner Pickup/Transpor		2	2	0:00:00	02:03	04:06
Missing Person		2		0:07:10	00:43	01:27
Disabled/Unattended vehi		3		0:12:56	00:16	00:49
Possible Mental		1		0:10:03	01:20	01:20
Suicide		1		0:05:42	01:01	01:01
Noise Complaint		4		0:12:23	00:18	01:15
Unknown Disturbance		1	1	0:00:00	00:01	00:03
Fireworks		2		0:05:30	00:13	00:27
Public Nuisance		5		0:20:37	00:32	02:44
DOA		1		0:02:41	07:03	07:03
Assault/Battery		3		0:07:49	00:49	02:28
Burglary		4		0:13:57	00:43	02:53
Larceny		7	1	0:22:04	00:35	04:40
Stolen Vehicle		1		0:05:31	02:11	02:11
Criminal Damage/Vandalis		3		0:28:40	01:06	03:20
Domestic		3		0:13:26	01:03	03:10
Neighbor Dispute		2		0:36:02	01:13	02:27
Prowler		1		0:08:40	00:32	00:32
Fraud		3		0:12:56	00:23	01:09
Possible Shots Fired		3	1	0:06:07	00:17	01:09
Out To Lunch			3	0:00:00	00:53	02:39
Check For Wanted			3	0:00:00	03:50	11:30
Accident (No Injuries)			1	0:04:12	01:38	06:34
MVAI TFC		1		0:06:58	06:27	06:27
Intoxicated Driver		10		0:10:52	00:18	03:09
Backup Requested		2		0:07:58	00:43	01:26
Welfare Check		18	4	0:10:24	00:35	13:11
911 Hang Up		3		0:06:03	00:22	01:08
attempt to locate		1		0:00:00	00:00	00:00
Out of Unit available			39	0:00:00	01:33	60:35
information call		5		0:11:42	00:21	01:45
training exercise			1	0:00:00	02:18	02:18
Check the area		5	187	0:00:10	00:09	29:55
Business Check			2	0:00:00	00:40	01:20
D V Notification		1		0:30:35	00:20	00:20

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Map Ref Summary

SYSTEM: SunGard  
 Program: CAD312  
 Selection Criteria:  
 Date From: 6/01/16  
 Date To: 6/30/16  
 Map Ref Summary

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0015  
 Date: 7/01/16

Computer Aided Dispatch  
 Dispatch Activity Report  
 Page: 0014  
 Date: 7/01/16

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Time Window: 0:00:00 Div: 002 By: Map Ref  
 99:99:99 Dpt: 001 List:

Dispositions  
 False Alarm 42 2  
 Non Report Call 43 334  
 Report Taken 28 20  
 Fire Report 2 2  
 Ended With Arrest 2 12  
 VERBAL WARNING 5 25  
 WARRANT PULLED 3 3  
 Contact Made 26 1  
 negative contact 17

Dispositions  
 False Alarm 42 2  
 Non Report Call 43 334  
 Report Taken 28 20  
 Fire Report 2 2  
 Ended With Arrest 2 12  
 VERBAL WARNING 5 25  
 WARRANT PULLED 3 3  
 Contact Made 26 1  
 negative contact 17

Activity	Nbr	Nbr	Nbr	Avg Rsp	Avg Time	Total Tim
	Prmry.	Disp.	SI/OV	Time	on Call	on Type
				hh:mm:ss	hh:mm	hh:mm:ss
Warrant Pulled	5			0:00:00	00:00	00:00
Follow Up			8	0:00:00	00:18	02:31
Veh Burglary	1			0:00:00	00:36	00:36
NCIC	1			0:00:00	00:00	00:00
Suspicious Activity	22		6	0:08:29	00:23	11:01
*** TOTAL ***	242		494	0:11:52	00:27	332:51

Priority	Interval	Cum#	Total	Avg Response Time
1	< min			0:09:04
	< min			
	< min			
	< min		58	
	> min	100		
2	< min			0:12:35
	< min			
	< min			
	< min		65	
	> min	100		
3	< min			0:14:51
	< min			
	< min			
	< min		42	
	> min	100		
4	< min			0:03:55
	< min			
	< min			
	< min		1	
	> min	100		

Dispositions  
 Case Report 26 17  
 Arrest - Adult 1 12  
 Accident 4 2  
 Record of Call 85 93  
 Caller Cancelled 18  
 Supervisor Cancelled 3  
 911 Misdialed/Accidental 2  
 Call Handled By Phone 1

Dispositions  
 Case Report 26 17  
 Arrest - Adult 1 12  
 Accident 4 2  
 Record of Call 85 93  
 Caller Cancelled 18  
 Supervisor Cancelled 3  
 911 Misdialed/Accidental 2  
 Call Handled By Phone 1

U. Munn  
 07/06/16

CORRALES POLICE DEPARTMENT  
Citation Report

ProgM: CMS707A

Officer.....: \*ALL  
Beat Assignment...: \*ALL  
Citation Type.....: \*ALL  
Activity Type.....: \*ALL  
Map Reference.....: \*ALL

Citation Date Range: 6/01/16 to 6/30/16  
Citation Time Range: 0:00 to 23:59  
Occur Address.....: \*ALL  
Intersection.....: \*ALL

SPEEDING Totals	87
D.W.I Totals	2
RECKLESS/CARELESS DRIVING Totals	2
STOP SIGN Totals	2
REVOKED/SUSPENDED LICENSE Totals	8
ILLEGAL PASSING Totals	2
FOLLOWING TOO CLOSELY Totals	3
SEAT BELTS Totals	24
ILLEGAL PARKING Totals	1
MANDATORY FINANCIAL RESPONSIBILITY Total	23
NO DL IN POSSESSION Totals	7
HEADLIGHTS Totals	9
REGISTRATION Totals	37
FAULTY EQUIPMENT Totals	6
IMMEDIATE NOTICE OF ACCIDENT Totals	1
EXPIRED DRIVERS LICENSE Totals	1
DRIVER INATTENTION Totals	1
PROHIBITED ACTIVITIES WHILE DRIVING Total	4
TAIL LIGHTS Totals	2
OTHER MISCELLANEOUS Totals	6
DRIVING LEFT OF CENTER Totals	2
CORRALES POLICE DEPARTMENT Totals	230

*U. Mamm* 07/06/16

Animal Control Monthly  
Activity Report

Monthly Totals

	Jun-16	29	30	
Item				
Abuse / Neglect				0
Adoptions				0
Animal Bites				0
Animals Astray				24
Criminal Complaint				0
DOA / 10-7's		1	4	20
Found by AC				3
Coyotes		1		5
Impounds				13
Incident Reports				0
Injured Animals				0
Licenses		5		40
Live Stock Calls		1	5	11
Nuisance Calls		2		2
Officer Assist		2	1	7
Other (Bats, etc.)				7
Picked Up		1	2	28
Public Assist		30	17	473
Raccoons				6
Reclaims		1		17
Skunks				4
Snakes				4
Squirrels				6
Trap Request				13
Trapped Animals/PU			2	10
Verbal Warning		1		2
Voice Mail/Phone Calls		30	17	473
Written Citations				0
				0
Sick Leave				0
Vacation				8
Court				0
Training				12
Reports				0
Investigation Hours		12	12	236
				0
DOGS to AARCC				3
CATS to AARCC				2

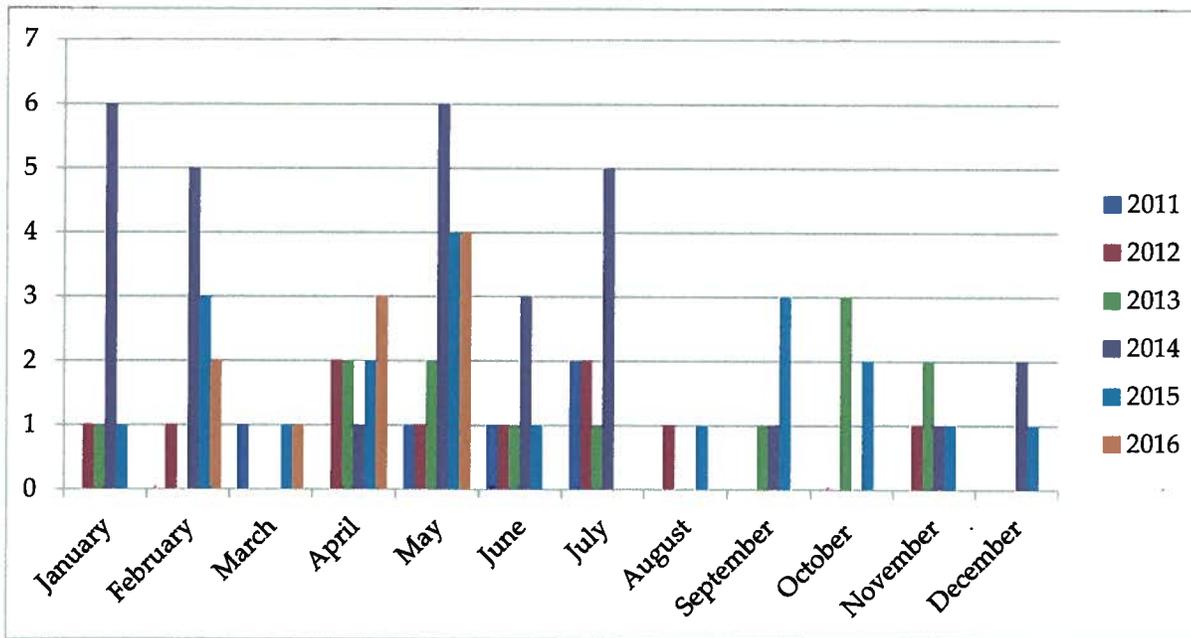
June, 2016 CPD & Animal Services fleet vehicle fuel cost: \$2,547.71

June, 2016 CPD & Animal Services vehicle maintenance and repairs: \$3,436.10

*V. M...* 07/06/16

**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		10
August	0	1	0	0	1		2
September	0	0	1	1	3		5
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	9	87





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

**Council Report: July 19<sup>th</sup>, 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 and assistant to other agencies, citizens, realtors, developers, and appraisers, to name a few.

**Construction Activity for June 2016—Manuel L. Pacheco, Building Official**

TYPE OF CONSTRUCTION	No.	PERMIT FEE	Cost Estimate*
<b>New Residential</b>			
<b>Residential Additions</b>	1	\$965.75	\$96,000.00
<b>Residential Remodel</b>	1	\$650.75	\$51,000.00
<b>New Commercial – ADA parking</b>			
<b>Public Building</b>			
<b>Commercial Remodel, Additions</b>			
<b>Guest House/Studio</b>			
<b>Sun Room</b>			
<b>Garages</b>	1	\$709.66	\$60,000.00
<b>Carport</b>			
<b>Signs</b>			
<b>Sheds, Accessory Bldgs. Green House</b>	1	\$361.22	\$15,603.00
<b>Agricultural Bldgs. (Barns, stalls, etc.)</b>			
<b>Pools</b>	1	\$600.00	\$47,500.00
<b>Walls; Retaining Walls; Fences</b>			
<b>Mobile/Mfg/Modular Homes</b>			
<b>Re-roof</b>	2	\$55.00	\$57,865.00
<b>Portals</b>	1	\$644.25	\$50,000.00
<b>Roof Conversion</b>			
<b>Grading Permit</b>			
<b>Canopy</b>			
<b>Demolition/work permit</b>	1	\$110.00	\$10,000.00
<b>Solar permit</b>	5	\$550.00	\$138,135.00
<b>TOTAL PERMITS/FEES/COST Est.</b>	<b>14</b>	<b>\$4,646.63</b>	<b>\$526,103.00</b>

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

**Impact Fees Collected: \$ 0**  
**Grading & Drainage Plan Review (Eng): 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
<b>TO DATE</b>	<b>\$84,957.01</b>	<b>FINAL</b>	<b>\$122,293.55</b>	<b>FINAL</b>	<b>\$142,666.84</b>	<b>FINAL</b>	<b>\$ 107,828.72</b>

## Village of Corrales Building Official Activities

The month was steady in inspection requests and other general building safety issues and questions for the Village of Corrales Building Safety Program. Fifty-eight (58) inspections were conducted and passed for the Village of Corrales, along with property site visits and miscellaneous building safety review.

**Office visits:** *As of July 1 2016 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:** 25<sup>th</sup> of each month

**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:**   CPR Training June 11 2016  

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## **COMMISSION ACTION** (Draft Minutes of June 15<sup>th</sup>, 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.**
2. Several properties have been placed on the violations list for solid waste storage and inoperable vehicles; these properties are on a private roadway. **Complaint was filed with the Municipal Court for one property. UPDATE: one defendant passed away. UPDATE: one defendant appeared in court without an attorney. Judge advised him to obtain an attorney, because some of the charges could lead to jail time. Trial reset to July 13<sup>th</sup>, 2016.**
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.**
5. Accumulation of large amounts of solid waste, including construction debris, wood, machinery, vehicles, and trash on a commercial zoned property. **UPDATE: Field**

**observation indicates that considerable cleaning has taken place. Staff will follow up and make determination as to completeness. UPDATE: More cleaning has taken place, weeds have been removed, general organization of materials is better (back of lot). Staff will meet with property owner to discuss further remediation, if any, that is needed.**

6. Spoke with property owner in California about a property left a mess by former tenants. **UPDATE: A great deal of debris has been removed. Case is nearly ready for closing due to abatement. UPDATE: The property needs a small amount of work to be suitable for closing the case, and to ensure there is no fire hazard from weeds, debris, and so forth.**
7. 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.**
8. 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.**
9. 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. **Letter will be mailed. Staff will notify property owner.**
10. 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.**
11. 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 coordinated with PD to investigate together.**
12. Complaint received about inoperable vehicles, parts, and other vehicle related materials being stored in the open on a residential lot. Notice of Violation was sent to property owner with instructions to construct a solid fence or put the vehicles in a garage. **No further information at this time.**

Staff is transitioning to digital files for code enforcement; a monthly report will be made on open and on closed cases.

\*Note about the table of violation activity. The table has been updated to reflect the types of violations under the jurisdiction of the Planning and Zoning Department.

<b>Complaint Type</b>	<b>Open</b>	<b>Closed</b>	<b>Notes</b>	<b>Comments</b>
Building w/o permit				
Construction on Village Property				
Density	1			Final NOV sent; remove from premises.
Drainage				
Encroachment				
Easement				
Encroachment				
Flood control violation				
Height violation				
Illegal business				
NMDOT Access permit				
Nuisance				Mesa Vista Road; San Andres area.; White Horse Lane
Dust/manure/odors/littering/light	1	2		
Nuisance Noise				
Outdoor Automotive Parking outside of property-business	3			On-going issue in this neighborhood. NOV's have been issued – service by CPD. One case in court.
Site Dev. Plan not implemented				
Setback encroachment				
Site Dev. Plan needed				
Solid waste storage	2			Corrales Road and Gutierrez Road. 2 NOV's sent. Trying to contact residents.
Unpermitted Septic system				
Unpermitted storage	3			Old development; some lots are filled with debris. Undeveloped lot used to store junked cars, dismantled cars. NOV sent to new property owner; no response.
Unpermitted use or develop.				
Unpermitted grading				
Unpermitted occupancy				
Unpermitted sign				
Unpermitted home occupation/business				
Vision obstructed				
<b>TOTAL CASES DOCUMENTED</b>	<b>10</b>	<b>2</b>		

**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, NMED, and MR COG. We provide information to the US Census Bureau, BBER, and other federal and state agencies as requested.

1. Spoke with property owner about purchasing a portion of adjacent land to attach to his property. Surveyor is needed to start the process.
2. Continued to work on obtaining ROW certification on Upper West Meadowlark Lane. Most of the property owners on the south side have submitted requests to retain the solid wall, constructed by the developer some 30 years ago, which is about 6" into the ROW. Most property owners on the north side have submitted requests to keep mail boxes or driveway timbers; in some cases applications have been made to retain significant structures and trees in the ROW.
3. Submitted updated zone map to the governing body for enactment as an ordinance. Small addition made to the map to indicate MRGCD ownership of the bosque. The adopted map will be titled by the MRCOG mapper and made available on the village website, as well as through distribution to departments.
4. Worked with assessor's office to verify address changes and/or correct addresses.
5. Met with potential business operators regarding properties available, procedures, and so forth.
6. Met with Casa San Ysidro manager regarding various issues.
7. Discussed possible blocking of emergency access in a subdivision with Chief Martinez.
8. Submitted the letter of cooperation, the intergovernmental agreement, and the final sampling plan to EPA for the MS4 permit requirements.
9. Answered a lot of inquiries from contractors and potential buyers regarding a bank-owned property that is up for bid.
10. Worked with neighbors to bring a private roadway into compliance with design standards regarding width.
11. Notified developer about the need for a NMDOT access permit for construction in a subdivision regardless of when it was filed.

**Received notification that our FEMA flood hazard mitigation grant has been awarded. FEMA approved the award for the Salce Basin Project. Federal funds approved are \$1,649,636 with a non-federal match requirement of \$549,879.**

**DHSEM will be able to obligate \$250,000 in Capital Outlay funds towards the Salce Basin Project. The Village needs to contribute the remaining**

**\$299,879 in non-federal match. This will be identified on the Sub-grant Agreement.**

**The Village was awarded some \$500,000 from the Water Trust Board to assist with completion of the Salce Basin Project. We should have sufficient funds to implement all components of the proposed plan.**

Respectfully submitted,

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Cynthia C. Tidwell, PZA

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Manuel L. Pacheco, CBO



# Village of Corrales

Planning & Zoning Department  
4324 Corrales Road, Corrales, New Mexico 87048  
Phone: (505) 897-0502 / Fax: (505) 897-7217

## PLANNING AND ZONING COMMISSION

Date of Meeting: Wednesday, 15 June 2016, 6:30 PM

Location of Meeting: Council Chambers

## MINUTES - DRAFT

### I. CALL TO ORDER

The chair called the meeting to order at 6:35 PM.

### II. ROLL CALL

The PZA called the roll:

**Present:** Commissioners Begay, Cordova, Derr, Murray, Staley, and Wirtz.

**Staff:** Cynthia C. Tidwell, PZA

### III. APPROVAL OF AGENDA

**MOTION:** Commissioner Cordova, to approve the agenda as prepared.

**SECOND:** Commissioner Murray.

**VOTE:** Motion to approve the agenda carried with a vote of 6 to 0.

### IV. APPROVAL OF MINUTES

May 18<sup>th</sup>, 2016

Chairman Staley abstained as she was not present at the meeting.

**MOTION:** Commissioner Cordova, to approve the minutes as prepared.

**SECOND:** Commissioners Derr and Wirtz.

**VOTE:** Motion to approve the minutes carried with a vote of 5 to 0, with one abstention.

### V. COMMISSIONERS' FORUM

**Commissioner Murray:** He sent communication to the PZA about the issue of cannabis and wanted to know if it had been distributed and whether or not the Village Attorney had commented on it.

**PZA Tidwell:** She said Mr. Appel has not responded yet.

**Chair Staley:** She reported that she has not received direction from the Mayor yet.

**Commissioner Wirtz:** He asked about the status of our Sec. 18 review.

**Chair Staley:** She responded saying that we are seeking guidance from the Mayor and Council; she is asking for a hierarchy of importance of review issues. She doesn't want the commission to spin its wheels. She said she will follow up with Mr. Appel.

**Commissioner Wirtz:** He requested a discussion on the next meeting about how items are placed on the agenda and how they came to be on the agenda, and who put it on the agenda. He would like it to be published and posted so members of the public can come and participate in the discussion.

**Chair Staley:** She asked for consensus on whether or not to schedule such a discussion.

**PZA Tidwell:** She will put Commissioner Wirtz's motion on the July 20<sup>th</sup> agenda as well as the Rules for the Conduct of business in the event the Commission wishes to amend the Rules. She reminded the commission that she does not "Publish and Post" items for action by the commission. That is specific to the governing body and legal requirements it has to follow. We post a legal notice, a 15 day notice, and the agenda; we do not publish in the newspaper.

**Commissioner Murray:** He reminded the commission that they also talked about modifying the Rules for the Conduct of Business to accommodate the distribution of materials electronically, so perhaps the commission could vote on that as well.

## **V. PZA REPORT**

**Commissioner Wirtz:** He asked about the code enforcement reports for last few months.

**PZA Tidwell:** She answered that she will forward the council reports to the commissioners.

**VI. PUBLIC COMMENT-- 3 minute limit**

**VII. BUSINESS ITEMS**

**a. Consent Agenda (Home Occupation Permits):** *\*\*\*All matters listed under the Consent Agenda are considered to be routine by the P&Z Commission and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will consider separately.\*\*\**

- 1. ZOC-16-05. Amelia Lee Marley, 101 Caminito Alegre, more specifically known as Lot 13, La Hermosa Subdivision,** containing some 1.1 acres more or less, is requesting a home occupation permit to provide consulting services supporting healthcare clients with information technology planning and program management, dba Healthcare IT Strategic Advisory Services,” using some 200 square feet of a 2,370 square foot residence.
- 2. ZOC-16-09. Roberta Henry, 285 Windover Road, more specifically known as Lot 7, Loma Terrace Subdivision,** containing some one (1) acre more or less, is requesting a home occupation permit to conduct a business as a researcher for attorneys, dba “Robin’s Research Service,” using some 100 square feet of a 3,351 square foot residence.
- 3. ZOC-16-12. Daniela Keller, 3 Camino del Sol, Corrales, NM 87048, more specifically known as Tract B-2, Sol Y Rio Subdivision,** containing some one (1) acre more or less, is requesting a home occupation permit to operate a 24-hour per day home care facility for senior citizens, dba, “Camino del Sol-Corrales Retreat,” using some 900 square feet of a 3,712 residence.

**Applicant Daniella Keller, 3 Camino del Sol, Corrales, NM, 87048, (sworn):** She summarized her application stating she would like to care for one or two elderly persons in her home.

**Commissioner Wirtz:** He asked if this is a full time residence.

**Applicant Daniella Keller:** She answered, yes, she would start with one or two persons, full time. My aunt is going to live with me, and I may possibly hire someone parttime. I’m looking to take care of one or two elderly persons with the help of my aunt and also possibly hiring someone parttime.

**Commissioner Wirtz:** He asked if this would be full time residence for the clients.

**Applicant Daniella Keller:** She answered, yes.

**Commissioner Wirtz:** So there is one family member and one outside person as an employee. He asked about the extra vehicles coming in and out.

**Applicant Daniella Keller:** She said if someone wanted daytime care only she would consider doing that.

**Commissioner Wirtz:** He asked about material storage and trips in and out.

**Applicant Daniella Keller:** She responded that it would be mostly visitors, family, and a tiny number for a doctor or nurse.

**Commissioner Wirtz:** He stated that she did not indicate any material storage.

**Applicant Daniella Keller:** I wasn't thinking of materials, I was only thinking of food and that type of material.

**Commissioner Wirtz:** He asked about requirements for licensing, if any.

**Chair Staley:** She said that he asked about licensing requirements; are you licensed or have any medical training.

**Applicant Daniella Keller:** She said she'd taking training in giving medication. She reported that her aunt worked for an elderly person for three years in the home.

**Chair Staley:** She asked if the applicant will have an assessment process for determining the level of care you would be providing.

**Applicant Daniella Keller:** Yes, she will, and it is her understanding that from the doctor and the family the level of care will be discussed.

**Chair Staley:** She talked about how many vehicles will come and whether or not family members will not be allowed to visit. On page 2, that may be a low number.

**Applicant Daniella Keller:** She said “no,” family members will have parking reserved for them to visit. I do have enough room for parking. My brother and sister in law manage a home in Belleview, Washington, and they usually get visitors on Saturday and Sunday.

**Commissioner Cordova:** He asked how many people you going to allow.

**Applicant Daniella Keller:** She answered one or two. The licensing from the state allows three but I don't think I will do three.

**Commissioner Cordova:** He asked how long it will be before you start.

**Applicant Daniella Keller:** She responded that maybe in a year or two when I get all my approvals from the state.

**Commissioner Murray:** He said this is kind of a group home situation, and he has an issue with the 24 hour a day care; a home occupation is supposed to be incidental to the use of the home as a residence. For a group home a site development plan has to be submitted and I think this falls under that part of the ordinance, even though our ordinance is a little bit vague regarding definitions. It seems to me this is not an incidental use of the home especially if there are one to two persons there 24 hours a day and there's the possibility of emergency vehicles showing up at all hours. I'm not sure if she's talked to the people around her about this application. I am not inclined to go ahead with this.

**Chair Staley:** She asked the PZA if notice was sent to the neighbors.

**PZA Tidwell:** This is a standard home occupation permit application. Notification is by 15 day public notice, posting the agenda, and a yellow public notice sign posted on the property. We have had a number of these types of care homes approved over the years.

**Commissioner Begay:** As far as the circumstances of the clients, she asked about any limitations on the clientele.

**Applicant Daniella Keller:** She answer that we have an electric gate on a one-way street, there are only two more homes on my street. I will have to put an alarm in the household. I can

keep them, not sure if she is going to care for Alzheimers patients. I have visited these types of homes here in Albuquerque and in Arizona, and my brother and his wife, and I've taken some classes in care and my aunt is going to help me.

**Commissioner Begay:** She asked if the first patient won't be a family member.

**Applicant Daniella Keller:** She said her parents might move here; they live out of the country but they might move here in the next two years or so.

**Commissioner Wirtz:** He said he was in favor of small group homes that provide care to elders. Under Section 18-45 ... group home is allowed under permitted uses for A-1 property. And I think ... walled, fenced, and she's approaching this cautiously enough to be sure. I feel confident enough to vote in favor of passing this.

**Commissioner Murray:** He stated the issue is that it is a "use by review" and requires a traffic engineering analysis study. If this is a 24-hour care facility I'm a little worried that going ad hoc without some sort of state approval, we're asking for trouble.

**Commissioner Wirtz:** He said he agreed, it needs to be a use by review.

**Chair Staley:** She reported that she worked in the regulatory and licensing division during her career. Any given person can give care...you can start out believing a person has a lower need in level of care but that can escalate very quickly to a higher level of need. If we were to approve this as a one or two person operation... the department of health regulations as well as Medicaid and medicare requirements do not allow you to stop everything and come back to planning and zoning and re-apply for a change in operation. In approving even with the very best of intentions, you can't control the health of the people you going to under your care. A use by review would be required. The state of New Mexico encourages the least restrictive environment, which is good and great, and all of that...both the caregiver's ability to bill and the patient's ability to get the care they need when they need it... those two things are always competing with each other. In a residential area, with a 24 hour clock with two people sounds great, but I would be remiss....

**Applicant Daniella Keller:** She answered that she did her research and the department of health is not allowing more than three.

**Chair Staley:** I understand that and I believe you're sincere in what you want to do and do it right, with everything on top of it....

**Applicant Daniella Keller:** She responded that she visited the one on the west side and she said she gets visits from the state every six months and they check on her. It's not like I'm trying to hide anything.

**Chair Staley:** Is this a permissive use in the neighborhood, with the expectations of the people who live around you. A use by review might be the way to go.

**MOTION:** Commissioner Wirtz, to postpone ZOC-16-12 pending a Use by Review application by the applicant. **WITHDRAWN**

**MOTION:** Commissioner Murray, to deny the application ZOC-16-12, based on the application does not meet the following statutes in the ordinances: Sec. 18-45. C(5)(a), incidental use of the property for the home occupation, and Sec. 18-33. (11) *Uses by Review. (c) Group homes. (2)* that states the applicant must provide a traffic engineering analysis.

**SECOND:** Commissioner Derr.

**VOTE:** Motion to deny carried with a vote of 6 to 0.

**Note:** PZA Tidwell amended the text of the motion to reflect the A-1 zoning, Sec. 18-33.

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4. **ZOC-16-13. Rita Marie, 133 Reclining Acres Road, more specifically known as Lot 40, Reclining Acres Subdivision, containing some 0.5 acres more or less, is requesting a home occupation permit to operate a cleaning service, dba, "R&W Marie @ facials plus," using some 3 square feet of a 1,288 square foot residence.**

**Rita Marie, 133 Reclining Acres Road, Corrales, NM, 87048, (sworn):**

**Commissioner Cordova:** He asked what she means by cleaning services.

**Rita Marie:** She said a friend was cleaning two theaters in town, after her friend moved out of state they asked her to take over; one every week and one every other week. There will be no traffic to my home.

**Commissioner Cordova:** He asked her what exactly she does and he asked about her title.

**Rita Marie:** She answered that she'd be vacuuming and cleaning bathrooms...I used to do facials and hair, so my email is still facials. So I just decided to go along with it.

**Commissioner Begay:** (cannot hear her.)

**Commissioner Murray:** He asked if she would have cleaning supplies at her home.

**Rita Marie:** She responded, no, they have them there.

**MOTION:** Commissioner Cordova, to approve ZOC-16-13.  
**SECOND:** Commissioner Begay.  
**VOTE:** Motion to approve ZOC-16-13 carried with a vote of 6 to 0.

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5. **ZOC-16-15. Luis A. Vargas, 1227 Meadowlark Lane West, more specifically known as Lot 12, Alondra Aldeas Subdivision, containing some 0.95 acres more or less, is requesting a home occupation permit to contract psychological services, dba, "Luis A. Vargas, Ph.D.." using some 100 square feet of a 2,277 square foot residence.**

**MOTION:** Commissioner Wirtz, to approve the Consent Agenda containing ZOC-16-05, ZOC-16-09, and ZOC-16-15.  
**SECOND:** Commissioners Murray and Begay.  
**VOTE:** Motion to approve carried with a vote of 6 to 0.

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#### **b. ZONING ACTION ITEMS:**

- SUB-14-01-02. Raylee Homes, 4131 Barbara Loop, Suite 2C, Rio Rancho, NM 87124, is requesting Final Plat approval for a seven (7) lot subdivision, more specifically known as Lots 1-7, Rio Compuesto Subdivision, being a replat of Tract 45, MRGCD Map No. 15, in Projected Section 23, T12N, R3E,**

**NMPM, Town of Alameda Grant, Village of Corrales, Sandoval County, New Mexico.**

**Commissioner Murray:** He recused himself as he has known the applicant for many years.

**Thomas Patrick, surveyor, Community Sciences, 4481 Corrales Road, Corrales, NM 87048 (sworn), and, applicant Adam Thornton, Raylee Homes, 515 Albino Road, Corrales, NM 87048 (sworn).**

**Tom Patrick:** He stated Raylee Homes is asking for approval of the Final Plat of Rio Compuesto subdivision.

**Chair Staley:** She asked if there were any questions from the commissioners.

**Commissioner Wirtz:** He looked over everything in the packet. The Covenants stated no businesses allowed. Is it your intention to prohibit home occupations?

**Applicant Adam Thornton:** He answered, yes, to prohibit.

**Commissioner Wirtz:** He asked further questions about the covenants noting there are several inconsistencies and typos...to the south of the subdivision, Targhetta Road should be Lane so there isn't any confusion about the Targhetta Road west of Loma Larga. There may be rounding errors on lot line distances...they're off by a tiny amount. The intent of the CC&R's is to allow real estate signs, for example, but to prohibit long term signage on the properties. There were also confusing statements about the front set back area; this should be clarified. He also mentioned that there appear to be rounding errors on some of the lot line dimensions.

**Chair Staley:** She also addressed the inconsistencies with the front setback area and the drawings.

**Tom Patrick:** He explained how the "rounding errors" might occur. The numbers are correct, but the total sum of the dimensions might be "rounded up." They can have a difference, but it is still right. These can be rounding discrepancies. He also said that he has the title certification on the mylar and offered to show it to the commissioners.

**MOTION:** Commissioner Cordova, to approve SUB-14-01-02 as amended.  
**SECOND:** Commissioner Derr.

**Commissioner Wirtz:** He clarified the amendments required as conditions of approval-- changes on the drawings to include Targhetta "Lane" not "Road," modifications to the front setback description in the ccr's, and corrections to the measurements of the drawing.

**PZA Tidwell:** She raised the issue of home occupations being of right in the state of New Mexico. She suggested they might talk to their legal counsel about this text. She also mentioned that the CC&R's appear to have been written for a different subdivision, and that they should be corrected to refer to Rio Compuesto.

**Chair Staley:** She spoke to the issue of private contracts and expectations of buyers regarding the CC&R's.

**VOTE:** Motion to approve SUB-14-01-02, as amended to change the name of Targhetta Road to Targhetta Lane, to make modifications to the front setback description in the CC&R's, and to make corrections to the dimension measurements in the drawing to make them consistent, carried with a vote of 6 to 0.

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**SUM-16-05. John Croft Edwards and Jeanne M. Edwards, 3827 Palacio del Rio NW, Albuquerque 87107, are requesting Summary Plat review and approval for a two-lot subdivision (lot line adjustment), for property more specifically known as Lots A and B, Lands of Edwards, being a Replat of Lot B-2 and B-3-A, Lands of Dumond, situate within projected Section 3, Township 11 North, Range 3 East, New Mexico Principal Meridian, Village of Corrales, County of Sandoval, containing some 3.129 acres more or less.**

**Jeannie Edwards, 155 Skylark Lane, Corrales, NM 87048, (sworn), and, Christopher Dehler, surveyor, 3827 Palacio del Rio Grande NW, Albuquerque, NM 87114 (sworn).**

**Commissioner Cordova:** He noted the easement for utilities requires ten (10) feet, but on the drawing it is shown as only five (5) feet.

**Chris Dehler:** He stated his interpretation is that the ten foot requirement is for new subdivision for several utility installations

and drainage. The five foot easement is to cover an existing easement pole line that has been there for probably fifty years, but there's no easement for it. Five feet is sufficient for the utility companies who have signed off on it on the mylar.

**Commissioner Cordova:** It's against the ordinance. We would have to have an application for a variance.

**Chair Staley:** She pointed out that in the planning report, under the requirements for Prelim. Plat the discrepancy is noted.

**PZA Tidwell:** She said the ordinances say 10 feet is required. There is no distinction between a brand new subdivision and older existing lots. We don't interpret it any other way.

**Chris Dehler:** He said the utility company has concurred and signed the plat.

**Chair Staley:** She asked Tidwell if there have been five (5) foot easements approved by the commission.

**PZA Tidwell:** She mentioned existing easements (cannot hear)....that are only five feet in width.

**Chris Dehler:** He asserted the pole line has been in place for some fifty years, and it runs down Skylark Lane and ends in the middle of the lot. It's prescriptive.

**Chair Staley:** She said the application is for a non-conforming easement for utilities within the Village code.

**Commissioner Wirtz:** He asked about the existing easement

**Chris Dehler:** He stated the utility company signed off on five (5) feet.

**Commissioner Wirtz:** He asked when the old easement was placed on the plat. Why not plat it ten (10) feet?

**Chris Dehler:** He responded that if it was his land, that's additional square footage that I can't use. The utility companies have all signed up on the mylar, I wouldn't want to give up an additional five feet.

**Commissioner Wirtz:** He noted there is a public utility easement on the land...VACATION of the old easement ... also approved by

the utility company... the utility company can approve it, but the Village ordinances are what we go by.

**Chris Dehler:** He said there are no utilities in the ten foot PUE on the land.

**Chair Staley:** She asked about placement of sheds, etc., next to the easements...required setbacks from the easement.

**Commissioner Cordova:** If the easement exists already what we're doing here is cutting it, is that allowable? You're asking for a variance from the ordinance.

**Chris Dehler:** He answered that there's no need for that easement. So we're not asking for a variance to vacate the existing easement.

**PZA Tidwell:** Yes, there are two easements under discussion. One is being vacated and one is being granted. She referred to the requirements and the opportunity to consider a waiver from strict adherence to the regulations, in Sec. 18-91.

**Commissioner Wirtz:** He said he was concerned with approving this vacation without guidance from John Appel. We know that the easement might not be used now, but it could serve the other lots.

**Chris Dehler:** He stated their easement is in Skylark Lane; there's no reason to have the easement. There are no utilities in proposed Lot b. There's no need for that easement, it's an encumbrance.

**Applicant Jeannie Edwards:** She said the existing utilities aren't occupying that space. They're offset. What we're proposing....

**Commissioner Wirtz:** He's in favor of approving this, but he's concerned about the vacation of the existing public utility easement.

**Commissioner Begay:** She said that unless there's a reason you can't meet the 10', then you should do it.

**Chair Staley:** She reported that she is missing several pages of Chapter 18, so she doesn't have Sec. 18-91; she read from the strict requirements ... unusual topography, etc.

**Applicant Jeanne Edwards:** She asked if she could ask a question of Commissioner Wirtz. The chair gave approval to do so. She asked if his concern was to vacate what's documented for the

utility easement, not so much on the five (5) foot easement, but on the existing easement.

**Commissioner Wirtz:** My concern is with the five (5) width, we have leeway there...

**Commissioner Begay:** She stated that if he can do it, he should.

**Chair Staley:** She spoke to the issue of a waiver from the requirements.

**Applicant Jeanne Edwards:** She asked that if we agree to have a ten (10) foot easement, but Commissioner Wirtz still has a problem with the existing easement.

**Chair Staley:** She said that on May 19<sup>th</sup>, 2009, this ordinance that allows us to waive or modify a requirement, but it has to demonstrate extraordinary hardship, etc.

**Commissioner Cordova:** Does this have to go before the Council? Do we have the authority to approve this?

**PZA Tidwell:** Yes, you have the authority to approve this. If you look at the mylar, the utility companies have signed off on the proposed vacation of and addition of an easement. They are agreeing to vacate their easement. When the mylar is presented for signature, the utility companies are mapping the changes for themselves in-house.

**Chair Staley:** Our authority is bound to the ordinances and in Sec. C of 18-90 "...in no case shall any variation...." Requests shall be submitted in writing.

**Commissioner Cordova:** The fact that the utilities have agreed to allow them to use five feet, does that give them the option to violate the ordinance?

**Applicant Jeanne Edwards:** She stated that she is willing to go to ten (10) feet on the new easement being granted. It makes no sense to maintain an easement (existing) that has no utilities in it, when you have a new easement just ten (10) feet away from it.

**Chair Staley:** She said she could address the issue in a request for a variance.

**Commissioner Wirtz:** He responded that if the applicant is willing to have a ten (10) foot easement, then they don't have to apply for

a variance. If I knew I had the authority to sign off on this PUE, I would be in favor of approving this. But I just don't know.

**Commissioner Murray:** He said that if the utilities are happy with it, it's good to go. That five (5) foot easement has been there for years; and if the utility companies are fine with it, let that dog lie. I don't think there's a problem with vacating easements. If the utilities have a problem with it, they can appeal it to council.

**Commissioner Wirtz:** He said the easement hasn't been there before.

**Chris Dehler:** He said the pole line is there and has been there for fifty years...there are no documents...it's a prescriptive easement.

**Commissioner Murray:** He answered that he thought they could modify the plat to state that it's an existing prescriptive easement. There are poles there, so that means there's an easement.

**Ronald Rutherford, 150 Skylark Lane, Corrales, NM 87048 (sworn):** He showed the commissioners the 10 foot easement signed off on by the utility companies...the 1991 plat shows the ten foot easement, but there's no five foot easement.

(At the Dais)

**Commissioner Begay:** She stated that if they're amenable to making it 10 feet, we're all good. Does this commission have the authority to vacate the existing easement?

**Chair Staley:** She stated, yes, we can show authority to approve plat showing new easement.

**Commissioner Begay:** She then asked if we have the authority to remove the existing easement.

**Chris Dehler:** He said he's been surveying for over 30 years....

**Chair Staley:** She said our hands are tied by the 2009 ordinance that requires us to use certain standards.

**Commissioner Murray:** He stated we have the authority granted by the Council to make land use decisions....if the applicant is vacating an easement, it can be challenged and appealed to the Council. We have the authority to make land use decisions. I don't see any problem with it.

**Chair Staley:** She said it's a good legal question,...as a matter of law are we binding everybody down the road.

**Commissioner Cordova:** He reminded the commission that we have an offer to give us the ten feet. That will settle the question.

**Commissioner Wirtz:** He answered that it only settles part of the question; can we take the old easement off.

**Chair Staley:** We're being asked to approve a plat where that's ....

**Applicant Jeanne Edwards:** She said look at it from the standpoint of what's in place, and what's in place is not accurate. So we're going back and cleaning it up and putting the easement where the poles are; we'll go with the ten feet.

**Commissioner Wirtz:** He asked what happens if in the future fiber optic comes in and they want to use this easement. They would have to get a new easement. I would rather be correct.

**PZA Tidwell:** She suggested a conditional approval pending an opinion from Village Counsel.

**Jeanne Edwards:** She said she will be leaving for a month and hoped to begin the design process with an approval tonight.

**Commissioner Cordova:** He said if we can approve it with the ten feet... that would solve this problem here and the counsel would approve.

**Chair Staley:** We didn't get an application for a waiver....

**Commissioner Murray:** If we deny the application, they can appeal to the Council. I think we're just trying to avoid that. I don't have a problem with vacating the easement. Easements come and go.

**Commissioner Cordova:** He said we're just changing the easement, not vacating it entirely.

**Chair Staley:** She said the effect of the easement... there are signatures from the utility company, but we don't have information...

**Commissioner Cordova:** He asked if they are making the extra 5 feet.

**Commissioner Murray:** He referenced Sec. 18-pages 65-66 ... All utilities...etc. If they concur with that, they don't care about that old easement. Our job is done.

(Applicant brought the mylar to the dais for review by the commissioners.)

**Ronald Rutherford:** He pointed out the 20 foot access and public utility easement that serves the lots on Skylark Lane; the existing utility and access easement ...and he stated the Edwards easement has no effect on us.

**Commissioner Cordova:** He asked if we are voting based on having ten feet for the new easement.

**MOTION:** **Commissioner Murray, to approve SUM-16-05 upon the condition that the five foot utility easement on Lot B be extended to ten feet in width.**

**SECOND:** **Commissioner Derr.**

**VOTE:** **Motion to approve carried with a vote of 4 to 2.**

**Aye: Commissioners Cordova, Derr, Murray, and Staley.**  
**Nay: Commissioners Wirtz and Begay.**

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**SUM-16-06. James D. Vigil and Tsenre M. White, 5127 Sevilla Court NW, Albuquerque, 87120, are requesting Summary Plat review and approval for a two-lot subdivision (lot line adjustment), for property more specifically known as Lots 1 & 2, Lands of Vigil and White, being a replat of Tracts 139B2A, 139B2B, 139B2C, 140B2B, 140B3, and 140B4, MRGCD Map No. 18, Town of Alameda Grant, Projected Section 33, T12N, R3E, NMPM, Village of Corrales, Sandoval County, New Mexico, containing some 2.4722 acres more or less.**

**Commissioner Derr:** She noted that she is within 300 feet of the subject property, but that she does not know the individuals who are applying for this summary plat.

**Tom Patrick:** He stated that the applicants are taking six MRGCD tracts of varying sizes, combining them, and then creating two lots fronting on Meadowlark Lane West. The PZA requested an irrigation easement along the north line of Lot 1 across Lot A there is a 12 foot drainage easement...so that both lots will benefit from the easement if they wish.

**Commissioner Murray:** He asked if the easement would straddle the lot line or if it would be entirely on Lot 2.

**Tom Patrick:** He answered that it's entirely on Lot 1.

**Commissioner Murray:** So the existing subdivision cannot take advantage of the current drainage easement.

**Tom Patrick:** He said it has not been vacated and nor is there evidence of an irrigation structure. It would have to be abandoned or vacated by document; disuse would not extinguish the easement.

**MOTION:** Commissioner Cordova, to approve SUM-16-06.  
**SECOND:** Commissioner Begay.  
**VOTE:** Motion to approve carried with a vote of 6 to 0.

#### **VIII. New Business Items.**

- a. **Discussion of review and amendment of the land use regulations.**
- b. **Distribution of updated zone map.**

**PZA Tidwell:** She distributed the proposed zone map prepared by the MR COG mapper, Maida Rubin. The original zone map was created in 2008, and there have been two updates, enacted by ordinance by the governing body. She pointed out the addition of the SSCAFCA property and easement holdings. The MRGCD property will be identified on the final version of the map. The MRGCD conveyance facilities are shown also. This is not a street map and does not show/name every road in the Village. The next projects are to update the street map and to add addresses to the commercial zone properties, confirming the addresses and the legal descriptions in the zone map amendment ordinances.

**Chair Staley:** She referenced the six (6) commercial lots on Don Julio, and wanted information about the three lots inbetween the Caird lots and the Bruner Lot.



LIBRARIAN'S REPORT  
JUNE 2016  
STATISTICS

	<u>June 2016</u>	<u>May 2016</u>	<u>June 2015</u>
Walk-ins:	4860	3156	3904
Registration:	87	60	74
Acquisitions:	381	340	422
Loss & Discard:	283	270	641
Circulation			
Adult books	1626	1509	1484
Juvenile books	2254	1871	2229
YA	532	353	415
Digital books	427	378	420
Adult Media	1188	1114	1278
Inter-Library	1	1	5
Children's Media	442	377	388
Southwest Room	63	59	53
In house Reference	615	545	610
TOTAL	7148	6207	6882

**PROGRAMS--Children**

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

June 1	65 participants
June 8	48 participants
June 15	38 participants
June 22	63 participants
June 29	48 participants

Polynesian Dance June 7	Nancy Latuja 140 participants
Circus Sampler June 3	Wise Fool New Mexico 12 Teens
Magic Tricks June 10	Max's Magic Shop 13 Teens
Bird Show! June 14	Mikal Deese 151 participants
Kung Fu June 17	Lin's Martial Arts 13 Teens
Chinese New Year June 21	Chinese Cultural Center 169 participants
Ice Cream making June 24	with Edwina 16 Teens
Music Show June 28	Darryl Dominguez and friends 161 participants

### **PROGRAMS—All ages**

The Saturday Library Stitch Club met in the library on Saturday, June 11th. There were 18 ladies in attendance.

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

There was a workshop on organizing file folders, with Laura, on June 14<sup>th</sup>, with 10 participants. A class on using Smart phones and tablets was held on June 28<sup>th</sup>, in coordination with Village in the Village, with 4 participants in the library.

### **Meetings**

Bosque Commission: 6/9

Library Board: 6/9

Friends of the Corrales Library: 6/13

Equestrian Advisory Committee:

Bicycle Pedestrian Advisory Committee:

Tree Advisory Committee: 6/10

Village in the Village: 6/16

### **Library Hours**

The library was not closed for any holidays in June.

### **Library Personnel**

Total scheduled (desk) volunteer hours for the month of June: 420 hours.

Sandra has created reading lists for the library website. The list includes Caldecott winners for children, Pulitzer Prize winners and a new category for "Patron Picks". These are books recommended by patrons in all age groups.

### **Library News**

We are keeping a count on computer users on the public computers. In June, there were a total of 518 computer users signed in.

There were 2,792 hits on the Library's website during the month of June.

During June, the Sandoval Digital Library had 814 items checked out by 225 patrons. There were 137 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. *A Murder in Time* was the most checked out title in June.

The Friends of the library had their spring book sale for Sunday, June 5<sup>th</sup>, during the Garden Tour in the village. Sales totaled \$3,752.00, \$700 higher than last spring's sale.

The library Tech classes, with Laura Creech, continued in June. They will be held on Tuesday mornings twice a month.

The Summer Reading program, **On your Mark, get set, Read!** began June 7<sup>th</sup> at the library. Teen programs were held on Friday afternoons at 3 p.m. for the month of June. The theme is Ready, Set, Explore!

We have two students from the Sandoval County Summer Youth program for the months of June and July. Sandoval County sponsors this program.

Alex and Charlotte Rose will assist Edwina with the summer reading program, shelve books and assist with the inventory of children's books in the library.

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

**Public Works**

- Started moving culverts at the Sub Fire Station to the Jon's Property.
- Started to clean the Western portion of the Jones Property.
- Railing and Fence work at the Senior Center.
- Graded several road around the Village.
- Repaired shoulders on Arco Iris.

**Parks and Recreation**

- Installed the Shade at La Entrada Park Playground.
- Worked on the Bocce Court at the Recreation Center. Still have more work to do.
- Worked on cleaning up weeds and trash around the Recreation Center.
- Hosted the Lobo Soccer Camp.
- Fixed Graffiti on La Entrada Park Playground.
- We start our basketball camp at the end of the month.

**Trainings**

- Fire Safety
- Stress Management
- For Mike, Randy, Chris, Danny, Lynn and Ben



# Corrales Municipal Court

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Memo

To: Scott Kominiak, Mayor  
FROM: Michelle Frechette, Municipal Court Judge  
RE: Monthly Financial Report for June 2016  
DATE: July 7, 2016

*Michelle Frechette*

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FINES	\$5,613.00
CORRECTION FEES	\$3,034.00
DWI LAB FEES	\$ 136.00
DWI PREVENTION FEES	\$ 150.00
AUTOMATION FEES	\$ 887.00
JUDICIAL EDUCATION FEES	\$ 453.00
BOND FORFEITURE	<u>\$ -0-</u>
<b>TOTAL</b>	<b>\$ 10,273.00</b>

BALANCE OF BOND ACCOUNT	\$2,055.00
BOND IN:	\$ -0-
BOND OUT:	\$450.00
PAID TO VOC	\$ 79.00
REFENDED TO: POSTING PARTY	<u>\$763.00</u>
<b>TOTAL BOND ACCOUNT BALANCE</b>	<b>\$763.00</b>

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

CORRALES BOSQUE ADVISORY COMMISSION  
Minutes of the Meeting of May 12, 2016

Present: Bryan Dail (chairperson), Joan Hashimoto, Shireen Jacob, Jim Swatek  
Excused: David Giron, Marco Lowenstein, Julian Rivera  
Guests: Chief Anthony Martinez, Boy Scout Gabriel Calvo, Wayne and Jolene Maes

Motion to approve March minutes by Shireen; 2nd by Bryan; all said aye.  
Motion to approve tonight's agenda by Joan; 2nd by Jim; all said aye.

1) Welcome new Commissioner Jim Swatek

Bryan welcomed new member Jim Swatek and explained bosque section assignments. Jim is currently assigned the Alameda to Via Oreada section. Bryan recommended that Jim read the Habitat Management Plan. He intends to have a technical resource group, including Prof. J.Rudgers, update the Plan in the future.

2) Gabriel Calvo's BSA Eagle Project Report

Gabe returned to give CBAC a follow-up report on how his "Chickenwire Removal from Cottonwoods" project turned out. Gabe's project needed two Saturdays to complete, January 16th and 30th. Work for the first day only lasted two hours because of a possible police issue in the bosque; January 30th was a good work day. In all, approximately 180 trees had chicken wire removed from their trunks. This took place near mile marker 0.9. Twenty-five to thirty Boy Scouts helped out.

3) Corrales Fire Chief Martinez on north end road naming; other discussion as time allows

Chief Martinez spoke about the public safety need to name the two north end access roads flanking the irrigation ditch. The fire department staff has considered: Corrales Siphon Access, Siphon Rd., Siphon Loop and Playa del Norte.

MRGCD has placed a small boat ramp at the site and is constructing replacement gate for the ones that required removal due to damage incurred even before the siphon project began. Short logs have been placed where the previous gate was but they have not prevented motorized vehicles from entering the bosque. At least one fire using wood pellets in the area has been documented.

Motion by Shireen to support closure of the north end gates at Corrales Rd. until MRGCD places the new bosque gate; 2nd by Jim; all said aye.

Action Item:

A letter will be written to the Mayor and Council in support of Chief Martinez's action to close Corrales Road access to the north end at this time.

4) Discussion/Adoption of draft Open Meetings Act resolution

This was postponed until June.

5) MRGCD update

MRGCD will plant the north end area with Cottonwood poles and other vegetation in the correct season.

6) Bosque Section reports

Romero Road (Bryan): new plantings have mixed success.

Andrews Lane (Joan): some trees with chicken wire near the edge of the levee appear dead.

7) U.S. Army Corps of Engineers (USACE) updates

-Restoration

-Recreation

No updates tonight

Mr. Wayne Maes commented on the conversation with the mayor from the April meeting. He said that he could find no reference to the word, "park" in the original bosque ordinance. Also, the mayor had mentioned that CBAC was an advisory body only and he gets his advice from various sources. Wayne wondered from whom does he get it. He felt the first litmus must be preservation when bosque issues arise.

Motion to adjourn at 7:57 by Shireen; 2nd by Jim; all said aye.

Respectfully submitted by Joan Hashimoto, Secretary

# Corrales Parks & Recreation Commission Meeting Minutes, 3 May 2016

## Attendees

Chris McIntyre, Tony Messec, Renee Clifton, Lynn Siverts, Zach Burkett, Steve Vigil, John Perea

## Meeting Called to Order

7:00 PM

## Approval of Agenda

No agenda.

## Guest Presentations/Comments

### Art in the Park

Ken Dukart & and Tammy Wynderlic

Want to move from La Entrada Park to east soccer field

CSA has insurance

Porta-potties will be shared with Farmer's Market via Al.

Artists will park across Jones Rd.

Motion to Approve – Messec/Burkett/All

### Corrales Tractor Club

Event will be 1 week prior to Harvest Festival

Field to be used is TBD

There will be a tractor pull in the Top Form Arena

Attendance estimate ~500 people

No schedule conflict with Art in Park

Campers and tractors will be allowed on Jones property

CTC needs permission from Village for overnight camping.

CTC is counting on donated porta-potties

Motion to Approve – Perea/McIntyre/All

## Approval of Prior Meeting's Minutes

Review of Renee' Clifton's excellent April meeting minutes

MTA – Vigil/Messec/All

## Old Business

### Salce Dog Park

- Lynn will have dog park put on June Council agenda

### Tree Advisory Committee

- No updates

## New Business

None

## Director's Report

- There will be a meeting at the Rec Center about the planned Bocce court.
- Sand volleyball court is getting close to completion.
  - Need nets and poles
- Pool plumbing is coming along
- La Entrada shade structure needs to be completed prior to summer. Lynn is getting a good deal on installation.
- Pool is ready
- There is a new web person
- Brynn will be the Facebook person
- Active.com site for online signup for pool parties & swim lessons is online.
  - System will send reminders to previous subscribers
  - This site is saving money via reduced labor costs alone, for example, don't need to pay 7 lifeguards for in-person sign-ups for swim lessons and pool parties
- Users want Top Form Arena footing to remain the same so the new sand that was going to be put in there will go to the sand volleyball court

## Open Discussion

None

## Meeting Adjournment

8:12 PM (Perea/McIntyre/All)

**Attendees:** Tom Neiman, Carol Conoboy, Barbara Dawson, Fred Hashimoto, and John Thompson

**Guest Attendees:** Stacia Spragg-Braude, Lisa Brown from Farmland Preservation Committee

Lynn Siverts, Brynn Cole from Corrales Parks and Recreation Department

Tyson Parker, Renee Clifton from Parks and Recreation Commission

The minutes of the December 11, 2015 meeting were reviewed and approved by the board members.

**Old Business:**

1. Results of PNM Cambistat Application: Pat Clauser has received a map and legend from Rainbow showing the trees receiving the Cambistat application. Additional questions are being submitted to Rainbow.
2. Coloring books. Carol met with Dan Shaw, head of science for the Bosque School. They have materials we can use or adapt but we would have to do our own printing. Carol will get an estimate for printing 150 copies.

**New Business:**

1. Corrales Arboretum.

a. The Tree Advisory Committee was joined by members of the Parks and Recreation Department, Parks and Recreation Commission, and Farmland Preservation Committee.

b. Tom Neiman presented a list of features we envisioned for an arboretum. Critical issues were identified including

- i. Parking
- ii. Close access to Corrales Road and pedestrian pathways
- iii. Existing infrastructure for water
- iv. Sustainable maintenance by Parks and Recreation and volunteer organizations
- v. Long term water rights through drought periods
- vi. Address Farmland Preservation goal of sustaining heritage fruit trees. Lisa Brown cautioned about high level of effort required to maintain fruit trees.
- vii. Compatible with Parks and Recreation limited resources.

c. Locations. Various locations in the Village were discussed.

- i. Gonzales field. This location has 5.5 acres with a half-acre designated for community use. ARCA Organics recently entered into a 3-year contract for organic farming on the property with an option to extend. There is no parking allowed in the easement area but parking is available at the library and across the street at the municipal center. There is a ¾ inch water line available from the La Entrada park installed by Parks and Recreation. The Gonzales Field uses irrigation water from the Corrales Acequia on the West side of the field.

- b. Obtain signatures on petition supporting arboretum
  - c. Solicit volunteers for Friends of Corrales Tree Stewards
6. Action Items:
- a. Meet with Jim Douglas of ARCA about Gonzales Field (Tom Neiman)
  - b. Contact CCAC Jim Wright about support for arboretum. (John Thompson)
  - c. Invite Jennifer Dann, Tree City to next meeting (Barbara Dawson)
  - d. Get map of Village properties from Brynn Cole, Parks and Rec and visit candidate locations (Tom Neiman, John Thompson)
  - e. Visit MRGCD drain area as candidate location (Fred Hashimoto, Tom Neiman)
  - f. Check with Lozack family to see if they would approve of dedicating the arboretum to Evelyn Curtis Lozack. (John Thompson)
  - g. Check with Village (Mayor Kominiak) about requirements for using the Gonzales Field. (John Thompson)

Next Meeting: Friday February 12, 2016, 2 pm at Corrales Library.

Contact information for Tree City Program:

Jennifer Dann

New Mexico State Forestry

1220 S. Saint Francis Drive

Santa Fe, NM 87504

505-476-3332 | Fax: 505-476-3330 | JenniferL.Dann@state.nm.us

Visit Website

Attendees: Barbara Dawson, Fred Hashimoto, and John Thompson  
Guest Attendees: Lisa Brown from Farmland Preservation Committee  
Brynn Cole from Corrales Parks and Recreation Department

The minutes of the January 8, 2015 meeting were reviewed and approved by the board members.

Old Business:

1. Fred Hashimoto forwarded a set of questions to Pat Clauser that were reviewed and approved by the committee for submittal to Rainbow.
2. Corrales Arboretum.
  - a. Available locations:
    1. Gonzales Field. The restrictions of the easement on the 5.5 acres owned by Corrales would limit the type of trees to only those for agricultural purposes such as productive orchard types according to the NMLC conservation director. Lisa Brown confirmed that the Farmland Preservation Commission was not in favor of changing the easement to enable placing an arboretum on the 5.5 acres.
    2. The 3 acres that is zoned commercial owned by the Gonzales family bordering Corrales Road is a potential future site for a multi-use park, permanent growers market, arboretum, open space, farmland conservation, or arboretum. The Village administration does not currently have plans to purchase this property although there is strong support in the Village to do so through a bond issue or other fund raising.
    3. Sherry Jones property. The Village Administration is negotiating to purchase the 2 acres adjacent to the post office on Recreation Center. Part of this property is intended for Parks and Recreation/Public Works use but a portion could be made available for the arboretum. The advantage of this location is the access to water, parking, and integration with the existing multi-use recreation center.
    4. Salce Park. There is a well and unused open space but the location is not well suited to the arboretum requirements.
    5. MRGCD owned land would have access problems.
    6. Other locations within the Village may be possible sites for planting trees in response to neighborhood requests.
  - b. Arboretum dedication. John Thompson contacted the Losack family and received approval to proceed with naming the arboretum after Evelyn Curtis Losack.
  - c. Recommended Action. A motion was made that the Committee ask the Village Administration to designate a part of the Jones Property adjacent to the Recreation Center as space for the Evelyn Curtis Losack Arboretum. The motion passed.

**Attendees:** Barbara Dawson, Fred Hashimoto, and John Thompson

**Guest Attendees:** Brynn Cole from Corrales Parks and Recreation Department

The minutes of the February 12, 2016 meeting were reviewed and approved by the board members.

**Old Business:**

1. **Suggestions for Arbor Day May 1 at Growers Market:**
  - a. One of the key factors to selection of trees for planting is soil type. Carol suggested that we might want to offer free soil sampling kits or provide information on how to get soil tests performed. We will ask Tree City if they might provide a grant to buy kits.
  - b. Giveaways. Mainstreet will provide Tom Neiman with 100 copies of Rare Seeds publication for giveaway.
  - c. Recommended tree list for Corrales will classify by whether location is in sandhills or greenbelt and include a "do not plant list".
  - d. Volunteer sign up list for Friends of Corrales Trees program.
  - e. Arboretum information or poster.
2. **Corrales Arboretum.**
  - a. Presentation to Village Council. The committee discussed how to proceed with the arboretum idea. It was moved, seconded, and approved that the committee present the concept to the council at their April 26 meeting. It was also decided that we would not announce the arboretum concept through the Corrales Comment before the presentation to the council. Fred will ask the Village administrator to put our presentation on the schedule.
  - b. Action Item: Fred Hashimoto and John Thompson will prepare a draft of the presentation to be reviewed by the committee. Content of the presentation will include:
    - i. What the committee does
    - ii. Who we are
    - iii. What we do that we would like to have added to the scope of Ordinance 09-010, section 14-128
    - iv. Concept of Arboretum and endorsements from Village organizations
    - v. Arbor Day Celebration May 1
    - vi. Volunteer Program
    - vii. Trees recommended for Corrales
    - viii. Tree City designation
3. **Tree City.** Jennifer Dann, the NM Urban Coordinator for the Tree City program, could not attend the meeting but will be invited to a future meeting.
4. **Friends of Corrales Tree Stewards.**
  - a. Tom Neiman has asked Parks and Recreation Department for a list of things that volunteers would be asked to do and a commitment that they will coordinate the work. Brynn Cole was invited to attend the next Rio Rancho Tree Stewards training class.
  - b. Barbara Dawson has confirmed that the Corrales Tree Steward program was added to the list of volunteer activities for the Sandoval County Master Gardeners.

**Next Meetings:** Friday, 2 pm at Corrales Library April 8 and May 13, 2016.

Attendees: Tom Neiman, Barbara Dawson, Fred Hashimoto, and John Thompson  
Guest: Jennifer Dann, Urban and Community Forestry Program Manager  
The minutes of the March 11, 2016 meeting were reviewed and approved by the committee members.

Old Business:

1. Presentation to Village Council on April 26, 2016.
  - a. Draft presentation was reviewed by the committee.
  - b. It was decided that the draft slides were too dense for a 10-minute presentation.
  - c. Fred will take first cut at simplifying the presentation slides.
  - d. John will follow up on getting endorsements for arboretum concept.
  - e. Final presentation must be submitted to Jennifer Hise by April 21.
  - f. We will have an extra committee meeting on April 22 to practice the presentation and prepare for Arbor Day.
2. Tree City. Jennifer Dann, the NM Urban Coordinator for the Tree City program provided an overview of how to reinstate Corrales as a Tree City.
  - a. An application must be submitted which Jennifer will help complete.
  - b. The existing TPAC could serve as the Tree Board required by Tree City.
  - c. The Mayor should sign a proclamation for Arbor Day, which Corrales will celebrate on May 1.
  - d. We may be able to back date the certification to last year since we celebrated Arbor Day in May 2015.
  - e. Barbara Dawson will follow up with Jennifer Dann to complete the application form.
3. USFS Grant. Jennifer Dann can provide a \$500 grant to support tree efforts as part of the 25<sup>th</sup> anniversary of USFS program.
  - a. Corrales must provide a video celebrating USFS 25<sup>th</sup> Anniversary.
  - b. Grant money must be spent before June 1, 2016. We may be able to use for Arbor Day giveaways.
4. Arbor Day May 1 at Growers Market:
  - a. USFS can provide copies of "Tree Owner Manuals" for giveaways
  - b. Arbor Day Foundation has coloring books
  - c. Barbara Dawson will follow up on obtaining these materials.
  - d. Other Giveaways. Mainstreet will provide Tom Neiman with 100 copies of Amazing Seeds publication for giveaway.
  - e. Have available recommended tree list
  - f. Volunteer sign up list for Friends of Corrales Trees program.
  - g. After Village Council presentation, we will be able to provide information on arboretum concept.
5. Friends of Corrales Tree Stewards.
  - a. Tom Neiman is working with Brynn Cole of Parks and Recreation Department for a list of things that volunteers would be asked to do and a commitment that they will coordinate the work. Brynn Cole was invited to attend the next Rio Rancho Tree Stewards training class.
  - b. Boy scouts have a forestry badge that may be linked to the volunteer program. Boy scouts currently support the Seed2Need program.

**Attendees:** Tom Neiman, Barbara Dawson, Fred Hashimoto, Carol Conoboy, and John Thompson

**Guest:** Jennifer Dann, Urban and Community Forestry Program Manager

The minutes of the April 8, 2016 meeting were reviewed and approved by the committee members.

**Old Business:**

1. Presentation to Village Council on April 26, 2016 was postponed because the Council will only be addressing budget issues. A motion was made, seconded, and voted to move the presentation to the May 24 Council meeting.
  - a. The revised and simplified draft presentation was reviewed by the committee. Fred will make suggested changes and resend to the committee.
  - b. We will review the final draft at the next committee meeting on May 13.
  - c. Supplemental information that could be available for the presentation include the recommended tree list for Corrales, list of anticipated questions and answers from the Council; and additional arboretum photos.
  - d. Presenters will be Barbara for introduction, Tom for Volunteer Program, Barbara for expanded scope, John for arboretum concept.
2. Tree City. Jennifer Dann, the NM Urban Coordinator for the Tree City program attended the meeting to discuss follow-up on the Tree City certification, celebration of US Forestry anniversary and support to Arbor Day.
  - a. Barbara is working with Jennifer on completing the application.
  - b. The existing TPAC could serve as the Tree Board required by Tree City.
  - c. The Mayor will sign a proclamation for Arbor Day, which Corrales will celebrate on May 1.
3. USFS Grant. Jennifer Dann will provide a \$500 grant to support tree efforts as part of the 25<sup>th</sup> anniversary of USFS program.
  - a. The TPAC will produce a short a video celebrating USFS 25<sup>th</sup> Anniversary. We will make the video on Arbor Day. Tom will provide a short script. Fred will provide background music with his saxophone.
  - b. Jennifer confirmed that we can use the \$500 grant money to buy seedlings for giveaways at the next Arbor Day celebration.
4. Arbor Day May 1 at Growers Market:
  - a. Jennifer brought copies of USFS "Tree Owner Manuals" and other brochures on tree maintenance for giveaways.
  - b. Jennifer brought banner for Arbor Day that will be used at tent at Growers Market.
  - c. Tom will bring table, bungee cords, and green tablecloth.
  - d. Other Giveaways. Amazing Seeds will provide Tom Neiman with 100 copies of Amazing Seeds publication for giveaway.
  - e. Carol will have available recommended tree list
  - f. Volunteer sign up list for Friends of Corrales Trees program.
5. Recommended Trees for Corrales
  - a. Brynn Cole wanted any trees that might be poisonous to animals or people removed from list of trees recommended for Corrales public areas. This includes the Western Soapberry and Kentucky Coffee Bean.
  - b. There are other books and resources to use in selecting trees for the Southwest area: Baker Morrow's "Best Trees and Plants for NM" just re-released and NM State Forestry website.
  - c. We should also look at availability of tree species at local nurseries.

**Next Meetings:** Friday, 2 pm at Corrales Library May 13 and June 10, 2016.

Attendees: Tom Neiman, Barbara Dawson, Fred Hashimoto, Carol Conoboy, and John Thompson

The minutes of the April 8, 2016 meeting were reviewed and approved by the committee members.

Old Business:

1. Presentation to Village Council. There was some confusion at the Village office on when our presentation to the Council was to occur and we are now planning on presenting at the June 14 meeting.
  - a. The presentation has been simplified and the term "tree huggers" was removed.
  - b. The revised draft was approved for submittal to the Village office.
  - c. The recommended tree list for Corrales will be submitted with the PowerPoint presentation.
  - d. Presenters will be: Barbara for introduction, Tom for Volunteer Program, Barbara for expanded scope, John for arboretum concept.
2. Use of USFS Grant money for seedlings.
  - a. The committee decided that the seedling giveaway would be split into fall (available about September) and spring. We will be able to obtain about 300 seedlings comprised of up to six species from the available list. Our recommendations may be subject to availability.
    - i. Recommended species for the fall giveaway of 100 seedlings are:
      1. NM Olive
      2. Austrian Pine
    - ii. Recommended species for the spring include:
      1. Gambel Oak
      2. Nettleleaf Hackberry
      3. Lacebark Elm
      4. Lilac
3. Arbor Day May 1 at Growers Market:
  - a. Our video wishing the US Forest Service Cooperative Forestry Program was produced during our Arbor Day celebration at the Growers Market. The USFS posted the video on its website since it was terrific and is the only one submitted with saxophone and ukulele accompaniment. The weather was bad and there were few patrons at the market to celebrate Arbor Day.

Next Meetings: Friday, 2 pm at Corrales Library June 10 and July 8, 2016.

Attendees: Tom Neiman, Fred Hashimoto, Carol Conoboy, and John Thompson

The minutes of the May 13, 2016 meeting were reviewed and approved by the committee members.

**Old Business:**

1. Presentation to Village Council.
  - a. Presentation has been approved for the agenda for the June 14 meeting.
  - b. Presenters will be: Barbara for introduction, Tom for Volunteer Program, Barbara for expanded scope, John for arboretum concept.
2. Use of USFS Grant money for seedlings.
  - a. From our previous meeting, the committee decided that the seedling giveaway would be split into fall (available about September) and spring. We will be able to obtain about 300 seedlings comprised of up to six species from the available list. Our recommendations may be subject to availability.
    - i. Recommended species for the fall giveaway of 100 seedlings are:
      1. NM Olive
      2. Austrian Pine
    - ii. Recommended species for the spring include:
      1. Gambel Oak
      2. Netleaf Hackberry
      3. Lacebark Elm
      4. Lilac
  - b. USFS has requested that we provide backup selections in the event that our primary choices are not available particularly Gambel Oak and Hackberry.
    - i. Backup selections for seedlings are:
      1. Mountain Mahogany
      2. Apache Plume
  - c. USFS will hold the seedlings until we are ready to pick them up.

**New Business:**

1. Carol has a large variety of trees in her yard and has volunteered to do a tree tour sometime in the future.
2. Volunteer Program: Brynn Cole has provided a list of priorities with focus on the Rec Center. Tom believes the Volunteer Program may be able to start in Sept-Oct time frame. Other items for Parks and Rec Dept include:
  - a. Memorial tree catalog
  - b. Liam Knight pond
  - c. Fruit trees
  - d. Village complex
  - e. Courthouse
  - f. Rose garden
3. Future agenda items suggested:
  - a. Brochure explaining TPAC for 2017 (similar to SCMG tri-fold)
  - b. Sustainable seedling program
  - c. Details of Volunteer Program startup
  - d. Details of Seedling giveaway
  - e. Actions to follow-up on Village Council Presentation on June 14
  - f. Discussions with Meredith Hughes on TPAC activities (invite to next TPAC meeting)
  - g. Investigate local scout troop interest in Forestry badge.

Next Meetings: Friday, 2 pm at Corrales Library July 8 and August 12, 2016.



VILLAGE OF CORRALES  
GOVERNING BODY  
**DRAFT MINUTES**

May 24th, 2015  
6:30 P.M.

COUNCIL/MUNICIPAL COURT CHAMBERS

GOVERNING BODY PRESENT:

**Present:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor John Alsobrook, Councilor Pat Clauser, Councilor Philip Gasteyer, Mayor Scott A. Kominiak.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

**Motion:** To approve agenda, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor Pat Clauser. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor John Alsobrook, Councilor Pat Clauser, Councilor Philip Gasteyer.

PETITIONS:

1. VILLAGE ADMINISTRATORS REPORT:

2. Department Reports
3. Committee Minutes

4. SWEARING IN OF:

Officer Louie Tartaglia

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 Wright – Dog park at Salce Park, have received negative comments from surrounding neighbors about the dog park.

Councilor Clauser – received comments on the dog park as well.

Councilor Alsobrook – Wanted to make sure that it was clear that Lynn Siverts was and did attend the Parks and Rec commission meeting, when the dog park was discussed.

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.*

Larry Shroberg – Rumors that recycling is being excluded from the budget.

John Gibson – 166 Sol del Oro Court – concerns about new dog park in Salce Park.

53 Louis Scadary – location of the dog park in clearly inappropriate.  
54 Marta Weber – AARCC – Invited councilors to new art show at the AARCC.  
55 Joan Drake – 188 Tierra Encantada – against the dog park  
56 David Peterson – 1187 Sagebrush Drive – Mr. Peterson concurs with prior speakers.

57  
58 CONSENT AGENDA: *All matters listed under the Consent Agenda are considered to be routine by*  
59 *the Village Council and will be enacted by one motion. There will not be separate discussion of these*  
60 *items. If discussion is desired, that item will be removed from the Consent Agenda and will be*  
61 *considered separately.*

62  
63 5. Approval of May 14<sup>th</sup>, 2016 Meeting minutes

64  
65 6. Nancy Kimball to be appointed to the Casa San Ysidro Advisory Board (removed from consent  
66 agenda)

67  
68 **Motion:** To approve item #5 on the consent agenda, **Action:** Approve, **Moved by** Councilor Pat  
69 Clauser, **Seconded by** Councilor Ennio Garcia-Miera.

70  
71 Councilor Gasteyer' removed Item #6 from the consent agenda.

72  
73 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor Ennio Garcia-  
74 Miera, Councilor George Wright, Councilor Jim Fahey, Councilor John Alsobrook, Councilor Pat  
75 Clauser, Councilor Philip Gasteyer.

76  
77 ITEMS REMOVED FROM CONSENT AGENDA:

78  
79 6. Nancy Kimball to be appointed to the Casa San Ysidro Advisory Board

80  
81 **Motion:** To approve Nancy Kimball to the Casa San Ysidro Advisory Board, **Action:** Approve, **Moved**  
82 **by** Councilor Pat Clauser, **Seconded by** Councilor Philip Gasteyer. **Vote:** Motion carried by unanimous  
83 roll call vote (**summary:** Yes = 6). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright,  
84 Councilor Jim Fahey, Councilor John Alsobrook, Councilor Pat Clauser, Councilor Philip Gasteyer.

85  
86 ANNOUNCEMENTS/FUTURE AGENDA ITEMS:

87  
88 Mayor Kominiak announced June 4<sup>th</sup>, 2016, ARCA Annual Bowling Tournament.  
89 Administrator John Avila announced future agenda items: Final budget, MS4 agreements, Real Estate  
90 Closed Session.

91  
92 OLD BUSINESS:

93  
94 7. Public hearing, discussion, consideration and final action on Ordinance no. 16-04 An ordinance  
95 relating to the order of business at meetings Of the governing body of the Village of Corrales; amending  
96 Section 2-60(h) of the code of ordinances of the village, being A part of ordinance no. 1 adopted  
97 September 17, 1971, as Subsequently amended; reflecting actual practice in The order of business.

98  
99 **Motion:** to Approve Ordinance 16-04, **Action:** Approve, **Moved by** Councilor Philip Gasteyer,  
100 **Seconded by** Councilor John Alsobrook.

101  
102 **Motion:** To amend as submitted **Action:** Amend, **Moved by** Councilor Philip Gasteyer, **Seconded by**  
103 Councilor Pat Clauser. **Vote:** Motion failed (**summary:** Yes = 2, No = 4). **Yes:** Councilor John

104 Alsobrook, Councilor Philip Gasteyer. **No:** Councilor Ennio Garcia-Miera, Councilor George Wright,  
105 Councilor Jim Fahey, Councilor Pat Clauser.

106  
107 **Vote:** Motion to approve Ordinance 16-04 carried by unanimous roll call vote (**summary:** Yes = 6).  
108 **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor John  
109 Alsobrook, Councilor Pat Clauser, Councilor Philip Gasteyer.

110  
111 8. Public hearing, discussion, consideration and final action Ordinance no. 16-05 An ordinance relating  
112 to meetings of the governing body Of the Village of Corrales; amending section 2-26(b) of the Code of  
113 ordinances of the village, being a part of Ordinance no. 83, adopted September 12, 1978, as  
114 subsequently amended; reflecting that the governing Body may hold either one or two regular meetings  
115 during any particular month.

116  
117 **Motion:** To approve Ordinance 16-05, **Action:** Approve, **Moved by** Councilor Ennio Garcia-Miera,  
118 **Seconded by** Councilor George Wright. **Vote:** Motion carried by unanimous roll call vote (**summary:**  
119 Yes = 6). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey,  
120 Councilor John Alsobrook, Councilor Pat Clauser, Councilor Philip Gasteyer.

121  
122 NEW BUSINESS:

123  
124 9. Discussion and direction to the Mayor to enter into the Intergovernmental agreement, creating the  
125 Middle Rio Grande MS4 compliance monitoring cooperative, in support of compliance efforts for a  
126 stormwater discharge permitting system for the Middle Rio Grande Valley in accordance with the  
127 Federal Clean Water Act.

128  
129 **Motion:** Approval to administration to enter in to Intergovernmental agreement, creating the Middle Rio  
130 Grande MS4 compliance monitoring cooperative, in support of compliance efforts for a stormwater  
131 discharge permitting system for the Middle Rio Grande Valley in accordance with the Federal Clean  
132 Water Act, **Action:** Approve, **Moved by** Councilor Pat Clauser, **Seconded by** Councilor Ennio Garcia-  
133 Miera. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor Ennio  
134 Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor John Alsobrook, Councilor  
135 Pat Clauser, Councilor Philip Gasteyer.

136  
137 10. Discussion and consideration of Resolution no. 16-15, Adopting Preliminary Fiscal Year 2016-2017  
138 Budget.

139  
140 **Motion:** To approve Resolution 16-15, **Action:** Approve, **Moved by** Councilor Ennio Garcia-Miera,  
141 **Seconded by** Councilor Pat Clauser.

142  
143 **Motion:** Call question, **Moved by:** Councilor Garcia- Miera

144  
145 **Vote:** Motion failed (**summary:** Yes = 3, No = 3). **Yes:** Councilor Ennio Garcia-Miera, Councilor  
146 George Wright, Councilor Pat Clauser. **No:** Councilor Jim Fahey, Councilor John Alsobrook, Councilor  
147 Philip Gasteyer.

148  
149 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6).  
150 **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor John  
151 Alsobrook, Councilor Pat Clauser, Councilor Philip Gasteyer.

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156 ADJOURN:

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158 **Motion:** To adjourn, **Action:** Adjourn, **Moved by** Councilor Ennio Garcia-Miera, **Seconded by**  
159 Councilor George Wright. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:**  
160 Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor John  
161 Alsobrook, Councilor Pat Clauser, Councilor Philip Gasteyer.

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166 **Approved and passed this 19<sup>th</sup> day of July, 2016.**

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**Jennifer A. Hise, Village Clerk**



VILLAGE OF CORRALES  
GOVERNING BODY

**Draft Minutes**

JUNE 14, 2016

6:30 P.M.

COUNCIL/MUNICIPAL COURT CHAMBERS

GOVERNING BODY PRESENT:

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

**Absent:** Councilor John Alsobrook,

Jenn Hise Read letter from Councilor Alsobrook resigning from his position.

Mayor acknowledges Councilor Alsobrook's resignation.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

**Motion:** to approve agenda, **Action:** Approve, **Moved by** Councilor Ennio Garcia-Miera, **Seconded by** Councilor Pat Clauser. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

PRESENTATION BY VISITORS:

1. Tree Preservation Advisory Committee Presentation (Barbra Dawson, Tom Nieman and John Thompson)

REPORTS BY OFFICERS:

2. Administrators Report
3. Department Reports
4. Committee Minutes

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.*

Mayor Scott explains process to replace vacant councilor position.

Councilor Clauser attended the MRCOG meeting

Meeting with Tessa Davison after August 18<sup>th</sup> for work study.

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.*

Grif Newcomb invited Councilors and Mayor to participate in 4<sup>th</sup> of July Parade.

Roger Finzel complained of huge dump trucks and the weight limit is breaking the law of the Village. Use billboard stating truck weight limit being enforced.

Adrian Pernario sign direction north bound traffic in his subdivision Paseo Montoya visible sign that can be noticed.

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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.*

5. Approval of Resolution no. 16-17, authorizing adjustments of various funds for fiscal year 2015-2016
6. Approval of Resolution no. 16-19, authorizing adjustments of various funds for fiscal year 2015-2016.
7. Approval of Resolution no. 16-18, A Resolution Sponsoring, in Coordination with Kiwanis Club of Corrales and Corrales Cultural Arts Council, a Father's Day Concert on June 19, 2016.
8. Approval of Resolution no. 16-20, A resolution adopting the Village of Corrales update of the 2015 pay schedule to reflect increases approved by council for cost of living increase or market adjustment.
9. Approval of Emergency Medical Services contract between Albuquerque Ambulance and the Village of Corrales.
10. Approval of Middle Rio Grande Storm water Quality Team Annual Member Cooperative funding Agreement.

**Motion: Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor Ennio Garcia-Miera.  
**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

Councilor Gasteyer requests for items 5 and 6 be removed  
Councilor Clauser requests for items 9 be removed

ITEMS REMOVED FROM CONSENT AGENDA:

5. Approval of Resolution no. 16-17, authorizing adjustments of various funds for fiscal year 2015-2016

**Motion:** to approve Resolution No. 16-17, **Action:** approve, **Moved by** Councilor Philip Gasteyer, **Seconded by** Councilor Pat Clauser. **Vote:** Motion carried by unanimous roll call vote (**summary:** yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

6. Approval of Resolution no. 16-19, authorizing adjustments of various funds for fiscal year 2015-2016.

**Motion:** to approve Resolution 16-19, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor George Wright. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

9. Approval of Emergency Medical Services contract between Albuquerque Ambulance and the Village of Corrales.

**Motion:** To approve the Emergency Medical Services contract between Albuquerque Ambulance and the Village of Corrales, **Action:** Approve, **Moved by** Councilor Pat Clauser, **Seconded by** Councilor Jim Fahey. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

CONFIRMATION OF APPOINTMENTS:

11. Margaret Elliston – Bicycle Pedestrian Advisory Committee

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**Motion:** To appoint Margaret Elliston to the Bicycle Pedestrian Advisory Committee, **Action:** Approve, **Moved by** Councilor Pat Clauser, **Seconded by** Councilor Ennio Garcia-Miera. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

ANNOUNCEMENTS/FUTURE AGENDA ITEMS:

**None**

OLD BUSINESS:

12. Public hearing, discussion, consideration and final action on Ordinance No. 16-06 An ordinance relating to the licensing of animals; Amending ordinance no. 249, adopted November 24, 1992; Providing for licensing of dogs and cats for a period of time Not extending beyond the animal's current rabies vaccination; Providing that license and tag fees will be set by resolution.

**Motion:** to approve Ordinance No. 16-06 **Action:** Approve, **Moved by** Councilor Ennio Garcia-Miera, **Seconded by** Councilor George Wright. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

13. Approval of Resolution no. 16-16, a resolution establishing fees for animal licenses and tags.

**Motion:** to approve resolution No. 16-16 establishing fees for animal licenses and tags, **Action:** Approve, **Moved by** Councilor Ennio Garcia-Miera, **Seconded by** Councilor Pat Clauser. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

14. Public hearing, discussion, consideration and final action on Ordinance no. 16-07, An ordinance relating to employee annual and sick leave benefits; amending ordinance no. 251, adopted march 9, 1993 And as previously amended; providing increased accrual Of annual leave and sick leave for part-time regular Employees working at least twenty-four (24) hours per week.

**Motion:** to approve the final action on Ordinance No. 16-07, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor Philip Gasteyer. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

NEW BUSINESS:

15. Discussion and consideration to publish and post Ordinance 16-08, An ordinance relating to the New Mexico uniform traffic ordinance adopted by reference by the Village of Corrales; Re-adopting the Uniform Traffic Ordinance with 2016 amendments and with exceptions to certain provisions.

**Motion:** to publish and post Ordinance 16-08, an ordinance relating to the New Mexico uniform traffic ordinance, **Action:** Approve, **Moved by** Councilor Pat Clauser, **Seconded by** Councilor Ennio Garcia-Miera. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

16. Discussion and approval to administration to enter into the Professional Services Agreement between Village of Corrales and Corrales Main Street for fiscal year 2016-2017.

**Motion:** to approve the Professional Services Agreement between Village of Corrales and Corrales Main Street for fiscal year 2016-2017, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor Ennio

168 Garcia-Miera. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio  
169 Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.  
170

171 17. Discussion and consideration to publish and post Ordinance No. 16-10 and Ordinance Adopting an Amended  
172 Zone Map for the Village of Corrales.  
173

174 **Motion:** To publish and Post Ordinance 16-10 **Action:** Approve, **Moved by** Councilor Pat Clauser, **None**  
175 **seconded. Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-  
176 Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.  
177

178 18. Discussion, consideration and instruction to administration to enter into an agreement to purchase real  
179 property.  
180

181 **Motion:** to approve the agreement to purchase real property. **Action:** Approve, **Moved by** Councilor Jim Fahey,  
182 **Seconded by** Councilor Ennio Garcia-Miera.  
183

184 **Motion: Action:** Amend, **Moved by** Councilor George Wright, **None seconded.**  
185

186 **Vote:** Motion passed (**summary:** Yes = 4, No = 1). **Yes:** Councilor Ennio Garcia-Miera, Councilor Jim Fahey,  
187 Councilor Pat Clauser, Councilor Philip Gasteyer. **No:** Councilor George Wright.  
188

189 *The Council may, upon motion duly made, seconded and approved, go into closed session to address (A)*  
190 *discussion of the purchase, acquisition or disposal of real property or water rights, as provided in Section 10-15-*  
191 *I(H)(8), NMSA 1978. Any decision will be made only in open session.*  
192

193 **ADJOURN:**  
194

195 **Motion:** To adjourn **Action:** Adjourn, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor Pat Clauser.  
196 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilor Ennio Garcia-Miera,  
197 Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.  
198

199 **Passed and approved this 19<sup>th</sup> day of July, 2016.**  
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204 \_\_\_\_\_  
205 **Jennifer A. Hise, Village Clerk**



## MEMORANDUM

DATE: July 01, 2016  
TO: John Avila, Village Administrator  
FROM: Victor Mangiacapra, Chief of Police   
RE: Out-of-State Travel Request  
XC: Jenn Hise, Village Clerk

I respectfully request authorization to attend the International Association of Chiefs of Police (IACP) training conference in San Diego, CA from October 14<sup>th</sup>-18<sup>th</sup>, 2016.

The IACP conference is a proven resource for law enforcement executives to obtain the latest information concerning best practices and technology applications, and an entire education track is devoted solely to the management of smaller agencies.

Some of the innovations which have been implemented within the Corrales Police Department as a result of information received at past IACP training conferences include:

- Introduction of non-punitive corrective measures as an effective means of addressing and documenting non-severe and non-recurring policy violations by employees.
- Use of Body-Worn Cameras by department members in order to allow for accurate documentation of police-public contacts, arrests, and critical incidents.
- Utilization of social media, such as Nextdoor.com, to enhance communication, collaboration, and information exchange between the police and citizens.

Thank you for your time and consideration.



**VILLAGE OF CORRALES  
TRAVEL REQUEST AND REIMBURSEMENT**

Employee:	Victor Mangiacapra
Department:	Police (226/1950/47040)
Reason for Travel:	International Association of Chiefs of Police Training Conference
In State: <input type="checkbox"/>	Destination: San Diego, CA
Out of State: <input checked="" type="checkbox"/>	

Dates of Travel:	Leave: Date and Time: <u>October 14, 2016 @ 5:00PM</u>
	Return: Date and Time: <u>October 18, 2016 @ 5:00PM 292.97</u>

Registration Fee:	\$ 350.00
-------------------	-----------

I - TRAVEL EXPENSES			
		Estimated	Actual
Air Fare:	Airline: <u>Southwest Airlines</u> Receipt Required	\$ 401.00	\$
Private Vehicle:	Odometer Reading	align="right">\$	align="right">\$
	Start: _____ End: _____ Miles @32¢ / Mile		
Other:	Airport Parking	\$ 28.00	\$

II - LODGING			
Accommodations:	Rate: <u>239.00</u> X <u>4</u> Nights	align="right">\$ 1,077.41	align="right">\$
	Tax: <u>\$121.41</u>		
	Employee must submit receipt upon return.		

III - PER DIEM			
<u>\$46/day</u>	X	<u>4</u> Days	\$ 184.00
Totals from I, II and III			\$ 1,506.41

IV - TRAVEL ADVANCE			
Travel Advance Requested:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	@ 80%
Amount Returned:			\$
Receipts Submitted:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Total Due Employee:			\$

I hereby affirm that the above account and within itemized statement is just and true; and that the services were rendered as stated; that they are necessary and proper; and that the amounts claimed are reasonable and correct.

Victor Mangiacapra  
Employee Signature

07/01/16  
Date

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village Administrator

\_\_\_\_\_  
Date



**International Association of  
Chiefs of Police**

44 Canal Center Plaza, Suite 200  
Alexandria, VA 22314-2357  
Phone: 703-836-6767; 1-800-THE IACP  
Fax: 703-836-4543  
Web: [www.theiacp.org](http://www.theiacp.org)

**President**  
Terrence M. Cunningham  
Chief of Police  
Wellesley Police Department  
Wellesley, MA

**Immediate Past President**  
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Chief of Police  
Vail Police Department  
Vail, CO

**General Chair Division of State  
Associations of Chiefs of Police**  
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Apex Police Department  
Apex, NC

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Superintendent  
Virginia State Police  
Richmond, VA

**Parliamentarian**  
Peter L. Carnes  
Chief of Police  
Stonehill College Campus Police & Safety  
Easton, MA

**Executive Director / Chief Executive  
Officer**  
Vincent Talucci  
Alexandria, VA

**Deputy Executive Director**  
Gwen Boniface  
Alexandria, VA

June 1, 2016

Dear Colleagues,

The IACP has built our Annual Conference and Exposition to be the premier education and exposition experience for you -- our members.

Your job requires you to find the best solutions to ensure that your community stays safe and secure, your officers are well-equipped and trained, and your department is run efficiently and effectively. IACP is your trusted partner in these efforts, providing complete hands-on access to the latest technology, tactics, and strategies that you and your agency need to excel.

**IACP 2016 will be held in San Diego, California, October 15-18, 2016.**

Attending this year's annual conference is more essential than ever as we come together and address the priorities that are important to you. For your convenience, I've enclosed a registration form with the unique source code JOINUS that you may use to register for this year's educational meeting. For more information or to register online, visit [www.theIACPconference.org](http://www.theIACPconference.org).

Your priorities are our priorities. Discover the many opportunities available to you this October in San Diego.

I look forward to seeing you there.

Sincerely,

Vincent Talucci  
Executive Director/Chief Executive Officer

# **Budget Adjustment Request Resolution 16-021**

July 12, 2016

The Administration/Finance Department requests the following adjustments:

## **Fund 101 – General Fund**

Increase transfer budget amount to actual revenue received for HHGRT for debt funds to fund 328.

## **Fund 216-2116 – Municipal Street**

Increase revenue amount to actual amount received of gas tax.

## **Fund 302 – Park & Library**

Create revenue and expenditure budget for parks & library NM legislative grant (14-1985)

## **Fund 316 – Impact Fee fund**

Increase expenditure budget to cover expenses

## **Fund 328 – Capital Bond**

Increase transfer amount to reflect actual amount received for HHGRT from general fund.



**VILLAGE OF CORRALES  
RESOLUTION NO. 16-21**

**AUTHORIZING ADJUSTMENTS OF VARIOUS  
FUNDS FOR FISCAL YEAR 2015-2016**

**Whereas**, additional revenues, expenditures and reimbursables need to be adjusted in the FY 2015-2016 Budget, see attachment A;

**Therefore, be it resolved** that the Governing Body of the Village of Corrales authorizes adjustment of various funds and authorizes the Administration to submit this Resolution to the Department of Finance and Administration for review and approval.

**APPROVED** this 19<sup>th</sup> day of July, 2016.

**APPROVED:**

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Honorable Scott Kominiak  
Mayor, Village of Corrales

**ATTEST:**

---

Jennifer A. Hise  
Village Clerk

Department of Finance and Administration  
 Local Government Division  
 Financial Management Bureau  
 SCHEDULE OF BUDGET ADJUSTMENTS

REVISED 12/08/06

ENTITY NAME: Village of Corrales  
 FISCAL YEAR: 2015/2016  
 DFA Resolution Number: \_\_\_\_\_

For Local Government Division use only:

(A) ENTITY RESOLUTION NUMBER	(B) FUND	(C) REVENUE EXPENDITURE TRANSFER (TO or FROM)	(D) APPROVED BUDGET	(E) ADJUSTMENT	(F) ADJUSTED BUDGET	(G) PURPOSE
16-21	101 - General Fund	TRANSFER	\$ 820,026	\$ 13,150.00	\$ 833,176	Increase transfer budget to actual revenue for HHGRT for debt funds to Fund 328
16-21	299 - Other Special Revenues	REVENUE	\$5,000	\$ 3,000.00	\$ 8,000	Increase revenue budget to reflect actual amount received for gas tax
	Fund 216-2116 Municipal St					
16-21	300 - Capital	REVENUE	\$0	\$ 3,959.00	\$ 3,959	Create revenue budget for State Legislative grant for parks & library 14-1985
16-21	Fund 302 - Park & Library	EXPENDITURE	\$0	\$ -3,959.00	\$ 3,959	Create expenditure budget for State Legislative grant for parks & library 14-1985
16-21	Fund 316 - Impact Fee fund	EXPENDITURE	\$39,475	\$ -706.00	\$ 40,181	Increase expenditure budget to cover expenses
16-21	Fund 328-Capital Bond Debt	TRANSFER	\$266,693	\$ 13,150.00	\$ 279,843	Increase transfer amount to reflect actual amount received for HHGRT

ATTEST: \_\_\_\_\_ Title \_\_\_\_\_ (Date) \_\_\_\_\_ Mayor/Board Chairman \_\_\_\_\_ (Date) \_\_\_\_\_

# **Budget Adjustment Request Resolution 16-022**

July 12, 2016

The Administration/Finance Department requests the following adjustments:

Fund 101 – General Fund

Increase expenditure budget for the following purchases:

Land - \$865,000

Pool Infrastructure - \$150,000

Public works capital/equipment - \$32,345



**VILLAGE OF CORRALES**  
**RESOLUTION NO. 16-22**

**AUTHORIZING ADJUSTMENTS OF VARIOUS**  
**FUNDS FOR FISCAL YEAR 2016-2017**

**Whereas**, additional revenues, expenditures and reimbursables need to be adjusted in the FY 2016-2017 Budget, see attachment A;

**Therefore, be it resolved** that the Governing Body of the Village of Corrales authorizes adjustment of various funds and authorizes the Administration to submit this Resolution to the Department of Finance and Administration for review and approval.

**APPROVED** this 19<sup>th</sup> day of July, 2016.

**APPROVED:**

---

Honorable Scott Kominiak  
Mayor, Village of Corrales

**ATTEST:**

---

Jennifer A. Hise  
Village Clerk





**VILLAGE OF CORRALES  
STATE OF NEW MEXICO**

**Resolution No. 16-23**

**Approval of the Fourth Quarter Financial Report, Ending June 30, 2016**

**Whereas**, the Governing Body of the Village of Corrales, State of New Mexico has reviewed the fourth quarter financial report ending June 30, 2016, attached hereto; and

**Whereas**, the Local Government Division of the State of New Mexico Department of Finance Administration, by Memorandum dated June 30, 2016, has instructed all municipal Finance Officers to submit with the Final Budget for Fiscal Year 2016-2017, such fourth quarter financial report; and

**Whereas**, the Governing Body by Resolution 15-32, is submitting its Final Budget for Fiscal Year 2016-2017 by July 31, 2016, as required:

**Therefore, be it resolved by the Governing Body of the Village of Corrales:**  
That the Governing Body of the Village of Corrales has reviewed and approves the fourth quarter financial report ending June 30, 2016, as prepared by its Finance Officer, and submits such report and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

**Adopted this 19th day of July, 2016.**

**VILLAGE OF CORRALES**

---

Scott A. Kominiak, Mayor

**ATTEST:**

---

Jennifer A. Hise, Village Clerk



GENERAL FUND - MUNICIPALITY

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
<b>REVENUES</b>							
<b>Taxes:</b>							
Property Tax - Current Year	\$1,450,456	\$0	\$1,450,456	\$1,522,829		\$72,373	104.99%
Property Tax - Delinquent	\$0	\$0	\$0	\$0		\$0	n/a
Property Tax - Penalty & Interest	\$0	\$0	\$0	\$0		\$0	n/a
Oil and Gas - Equipment	\$0	\$0	\$0	\$0		\$0	n/a
Oil and Gas - Production	\$0	\$0	\$0	\$0		\$0	n/a
Franchise Fees	\$285,000	\$0	\$285,000	\$319,558		\$34,558	112.13%
Gross receipts - Local Option	\$920,938	\$0	\$920,938	\$959,995		\$39,057	104.24%
Gross Receipts - Infrastructure	\$98,389	\$0	\$98,389	\$97,176		(\$1,213)	98.77%
Gross Receipts - Environment	\$43,713	\$0	\$43,713	\$48,012		\$4,299	109.83%
Gross Receipts - Other Dedication	\$261,648	\$0	\$261,648	\$279,843		\$18,195	106.95%
<b>Intergovernmental -State Shared:</b>							
Gross receipts	\$1,117,538	\$0	\$1,117,538	\$1,167,342		\$49,804	104.46%
Cigarette Tax	\$0	\$0	\$0	\$0		\$0	n/a
Gas Tax [1 cent]	\$0	\$0	\$0	\$0		\$0	n/a
Gas Tax [2 cent]	\$0	\$0	\$0	\$0		\$0	n/a
Motor Vehicle	\$35,000	\$0	\$35,000	\$57,276		\$22,276	163.65%
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Local	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriations	\$0	\$0	\$0	\$0		\$0	n/a
Small Cities Assistance	\$400,000	\$0	\$400,000	\$185,154		(\$214,846)	46.29%
<b>Licenses and Permits</b>	\$328,500	\$0	\$328,500	\$328,391		(\$109)	99.97%
<b>Charges for Services</b>	\$0	\$0	\$0	\$0		\$0	n/a
<b>Fines and Forfeits</b>	\$50,000	\$0	\$50,000	\$60,927		\$10,927	121.85%
<b>Interest on Investments</b>	\$0	\$0	\$0	\$2,016		\$2,016	n/a
<b>Miscellaneous</b>	\$17,000	\$0	\$17,000	\$3,588		(\$13,412)	21.10%
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$5,008,182</b>	<b>\$0</b>	<b>\$5,008,182</b>	<b>\$5,032,106</b>		<b>\$23,924</b>	<b>100.48%</b>
<b>EXPENDITURES</b>							
Executive-Legislative	\$30,535	\$0	\$30,535	\$39,234	\$0	(\$8,699)	128.49%
Judicial	\$137,955	\$0	\$137,955	\$126,500	\$0	\$11,456	91.70%
Elections	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Finance & Administration	\$892,863	\$0	\$892,863	\$672,703	\$0	\$220,160	75.34%
Public Safety	\$1,919,569	\$18,750	\$1,938,319	\$1,650,596	\$0	\$287,723	85.16%
Highways & Streets	\$317,304	\$0	\$317,304	\$277,271	\$0	\$40,033	87.38%
Senior Citizens	\$12,900	\$0	\$12,900	\$7,447	\$0	\$5,453	57.73%
Sanitation	\$36,443	\$0	\$36,443	\$27,357	\$0	\$9,086	75.07%
Health and Welfare	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Culture and Recreation	\$482,945	\$15,000	\$497,945	\$485,818	\$0	\$12,127	97.56%
Economic Development & Housing	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Airport	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other - Miscellaneous	\$715,676	\$240,000	\$955,676	\$694,618	\$0	\$261,058	72.68%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$4,546,190</b>	<b>\$273,750</b>	<b>\$4,819,940</b>	<b>\$3,981,543</b>	<b>\$0</b>	<b>\$838,397</b>	<b>82.61%</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
Transfers (Out)	(\$471,693)	(\$303,333)	(\$775,026)	(\$813,176)		(\$38,150)	104.92%
TOTAL - OTHER FINANCING SOURCES	(\$471,693)	(\$303,333)	(\$775,026)	(\$813,176)		(\$38,150)	104.92%
Excess (deficiency) of revenues over expenditures				\$237,387			

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS			
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
<b>CORRECTIONS REVENUES</b>	<b>201</b>							
Correction Fees	201	35,000	0	35,000	42,969		7,969	122.77%
Miscellaneous	201	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		<b>35,000</b>	<b>0</b>	<b>35,000</b>	<b>42,969</b>		<b>7,969</b>	<b>122.77%</b>
<b>EXPENDITURES</b>	<b>201</b>	<b>35,000</b>	<b>150,000</b>	<b>185,000</b>	<b>28,983</b>		<b>156,017</b>	<b>15.67%</b>
<b>OTHER FINANCING SOURCES</b>								
Transfers In	201	0	0	0	0		0	n/a
Transfers (Out)	201	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>n/a</b>
Excess (deficiency) of revenues over expenses	201				13,986			
<b>ENVIRONMENTAL REVENUES</b>	<b>202</b>							
GRT - Environmental	202	0	0	0	0		0	n/a
Miscellaneous	202	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>n/a</b>
<b>EXPENDITURES</b>	<b>202</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>								
Transfers In	202	0	0	0	0		0	n/a
Transfers (Out)	202	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>n/a</b>
Excess (deficiency) of revenues over expenses	202				0			
<b>EMS REVENUES</b>	<b>206</b>							
State EMS Grant	206	10,628	(1,927)	8,701	8,701		0	100.00%
Miscellaneous	206	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		<b>10,628</b>	<b>(1,927)</b>	<b>8,701</b>	<b>8,701</b>		<b>0</b>	<b>100.00%</b>
<b>EXPENDITURES</b>	<b>206</b>	<b>10,628</b>	<b>0</b>	<b>10,628</b>	<b>7,612</b>	<b>0</b>	<b>3,016</b>	<b>71.63%</b>
<b>OTHER FINANCING SOURCES</b>								
Transfers In	206	0	0	0	0		0	n/a
Transfers (Out)	206	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>n/a</b>
Excess (deficiency) of revenues over expenses	206				1,089			
<b>E911 REVENUES</b>	<b>207</b>							
State-E-911 Enhancement	207	0	0	0	0		0	n/a
Network & Data Base Grant	207	0	0	0	0		0	n/a
Miscellaneous	207	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>n/a</b>
<b>EXPENDITURES</b>	<b>207</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>								
Transfers In	207	0	0	0	0		0	n/a
Transfers (Out)	207	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>n/a</b>
Excess (deficiency) of revenues over expenses	207				0			
<b>FIRE PROTECTION REVENUES</b>	<b>209</b>							
State - Fire Marshall Allotment	209	210,267	34,971	245,238	245,238		0	100.00%
Miscellaneous	209	0	0	0	0		0	n/a

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS			
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
<b>TOTAL Revenues</b>		210,267	34,971	245,238	245,238		0	100.00%

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS			
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
<b>EXPENDITURES</b>	209	152,880	34,971	187,851	128,131	47,720	12,000	68.21%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	209	0	0	0	0		0	n/a
Transfers (Out)	209	(57,387)	0	(57,387)	(57,387)		0	100.00%
<b>TOTAL - OTHER FINANCING SOURCES</b>		(57,387)	0	(57,387)	(57,387)		0	100.00%
Excess (deficiency) of revenues over expenses	209				59,720			
<b>LAW ENFORCEMENT PROTECTION REVENUES</b>	<b>211</b>							
State-Law Enforcement Protection	211	27,200	0	27,200	27,200		0	100.00%
Miscellaneous	211	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		27,200	0	27,200	27,200		0	100.00%
<b>EXPENDITURES</b>	211	27,200	0	27,200	27,191	0	9	99.97%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	211	0	0	0	0		0	n/a
Transfers (Out)	211	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	211				9			
<b>LODGERS' TAX REVENUES</b>	<b>214</b>							
Lodgers' Tax	214	5,000	0	5,000	4,554		(446)	91.08%
Miscellaneous	214	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		5,000	0	5,000	4,554		(446)	91.08%
<b>EXPENDITURES</b>	214	5,000	0	5,000	3,348	2,000	(348)	66.97%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	214	0	0	0	0		0	n/a
Transfers (Out)	214	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	214				1,206			
<b>MUNICIPAL STREET REVENUES</b>	<b>216</b>							
GRT - Infrastructure (1/8 cent)	216	0	0	0	0		0	n/a
GRT - Municipal	216	0	0	0	0		0	n/a
Gasoline Tax - (1 cent / 2 cent)	216	5,000	0	5,000	5,163		163	103.25%
Motor Vehicle - Registration (all)	216	0	0	0	0		0	n/a
State Grants	216	0	0	0	0		0	n/a
Federal Grants	216	0	0	0	0		0	n/a
Miscellaneous	216	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		5,000	0	5,000	5,163		163	103.25%
<b>EXPENDITURES</b>	216	0	0	0	0	0	0	n/a
<b>OTHER FINANCING SOURCES</b>								
Transfers In	216	0	0	0	0		0	n/a
Transfers (Out)	216	(5,000)	0	(5,000)	(5,163)		(163)	103.25%
<b>TOTAL - OTHER FINANCING SOURCES</b>		(5,000)	0	(5,000)	(5,163)		(163)	103.25%
Excess (deficiency) of revenues over expenses	216				0			
<b>RECREATION REVENUES</b>	<b>217</b>							
Cigarette Tax - (1 cent)	217	0	0	0	0		0	n/a
Miscellaneous	217	0	0	0	0		0	n/a

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS			
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	217	0	0	0	0	0	0	n/a

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Budget Balance	Budget Variance %
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
<b>OTHER FINANCING SOURCES</b>								
Transfers In	217	0	0	0	0		0	n/a
Transfers (Out)	217	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	217				0			
<b>INTERGOVERNMENTAL GRANTS REVENUES</b>	<b>218</b>							
State Grants	218	0	0	0	0		0	n/a
Federal Grants	218	0	0	0	0		0	n/a
Miscellaneous	218	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		0	0	0	0		0	n/a
<b>EXPENDITURES</b>	218	0	0	0	0	0	0	n/a
<b>OTHER FINANCING SOURCES</b>								
Transfers In	218	0	0	0	0		0	n/a
Transfers (Out)	218	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	218				0			
<b>SENIOR CITIZENS REVENUES</b>	<b>219</b>							
State Grants	219	0	0	0	0		0	n/a
Federal Grants	219	0	0	0	0		0	n/a
Miscellaneous	219	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		0	0	0	0		0	n/a
<b>EXPENDITURES</b>	219	0	0	0	0	0	0	n/a
<b>OTHER FINANCING SOURCES</b>								
Transfers In	219	0	0	0	0		0	n/a
Transfers (Out)	219	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	219				0			
<b>DWI REVENUES</b>	<b>223</b>							
State - Formula Distribution (DFA)	223	0	0	0	0		0	n/a
State - Local Grant (DFA)	223	0	0	0	0		0	n/a
State Other	223	9,240	14,392	23,632	12,079		(11,553)	51.11%
Federal Grants	223	0	0	0	0		0	n/a
Miscellaneous	223	5,000	0	5,000	6,150		1,150	123.01%
<b>TOTAL Revenues</b>		14,240	14,392	28,632	18,229		(10,403)	63.67%
<b>EXPENDITURES</b>	223	14,240	14,392	28,632	18,230	0	10,402	63.67%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	223	0	0	0	0		0	n/a
Transfers (Out)	223	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	223				(0)			
<b>OTHER - SPECIAL REVENUES</b>	<b>299</b>							
REVENUES	299	319,511	504,269	823,780	194,343		(629,437)	23.59%
EXPENDITURES	299	665,403	659,964	1,325,367	852,390	17,997	454,980	64.31%
<b>TOTAL -OTHER FINANCING SOURCES</b>	299	40,000	5,000	45,000	65,000		20,000	144.44%

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS			
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
Excess (deficiency) of revenues over expenses	299				(593,046)			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS		Budget Balance	Budget Variance %
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
<b>202-Court AOC</b>							
REVENUES	14,000	0	14,000	5,218		(8,782)	37.27%
EXPENDITURES	14,000	0	14,000	8,241	0	5,759	58.86%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(3,023)			
<b>207-Wildland Fires</b>							
REVENUES	0	285	285	285		0	100.00%
EXPENDITURES	0	21,000	21,000	0	0	21,000	0.00%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				285			
<b>213-Library Fund</b>							
REVENUES	31,038	7,527	38,565	58,445		19,880	151.55%
EXPENDITURES	34,927	7,527	42,454	61,216	0	(18,762)	144.19%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(2,772)			
<b>215-Economic Development</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	10,000	10,000	50,000	0	(40,000)	500.00%
OTHER FINANCING SOURCES							
Transfers In	20,000	5,000	25,000	45,000		20,000	180.00%
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	20,000	5,000	25,000	45,000		20,000	180.00%
Excess (deficiency) of revenues over expenditures				(5,000)			
<b>220-SRTS</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>217-Recreation Fund</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>224-Fire Donation</b>							
REVENUES	2,910	0	2,910	1,500		(1,410)	51.55%
EXPENDITURES	2,910	0	2,910	0	0	2,910	0.00%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
Excess (deficiency) of revenues over expenditures				1,500			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS		Budget Balance	Budget Variance %
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
<b>226-Police Special Fund</b>							
REVENUES	13,500	0	13,500	9,882		(3,618)	73.20%
EXPENDITURES	70,500	1,000	71,500	10,862	0	60,638	15.19%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(979)			
<b>226-1623 PD 15-0842</b>							
REVENUES	0	25,000	25,000	0		(25,000)	0.00%
EXPENDITURES	0	25,000	25,000	24,191	0	809	96.76%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(24,191)			
<b>227-Bosque Fund</b>							
REVENUES	0	0	0	75		75	n/a
EXPENDITURES	10,000	0	10,000	8,204	0	1,796	82.04%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(8,129)			
<b>228-Casa San Ysidro Fund</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	20,000	0	20,000	20,000	0	0	100.00%
OTHER FINANCING SOURCES							
Transfers In	20,000	0	20,000	20,000		0	100.00%
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	20,000	0	20,000	20,000		0	100.00%
Excess (deficiency) of revenues over expenditures				0			
<b>232-YCC Grant</b>							
REVENUES	143,526	0	143,526	91,690		(51,836)	63.88%
EXPENDITURES	143,526	0	143,526	132,282	0	11,244	92.17%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(40,592)			
<b>(enter fund name here)</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>234-Fire Protection Grant</b>							
REVENUES	0	10,000	10,000	10,000		0	100.00%
EXPENDITURES	0	105,978	105,978	21,515	17,997	66,466	20.30%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
Excess (deficiency) of revenues over expenditures				(11,515)			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
<b>236-FEMA 4148</b>							
REVENUES	0	330,845	330,845	0		(330,845)	0.00%
EXPENDITURES	255,003	303,170	558,173	399,570	0	158,603	71.59%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(399,570)			
<b>256-Bosque Project (Thinning)</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>237-FEMA 4152</b>							
REVENUES	114,537	130,612	245,149	17,248		(227,901)	7.04%
EXPENDITURES	114,537	186,289	300,826	116,309	0	184,517	38.66%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(99,061)			
<b>238-PD Donations</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>(enter fund name here)</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>(enter fund name here)</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>FUND 299 SUMMARY</b>							
Revenue - TOTAL	\$319,511	\$504,269	\$823,780	\$194,343		(629,437)	23.59%
Expenditures - TOTAL	\$665,403	\$659,964	\$1,325,367	\$852,390	\$17,997	454,980	64.31%
TOTAL - OTHER FINANCING SOURCES	\$40,000	\$5,000	\$45,000	\$65,000		\$20,000	144.44%

**CAPITAL PROJECTS**

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
<b>REVENUES</b>							
GRT- Dedication	\$0	\$0	\$0	\$0		\$0	n/a
GRT- Infrastructure	\$0	\$0	\$0	\$0		\$0	n/a
Bond Proceeds	\$0	\$0	\$0	\$0		\$0	n/a
State Grants	\$0	\$0	\$0	\$0		\$0	n/a
CDBG funding	\$0	\$0	\$0	\$0		\$0	n/a
State Grants	\$40,271	\$235,000	\$275,271	\$388,293		\$113,022	141.06%
Federal Grants (other)	\$0	\$114,011	\$114,011	\$104,235		(\$9,776)	91.43%
Legislative Appropriations	\$150,000	\$263,000	\$413,000	\$107,461		(\$305,539)	26.02%
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Miscellaneous	\$46,399	\$0	\$46,399	\$0		(\$46,399)	0.00%
<b>TOTAL CAPITAL PROJECTS REVENUES</b>	<b>\$236,670</b>	<b>\$612,011</b>	<b>\$848,681</b>	<b>\$599,989</b>		<b>(\$248,692)</b>	<b>70.70%</b>
<b>EXPENDITURES</b>							
Parks/Recreation	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Housing	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Equipment & Buildings	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Facilities	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Transit	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Utilities	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Airports	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Infrastructure	\$236,670	\$890,344	\$1,127,014	\$476,280	\$0	\$650,734	42.26%
Debt Service Payments (P&I)-GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Debt Service Payments (P&I)-Rev. Bonds	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other	\$57,387	\$0	\$57,387	\$57,387	\$0	\$0	100.00%
<b>TOTAL CAPITAL PROJECTS EXPENDITURE</b>	<b>\$294,057</b>	<b>\$890,344</b>	<b>\$1,184,401</b>	<b>\$533,667</b>	<b>\$0</b>	<b>\$650,734</b>	<b>45.06%</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$137,387	\$278,333	\$415,720	\$415,883		\$163	100.04%
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>	<b>\$137,387</b>	<b>\$278,333</b>	<b>\$415,720</b>	<b>\$415,883</b>		<b>\$163</b>	<b>100.04%</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$482,205</b>			

**DEBT SERVICE**

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
<b>GENERAL OBLIGATION BONDS [FUND 401]</b>							
REVENUES:							
General Obligation - (Property tax)	\$219,484	\$0	\$219,484	\$214,414		(\$5,070)	97.69%
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Other - Misc	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES</b>	<b>\$219,484</b>	<b>\$0</b>	<b>\$219,484</b>	<b>\$214,414</b>		<b>(\$5,070)</b>	<b>97.69%</b>
EXPENDITURES							
General Obligation - Principal	\$195,000	\$0	\$195,000	\$195,000	\$0	\$0	100.00%
General Obligation - Interest	\$24,484	\$0	\$24,484	\$24,484	\$0	\$0	100.00%
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$3,800	\$0	\$3,800	\$3,644	\$0	\$156	95.90%
<b>TOTAL EXPENDITURES</b>	<b>\$223,284</b>	<b>\$0</b>	<b>\$223,284</b>	<b>\$223,128</b>	<b>\$0</b>	<b>\$156</b>	<b>99.93%</b>
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
Excess (deficiency) of revenues over expenditures [401]				(\$8,714)			
<b>REVENUE BONDS [FUND 402]</b>							
REVENUES:							
Bond Proceeds	\$0	\$0	\$0	\$0		\$0	n/a
Revenue Bonds - GRT	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Revenue Bonds - Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>REVENUE BOND REVENUE - TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
EXPENDITURES							
Revenue Bonds - Principal	\$0	\$0	\$0	\$135,000	\$0	(\$135,000)	n/a
Revenue Bonds - Interest	\$0	\$0	\$0	\$106,693	\$0	(\$106,693)	n/a
Other Revenue Bond Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$0	\$0	\$0	\$0	\$0	\$0	n/a
<b>TOTAL DEBT SERVICE FUND EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$241,693</b>	<b>\$0</b>	<b>(\$241,693)</b>	<b>n/a</b>
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$279,843		\$279,843	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$279,843</b>		<b>\$279,843</b>	<b>n/a</b>
Excess (deficiency) of revenues over expenditures [402]				\$38,151			
<b>OTHER DEBT SERVICE [FUND 403]</b>							
REVENUES:							
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Loan Revenue	\$0	\$0	\$0	\$0		\$0	n/a
<b>OTHER DEBT SERVICE REVENUE - TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
EXPENDITURES							
NMFA Loan Payments	\$73,052	\$0	\$73,052	\$73,838	\$0	\$786	101.08%
Board of Finance Loan Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Debt Service - Misc	\$0	\$0	\$0	\$0	\$0	\$0	n/a
<b>TOTAL DEBT SERVICE FUND EXPENDITURES</b>	<b>\$73,052</b>	<b>\$0</b>	<b>\$73,052</b>	<b>\$73,838</b>	<b>\$0</b>	<b>\$786</b>	<b>101.08%</b>
OTHER FINANCING SOURCES							
Transfers In	\$316,693	\$0	\$316,693	\$75,000		(\$241,693)	23.68%
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>	<b>\$316,693</b>	<b>\$0</b>	<b>\$316,693</b>	<b>\$75,000</b>		<b>(\$241,693)</b>	<b>23.68%</b>
Excess (deficiency) of revenues over expenditures [403]				\$1,162			

**ENTERPRISE FUNDS**

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
<b>REVENUES</b>							
<b>Water Fund</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES - Water Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Water Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
Excess (deficiency) of revenues over expenditures				\$0			
<b>REVENUES</b>							
<b>Solid Waste</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES - Solid Waste Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Solid Waste</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
Excess (deficiency) of revenues over expenditures				\$0			
<b>REVENUES</b>							
<b>Waste Water</b>							
Charges for Services	\$0	\$0	\$0	\$43,048		\$43,048	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES - Waste Water Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$43,048</b>		<b>\$43,048</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Waste Water</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$72,704</b>	<b>\$0</b>	<b>(\$32,704)</b>	<b>181.76%</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$40,000	\$0	\$40,000	\$40,000		\$0	100.00%
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$40,000</b>		<b>\$0</b>	<b>100.00%</b>
Excess (deficiency) of revenues over expenditures				\$10,344			

**ENTERPRISE FUNDS**

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
<b>REVENUES</b>							
<b>Airport</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES - Airport Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Airport</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$0</b>			
<b>REVENUES</b>							
<b>Ambulance</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES - Ambulance Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Ambulance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$0</b>			
<b>REVENUES</b>							
<b>Cemetery</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES - Cemetery Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Cemetery</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$0</b>			

**ENTERPRISE FUNDS**

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
<b>REVENUES</b>							
<b>Housing</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES - Housing Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Housing</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$0</b>			
<b>REVENUES</b>							
<b>Parking Facilities</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REVENUES - Parking Facilities</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Parking Facilities</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$0</b>			
<b>REVENUES</b>							
<b>Other Enterprise (enter fund name)</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REV. - Other Enterprise Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Other Enterprise Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$0</b>			

**ENTERPRISE FUNDS**

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
<b>REVENUES</b>							
<b>Other Enterprise (enter fund name)</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REV. - Other Enterprise Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Other Enterprise Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$0</b>			
<b>REVENUES</b>							
<b>Other Enterprise (enter fund name)</b>							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL REV. - Other Enterprise Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>EXPENDITURES</b>							
<b>Other Enterprise Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
<b>TOTAL-OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>n/a</b>
<b>Excess (deficiency) of revenues over expenditures</b>				<b>\$0</b>			

FY 2016/2017

**Final Budget Summary of updates**

Fund 201-1970 Detention decrease of 44030 Maintenance Grounds budget - \$2,556

Fund 212-1909 Sandoval County DWI Grant increase of revenue and expenditure budgets - \$3,500

Fund 213-1622 Library fund – Intel increase of revenue budget - \$2,000

Fund 232-1623 YCC Grant increase revenue and expenditure budget - \$23,718

Fund 234-1718 Fire Protection Grant – Federal decrease expenditure budget - \$11,000

Fund 316-1717 Impact Fee Fund – Corrales increase 49010-principal expenditure budget - \$852

Fund 503-0000 Waste Water – Enterprise increase 44020-maintenance contracts budget \$3000



**VILLAGE OF CORRALES  
STATE OF NEW MEXICO**

**RESOLUTION NO. 16-24**

**ADOPTING FINAL FISCAL YEAR 2016-2017 BUDGET**

**WHEREAS**, the Governing Body of the Village of Corrales, State of New Mexico has developed a budget for Fiscal Year 2016-2017; and

**WHEREAS**, said budget was developed on the basis of need and through cooperation with all user departments, elected officials and other department supervisors; and

**WHEREAS**, the official meetings for the review of said documents were duly advertised by posting in five locations, complying with the State Open Meetings Act; and

**WHEREAS**, the Governing Body attests that the FY2016-2017 final budget includes all changes agreed and voted upon, and furthermore, to the best of our knowledge, that the Village has complied and is complying with all federal, state and local laws, rules and regulations in the preparation and execution of the Village's operating budget.

**THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE VILLAGE OF CORRALES:**

**Section 1.** That the governing body of the Village of Corrales, State of New Mexico, hereby adopts the FY2016-2017 budget hereinafter described and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

**ADOPTED THIS 19th DAY OF JULY, 2016.**

**VILLAGE OF CORRALES**

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**Scott A. Kominiak, Mayor**

**ATTEST:**

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**Jennifer A. Hise, Village Clerk**

[SEAL]



# VILLAGE OF CORRALES

## RESOLUTION NO. 16-25

### **A RESOLUTION AUTHORIZING AND ORDERING THE ACQUISITION OF THE REAL PROPERTY DESCRIBED AS LOTS A AND B, HARVEY C. JONES ESTATES.**

**WHEREAS**, at its regular meeting of June 12, 2016, the Village Council, the governing body (“Governing Body”) of the Village of Corrales (the “Village”) determined to acquire the real property located at 4105-4107 Corrales Road, Corrales, New Mexico, also described as Lots A and B, Harvey C. Jones Estates (the “Property”) and authorized the Village administration to enter into a purchase and sale agreement (the “Purchase Agreement”) for the Property; and

**WHEREAS**, the Purchase Agreement has been entered into by the Village and by Sherry Jones, the present owner and the seller of the Property; and

**WHEREAS**, the Governing Body wishes to reaffirm and document for the benefit of any interested persons the Governing Body’s authorization for the Mayor and Village administration to complete the transaction contemplated in the Purchase Agreement and acquire the Property.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE VILLAGE OF CORRALES** that:

1. All actions of the Governing Body and the Village heretofore taken in regard to the acquisition by the Village of the Property, including without limitation the execution and delivery of the Purchase Agreement, are hereby ratified and affirmed.
2. The Governing Body resolves and determines that the sale and purchase of the Property, as contemplated in the Purchase Agreement, should proceed in an expeditious manner.
3. The Mayor and other officers of the Village are hereby authorized and instructed to complete the actions contemplated in the Purchase Agreement and close on the purchase of the Property, and the Mayor and the Village Clerk are authorized to execute and deliver all documents and other writings and materials reasonably necessary to complete the purchase of the Property, and to deliver the purchase price therefor, in accordance with the Purchase Agreement.

**PASSED, APPROVED, AND ADOPTED** by the Governing Body of the Village of Corrales, New Mexico this 19th day of July, 2016.

APPROVED:

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The Honorable Scott Kominiak  
Mayor, Village of Corrales

ATTEST:

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Jennifer A. Hise  
Village Clerk

## CONFIRMATION OF APPOINTMENTS

12. Lonnie Peets – Bosque Advisory Commission



4324 CORRALES ROAD  
CORRALES, NEW MEXICO 87048  
PHONE (505) 897-0502

## VILLAGE OF CORRALES

FAX (505) 897-7217  
EMAIL: [info@corrales-nm.org](mailto:info@corrales-nm.org)  
WEBSITE: [www.corrales-nm.org](http://www.corrales-nm.org)

### Boards/Commissions/Committee Application

**Name:** Lonnie Peets **Date:** 3/29/2016  
**Mailing Address:** Corrales NM 87048  
**Street Address:** \_\_\_\_\_  
**Phone Numbers:** **Home:** \_\_\_\_\_  
**Office:** \_\_\_\_\_  
**Mobile/Cell:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_  
**For which Board are you volunteering?** Bosque Advisory Commission

**Briefly state your reason(s) for wanting to serve on this Board or Commission.**

*see attached*

**Briefly state your understanding of the key issue(s) facing this Board or Commission.**

*see attached*

**Please list any experience that would be pertinent to your appointment to this Board/Commission.**

*see attached*

**Please use reverse side of paper for additional space if needed.**

**OFFICE USE ONLY**  
**Received By:** \_\_\_\_\_ **Date Application Received:** \_\_\_\_\_  
**Initial Application:**  **Renewal:**   
**Mayor's Initials:** \_\_\_\_\_ **Date of Confirmation:** \_\_\_\_\_  
**Term Expires:** \_\_\_\_\_

## REASON FOR WANTING TO SERVE:

I use the bosque on a weekly basis throughout the entire year and am concerned with the preservation, protection and available access to our wonderful woodland along the Rio Grand.

## MY UNDERSTANDING OF THE KEY ISSUES

The bosque is a protected preserve and requires diligent oversight and cooperation from the community to maintain its protection. Balance must be maintained between animal life, foliage and the people who enjoy the many aspects and recreation the bosque provides. Public awareness is paramount in the protection to the bosque especially with the changes that have been made to upset the natural balances of the area such as the natural flooding and invasive species. This requires intensive maintenance and study to the environmental impacts of these changes as well as the impact by people and wildlife as well. The Advisory has to take in consideration the goals and opinions of the the Middle Rio Grande Conservancy and the Village of Corrales' main activity of flood control and irrigation. There will always be issues between keeping the bosque wild and human recreation and usage. Obtaining and assessing the results of environmental impact studies is an ongoing project. Addressing public safety also needs to be addressed and maintained.

## MY EXPERIENCE THAT WOULD BE PERTINENT

I have a lot of experience in wilderness camping and rafting our wild waterways in the Western United States and understand usage without leaving an imprint on the land. "Leave nothing but you footprints" I also own and board horses and am very aware of the impact of horse usage in the bosque.

Lonnie Peets

**CONFIRMATION OF APPOINTMENTS**

**13. Gloria McCarey - Alternate Judge**

**CONFIRMATION OF APPOINTMENTS**

14. David Dornburg - District 4 Councilor



## VILLAGE OF CORRALES

### ORDINANCE 16-08

**AN ORDINANCE RELATING TO THE NEW MEXICO UNIFORM TRAFFIC  
ORDINANCE ADOPTED BY REFERENCE BY THE VILLAGE OF CORRALES;  
RE-ADOPTING THE UNIFORM TRAFFIC ORDINANCE WITH 2016 AMENDMENTS  
AND WITH EXCEPTIONS TO CERTAIN PROVISIONS.**

WHEREAS, the Village of Corrales (the "Village") through its governing body has previously adopted and uses the New Mexico Uniform Traffic Ordinance as compiled on behalf of New Mexico municipalities by the New Mexico Municipal League; and

WHEREAS, the Village's governing body finds that the most recent version of the Uniform Traffic Ordinance, dated 2016 and including amendments related to legislation adopted during the 2016 New Mexico regular legislative session, should be adopted by the Village, but without changing alternative provisions of certain sections specifically adopted by Ordinance No. 14-11, approved and adopted on October 28, 2014.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE  
VILLAGE OF CORRALES, NEW MEXICO:**

#### **Section 1. Adoption by Reference**

- A. The New Mexico Uniform Traffic Ordinance Compilation, as amended through July 2016, is hereby adopted by reference, pursuant to Section 3-17-6 NMSA 1978, except as otherwise expressly provided herein or as specifically modified by ordinance of the Village of Corrales.
- B. This Ordinance as adopted shall be available for inspection in the office of the municipal clerk during normal and regular business hours of the municipal clerk. A copy of the Uniform Traffic Ordinance shall be available upon request and payment of a reasonable charge.

#### **Section 2. Exceptions**

Section 12-6-12.6 (Unlawful Use of License), Subsection C of Section 12-6-13.13 (Mandatory Use of Seatbelts), and Subsection D of Section 12-6-18 (Texting While Driving) of the Uniform Traffic Ordinance, as amended, are *not* adopted and the provisions thereof shall remain as adopted by Ordinance No. 14-11.

#### **Section 3. Severability**

If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be

deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

**Section 4. Ordinance Repealed**

All ordinances and parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed only to the extent of such inconsistency.

**Section 5. Effective Date**

This Ordinance shall be effective upon its adoption and publication as provided by law.

**PASSED, APPROVED AND ADOPTED THIS 19TH DAY OF JULY 2016.**

VILLAGE OF CORRALES

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The Honorable Scott Kominiak  
Mayor, Village of Corrales

ATTEST:

---

Jennifer A. Hise, Village Clerk



## VILLAGE OF CORRALES ORDINANCE NO. 16-10

### An Ordinance Adopting an Amended Zone Map for the Village of Corrales

**Whereas**, the Village of Corrales (the “Village”), in exercise of its jurisdiction to govern all real property within its incorporated limits, as set forth in Chapter 18, Article II. Zoning, of the Code of Ordinances, desires to update its zone map for public reference and regulatory administration; and

**Whereas**, Section 18-31, Zone Boundaries, provides that boundaries of zones are to be depicted on a zone map available for public inspection; and

**Whereas**, the Village administration, through its Department of Planning & Zoning, with the assistance of the Mid-Region Council of Governments, has prepared a graphic presentation identifying the locations of zoned properties throughout the Village, attached as Exhibit 1; and

**Whereas**, the Village Council, the governing body of the Village (“Governing Body”), finds that the graphic presentation attached hereto as Exhibit 1 should be adopted as the amended zone map of the Village

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

1. The Governing Body hereby adopts Exhibit 1 attached hereto as the Zone Map for the Village of Corrales.
2. The Zone Map so adopted supersedes in their entirety all zone maps and amendments thereto previously adopted by the Village.

**PASSED, APPROVED AND ADOPTED** by the Governing Body of the Village of Corrales, New Mexico, this 19th day of July, 2016.

APPROVED:

---

Scott Kominiak, Mayor

ATTEST:

---

Jennifer A. Hise  
Village Clerk



Corrales, NM  
June 29<sup>th</sup>, 2016

To the Village of Corrales,  
Planning & Zoning Department:

I am writing to appeal the denial of the permit for a home occupation at my home which is located at 3 Camino del Sol, Corrales, NM 87048, the matter which was heard on June 15, 2016, and ask to review and reconsider your decision.

On the number 1 reason: The maximum capacity to house on the premises shall be no more than five patients. I stated at the hearing on June 15, 2016, that my intent is to accommodate and provide day care with the option for full time care for 1 to 2 elderly residents. I am writing to affirm that I will not have more than 5 residents.

On the number 2: The applicant must provide information that the operation as proposed will not adversely affect the public safety because of increased traffic. There will be no on-street parking.

My drive-way, without the car garage, accommodates up to 11-12 vehicles. The back yard lot also can fit 5-6 cars if needed it.

Camino del Sol has access to Andrews Lane and from Andrews Lane with direct access to Corrales Road from 4 streets in within 50-150 feet of each other and they are: Camino del Sol, Lucero Road, East La Entrada, and Priestly Road. I am attaching photographs of the house driveway and the road access from Corrales Road and Andrews Lane. The traffic on Camino del Sol is used by the house number 2, number 4 and 5. There are 4 houses on Camino del Sol, including mine in the middle at number 3. The first house is at the entrance of Camino del Sol on Andrews Lane facing West.

I hope you will review and reconsider your decision and approve it accordingly. I have been a resident of Corrales since year 2000, my three children grew up here, and I am proud to be part of this community.

Respectfully,

Daniela Keller  
505-203-4498  
danielakeller@comcast.net



RECEIVED

JUL 01 2016



**Planning & Zoning Department**  
**Village of Corrales**

4324 Corrales Road, Corrales, New Mexico 87048  
Phone: (505) 897-0502 Ext. 219 / Fax: (505) 897-7217  
Email: ctidwell@corrales-nm.org

June 28, 2016

Ms. Daniela Keller  
3 Camino del Sol  
Corrales, NM 87048

**RE: Home Occupation Permit Denial**

Dear Ms. Keller;

Thank you for submitting an application for a home occupation permit in the Village of Corrales. This matter was heard June 15, 2016; the Planning & Zoning Commission denied your application for a group home to care for elderly persons.

You are welcome to re-apply for a home occupation permit, with the submittal of a **Use By Review** application per Sec. 18-33. Agricultural and rural residential zone. (11) *Uses by Review. c. Group homes.* 1. The maximum capacity to house on the premises shall be no more than five patients; and, 2. The applicant must provide a traffic engineering analysis showing to the satisfaction of the Village engineer that the operation as proposed will not adversely affect the public safety either because of increased traffic or on-street parking.

Please let me know if I can help you in any way.

Sincerely,

  
Cynthia C. Tidwell  
Planning and Zoning Administrator

Received  
\$100 -  
for appeal  
Receipt # 958870  
Check # 2648  


RECEIVED

ZOC-16-10

MAY 02 2016



4324 CORRALES ROAD  
CORRALES, NEW MEXICO 87048  
PHONE (505) 897-0502  
FAX (505) 897-7217

Village of Corrales  
VILLAGE OF CORRALES

EMAIL: info@corrales-nm.org  
WEBSITE: www.corrales-nm.org

Application for Home Occupation Permit

Everyone who operates or plans to operate a business at any location within the A-1, A-2, or H zones of the Village of Corrales must obtain a Home Occupation Permit (ZOC) issued by the Village. (Ch.18 Sec. 18-45(c)(1), Codified Ordinances of the Village of Corrales.). In order to obtain a ZOC, you must follow these procedures:

Instructions:

1. Fully and accurately complete the ZOC application and attach all of the following: (a) one or more photographs of the home from the road, showing access; (b) a map or sketch clearly showing the location of the proposed business activity on the property; (c) a site plan showing all structures and on-site parking provisions to meet any parking needs of the business; and (d) any other required documentation or information. An application without these required attachments is not complete.
2. Submit the application, **and it and nine (9) copies of all required materials**, to the Village administrative offices, along with the \$35.00 fee. If the application is complete, the P&Z Administrator will schedule a hearing before the Village's Planning and Zoning Commission within 60 days. If the application is not complete, it will be returned to the applicant and will not be set for hearing until resubmitted in a complete form.
3. Post an easy-to-see notice (yellow sign), which you must obtain from the Village, for fifteen (15) days prior to the Planning and Zoning hearing when your application will be heard.
4. Attend the hearing and be prepared to answer questions.
5. Obtain a Village **business registration** (\$35 fee annually) within 90 days, if your ZOC is approved by the Commission.

If you have any questions about filling out the form or about the process, please phone, e-mail or come by the Planning and Zoning Department during regular business hours.

General Information

Name of Applicant: DANIELA KELLER 05.02.16  
03.30.16  
date

Physical Address: 3 CAMINO DEL SOL daniela.keller@comcast.net  
Number Street email address

Mailing Address: 3 CAMINO DEL SOL Phone: 505-203-4498

Legal Description: TRACT B-2 SOL Y RIO Map No.: 18  
Lot or track Block Subdivision

Acreage: 1 Zoning: A-1

Are you the property owner? Yes  No

If you are not the property owner, you must attach a letter signed by the owner granting approval for the proposed business use.

Are there other ZOCs on the Property? Yes \_\_\_\_\_ No  (Cannot exceed 2 at any one time)

If yes, you must attach copies of the approvals for existing ZOC's to the application.

Total Square Footage of Home: 3712  
(Exclude Garage unless part of ZOC) Square Feet

How many square feet of the home will you use for your home business? 900  
(Cannot exceed 25% of total) Square Feet

Will you use Accessory Structures in your ZOC? Yes \_\_\_\_\_ No

If yes, how many square feet of Accessory Structures will you use for your home business?  
N/A (Cannot exceed 1,000 ft.)

What is the name of your business? CAMINO DEL SOL-CORRALES RETREA

Briefly describe your business and its functions The business will provide 24 hr home care, assistance with all activities of daily living for seniors.

What days/hours will your business operate? 24 hours

Will clients/customers be coming to your home? Yes  No \_\_\_\_\_

If yes, please circle how many persons/vehicles will come to your home for business purposes:

Per Day: 1-5; 6-10; >10;

Per Week: 1-5; 6-10; 11-20; >20.

How many additional motor vehicle trips in and out of the property will be generated by your business (including clients, deliveries, your own business-related trips, and any other business-related trips) PER WEEK? 1-2

Will there be any materials storage? Yes \_\_\_\_\_ No

If yes, please explain what the materials are and how and where they will be stored.

N/A

Additional Comments:

The statements below track the requirements of the Village Code section governing ZOC permits. (Chapter 18-45(c)(1)(5)). By initialing these items, you certify that you meet these criteria and will abide by them if your ZOC is approved. Violating these requirements may result in loss of your home occupation permit or business license.

**INITIAL EACH APPLICABLE ITEM.** (Do not use "X" or a check mark.)

Item a, and Items d through j, MUST be initialed. Initial either b1 or b2, and either c1 or c2, whichever is applicable in each case.

JK a. The use of my home for a business will be clearly subordinate and incidental to its use as my residence.

JK b1. No more than 25% of the house and not more than 1,000 square feet of any accessory structures) will be used for all home occupations on the lot.

**Or, if applicable:**

     b2 My lot is zoned A-1 and is located in the Neighborhood Community and Office District (NCOD); no more than 45% of the home and 2000 square feet of any accessory structures will be used for all home occupations on the lot.

JK c1. Other than family members, no more than 1 (ONE) person will engage in the home business on the premises.

**Or, if applicable:**

     c2. My lot is zoned A-1 and is located in the NCOD; other than family members, no more than three (3) persons will be engaged in the home business on the premises.

JK d. There will be no change in the exterior appearance of the buildings or premises (except for a single sign authorized and permitted under Chapter 8, Art. IV.).

JK e. All business tools, equipment and materials will be maintained and have an orderly appearance.

JK f. My neighbors on the adjacent properties will not detect any objectionable noise or noise in excess of that permitted under the Noise Abatement Ordinance (Chapter 14, Article II of the Village Code), and there will be no vibration, glare, fumes, noxious odors, or other nuisances as a result of any home business equipment or process.

JK g. There will be no business activities at the home which will create traffic greater than that typical of a single-family residence, or greater than the numbers of vehicle trips stated in this application.

JK h. No more than two (2) service vehicles shall be parked on or present at the property at any time.

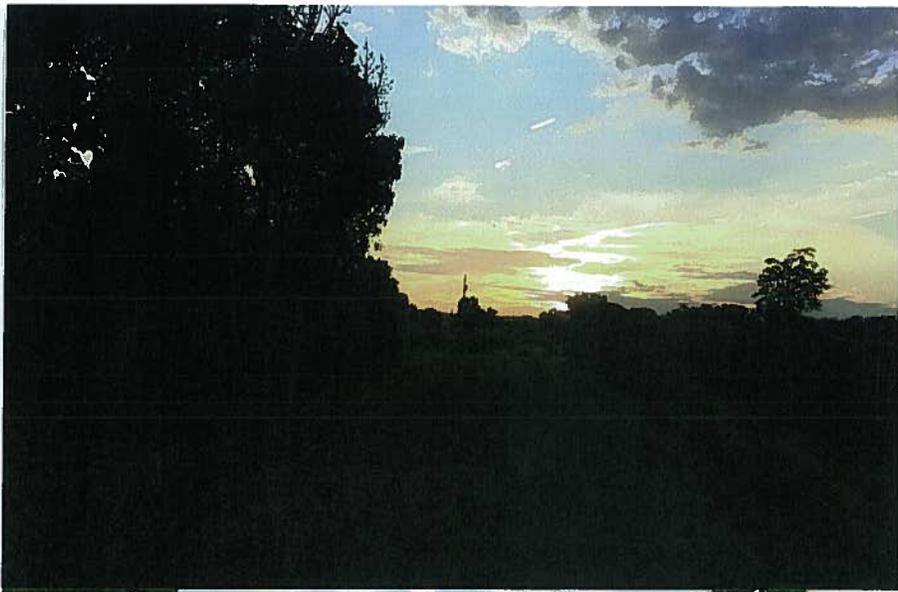
JK i. There is sufficient off-street parking to handle any additional parking caused by my business.

JK j. No more than two (2) home occupations are permitted on any property at any one time.

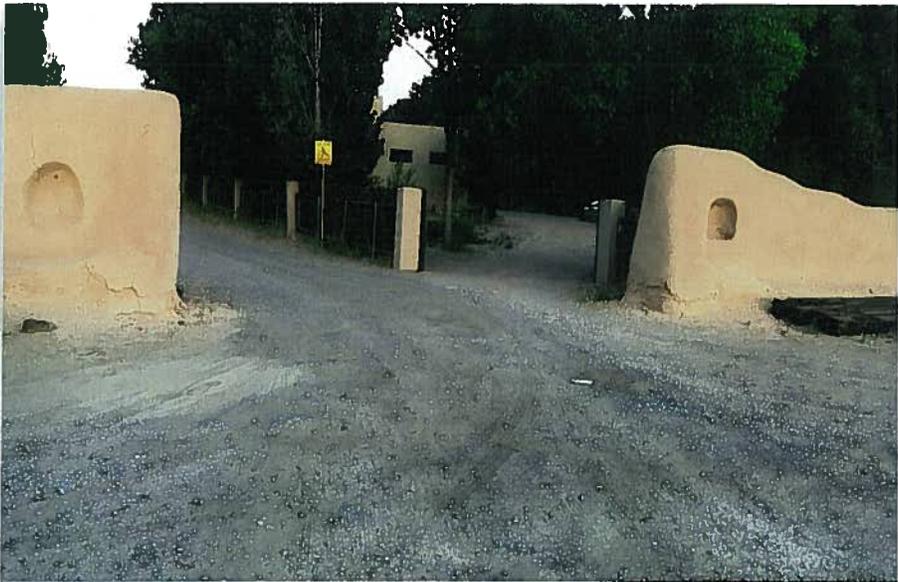






















# Village of Corrales

Planning & Zoning Department  
4324 Corrales Road, Corrales, New Mexico 87048  
Phone: (505) 897-0502 / Fax: (505) 897-7217

## PLANNING AND ZONING COMMISSION

Date of Meeting: Wednesday, 15 June 2016, 6:30 PM

Location of Meeting: Council Chambers

## MINUTES - DRAFT

### I. CALL TO ORDER

The chair called the meeting to order at 6:35 PM.

### II. ROLL CALL

The PZA called the roll:

**Present:** Commissioners Begay, Cordova, Derr, Murray, Staley, and Wirtz.

**Staff:** Cynthia C. Tidwell, PZA

### III. APPROVAL OF AGENDA

**MOTION:** Commissioner Cordova, to approve the agenda as prepared.

**SECOND:** Commissioner Murray.

**VOTE:** Motion to approve the agenda carried with a vote of 6 to 0.

### IV. APPROVAL OF MINUTES

May 18<sup>th</sup>, 2016

Chairman Staley abstained as she was not present at the meeting.

**MOTION:** Commissioner Cordova, to approve the minutes as prepared.

**SECOND:** Commissioners Derr and Wirtz.

**VOTE:** Motion to approve the minutes carried with a vote of 5 to 0, with one abstention.

### V. COMMISSIONERS' FORUM

**Commissioner Murray:** He sent communication to the PZA about the issue of cannabis and wanted to know if it had been distributed and whether or not the Village Attorney had commented on it.

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**PZA Tidwell:** She said Mr. Appel has not responded yet.

**Chair Staley:** She reported that she has not received direction from the Mayor yet.

**Commissioner Wirtz:** He asked about the status of our Sec. 18 review.

**Chair Staley:** She responded saying that we are seeking guidance from the Mayor and Council; she is asking for a hierarchy of importance of review issues. She doesn't want the commission to spin its wheels. She said she will follow up with Mr. Appel.

**Commissioner Wirtz:** He requested a discussion on the next meeting about how items are placed on the agenda and how they came to be on the agenda, and who put it on the agenda. He would like it to be published and posted so members of the public can come and participate in the discussion.

**Chair Staley:** She asked for consensus on whether or not to schedule such a discussion.

**PZA Tidwell:** She will put Commissioner Wirtz's motion on the July 20<sup>th</sup> agenda as well as the Rules for the Conduct of business in the event the Commission wishes to amend the Rules. She reminded the commission that she does not "Publish and Post" items for action by the commission. That is specific to the governing body and legal requirements it has to follow. We post a legal notice, a 15 day notice, and the agenda; we do not publish in the newspaper.

**Commissioner Murray:** He reminded the commission that they also talked about modifying the Rules for the Conduct of Business to accommodate the distribution of materials electronically, so perhaps the commission could vote on that as well.

**V. PZA REPORT**

**Commissioner Wirtz:** He asked about the code enforcement reports for last few months.

**PZA Tidwell:** She answered that she will forward the council reports to the commissioners.

**VI. PUBLIC COMMENT-- 3 MINUTE LIMIT**

**VII. BUSINESS ITEMS**

**a. Consent Agenda (Home Occupation Permits):** *\*\*\*All matters listed under the Consent Agenda are considered to be routine by the P&Z Commission*

91 *and will be enacted by one motion. There will be no separate discussion of these*  
92 *items. If discussion is desired, that item will be removed from the Consent*  
93 *Agenda and will consider separately.\*\*\**

- 94  
95 **1. ZOC-16-05. Amelia Lee Marley, 101 Caminito Alegre, more**  
96 **specifically known as Lot 13, La Hermosa Subdivision,** containing  
97 some 1.1 acres more or less, is requesting a home occupation permit to  
98 provide consulting services supporting healthcare clients with information  
99 technology planning and program management, dba Healthcare IT  
100 Strategic Advisory Services,” using some 200 square feet of a 2,370  
101 square foot residence.  
102
- 103 **2. ZOC-16-09. Roberta Henry, 285 Windover Road, more specifically**  
104 **known as Lot 7, Loma Terrace Subdivision,** containing some one (1)  
105 acre more or less, is requesting a home occupation permit to conduct a  
106 business as a researcher for attorneys, dba “Robin’s Research Service,”  
107 using some 100 square feet of a 3,351 square foot residence.  
108
- 109 **3. ZOC-16-12. Daniela Keller, 3 Camino del Sol, Corrales, NM 87048,**  
110 **more specifically known as Tract B-2, Sol Y Rio Subdivision,**  
111 containing some one (1) acre more or less, is requesting a home  
112 occupation permit to operate a 24-hour per day home care facility for  
113 senior citizens, dba, “Camino del Sol-Corrales Retreat,” using some 900  
114 square feet of a 3,712 residence.  
115

116 **Applicant Daniella Keller, 3 Camino del Sol, Corrales, NM, 87048,**  
117 **(sworn):** She summarized her application stating she would like to care  
118 for one or two elderly persons in her home.  
119

120 **Commissioner Wirtz:** He asked if this is a full time residence.  
121

122 **Applicant Daniella Keller:** She answered, yes, she would start with one  
123 or two persons, full time. My aunt is going to live with me, and I  
124 may possibly hire someone parttime. I’m looking to take care of  
125 one or two elderly persons with the help of my aunt and also  
126 possibly hiring someone parttime.  
127

128 **Commissioner Wirtz:** He asked if this would be full time residence for  
129 the clients.  
130

131 **Applicant Daniella Keller:** She answered, yes.  
132

133 **Commissioner Wirtz:** So there is one family member and one outside  
134 person as an employee. He asked about the extra vehicles coming  
135 in and out.  
136

137 **Applicant Daniella Keller:** She said if someone wanted daytime care  
138 only she would consider doing that.

139  
140 **Commissioner Wirtz:** He asked about material storage and trips in and  
141 out.

142  
143 **Applicant Daniella Keller:** She responded that it would be mostly  
144 visitors, family, and a tiny number for a doctor or nurse.

145  
146 **Commissioner Wirtz:** He stated that she did not indicate any material  
147 storage.

148  
149 **Applicant Daniella Keller:** I wasn't thinking of materials, I was only  
150 thinking of food and that type of material.

151  
152 **Commissioner Wirtz:** He asked about requirements for licensing, if any.

153  
154 **Chair Staley:** She said that he asked about licensing requirements; are  
155 you licensed or have any medical training.

156  
157 **Applicant Daniella Keller:** She said she'd taking training in giving  
158 medication. She reported that her aunt worked for an elderly  
159 person for three years in the home.

160  
161 **Chair Staley:** She asked if the applicant will have an assessment  
162 process for determining the level of care you would be providing.

163  
164 **Applicant Daniella Keller:** Yes, she will, and it is her understanding that  
165 from the doctor and the family the level of care will be discussed.

166  
167 **Chair Staley:** She talked about how many vehicles will come and  
168 whether or not family members will not be allowed to visit. On page  
169 2, that may be a low number.

170  
171 **Applicant Daniella Keller:** She said "no," family members will have  
172 parking reserved for them to visit. I do have enough room for  
173 parking. My brother and sister in law manage a home in Bellevue,  
174 Washington, and they usually get visitors on Saturday and Sunday.

175  
176 **Commissioner Cordova:** He asked how many people you going to  
177 allow.

178  
179 **Applicant Daniella Keller:** She answered one or two. The licensing from  
180 the state allows three but I don't think I will do three.

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182 **Commissioner Cordova:** He asked how long it will be before you start.

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**Applicant Daniella Keller:** She responded that maybe in a year or two when I get all my approvals from the state.

**Commissioner Murray:** He said this is kind of a group home situation, and he has an issue with the 24 hour a day care; a home occupation is supposed to be incidental to the use of the home as a residence. For a group home a site development plan has to be submitted and I think this falls under that part of the ordinance, even though our ordinance is a little bit vague regarding definitions. It seems to me this is not an incidental use of the home especially if there are one to two persons there 24 hours a day and there's the possibility of emergency vehicles showing up at all hours. I'm not sure if she's talked to the people around her about this application. I am not inclined to go ahead with this.

**Chair Staley:** She asked the PZA if notice was sent to the neighbors.

**PZA Tidwell:** This is a standard home occupation permit application. Notification is by 15 day public notice, posting the agenda, and a yellow public notice sign posted on the property. We have had a number of these types of care homes approved over the years.

**Commissioner Begay:** As far as the circumstances of the clients, she asked about any limitations on the clientele.

**Applicant Daniella Keller:** She answer that we have an electric gate on a one-way street, there are only two more homes on my street. I will have to put an alarm in the household. I can keep them, not sure if she is going to care for Alzheimers patients. I have visited these types of homes here in Albuquerque and in Arizona, and my brother and his wife, and I've taken some classes in care and my aunt is going to help me.

**Commissioner Begay:** She asked if the first patient won't be a family member.

**Applicant Daniella Keller:** She said her parents might move here; they live out of the country but they might move here in the next two years or so.

**Commissioner Wirtz:** He said he was in favor of small group homes that provide care to elders. Under Section 18-45 ... group home is allowed under permitted uses for A-1 property. And I think ... walled, fenced, and she's approaching this cautiously enough to be sure. I feel confident enough to vote in favor of passing this.

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**Commissioner Murray:** He stated the issue is that it is a “use by review” and requires a traffic engineering analysis study. If this is a 24-hour care facility I’m a little worried that going ad hoc without some sort of state approval, we’re asking for trouble.

**Commissioner Wirtz:** He said he agreed, it needs to be a use by review.

**Chair Staley:** She reported that she worked in the regulatory and licensing division during her career. Any given person can give care...you can start out believing a person has a lower need in level of care but that can escalate very quickly to a higher level of need. If we were to approve this as a one or two person operation... the department of health regulations as well as Medicaid and medicare requirements do not allow you to stop everything and come back to planning and zoning and re-apply for a change in operation. In approving even with the very best of intentions, you can’t control the health of the people you going to under your care. A use by review would be required. The state of New Mexico encourages the least restrictive environment, which is good and great, and all of that...both the caregiver’s ability to bill and the patient’s ability to get the care they need when they need it... those two things are always competing with each other. In a residential area, with a 24 hour clock with two people sounds great, but I would be remiss....

**Applicant Daniella Keller:** She answered that she did her research and the department of health is not allowing more than three.

**Chair Staley:** I understand that and I believe you’re sincere in what you want to do and do it right, with everything on top of it....

**Applicant Daniella Keller:** She responded that she visited the one on the west side and she said she gets visits from the state every six months and they check on her. It’s not like I’m trying to hide anything.

**Chair Staley:** Is this a permissive use in the neighborhood, with the expectations of the people who live around you. A use by review might be the way to go.

**MOTION: Commissioner Wirtz, to postpone ZOC-16-12 pending a Use by Review application by the applicant. WITHDRAWN**

**MOTION: Commissioner Murray, to deny the application ZOC-16-12, based on the application does not meet the following statutes in the**

275 ordinances: Sec. 18-45. C(5)(a), incidental use of the property for the  
276 home occupation, and Sec. 18-33. (11) *Uses by Review. (c) Group*  
277 *homes. (2) that states the applicant must provide a traffic*  
278 *engineering analysis.*

279 **SECOND:** Commissioner Derr.

280 **VOTE:** Motion to deny carried with a vote of 6 to 0.

281  
282 **Note:** PZA Tidwell amended the text of the motion to reflect the A-1  
283 zoning, Sec. 18-33.  
284

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285  
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287 4. **ZOC-16-13. Rita Marie, 133 Reclining Acres Road, more specifically**  
288 **known as Lot 40, Reclining Acres Subdivision, containing some 0.5**  
289 **acres more or less, is requesting a home occupation permit to**  
290 **operate a cleaning service, dba, "R&W Marie @ facials plus," using**  
291 **some 3 square feet of a 1,288 square foot residence.**

292  
293 **Rita Marie, 133 Reclining Acres Road, Corrales, NM, 87048, (sworn):**

294  
295 **Commissioner Cordova:** He asked what she means by cleaning  
296 services.

297  
298 **Rita Marie:** She said a friend was cleaning two theaters in town, after her  
299 friend moved out of state they asked her to take over; one every week and  
300 one every other week. There will be no traffic to my home.

301  
302 **Commissioner Cordova:** He asked her what exactly she does and he  
303 asked about her title.

304  
305 **Rita Marie:** She answered that she'd be vacuuming and cleaning  
306 bathrooms...I used to do facials and hair, so my email is still facials. So I  
307 just decided to go along with it.

308  
309 **Commissioner Begay:** (cannot hear her.)

310  
311 **Commissioner Murray:** He asked if she would have cleaning supplies at  
312 her home.

313  
314 **Rita Marie:** She responded, no, they have them there.

315  
316 **MOTION:** Commissioner Cordova, to approve ZOC-16-13.

317 **SECOND:** Commissioner Begay.

318 **VOTE:** Motion to approve ZOC-16-13 carried with a vote of 6 to 0.  
319  
320

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321 5. **ZOC-16-15. Luis A. Vargas, 1227 Meadowlark Lane West, more**  
322 **specifically known as Lot 12, Alondra Aldeas Subdivision, containing**  
323 **some 0.95 acres more or less, is requesting a home occupation**  
324 **permit to contract psychological services, dba, "Luis A. Vargas,**  
325 **Ph.D.." using some 100 square feet of a 2,277 square foot residence.**  
326

327 **MOTION: Commissioner Wirtz, to approve the Consent Agenda containing**  
328 **ZOC-16-05, ZOC-16-09, and ZOC-16-15.**

329 **SECOND: Commissioners Murray and Begay.**

330 **VOTE: Motion to approve carried with a vote of 6 to 0.**  
331  
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333  
334 **b. ZONING ACTION ITEMS:**

335 **SUB-14-01-02. Raylee Homes, 4131 Barbara Loop, Suite 2C, Rio Rancho,**  
336 **NM 87124, is requesting Final Plat approval for a seven (7) lot**  
337 **subdivision, more specifically known as Lots 1-7, Rio Compuesto**  
338 **Subdivision, being a replat of Tract 45, MRGCD Map No. 15, in**  
339 **Projected Section 23, T12N, R3E, NMPM, Town of Alameda Grant,**  
340 **Village of Corrales, Sandoval County, New Mexico.**

341  
342 **Commissioner Murray:** He recused himself as he has known the  
343 applicant for many years.

344  
345 **Thomas Patrick, surveyor, Community Sciences, 4481 Corrales**  
346 **Road, Corrales, NM 87048 (sworn), and, applicant**  
347 **Adam Thornton, Raylee Homes, 515 Albino Road, Corrales, NM**  
348 **87048 (sworn).**

349  
350 **Tom Patrick:** He stated Raylee Homes is asking for approval of the Final  
351 Plat of Rio Compuesto subdivision.

352  
353 **Chair Staley:** She asked if there were any questions from the  
354 commissioners.

355  
356 **Commissioner Wirtz:** He looked over everything in the packet. The  
357 Covenants stated no businesses allowed. Is it your intention to prohibit  
358 home occupations?  
359

360 **Applicant Adam Thornton:** He answered, yes, to prohibit.

361  
362 **Commissioner Wirtz:** He asked further questions about the covenants  
363 noting there are several inconsistencies and typos...to the south of the  
364 subdivision, Targhetta Road should be Lane so there isn't any confusion  
365 about the Targhetta Road west of Loma Larga. There may be rounding  
366 errors on lot line distances...they're off by a tiny amount. The intent of the

367 CC&R's is to allow real estate signs, for example, but to prohibit long term  
368 signage on the properties. There were also confusing statements about  
369 the front set back area; this should be clarified. He also mentioned that  
370 there appear to be rounding errors on some of the lot line dimensions.

371  
372 **Chair Staley:** She also addressed the inconsistencies with the front  
373 setback area and the drawings.

374  
375 **Tom Patrick:** He explained how the "rounding errors" might occur. The  
376 numbers are correct, but the total sum of the dimensions might be  
377 "rounded up." They can have a difference, but it is still right. These can  
378 be rounding discrepancies. He also said that he has the title certification  
379 on the mylar and offered to show it to the commissioners.

380  
381  
382 **MOTION: Commissioner Cordova, to approve SUB-14-01-02 as amended.**  
383 **SECOND: Commissioner Derr.**

384  
385 **Commissioner Wirtz:** He clarified the amendments required as  
386 conditions of approval-- changes on the drawings to include Targhetta  
387 "Lane" not "Road," modifications to the front setback description in the  
388 ccr's, and corrections to the measurements of the drawing.

389  
390 **PZA Tidwell:** She raised the issue of home occupations being of right in  
391 the state of New Mexico. She suggested they might talk to their legal  
392 counsel about this text. She also mentioned that the CC&R's appear to  
393 have been written for a different subdivision, and that they should be  
394 corrected to refer to Rio Compuesto.

395  
396 **Chair Staley:** She spoke to the issue of private contracts and  
397 expectations of buyers regarding the CC&R's.

398  
399 **VOTE: Motion to approve SUB-14-01-02, as amended to change the name of**  
400 **Targhetta Road to Targhetta Lane, to make modifications to the front**  
401 **setback description in the CC&R's, and to make corrections to the**  
402 **dimension measurements in the drawing to make them consistent,**  
403 **carried with a vote of 6 to 0.**

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404  
405  
406 **SUM-16-05. John Croft Edwards and Jeanne M. Edwards, 3827 Palacio del**  
407 **Rio NW, Albuquerque 87107, are requesting Summary Plat review**  
408 **and approval for a two-lot subdivision (lot line adjustment), for**  
409 **property more specifically known as Lots A and B, Lands of Edwards,**  
410 **being a Replat of Lot B-2 and B-3-A, Lands of Dumond, situate within**  
411 **projected Section 3, Township 11 North, Range 3 East, New Mexico**

412 Principal Meridian, Village of Corrales, County of Sandoval, containing  
413 some 3.129 acres more or less.

414  
415 **Jeannie Edwards, 155 Skylark Lane, Corrales, NM 87048, (sworn),**  
416 **and, Christopher Dehler, surveyor, 3827 Palacio del Rio Grande NW,**  
417 **Albuquerque, NM 87114 (sworn).**

418  
419 **Commissioner Cordova:** He noted the easement for utilities requires ten  
420 (10) feet, but on the drawing it is shown as only five (5) feet.

421  
422 **Chris Dehler:** He stated his interpretation is that the ten foot requirement  
423 is for new subdivision for several utility installations and drainage. The  
424 five foot easement is to cover an existing easement pole line that has  
425 been there for probably fifty years, but there's no easement for it. Five  
426 feet is sufficient for the utility companies who have signed off on it on the  
427 mylar.

428  
429 **Commissioner Cordova:** It's against the ordinance. We would have to  
430 have an application for a variance.

431  
432 **Chair Staley:** She pointed out that in the planning report, under the  
433 requirements for Prelim. Plat the discrepancy is noted.

434  
435 **PZA Tidwell:** She said the ordinances say 10 feet is required. There is  
436 no distinction between a brand new subdivision and older existing lots.  
437 We don't interpret it any other way.

438  
439 **Chris Dehler:** He said the utility company has concurred and signed the  
440 plat.

441  
442 **Chair Staley:** She asked Tidwell if there have been five (5) foot  
443 easements approved by the commission.

444  
445 **PZA Tidwell:** She mentioned existing easements (cannot hear)...that  
446 are only five feet in width.

447  
448 **Chris Dehler:** He asserted the pole line has been in place for some fifty  
449 years, and it runs down Skylark Lane and ends in the middle of the lot. It's  
450 prescriptive.

451  
452 **Chair Staley:** She said the application is for a non-conforming easement  
453 for utilities within the Village code.

454  
455 **Commissioner Wirtz:** He asked about the existing easement

456  
457 **Chris Dehler:** He stated the utility company signed off on five (5) feet.

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**Commissioner Wirtz:** He asked when the old easement was placed on the plat. Why not plat it ten (10) feet?

**Chris Dehler:** He responded that if it was his land, that's additional square footage that I can't use. The utility companies have all signed up on the mylar, I wouldn't want to give up an additional five feet.

**Commissioner Wirtz:** He noted there is a public utility easement on the land...VACATION of the old easement ... also approved by the utility company... the utility company can approve it, but the Village ordinances are what we go by.

**Chris Dehler:** He said there are no utilities in the ten foot PUE on the land.

**Chair Staley:** She asked about placement of sheds, etc., next to the easements...required setbacks from the easement.

**Commissioner Cordova:** If the easement exists already what we're doing here is cutting it, is that allowable? You're asking for a variance from the ordinance.

**Chris Dehler:** He answered that there's no need for that easement. So we're not asking for a variance to vacate the existing easement.

**PZA Tidwell:** Yes, there are two easements under discussion. One is being vacated and one is being granted. She referred to the requirements and the opportunity to consider a waiver from strict adherence to the regulations, in Sec. 18-91.

**Commissioner Wirtz:** He said he was concerned with approving this vacation without guidance from John Appel. We know that the easement might not be used now, but it could serve the other lots.

**Chris Dehler:** He stated their easement is in Skylark Lane; there's no reason to have the easement. There are no utilities in proposed Lot b. There's no need for that easement, it's an encumbrance.

**Applicant Jeannie Edwards:** She said the existing utilities aren't occupying that space. They're offset. What we're proposing...

**Commissioner Wirtz:** He's in favor of approving this, but he's concerned about the vacation of the existing public utility easement.

503 **Commissioner Begay:** She said that unless there's a reason you can't  
504 meet the 10', then you should do it.

505  
506 **Chair Staley:** She reported that she is missing several pages of Chapter  
507 18, so she doesn't have Sec. 18-91; she read from the strict requirements  
508 ... unusual topography, etc.

509  
510 **Applicant Jeanne Edwards:** She asked if she could ask a question of  
511 Commissioner Wirtz. The chair gave approval to do so. She asked if his  
512 concern was to vacate what's documented for the utility easement, not so  
513 much on the five (5) foot easement, but on the existing easement.

514  
515 **Commissioner Wirtz:** My concern is with the five (5) width, we have  
516 leeway there...

517  
518 **Commissioner Begay:** She stated that if he can do it, he should.

519  
520 **Chair Staley:** She spoke to the issue of a waiver from the requirements.

521  
522 **Applicant Jeanne Edwards:** She asked that if we agree to have a ten  
523 (10) foot easement, but Commissioner Wirtz still has a problem with the  
524 existing easement.

525  
526 **Chair Staley:** She said that on May 19<sup>th</sup>, 2009, this ordinance that allows  
527 us to waive or modify a requirement, but it has to demonstrate  
528 extraordinary hardship, etc.

529  
530 **Commissioner Cordova:** Does this have to go before the Council? Do  
531 we have the authority to approve this?

532  
533 **PZA Tidwell:** Yes, you have the authority to approve this. If you look at  
534 the mylar, the utility companies have signed off on the proposed vacation  
535 of and addition of an easement. They are agreeing to vacate their  
536 easement. When the mylar is presented for signature, the utility  
537 companies are mapping the changes for themselves in-house.

538  
539 **Chair Staley:** Our authority is bound to the ordinances and in Sec. C of  
540 18-90 "...in no case shall any variation...." Requests shall be submitted  
541 in writing.

542  
543 **Commissioner Cordova:** The fact that the utilities have agreed to allow  
544 them to use five feet, does that give them the option to violate the  
545 ordinance?

546  
547 **Applicant Jeanne Edwards:** She stated that she is willing to go to ten  
548 (10) feet on the new easement being granted. It makes no sense to

549 maintain an easement (existing) that has no utilities in it, when you have a  
550 new easement just ten (10) feet away from it.

551  
552 **Chair Staley:** She said she could address the issue in a request for a  
553 variance.

554  
555 **Commissioner Wirtz:** He responded that if the applicant is willing to  
556 have a ten (10) foot easement, then they don't have to apply for a  
557 variance. If I knew I had the authority to sign off on this PUE, I would be in  
558 favor of approving this. But I just don't know.

559  
560 **Commissioner Murray:** He said that if the utilities are happy with it, it's  
561 good to go. That five (5) foot easement has been there for years; and if  
562 the utility companies are fine with it, let that dog lie. I don't think there's a  
563 problem with vacating easements. If the utilities have a problem with it,  
564 they can appeal it to council.

565  
566 **Commissioner Wirtz:** He said the easement hasn't been there before.

567  
568 **Chris Dehler:** He said the pole line is there and has been there for fifty  
569 years...there are no documents...it's a prescriptive easement.

570  
571 **Commissioner Murray:** He answered that he thought they could modify  
572 the plat to state that it's an existing prescriptive easement. There are  
573 poles there, so that means there's an easement.

574  
575 **Ronald Rutherford, 150 Skylark Lane, Corrales, NM 87048 (sworn):**  
576 He showed the commissioners the 10 foot easement signed off on by the  
577 utility companies...the 1991 plat shows the ten foot easement, but there's  
578 no five foot easement.

579  
580 (At the Dais)

581  
582 **Commissioner Begay:** She stated that if they're amenable to making it  
583 10 feet, we're all good. Does this commission have the authority to vacate  
584 the existing easement?

585  
586 **Chair Staley:** She stated, yes, we can show authority to approve plat  
587 showing new easement.

588  
589 **Commissioner Begay:** She then asked if we have the authority to  
590 remove the existing easement.

591  
592 **Chris Dehler:** He said he's been surveying for over 30 years....  
593

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**Chair Staley:** She said our hands are tied by the 2009 ordinance that requires us to use certain standards.

**Commissioner Murray:** He stated we have the authority granted by the Council to make land use decisions...if the applicant is vacating an easement, it can be challenged and appealed to the Council. We have the authority to make land use decisions. I don't see any problem with it.

**Chair Staley:** She said it's a good legal question,...as a matter of law are we binding everybody down the road.

**Commissioner Cordova:** He reminded the commission that we have an offer to give us the ten feet. That will settle the question.

**Commissioner Wirtz:** He answered that it only settles part of the question; can we take the old easement off.

**Chair Staley:** We're being asked to approve a plat where that's ....

**Applicant Jeanne Edwards:** She said look at it from the standpoint of what's in place, and what's in place is not accurate. So we're going back and cleaning it up and putting the easement where the poles are; we'll go with the ten feet.

**Commissioner Wirtz:** He asked what happens if in the future fiber optic comes in and they want to use this easement. They would have to get a new easement. I would rather be correct.

**PZA Tidwell:** She suggested a conditional approval pending an opinion from Village Counsel.

**Jeanne Edwards:** She said she will be leaving for a month and hoped to begin the design process with an approval tonight.

**Commissioner Cordova:** He said if we can approve it with the ten feet... that would solve this problem here and the counsel would approve.

**Chair Staley:** We didn't get an application for a waiver....

**Commissioner Murray:** If we deny the application, they can appeal to the Council. I think we're just trying to avoid that. I don't have a problem with vacating the easement. Easements come and go.

**Commissioner Cordova:** He said we're just changing the easement, not vacating it entirely.

640 **Chair Staley:** She said the effect of the easement... there are signatures  
641 from the utility company, but we don't have information...

642  
643 **Commissioner Cordova:** He asked if they are making the extra 5 feet.  
644

645 **Commissioner Murray:** He referenced Sec. 18-pages 65-66 ... All  
646 utilities...etc. If they concur with that, they don't care about that old  
647 easement. Our job is done.  
648

649 (Applicant brought the mylar to the dais for review by the commissioners.)  
650

651 **Ronald Rutherford:** He pointed out the 20 foot access and public utility  
652 easement that serves the lots on Skylark Lane; the existing utility and  
653 access easement ...and he stated the Edwards easement has no effect  
654 on us.  
655

656 **Commissioner Cordova:** He asked if we are voting based on having ten  
657 feet for the new easement.  
658

659 **MOTION:** **Commissioner Murray, to approve SUM-16-05 upon the condition**  
660 **that the five foot utility easement on Lot B be extended to ten feet in**  
661 **width.**

662 **SECOND:** **Commissioner Derr.**

663 **VOTE:** **Motion to approve carried with a vote of 4 to 2.**  
664

665 **Aye: Commissioners Cordova, Derr, Murray, and Staley.**

666 **Nay: Commissioners Wirtz and Begay.**  
667

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668  
669  
670 **SUM-16-06. James D. Vigil and Tsenre M. White, 5127 Sevilla Court NW,**  
671 **Albuquerque, 87120, are requesting Summary Plat review and**  
672 **approval for a two-lot subdivision (lot line adjustment), for property**  
673 **more specifically known as Lots 1 & 2, Lands of Vigil and White, being a**  
674 **replat of Tracts 139B2A, 139B2B, 139B2C, 140B2B, 140B3, and 140B4,**  
675 **MRGCD Map No. 18, Town of Alameda Grant, Projected Section 33,**  
676 **T12N, R3E, NMPM, Village of Corrales, Sandoval County, New Mexico,**  
677 **containing some 2.4722 acres more or less.**

678  
679 **Commissioner Derr:** She noted that she is within 300 feet of the subject  
680 property, but that she does not know the individuals who are applying for  
681 this summary plat.  
682

683 **Tom Patrick:** He stated that the applicants are taking six MRGCD tracts  
684 of varying sizes, combining them, and then creating two lots fronting on  
685 Meadowlark Lane West. The PZA requested an irrigation easement along

686 the north line of Lot 1 across Lot A there is a 12 foot drainage  
687 easement...so that both lots will benefit from the easement if they wish.  
688

689 **Commissioner Murray:** He asked if the easement would straddle the lot  
690 line or if it would be entirely on Lot 2.  
691

692 **Tom Patrick:** He answered that it's entirely on Lot 1.  
693

694 **Commissioner Murray:** So the existing subdivision cannot take  
695 advantage of the current drainage easement.  
696

697 **Tom Patrick:** He said it has not been vacated and nor is there evidence  
698 of an irrigation structure. It would have to be abandoned or vacated by  
699 document; disuse would not extinguish the easement.  
700

701 **MOTION: Commissioner Cordova, to approve SUM-16-06.**

702 **SECOND: Commissioner Begay.**

703 **VOTE: Motion to approve carried with a vote of 6 to 0.**  
704  
705

706 **VIII. NEW BUSINESS ITEMS.**

707 **a. Discussion of review and amendment of the land use regulations.**

708 **b. Distribution of updated zone map.**

709 **PZA Tidwell:** She distributed the proposed zone map prepared by the MR  
710 COG mapper, Maida Rubin. The original zone map was created in 2008,  
711 and there have been two updates, enacted by ordinance by the governing  
712 body. She pointed out the addition of the SSCAFCA property and easement  
713 holdings. The MRGCD property will be identified on the final version of  
714 the map. The MRGCD conveyance facilities are shown also. This is not a  
715 street map and does not show/name every road in the Village. The next  
716 projects are to update the street map and to add addresses to the commercial  
717 zone properties, confirming the addresses and the legal descriptions in the  
718 zone map amendment ordinances.

719 **Chair Staley:** She referenced the six (6) commercial lots on Don Julio, and  
720 wanted information about the three lots inbetween the Caird lots and the  
721 Bruner Lot.  
722

723

724

**VIII. OTHER BUSINESS. None.**

725

726

**X. ADJOURNMENT.**

727

**Motion: Commissioner Derr, to adjourn at 8:45 PM.**

728

**Second: Commissioner Cordova.**

729

**Vote: Motion to adjourn carried unanimously.**

730

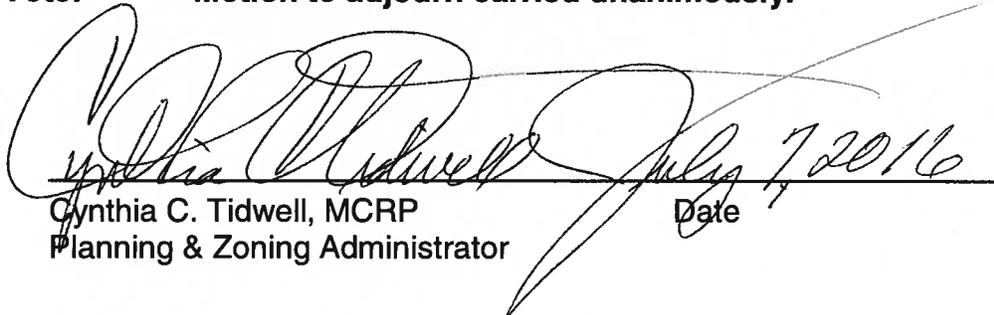
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*Cynthia C. Tidwell July 7, 2016*

736

Cynthia C. Tidwell, MCRP

Date

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Planning & Zoning Administrator

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Elizabeth Staley, Chair

Date

743

Planning & Zoning Commission