



VILLAGE OF CORRALES
GOVERNING BODY
FINAL AGENDA
SEPTEMBER 27TH, 2016
6:30 P.M.
COUNCIL/MUNICIPAL COURT CHAMBERS

GOVERNING BODY PRESENT:

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

CONFIRMATION OF EMPLOYEES:

1. Zach Rogers – Maintenance Facilities and Grounds
2. Ector Mendoza – Police Officer

REPORTS BY OFFICERS:

3. Administrators Report
4. Department Reports
5. 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.*

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.*

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.*

6. Approval of Meeting Minutes
7. Approval of MainStreet MOA between the County of Sandoval and the Village of Corrales.
8. Mutual Aide agreement between the Town of Bernalillo and the Village of Corrales for Building Officials.

ITEMS REMOVED FROM CONSENT AGENDA:

CONFIRMATION OF APPOINTMENTS:

ANNOUCEMENTS/FUTURE AGENDA ITEMS:

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

OLD BUSINESS:

NEW BUSINESS:

10. Discussion and consideration of Resolution no. 16-33, A Resolution Relating to Impact Fee Credits in the Far Northwest Sector of the Village of Corrales; Establishing Criteria to be Considered by the Village Administration in Determining Which Properties Are Entitled to Recognition of a Credit.
11. Discussion and consideration to publish and post Ordinance no. 16-12, An ordinance relating to dog waste; amending chapter 6 (animals) of the code of ordinances of the village, being Ordinance no. 249, as amended and supplemented; requiring Owners and custodians of dogs to remove and properly Dispose of dog excreta; providing a penalty for violations.

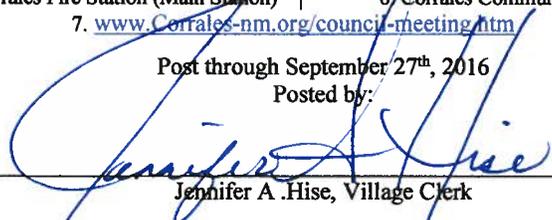
ADJOURN:

POSTING LOCATIONS:

- | | |
|---|---|
| 1. Village Office – Lobby | 4. Corrales Fire Substation (Station-2) |
| 2. Village Offices – Outside Marquee | 5. Corrales Senior Center |
| 3. Corrales Fire Station (Main Station) | 6. Corrales Community Library |
| 7. www.Corrales-nm.org/council-meeting.htm | |

Post through September 27th, 2016

Posted by:



Jennifer A. Hise, Village Clerk

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at the Village Offices located at 4324 Corrales Road, at least five (5) days prior to the meeting or as soon as possible.

Public documents, including the agenda and minutes, can be provided in various accessible formats.

Please contact the Village Clerk at 897-0502, or by e-mail at jhise@corrales-nm.org if a summary or other type of accessible format is needed.

The complete council packet may be viewed on the web, visit www.Corrales-NM.org click on Government & Council Meetings

Application for Employment

The Village of Corrales is an equal employment opportunity employer who considers applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.

Please Type or Print

Date: 07/27/2016

PERSONAL INFORMATION

Name: Rogers Zack Eugene
Last First Middle
Address _____
Street City State Zip
Telephone Numbers: _____ Social Security Number: _____ / _____ / _____
Home: _____
Cell: _____
Other: _____

EMPLOYMENT DESIRED

Position: Maintenance Worker

If you are less than 18 years of age, can you provide required proof of your eligibility to work?
 Y N/A

Have you filed an application with the Village of Corrales before?
 Y N

If yes, give date May 2016

Have you ever been employed by the Village of Corrales?
 Y N

If yes, give date Summer 2011-2016

Are you currently employed?
 Y N

If yes, may we contact your present employer?
 Y N

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?
 Y N

Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? _____

Are you available to work Full Time Part Time Shift Work Temporary

Are you currently on "lay-off" status and subject to recall?
 Y N

Can you travel if a job requires it?
 Y N

EDUCATION

	Name and Location of School	Number of years completed	Did you Graduate?	Subjects studied Degrees Received
Grammar School				
High School	Rio Rancho High School	4	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
College	University of New Mexico	5	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Bachelor of Liberal Arts
Trade, Business or Correspondence School			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Describe any honors you have received.

— Earned sport scholarship at UNM summer of 2015.
 Academic - All Mountain West team 2014-2015
 Special teams player of the week, Mountain West 2015

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

— 5 years playing football at UNM as a kicker/punter.
 2x state champion wrestler at Rio Rancho High School.

State any additional information you feel may be helpful to us in considering your application.

— Been working for the Village of Corrales for the past 6 years. Hard-worker with a determined attitude.

List professional, trade, business or civic activities and offices held. You may exclude those activities that indicate your union status, race, creed, color, sex, marital status, age, national origin, religion, citizenship or handicap.

— /

Indicate any foreign languages you can speak, read and/or write.

	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

Have you ever had any job-related training in the United States Military? Y N

If yes, please describe: _____

REFERENCES

Give name, address and telephone number of three references who are not related to you.

	Name	Address	Phone
1.	Mike Santos		
2.	Nicole Humbard		
3.	Diane Fireovid		

EMPLOYMENT EXPERIENCE

Please provide a full accounting of your Work Experience in the past 10 years including U. S. Military Service, if job related. You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status.

You may attach a copy of your resume to your completed Village of Corrales application; however, information from your resume will not be used to determine if minimum qualifications are met.

(1) Present or last Employer: Village of Corrales
 Address: 500 Jones Rd.
 Dates: From: May 2011 To: August 2016
 Title: Head Guard / Lifeguard Supervisor: Lynn Siverts
 Starting Salary: \$7.50 Present Salary: \$10.00
 Reason for Leaving: Seasonal Job for the summer
 Position Responsibilities: Maintain a save environment for the guest at the pool, check pool chemicals and equipment, Manage the other lifeguards to make sure they are present and doing the right things

(2) Present or last Employer: _____
 Address: _____
 Dates: From: _____ To: _____
 Title: _____ Supervisor: _____
 Starting Salary: _____ Present Salary: _____
 Reason for Leaving: _____
 Position Responsibilities: _____

(3) Present or last Employer: _____
 Address: _____
 Dates: From: _____ To: _____
 Title: _____ Supervisor: _____
 Starting Salary: _____ Present Salary: _____
 Reason for Leaving: _____
 Position Responsibilities _____

(4) Present or last Employer: _____
 Address: _____
 Dates: From: _____ To: _____
 Title: _____ Supervisor: _____
 Starting Salary: _____ Present Salary: _____
 Reason for Leaving: _____
 Position Responsibilities: _____

PLEASE READ CAREFULLY

Application Form Disclaimer

Neither the applicant of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Village of Corrales practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of the Village of Corrales, or otherwise to change in any respect the employment relationship between it and the undersigned, and that relationship cannot be altered except by the Personnel Ordinance as approved by the Governing Body of the Village of Corrales.

I authorize investigation of all statements contained in this application, in any other documentation related to this application, or made by me in any interview relating to potential employment in connection with this application. **I understand that misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice.** I authorize the investigation of all matters contained in this application and hereby give the Village of Corrales permission to contact schools, previous employers, references, and others, and hereby release the Village of Corrales from any liability as a result of such contact.

I further understand that my employment with the Village of Corrales shall be probationary for a period of one (1) year, and further that at any time during the probationary period, my employment relation with the Village of Corrales is terminable at will for any reason by either party.

Signature of Applicant:



The Village of Corrales is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religions sex, national origin, citizenship, age or disability. We assure you that your opportunity for employment with the Village of Corrales depends solely on your qualifications.



**Thank you for completing this application form
and for your interest in the Village of Corrales.**

Application for Employment

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Please Type or Print

Date: 3/2/2016

PERSONAL INFORMATION

Name: Mendoza Ector
First Middle
Address _____
Street City State Zip
Telephone Numbers: _____ Social Security Number: _____ / _____ / _____
Home: _____
Cell: _____
Other: _____

EMPLOYMENT DESIRED

Position: Police officer

If you are less than 18 years of age, can you provide required proof of your eligibility to work?
 Y N/A

Have you filed an application with the Village of Corrales before?
 Y N
If yes, give date _____

Have you ever been employed by the Village of Corrales?
 Y N
If yes, give date _____

Are you currently employed?
 Y N
If yes, may we contact your present employer?
 Y N

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?
 Y N
Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? Anytime

Are you available to work Full Time Part Time Shift Work Temporary

Are you currently on "lay-off" status and subject to recall? Y N

Can you travel if a job requires it? Y N

EDUCATION

	Name and Location of School	Number of years completed	Did you Graduate?	Subjects studied Degrees Received
Grammar School				
High School	Los Lunas High School	12 Years	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
College	Western University	28 hours	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Trade, Business or Correspondence School			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Describe any honors you have received.

N/A

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

State of New Mexico Law Enforcement Certification

State any additional information you feel may be helpful to us in considering your application.

List professional, trade, business or civic activities and offices held. You may exclude those activities that indicate your union status, race, creed, color, sex, marital status, age, national origin, religion, citizenship or handicap.

Indicate any foreign languages you can speak, read and/or write.

	FLUENT	GOOD	FAIR
SPEAK	English & Spanish	English & Spanish	
READ	English & Spanish	English & Spanish	
WRITE	English & Spanish	English & Spanish	

Have you ever had any job-related training in the United States Military?

Y N

If yes, please describe:

REFERENCES

Give name, address and telephone number of three references who are not related to you.

	Name	Address	Phone
1.	Daniel Parsons		
2.	Bill Hubbard		
3.	Alejandro Lara Jornal Colon		

EMPLOYMENT EXPERIENCE

Please provide a full accounting of your Work Experience in the past 10 years including U. S. Military Service, if job related. You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status.

You may attach a copy of your resume to your completed Village of Corrales application; however, information from your resume will not be used to determine if minimum qualifications are met.

(1) Present or last Employer: Bosque Farms Police Department
 Address: 1455 W. Bosque Loop, Bosque Farms, NM, 87068
 Dates: From: 7/8/2011 To: 10-14-2015
 Title: Patrolman Supervisor: Bill Hubbard
 Starting Salary: \$16.88 Present Salary: \$18.20
 Reason for Leaving: Letter of Resignation
 Position Responsibilities: To enforce state, local and Federal laws including but not limited to crime investigations.

✓ (2) Present or last Employer: Lockheed Martin
 Address: 400 Tijeras St NW, Albuquerque, NM, 87102
 Dates: From: 11/20/2008 To: 12/8/2010
 Title: Representative Supervisor: N/A
 Starting Salary: \$14.50 Present Salary: \$14.50
 Reason for Leaving: To attend the Police Academy
 Position Responsibilities: To help the caller with application status and to find job employment.

(3) Present or last Employer: Discount Tire
 Address: 2252 Sun Ranch Village Loop SW, Los Lunas, NM, 87031
 Dates: From: 6/15/2007 To: 1-20-2008
 Title: Tire Technician Supervisor: N/A
 Starting Salary: \$9.00 Present Salary: \$9.00
 Reason for Leaving: To finish High School.
 Position Responsibilities: To replace, balance and patch vehicle tires.

(4) Present or last Employer: _____
 Address: _____
 Dates: From: _____ To: _____
 Title: _____ Supervisor: _____
 Starting Salary: _____ Present Salary: _____
 Reason for Leaving: _____
 Position Responsibilities: _____

PLEASE READ CAREFULLY

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I authorize investigation of all statements contained in this application, in any other documentation related to this application, or made by me in any interview relating to potential employment in connection with this application. **I understand that misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice.** I authorize the investigation of all matters contained in this application and hereby give the Village of Corrales permission to contact schools, previous employers, references, and others, and hereby release the Village of Corrales from any liability as a result of such contact.

I further understand that my employment with the Village of Corrales shall be probationary for a period of one (1) year, and further that at any time during the probationary period, my employment relation with the Village of Corrales is terminable at will for any reason by either party.

Signature of Applicant: _____



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Administrator's Report

Tuesday September 27, 2016

Announcements

The Sandoval County Office of Business Development and Tourism and Sandoval Economic Alliance. Will acknowledge the success of Corrales based Ideum in making their LEDA goals. The recognition is to be held on October 3rd at 11AM at El Zocalo in Bernalillo. *Attached*

Salce Basin issues and plan progression were reviewed with the Village Engineer for next steps in anticipation of FEMA mitigation funding. Some non-project work can be started now.

An Asset Management Plan is part of the requirements for grant applications for drainage grants and we will again start the update process within departments and seek input to the process before the end of the year. *Attached*

Expect publication of MS4 Permit Annual Report and SWMP in October, for public commit

Items

We are asking for Corrales Main Street to assist in the application for and execution of a technical assistance grant through the Environmental Protection Agency. EPA's Office of Sustainable Communities has announced a new round of Building Blocks for Sustainable Communities technical assistance and is currently accepting letters of interest! It is another opportunity to partner/collaborate and plan to incorporate green infrastructure/low impact development (GI/LID) practices which provide economic, social, environmental and livability benefits to community projects while addressing stormwater management, flood management, water conservation, etc. Communities can choose from tools to help them make development more equitable, attract infill development, assess policies in small towns and rural areas, improve resilience to floods, or promote streets that are safe for all users and provide environmental benefits. *Attached*

Our Regular meeting with NMDOT provided us with an opportunity to refine our request for milling material (to be used for drainage issues mitigation on some roads repaired through FEMA). We had a status review of potential and outstanding funding of projects and the process to remove or request signs on Corrales Road. **Sign Rules** - we later learned that our use of Digital Speed Trailers is regulated by NMDOT when used on Corrales Road: the VMS/Radar Trailer are considered to be a category 4 device and require delineation with 4 vertical panel signs or 4 drums equipped with point hazard lighting. The Village will need to submit a traffic control plan any time the Village places traffic control devices in the State's Right Of Way. Also, the messages need to be traffic related and cannot include any advertising.

Corrales MainStreet would like to share...

To the Village Administration, Councilors and local VIP's

You all will be receiving invites to a Media Jobs Announcement coordinated by Sandoval County Office of Business Development and Tourism and Sandoval Economic Alliance. It will be on October 3rd at 11AM at El Zocalo in Bernalillo. Since the Village of Corrales had a LEDA project that helped in some of that job creation (see below) we are invited to the event and our Mayor is invited to speak to thank the County for their assistance and to thank Ideum for staying in our community.

Quick Facts about Ideum

Ideum makes multitouch interactive tables and wall units. Ideum was a local business first located in the Village Plaza offices and then needed to expand so moved to the south end of the Village into Ben Ruiz' office complex. Earlier this year they needed to expand again and were looking for some funding to do that. We do not have a LEDA Ordinance in place so they approached Sandoval County for advice. In an effort to keep them in the Village and in the County they received \$75K in state LEDA funds for expansion and to create 6 new jobs in their company and retain the 30+ they had employed. The goal was to have 40-45 employees and they had a 3-year timeframe to complete that goal. At this point it looks like they may achieve that goal before the end of the year! They have taken over the large area that was the Southwest Veterinarian Offices and space in that building. Check them out at their website www.ideum.com! Pretty remarkable company!

ASSET MANAGEMENT REPORT CRITERIA for TECHNICAL ASSISTANCE PROVIDERS

ANNOTATED

This asset management criterion sets expectations for asset management training and report deliverables for water and wastewater utilities as part of **Fiscal Sustainability Plan (FSP)**. It is supported by the following agencies and groups: NMED, OSE, NMFA, DFA, LFC, Association of Counties, NM Municipal League, Rural Water Association, and Rural Community Assistance Corporation. The criteria were developed to provide consistent requirements and high quality plans for communities state wide. Each section of the report listed below should be addressed. The utilities should be trained on how to maintain the information in each section of the report in order to implement the asset management program. The purpose of this report is to document the asset management process and the decisions made for future reference. It will also be used to judge the completeness of the asset management process. This report should be considered a living document and updated on a regular basis. If the utility is unable to fully address all the items in a section, the plan and timeline for addressing them should be documented in the report. The most important item is to begin the asset management thought process to more efficiently and effectively operate and maintain water and wastewater systems.

1) Introduction and Overview

Provide a general overview of the main elements of the report, including the level of service determination and implementation schedule.

2) Asset Inventory

- a) **Definition of Assets to be Tracked within the Asset Inventory** – It should be recognized that all assets are important to overall service delivery and system integrity. However, not all assets warrant tracking within an asset inventory system. Describe the criteria developed for choosing which assets to track, such as criticality, dollar amount, and/or procurement system. The description should inform the reader what criteria were decided upon and why these assets are being tracked. This section should also describe what assets are not being tracked and why, such as focused only on critical elements now and will expand as resources are available in the future.
- b) **Inventory List** – An inventory of assets should be prepared. Either reference an electronic inventory program (i.e., a link to an on-line listing, or description of the database) or include a print out of the inventory listing as an appendix to the report. The inventory should include the items listed below. This report should discuss how these items were completed (i.e., the process used) in the inventory process.
 - i. Asset ID
 - ii. Asset Name
 - iii. Asset Location
 - iv. Asset Condition and performance
 - v. Asset remaining useful life
 - vi. Asset Replacement Value and if available, current asset value
 - vii. Type and amount of energy usage of the asset
 - viii. Other information included in the inventory

- c) **Plan for updating and maintaining the asset inventory** – Describe the method and schedule for updating and maintaining the inventory, such as annual review, add second tier assets in year two, or add new items as installed. Discuss how corrections will be made to the inventory if inaccuracies are discovered.
- d) **Asset Map** – Include a copy of the system map in whatever form it exists, from hand sketch to GIS. Describe how the map is used by system operators and how it will be kept current. Describe the process for correcting inaccuracies.

3) Level of Service

- a) **Level of Service** – Develop overall goals and targets by discussing the customers, the system and its operation as a preface to identifying what the customers value and how the system intends to provide it. For example, if a system does not respond to their customers, this is still a level of service to be identified and a starting point for goal setting. This should be considered in the context of “Is what the system is doing what the customers want and if not, why is the system doing it?”
- b) **Develop Performance Measures and Frequency of Review** – How will the system measure whether they are providing value to their customers successfully? What data will the system need to measure performance and how will they gather it and evaluate it? For example, if one of the goals was providing a minimum of 30 psi pressure at every residence 98% of the time, monthly pressure measurements at select stations could be the performance measure and frequency of review.
- c) **Develop a plan for measuring success and updating level of service list** – Describe how the system will measure success in meeting the goals for service and how the system will update them. For example, this might be a topic at an annual meeting, incorporated into the Consumer Confidence Report (CCR), or be a customer satisfaction survey. If goals are not being achieved, discuss what would be done to meet them and how the goals will be updated.
- d) **Evaluate current water and energy conservation efforts and plan for future implementation of water and energy conservation efforts** – Establish a baseline of energy use from key equipment, such as pumps or mixers, from sources like the Power Company, SCADA system, or equipment tags that contain horsepower and load information. Obtain the energy rate structure from the energy company to determine the total energy cost and how it would be affected by loading and time of day. This information can then be used to develop, implement, and measure energy usage goals. The same should be done for water conservation beginning by establishing a baseline gallons of water used per person as detailed in the OSE Water Conservation Planning Guide – Technical Report 53 (available on the OSE website).

4) Prioritization – Critical Assets Analysis

- a) **Definition of Critical Asset** – Define what makes an asset critical, such as likelihood of failure, consequences of failure, cost to correct, or future needs.
- b) **Define how the system will determine the likelihood of failure for an asset** – This may be a single numeric score, such as 1 to 5, or it may be a combination of scores for several factors. In this latter case, a 1 to 5 rating can be given for several factors that would contribute to the probability of failure and they can be added up to determine overall probability of failure for that asset. In either case, the factors included, such as run time, age, repair history, should be listed.

- c) **Define how the system will determine the consequence of failure for an asset** – This may be a single numeric score, such as 1 to 5, or it may be a combination of scores for several factors. In this latter case, a 1 to 5 rating can be given for several factors that would contribute to the consequence of failure and they can be added up to determine overall consequence of failure for that asset. In either case, the factors included, such as financial concerns, environmental consequences or social consequences, like customers out of service, should be listed.
- d) **Define how the system will account for redundancy** – This may be a percentage based on the overall amount of redundancy. An asset with no redundancy would rank as a 1. An asset with 100% redundancy may be a 0.1. In no case would redundancy be given a zero.
- e) **Overall Risk or Criticality** – Show how criticality was calculated. This may be probability of failure - times consequence of failure - times redundancy.
- f) **Criticality Matrix** – Provide a visual representation in table or graph to show criticality.
- g) **Develop a system for Prioritization** – Describe the method being used by the system to prioritize assets and needs. For example, this might just be a “low, medium, high” rating. Prioritized Asset List Present the prioritized list derived from application of the criticality matrix. This will be used to determine how best to utilize resources in the long term funding strategy.
- h) **Plan for updating the asset list** – Describe how the asset list will be evaluated as circumstances and needs change and at what frequency it will be updated.

5) **Life Cycle Costing**

- a) **Cost Accounting Method and Measures Description** – Describe what measures will be included in the cost components, such as initial cost of installation, Operation & Maintenance (O&M) expenses, repair costs, rehabilitation costs, disposal costs, and legal, environmental, or social costs. For O&M costs, describe the approach to maintenance, such as run to failure, repair, rehabilitation, or replacement. The approach could depend on the criticality of the asset and should not only consider the initial cost, but the life cycle cost (O,M,& Replacement and energy).
- b) **Capital Improvement Plan** – The capital improvement plan should take into consideration the need for replacement or rehabilitation of high risk assets, improvements required to meet upcoming regulations, assets required for planned growth or regionalization, and asset replacement to improve energy efficiency. The plan should include a description of the project, need for and benefit of the project, estimated project cost, estimated O&M cost (including any reduction in energy cost), and funding sources (both internal and external). The result should be a prioritized list of capital projects for next year and perhaps the next five to twenty years that will preserve and increase the value of service to the customer.
- c) **Operation, Maintenance, Replacement Accounting** – Explain how the utility plans to track O,M,&R costs that separate field assets (pipe, valves, meters) from plant assets (wells, treatment, storage) and ideally track individual assets. The goal is to identify specific costs that would trigger capital improvement projects, such as frequent leaks in a particular section of pipe or continuing repair costs for an aging pump that may be cheaper to replace.

- d) **Plan for review and update of cost accounting** – Explain how the cost accounting will be updated and the frequency of review. This might be annually or updates could happen with the completion of capital projects.

6) Long Term Funding Strategy

- a) **Budget Analysis, Budget Projection, Rate Structure, and Reserve Set Aside** – Present the budget information for the current year and the projection for the next one to five years to include the reserve set aside with identified annual targets and the rate structure to meet the O&M budget and reserves. The impacts on total revenue from user rate increases and conservation should be considered. Gaps between projected revenue and projected expenditures should be identified for consideration in increasing internal revenue or for seeking external sources.
- b) **Funding Sources** – External funding is frequently sought for large capital projects in the form of loans and grants. Funding for shortfalls recognized in the budget analysis should be identified, both internal and external. Requirements for external funding sources (PER, audit, regulatory compliance, bond counsel) should be identified along with the expected cost for each item.
- c) **Comprehensive Funding Strategy** – The funding strategy should clearly define the sources of funding for all the utility's current and future needs, both operational and capital, over the next five years. It should clearly demonstrate the source and adequacy of revenue for day-to-day operations, specify the anticipated sources of funding for capital projects from design to implementation, include repayment of debt, anticipate any increases in operational costs resulting from capital projects, account for inflation and rising energy costs, and move the community to a sustainable future. The strategy should consider the nature of the customers, such as MHI, usage categories, and demand patterns. Strategies for very low income customers should be developed that could include outside assistance programs such as food stamps or voluntary donations for assistance like PNM has. Water accounting through metering should be part of the strategy because it directly affects revenue as well as collection on past due accounts.
- d) **Plan for review and update of the funding strategy, priorities, reserves and rate evaluation** – Describe how the funding strategy will be updated and the frequency of review.

7) Implementation

- a) **Resources – People and Tools** – Describe the plan for implementing the asset management process and the resources that will be applied, both people and tools. This could include a resolution from the governing body committing to the program.
- b) **Implementation Schedule** – Provide a timeline for implementation delineating the order of progression through the five core elements. Include clearly identifiable milestones for measuring progress.
- c) **Frequency of Review and Updating** – Describe how implementation will be monitored, the schedule updated, and the frequency of review.



Smart Growth America
Improving lives by improving communities

Application for Smart Growth Technical Assistance

Year Six of Seven (2016-2017)

This technical assistance program is funded under a grant to Smart Growth America from the U.S. Environmental Protection Agency's Office of Sustainable Communities' Building Blocks for Sustainable Communities Program



Summary

Smart Growth America, through a grant from the U.S. Environmental Protection Agency's Office of Sustainable Communities, is offering free technical assistance to help local leaders and residents make their communities more livable, sustainable, and vibrant places. Any unit or subdivision of local, tribal or regional government is eligible to apply. The deadline for applications is Thursday, October 6, 2016 at 5:00 PM EDT. Applications must be uploaded to the Smart Growth America web page application portal at <http://www.smartgrowthamerica.org/technical-assistance/free-annual-workshops/apply> or emailed to assistance@smartgrowthamerica.org by this time. Paper submissions and late submissions will not be accepted.

Smart Growth America will hold a webinar to discuss the technical assistance program and the application process on Wednesday, September 14, 2016 at 1:00 PM EDT. Interested parties can register for the webinar at <http://bit.ly/sga-free-ta>. The webinar will be recorded and posted to our blog. For pre-application assistance and inquiries, please email assistance@smartgrowthamerica.org.

Building Blocks for Sustainable Communities Program

Smart Growth America's free technical assistance is funded under a grant from the EPA's Office of Sustainable Communities' Building Blocks for Sustainable Communities Program. The Building Blocks for Sustainable Communities Program funds quick, targeted assistance to communities that face common development programs.

Purpose of the technical assistance

Smart Growth America's technical assistance program, now in its sixth year, helps facilitate local solutions to local development challenges so that participating communities are able to grow in ways that benefit residents and businesses while protecting the environment and preserving a sense of place. The assistance provides the tools and training needed to help local leaders make their communities more livable, sustainable and vibrant places.

As a national leader in the field, Smart Growth America possesses extensive experience working with communities to help them use land strategically, maximize existing resources and invest public funds in ways that catalyze quality private development. Smart Growth America has already worked with more than 70 communities through this program alone.

Technical assistance free-of-charge and ready-to-go

Applicants can apply for one of the nine free standardized technical assistance tools listed below, or three applicants can apply as a consortium for our new Complete Streets Consortium Series detailed below.

For each of the nine standardized tools, Smart Growth America will deliver the technical assistance in the form of a two-day workshop.

The nine technical assistance tools are:

- Implementing smart growth 101
- Planning for economic and fiscal health
- Fiscal impact analysis
- Sustainable land use code audit
- Complete Streets Technical Assistance
- Parking audit
- Cool planning: local strategies to slow climate change
- Using LEED-ND to accelerate the development of sustainable communities
- (Re)Building Downtown

Applicants can find descriptions of these tools and examples of how they've been used successfully in other communities, on our website:

<http://www.smartgrowthamerica.org/technical-assistance/free-annual-workshops>

Complete Streets Consortium Series

The Complete Streets Consortium Series is a new workshop series for three municipalities within the same state. The three municipalities join together to form a consortium, with each municipality receiving their own workshop that builds on the other workshops in the series. The workshops will focus on the relationships between land use and transportation, different modes of travel, and multimodal integration within the local and regional contexts of the municipalities. This is a unique opportunity for communities within the same state to form a mutual support network and also enhance relationships between state and local stakeholders. A core group of eight to ten representatives from each municipality will travel to all of the workshops, seeing how each city is planning on implementing Complete Streets policies and how they can help and or learn from the process.

Eligibility for technical assistance

Any unit or subdivision of local government, Indian tribe, or regional government is eligible to apply for the single applicant technical assistance workshops. For Year 6, Smart Growth America is expanding our work in rural communities. Out of the six applicants to be selected this year, three will be rural if sufficient applications are received. For this program, rural is defined as 20,000 or fewer residents in the jurisdiction.

The Fiscal Impact Analysis Tool is linked to the Economic and Fiscal Health Workshop. Applicants who have already completed the Economic and Fiscal Health Workshop are eligible to apply for the Fiscal Impact Analysis as a stand-alone workshop. Applicants who have not previously received the Economic and Fiscal Health Workshop and wish to receive the Fiscal Impact Analysis should apply for the Economic and Fiscal Health and

Fiscal Impacts Analysis as a unit to be delivered together at a single workshop.

The Complete Streets Consortium Series must be applied for by a consortium of three municipalities within the same state. These three municipalities do not need to be geographically adjacent, but must make the case that their commitment and cooperation justify the assistance.

Post-workshop reporting

Communities that receive this technical assistance will receive a next steps report with suggestions for follow-up actions. Communities agree to submit three brief post-workshop progress reports – the first one month after receiving their post-workshop next steps report from Smart Growth America, the second six months after, and the third twelve months after.

Selection process and criteria

Smart Growth America expects to select up to six communities and one consortium of three municipalities to receive free technical assistance in this application cycle. Of the six not applying as a consortium, three will be rural if sufficient qualified applications are received.

The primary selection criteria are:

- **Interest in smart growth solutions (20% of score)** – The community’s application should demonstrate interest in smart growth solutions and show that the requested technical assistance tool is an appropriate way to address the community’s issues—that it helps them overcome barriers to implementing smart growth and sustainable community solutions.
- **Need for technical assistance (20% of score)** – Smart Growth America wants to work with communities that are interested in smart growth and/or sustainable communities development strategies but may need some additional help to define and move forward with local solutions.
- **Involvement of key community leaders (20% of score)** – Smart Growth America will consider the degree to which local government, business and community leaders demonstrate their commitment and capacity to implement the results of the technical assistance.
- **Readiness to implement (20% of score)** – Is the community ready to act based upon the tools supplied? Evidence that the community is ready for action will help Smart Growth America to determine which communities will benefit most from technical assistance.

- **Public Involvement Plan (20% of score)** – Smart Growth America will consider the community’s capacity to carry out public engagement (particularly to low income and disadvantaged populations within their communities) and the quality of the proposed engagement plan. We like communities’ applications to address questions like: How will the community get the word out? Is the location accessible? Does the community have letters of support from relevant partners?

Other factors that will affect the selection of communities to receive technical assistance:

- **Geographic diversity** – Smart Growth America wants to work in a variety of states, regions, and communities, from North to South, East and West. We will look at how the communities we select contribute to the diversity of places we have served over the lifetime of this grant. We will be placing special emphasis this year on identifying small rural communities, with 20,000 or fewer residents, that are ready for assistance.
- **Equity** – Smart Growth America wants to increase our work with low income and disadvantaged communities who are ready to address issues related to growth and development.
- **Past receipt of assistance** – Smart Growth America likes to leverage work done by others to create more powerful outcomes. Has the community received related technical assistance from the EPA or other federal agencies in the past? Is the community currently applying for technical assistance from the EPA or other federal agencies? For rural applicants, has the community participated in USDA Rural Development-supported programs such as Stronger Economies Together, Promise Zones, or Strikeforce? Be sure to put this in the application, including the name of the program as well as any outcomes you are experiencing.

Final recipients will be notified via a phone call and will also be announced on our website.

Application form

This application form is for both the nine standard technical assistance tools as well as the new Complete Streets Consortium Series. The deadline for applications is Thursday, October 6, 2016 at 5:00 PM EDT. Applications must be uploaded to the Smart Growth America web page application portal at <http://www.smartgrowthamerica.org/technical-assistance/free-annual-workshops/apply> or emailed to assistance@smartgrowthamerica.org by this time. Paper submissions and late submissions will not be accepted.

If you are applying for the Complete Streets Consortium Series, a complete application will include three filled out application forms, one from each municipality, as well as a single cover letter of commitment signed by all three mayors. This letter should not only show the commitment of all three municipalities to the workshop, but should also make the case as to why the three applicants cities present the most compelling choice to receive the series. The letter of commitment must be uploaded with the application.

Name of applicant agency:

Agency CEO or other individual authorized to enter into agreements:

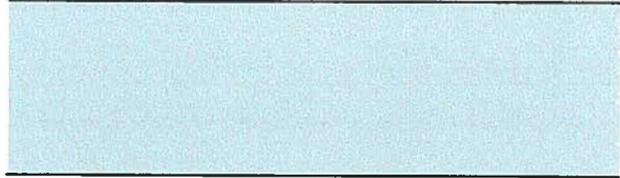
Contact person name, email, phone:

Organization address, phone and website:

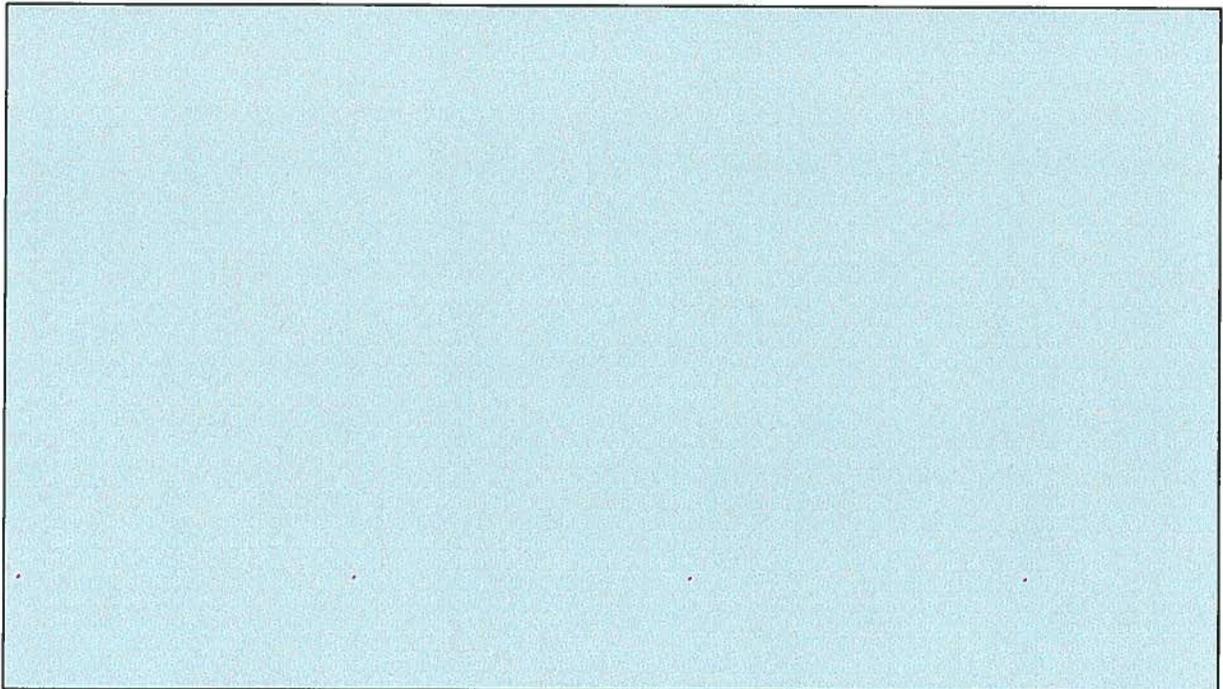
Form of government (local, regional, tribal):

Tool being applied for (limit one per application):

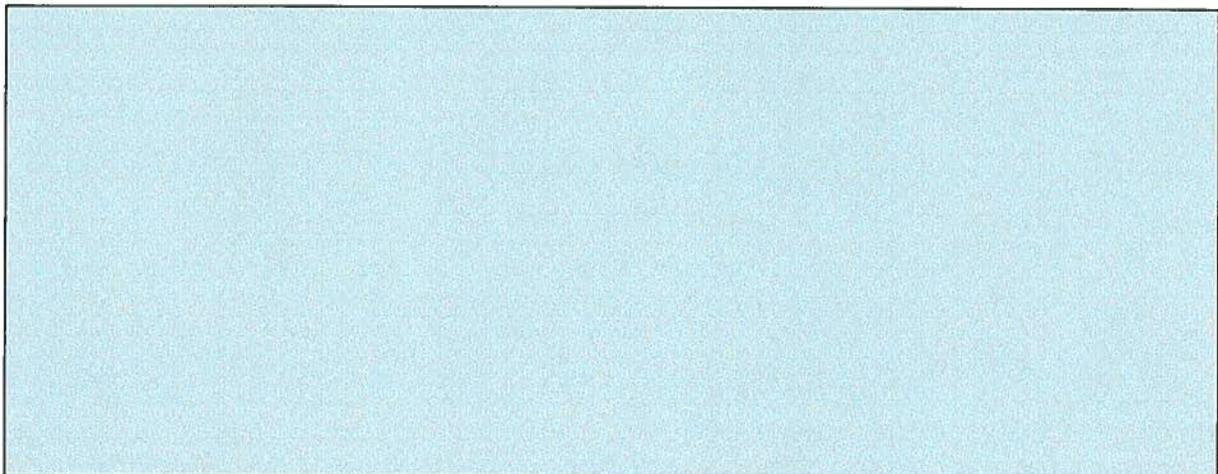
If you are applying for the Complete Streets Consortium Series, please list the members of your consortium:



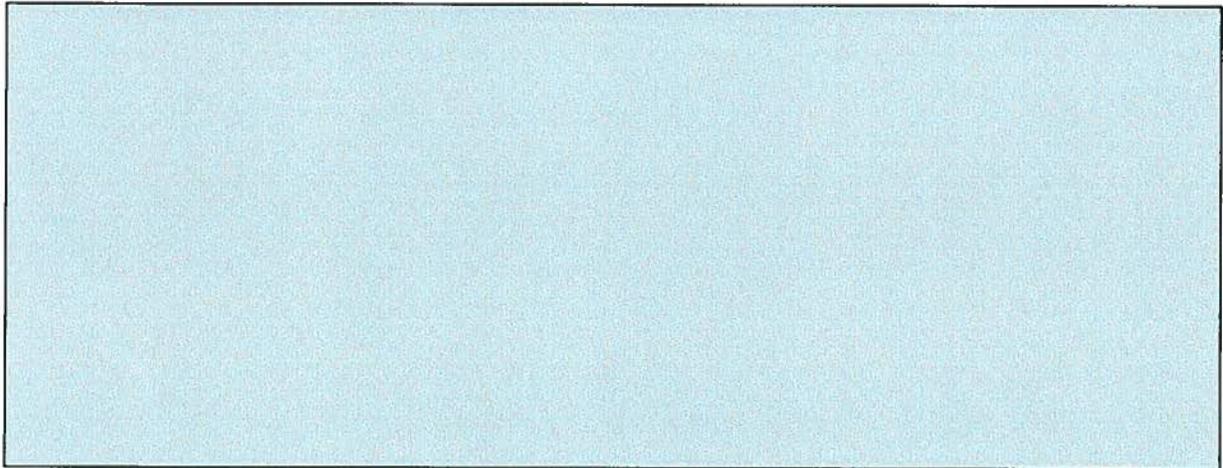
What is the community's need for technical assistance? How will the tool you are applying for help your community overcome the barriers to implementing smart growth?



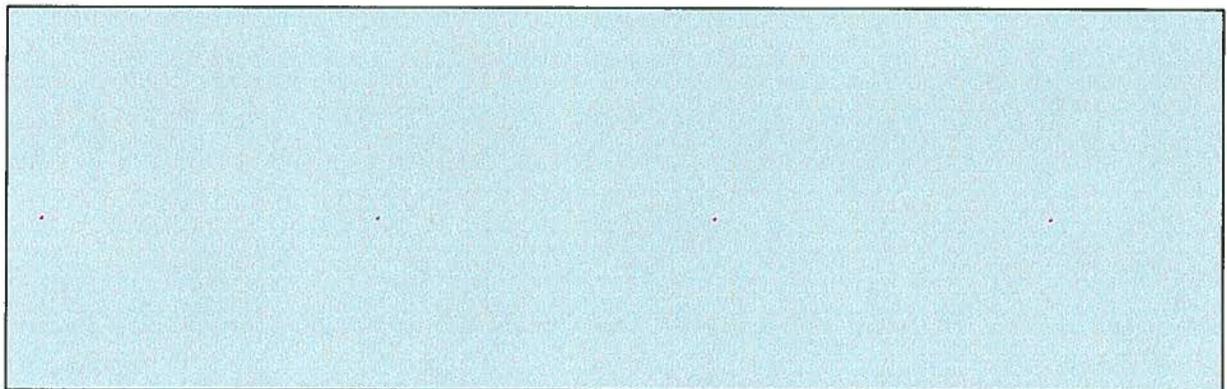
What is the community's interest in smart growth solutions?



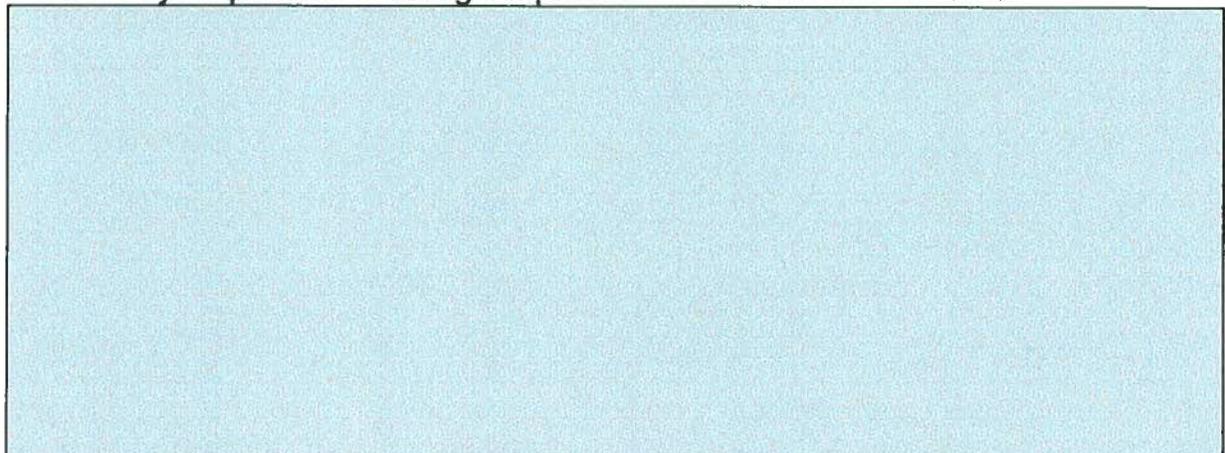
To what level are community leaders (elected, business, community) committed to pursuing smart growth solutions?



How does the community propose to implement the smart growth solution(s) once assistance is received?



Describe your plan for involving the public in the technical assistance.



To what degree does your plan address equity issues? Specifically, how does your plan address disadvantaged communities?

Have you received related technical assistance from the EPA, other federal agencies (including USDA Rural Development if you are a rural community), or their contractors or grantees in the past?

Yes

No

If so, describe the assistance, including how the new assistance you are requesting of Smart Growth America would build upon or complement the past assistance.

Are you applying for related technical assistance from the EPA, other federal agencies (including USDA Rural Development if you are a rural community), or their grantees or contractors?

Yes

No

If so, describe the assistance, including how that assistance would complement the assistance you are requesting of Smart Growth America.

Are you a rural applicant? Please note that to be considered rural for this program, your resident population must be 20,000 or less.

Yes

No

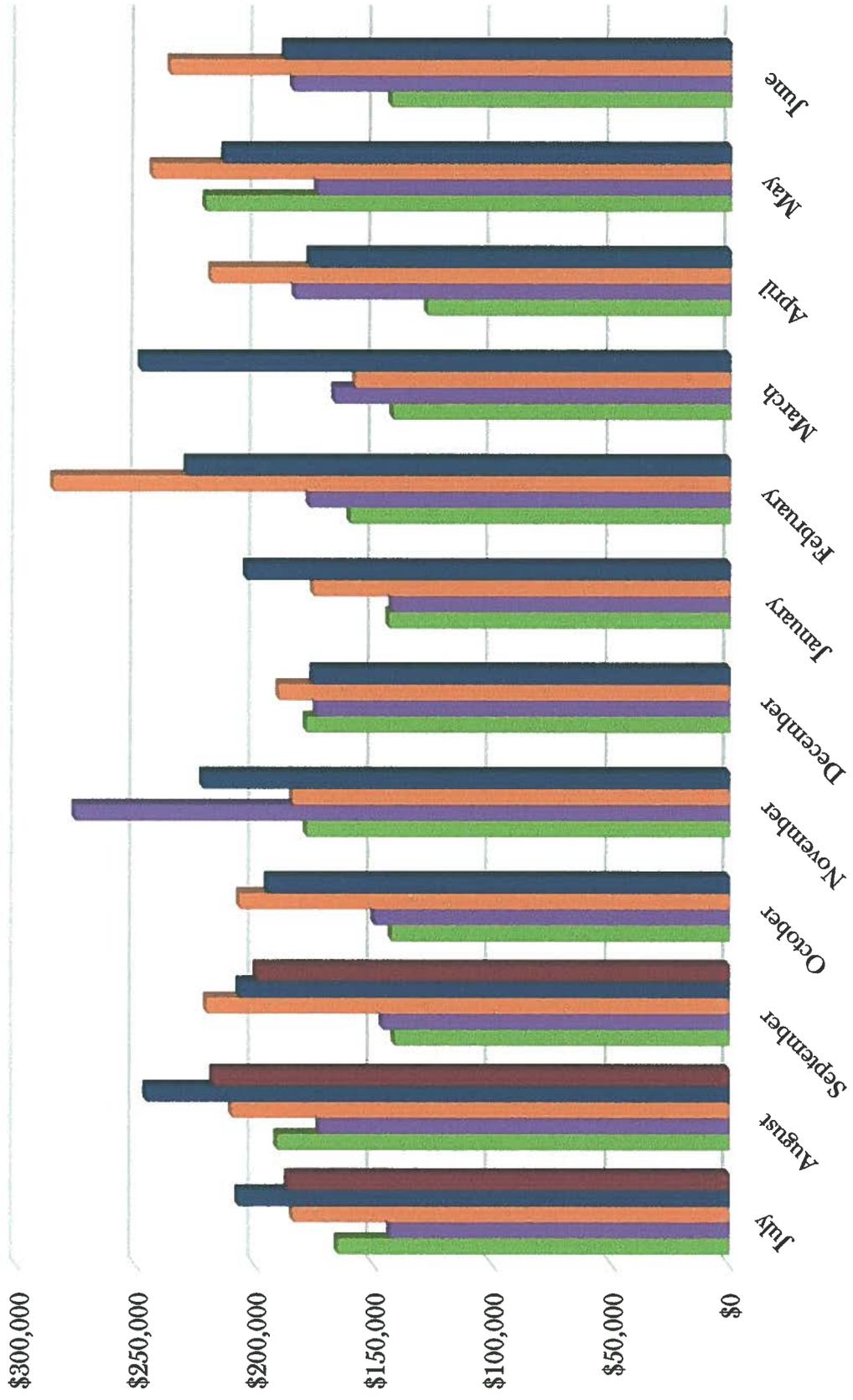
Letter of Commitment

To help us assess community support for smart growth solutions, Smart Growth America requires a letter of commitment signed by the mayor, county commission chair, or comparable elected leader. The letter should state the commitment of local elected leaders to implement any local initiatives that result from the smart growth technical assistance offered.

Village of Corrales
Gross Receipts Tax Revenues
FY 2015-2016

Business Activity Month	Distribution Month	Total Distributed (by FY)						FY 15 v. 16 Variance
		FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017		
May	July	\$165,190.93	\$142,995.68	\$183,978.05	\$206,963.72	\$186,130.07	(\$20,833.65)	
June	August	\$190,652.03	\$172,888.75	\$209,591.12	\$245,555.43	\$217,428.39	(\$28,127.04)	
July	September	\$141,441.94	\$146,350.06	\$220,179.52	\$206,508.35	\$199,239.86	(\$7,268.49)	
August	October	\$142,712.27	\$149,998.51	\$206,409.44	\$194,707.13		\$0.00	
September	November	\$178,557.03	\$275,725.49	\$184,297.94	\$222,068.33		\$0.00	
October	December	\$178,697.09	\$174,459.71	\$190,209.94	\$175,988.19		\$0.00	
November	January	\$144,134.46	\$142,772.33	\$175,854.31	\$204,050.81		\$0.00	
December	February	\$160,690.65	\$177,866.20	\$285,247.40	\$229,101.61		\$0.00	
January	March	\$142,652.78	\$167,257.30	\$158,488.92	\$248,574.99		\$0.00	
February	April	\$128,336.77	\$184,139.81	\$219,208.03	\$177,876.66		\$0.00	
March	May	\$221,674.14	\$174,840.73	\$243,974.22	\$213,890.05		\$0.00	
April	June	\$143,718.75	\$185,205.02	\$236,683.99	\$188,625.26		\$0.00	
TOTAL (actuals)		\$1,938,458.84	\$2,094,499.59	\$2,514,122.88	\$2,513,910.53		(\$56,229.18)	
PROJECTED REVENUE		\$1,949,376	\$2,039,608	\$2,261,320				

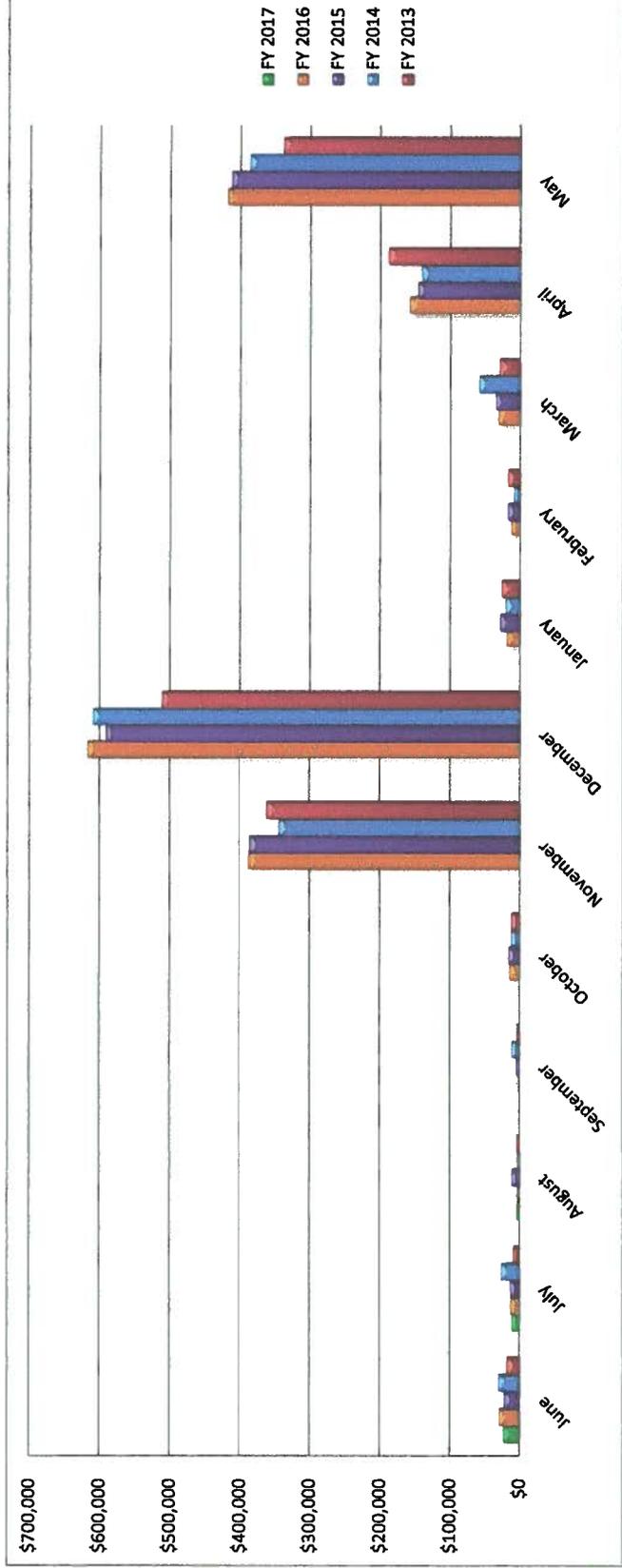
GRT Revenue - FY 2016/2017



Village of Corrales
Property Tax Collections
FY 2013-2017

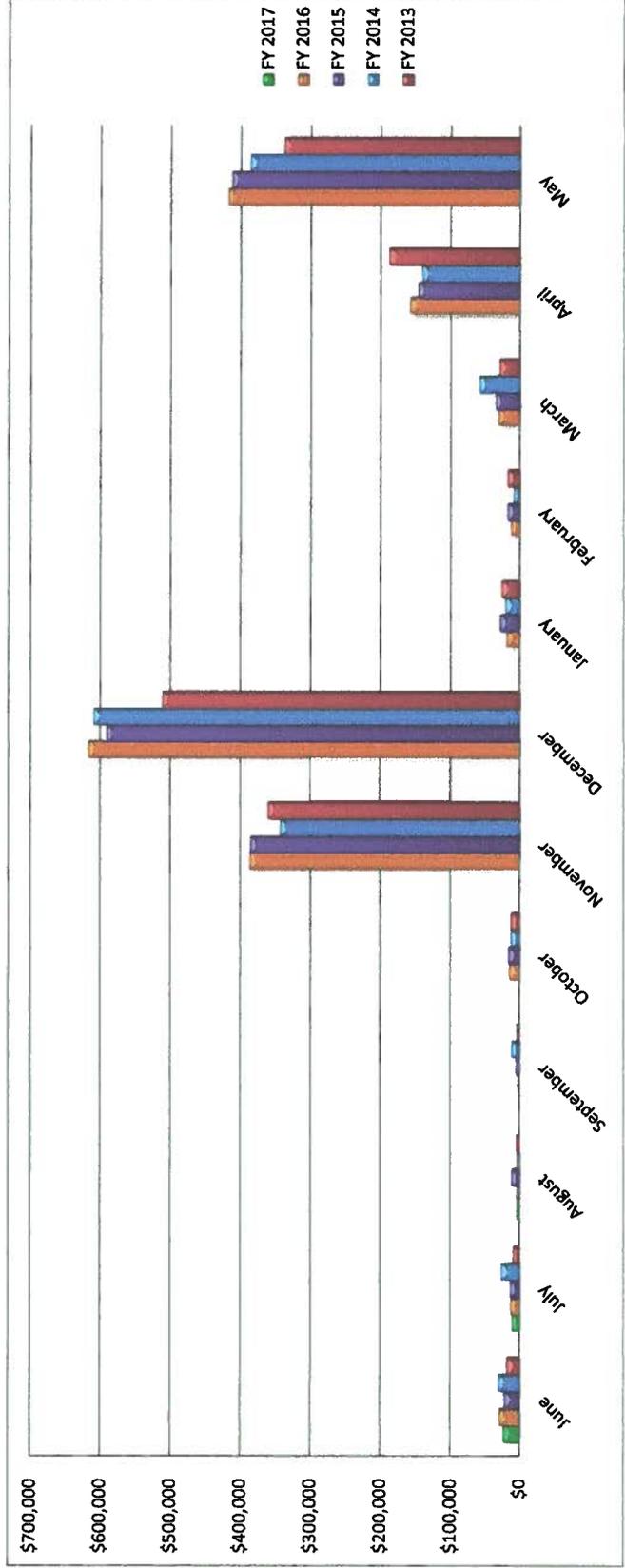
Collection Month	Distribution Month	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2016 vs. 2017 Variance
June	July	\$17,994.33	\$31,574.61	\$22,237.92	\$30,600.55	\$23,353.05	(\$7,247.50)
July	August	\$9,025.42	\$27,382.06	\$12,944.89	\$14,175.16	\$10,655.19	(\$3,519.97)
August	September	\$3,613.46	\$4,955.77	\$11,281.02	\$5,276.90	\$3,681.80	(\$1,595.10)
September	October	\$3,902.88	\$12,116.02	\$5,163.24	\$3,742.73	\$0.00	\$0.00
October	November	\$12,069.42	\$12,790.77	\$16,074.75	\$15,748.39	\$0.00	\$0.00
November	December	\$360,509.43	\$343,627.67	\$384,970.56	\$387,631.48	\$0.00	\$0.00
December	January	\$510,446.16	\$609,552.30	\$590,427.30	\$617,144.53	\$0.00	\$0.00
January	February	\$26,040.48	\$21,893.59	\$28,324.34	\$20,568.06	\$0.00	\$0.00
February	March	\$17,543.69	\$9,670.18	\$17,609.49	\$14,002.49	\$0.00	\$0.00
March	April	\$29,458.89	\$59,298.80	\$34,999.93	\$32,516.42	\$0.00	\$0.00
April	May	\$187,695.92	\$141,588.70	\$146,590.92	\$159,604.94	\$0.00	\$0.00
May	June	\$337,646.62	\$387,171.29	\$412,194.05	\$418,858.45	\$0.00	\$0.00
Total Collected:		\$1,515,947	\$1,661,622	\$1,682,818	\$1,719,870	\$37,690	(\$12,362.57)
Projected:		\$1,336,088	\$1,598,487	\$1,644,820			
Difference:		\$179,859	\$63,135				

Revenue Separation
Operations: 30,043
GO Bond Debt: 3,966



Village of Corrales
Property Tax Collections
FY 2013-2017

Collection Month	Distribution Month	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2016 vs. 2017 Variance
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Projected:		\$1,336,088	\$1,598,487	\$1,644,820			Operations: 30,043
Difference:		\$179,859	\$63,135				GO Bond Debt: 3,966



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

Public Works

- Worked on cleaning out Culvert at Don Julio.
- Graded several road around the Village.
- Worked on the plumbing problem at Community Center. Still have some work to be done.
- Brush hog has been out at several roads.
- Installed a drainage pipe on Calle Azul.
- Worked on drainage issues on Sagebrush Rd.

Parks and Recreation

- Installed the new sand volleyball court on West Field at Recreation Center.
- Installed wood chippings on East Side of front field and crusher fines around the other three sides.
- The pool playground is schedule to be shipped at the end of October and installation to follow.
- We are now accepting registration for our basketball program. This is done on-line.
- Pruned several trees around the Recreation Center.
- We had our first Friends of Corrales Trees meeting and had 7 attend.
- The bocce courts are done and ready to be played on. This was a project of the Village in the Village.

Trainings

- None this month

LIBRARIAN'S REPORT
AUGUST 2016
STATISTICS

	<u>August 2016</u>	<u>July 2016</u>	<u>August 2015</u>
Walk-ins:	4135*	3640	4112
Registration:	65	65	36
Acquisitions:	251	276	260
Loss & Discard:	460	190	171
 Circulation			
Adult books	1412	1578	1386
Juvenile books	1863	1808	1869
YA	393	501	317
Digital books	392	395	382
Adult Media	1189	1189	1304
Inter-Library	5	1	3
Children's Media	320	357	327
Southwest Room	30	51	44
In house Reference	590	565	575
TOTAL	6194	6445	6207

* Five-week month

PROGRAMS--Children

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

August 3	26 participants
August 10	43 participants
August 17	38 participants
August 24	34 participants
August 31	38 participants

Animal Hide and Seek
August 30

Explora Museum Outreach
28 first and second graders

PROGRAMS—All ages

The Saturday Library Stitch Club met in the library on Saturday, August 13th. There were 18 ladies in attendance.

Conversational Spanish classes were held on the first and second Saturday in August with Alonso Indacochea. There were 15 participants in the first class and 12 participants in the second class for the month.

Meetings

Bosque Commission: 8/11

Library Board: 8/11

Friends of the Corrales Library:

Equestrian Advisory Committee:

Bicycle Pedestrian Advisory Committee: 8/25

Tree Advisory Committee: 8/12

Village in the Village: 8/18

Library Hours

The library was not closed for any holidays in August.

Library Personnel

Total scheduled (desk) volunteer hours for the month of August: 402 hours.

Library News

We are keeping a count on computer users on the public computers. In August, there were a total of 532 computer users signed in.

There were 2,831 hits on the Library's website during the month of August.

During August, the Sandoval Digital Library had 810 items checked out by 245 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. *The Girl in the Spider's Web* was the most checked out title in August.

The library Tech classes, with Laura Creech, will continue in the fall. They will be held on Tuesday mornings twice a month. Using Social Media will be a theme.

The annual report for the State Library was completed the first week of August. This report qualifies the library to receive state funding.

According to the Mango language database, in the last year, the most popular languages downloaded are German, Latin American Spanish, Hebrew and Japanese.

Monthly Report Corrales Fire/ August 2016

- The recycling dumpster at the center is being used and dumped weekly.
- Corrales Fire is working with Sandoval County and The Civil Support Team for a large scale disaster exercise for November.
- The Rio Grande Basin Heavy Technical Rescue Team consists of Corrales, Sandoval County, Town of Bernalillo and Rio Rancho Fire department personnel. Training is monthly on various technical specialties. Corrales conducted the Swiftwater and Animal Rescue trainings for the team
- Five members of the department and YCC attended the Fire Expo help at the New Mexico State Firefighters Training Academy. The crew learned a great deal and they also brought home three trophies from the “firefighter games”. First place in Water polo with fire hoses, First place in Hazmat and Second place in Bunker gear. Attached is an email received by Chief Martinez from Bernalillo County Deputy Chief, Dye about the crew.
- Held Hazmat, Firefighter 1 Course and S130/190 over the summer.
- Looking at Community Paramedic options to help support Corrales Citizens, Commander Lattin is completing her training through CNM and involved with a working group in New Mexico to help implement Community Paramedic Community EMT items in the Village.
- Dr. Froman after 26 years as the Corrales Fire Department Medical Director will be retiring 12/31/2016 from his position. Dr. Darren Braude, who is currently the assistant medical director will be taking over all duties. Corrales has be blessed with having the medical directors live in Corrales.
- Firewood permits are available at Village hall.
- Department is preparing for the annual food and present drive.

Subject: NMFTA Expo

Chief,

I wanted to drop a note regarding your young firefighters participating in the Expo. This crew lead by Ethan represents your department well. They are eager to work hard, always helpful and very quick to learn. They saw allot of fire the last couple of days and won some trophies in the competitions. They were always working and always respectful. My compliments to them, you and Corrales Fire Department.

Sincerely,

JimDye
DeputyChief,Operations
BCFD

- The Fire department with YCC installed retention walls at the tower and the driveway.

Monthly Report Corrales Fire/ August 2016

Grants

- State Fire Grant \$100,000 to complete Loma Larga Fire pump project submitted
- State Forestry Grant is currently being prepared.

Department Trainings

- Training continuing Tuesday nights
- Hosted a Large class for Fire Marshals, Fire Investigators and others called” Live Burn to Learn”. The courses where very informative and the department hopes to host more in the future.
- Large vehicle extrication
- Rope technician classes
- .

EMS

- Completing Annual Reports
- End of year requirements make September through December very busy at the department Renewing their licenses
- Drug shortage continues to be a challenge and move medication are going on shortage weekly. .
- Working and 2017 EMS protocols

August 2016 Incident Summary

Fire	
Building fire (111)	2
Forest, woods or wildland fire (141)	1
	3
Rescue & Emergency Medical Service Incident	
EMS call, excluding vehicle accident with injury (321)	40
Motor vehicle accident with injuries (322)	4
Motor vehicle accident with no injuries. (324)	2
	46
Hazardous Condition (No Fire)	
Gas leak (natural gas or LPG) (412)	1
Arcing, shorted electrical equipment (445)	1
	2
Service Call	
Public service assistance, other (550)	1
Assist police or other governmental agency (551)	1
Unauthorized burning (561)	2
	4
Good Intent Call	
Dispatched and cancelled en route (611)	2
Smoke scare, odor of smoke (651)	3
	5
False Alarm & False Call	
Alarm system sounded due to malfunction (735)	1
CO detector activation due to malfunction (736)	2
Alarm system activation, no fire - unintentional (745)	2
	5
Special Incident Type	
Special type of incident, other (900)	26
	26
Total Incident Count:	91

Alarm Summary Report

Reporting Between: 01/01/2016 – August 31, 2016

Situation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
100 Series Fire	5	1	2	1	2	7	7	3	28
200 Series Overpressure Rupture, Explosion, Overheat(no fire)	0	0	0	0	0	0	1	0	1
300 Series Rescue & Emergency Medical Service Incident	42	39	46	37	41	40	43	46	334
400 Series Hazardous Condition(No fire)	1	0	3	2	1	4	0	2	13
500 Series Service Call	2	7	6	10	12	5	7	4	53
600 Series Good Intent Call	4	6	11	7	7	8	6	5	54
700 Series False Alarm & False Call	2	2	4	3	4	1	1	5	22
800 Series Severe Weather & Natural Disaster	0	0	1	1	0	0	0	0	2
900 Series Special Incident Type	17	19	26	20	30	27	24	26	189
Grand Total	73	74	99	81	97	92	89	91	696

Calls January 2016 to August 31, 2016

1 Fire

Building fire (111)	10
Cooking fire, confined to container (113)	1
Fire in mobile home used as fixed residence (121)	1
Passenger vehicle fire (131)	3
Forest, woods or wildland fire (141)	8
Brush or brush-and-grass mixture fire (142)	4
Outside rubbish, trash or waste fire (151)	1
	28

2 Overpressure Rupture, Explosion, Overheat(no fire)

Fireworks explosion (no fire) (243)	1
	1

3 Rescue & Emergency Medical Service Incident

EMS call, excluding vehicle accident with injury (321)	305
Motor vehicle accident with injuries (322)	15
Motor vehicle/pedestrian accident (MV Ped) (323)	1
Motor vehicle accident with no injuries. (324)	7
Search for person on land (341)	2

Search for person in water (342)	2
High-angle rescue (356)	1
Swift water rescue (363)	1
	334
4 Hazardous Condition (No Fire)	
Gas leak (natural gas or LPG) (412)	4
Carbon monoxide incident (424)	1
Power line down (444)	5
Arcing, shorted electrical equipment (445)	3
	13
5 Service Call	
Water or steam leak (522)	2
Animal problem, other (540)	1
Animal problem (541)	1
Animal rescue (542)	3
Public service assistance, other (550)	3
Assist police or other governmental agency (551)	3
Public service (553)	8
Assist invalid (554)	10
Unauthorized burning (561)	22
	53
6 Good Intent Call	
Dispatched and cancelled en route (611)	24
Authorized controlled burning (631)	4
Smoke scare, odor of smoke (651)	23
Smoke from barbecue, tar kettle (653)	2
HazMat release investigation w/no HazMat (671)	1
	54
7 False Alarm & False Call	
False alarm or false call, other (700)	1
Smoke detector activation due to malfunction (733)	2
Alarm system sounded due to malfunction (735)	2
CO detector activation due to malfunction (736)	2
Smoke detector activation, no fire - unintentional (743)	1
Detector activation, no fire - unintentional (744)	4
Alarm system activation, no fire - unintentional (745)	8
Carbon monoxide detector activation, no CO (746)	2
	22
8 Severe Weather & Natural Disaster	
Wind storm, tornado/hurricane assessment (813)	2
	2
9 Special Incident Type	
Special type of incident, other (900)	188
Citizen complaint (911)	1
	189
Total Incident Count:	696

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 8/01/16
 Date To: 8/31/16
 Area: CPD1

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 8/01/16
 Date To: 8/31/16
 Area: CPD1

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0001
 Date: 9/06/16

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0001
 Date: 9/06/16

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
 Contact Made
 negative contact

Dispositions
 Contact Made
 negative contact

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time	Avg Rsp on Call	Avg Time on Call	Total Tin on Type
Audible Alarm	9			0:11:37	00:27	04:07	
Traffic Stop			5	0:00:00	00:24	02:01	
Animal Call	3			0:08:12	00:56	02:48	
Speeding/Reckless Vehicl	2			0:11:07	00:06	00:12	
Suicide	2			0:05:26	00:36	01:12	
Public Nuisance	1			0:02:55	00:29	00:29	
Larceny	1			0:13:17	00:47	00:47	
Domestic	1			0:04:45	01:32	01:32	
Welfare Check	9			0:12:02	00:40	06:05	
Check the area			17	0:00:00	00:00	00:00	
Follow Up			3	0:00:00	00:45	02:16	
Suspicious Activity	1			0:07:50	00:46	00:46	
*** TOTAL ***	29		25	0:10:15	00:24	22:15	

Response by Priority

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:05:26
	< min			
	< min			
	< min		2	
	> min			
2	< min			0:10:54
	< min			
	< min			
	< min		20	
	> min			
3	< min			0:09:10
	< min			
	< min			
	< min		3	
	> min			

Dispositions

Case Report	Disp.	SI/OV
Negative Contact	4	1
Record of Call	1	
Caller Cancelled	14	9
False Alarm	2	
Non Report Call	7	
Report Taken	1	17
	4	

Selection Criteria:
 Date From: 8/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
 Date To: 8/31/16 99:99:99 Dpt: 001 List:
 Area: CPD2

Selection Criteria:
 Date From: 8/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
 Date To: 8/31/16 99:99:99 Dpt: 001 List:
 Area: CPD2

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Time on Type hhhh:mm	Disp.	SI/OV
Audible Alarm	3			0:13:08	00:31	01:33	2	14
Traffic Stop			12	0:00:00	00:09	01:53	2	1
Animal Call	6			0:28:52	00:43	04:21	1	
Civil Standby	1			0:22:20	00:44	00:44	1	
Speeding/Reckless Vehicl	1			0:09:24	00:12	00:12	1	
Suspicious Subject	1			0:02:24	08:58	08:58	1	
Fireworks	1			0:00:00	00:14	00:14	1	
Criminal Damage/Vandalis	1		1	0:00:00	00:14	00:14	1	
Neighbor Dispute	1			0:15:05	00:16	00:16	1	
Intoxicated Driver	2			0:09:13	00:21	00:43	1	
Welfare Check	3			0:08:26	01:12	03:37	3	
Check the area	2		10	0:00:00	00:00	00:09		
Follow Up	2		1	0:32:30	00:24	01:12		
Suspicious Activity	4			0:07:50	00:21	01:26		
*** TOTAL ***	26		24	0:16:13	00:30	25:47		

Dispositions

Non Report Call 2

Report Taken 2

Ended With Arrest 1

VERBAL WARNING 1

Contact Made 1

negative contact 3

Citation issued 1

Response by Priority

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:07:21
	< min			
	< min			
	< min	100	4	
	> min			
2	< min			0:10:15
	< min			
	< min			
	< min			
	> min	100	10	
3	< min			0:26:47
	< min			
	< min			
	< min			
	> min	100	9	

Dispositions

Case Report	Disp.	SI/OV
Case Report	3	1
Arrest - Adult	1	
Record of Call	13	7
Call Handled By Phone	1	
False Alarm	3	

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 8/01/16
 Date To.: 8/31/16
 Area: CPD3

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 8/01/16
 Date To.: 8/31/16
 Area: CPD3

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0005
 Date: 9/06/16

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0006
 Date: 9/06/16

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

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

Dispositions
 Arrest - Adult 1
 Accident 1
 Record of Call 13
 911 Misdialed/Accidental 3
 Call Handled By Phone 1
 False Alarm 12
 Non Report Call 6
 Report Taken 4
 Ended With Arrest 1
 Contact Made 1
 negative contact 4
 Citation issued 2

Dispositions
 Arrest - Adult 1
 Accident 1
 Record of Call 13
 911 Misdialed/Accidental 3
 Call Handled By Phone 1
 False Alarm 12
 Non Report Call 6
 Report Taken 4
 Ended With Arrest 1
 Contact Made 1
 negative contact 4
 Citation issued 2

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Time on Type hhhh:mm
Silent Alarm	1			0:01:55	00:13	00:13
Audible Alarm	11			0:07:12	00:14	02:41
Traffic Stop			10	0:00:00	00:09	01:39
Animal Call	3			0:24:12	00:58	02:56
Civil Standby			1	0:00:00	00:19	00:19
Public Assist	1			0:11:31	00:30	00:30
Speeding/Reckless Vehicl	1			0:06:09	00:18	00:18
Noise Complaint	3			0:09:21	00:20	01:00
Larceny	2			0:10:07	02:56	05:52
Criminal Damage/Vandalis	1			0:12:35	01:50	01:50
Domestic	2			0:07:46	02:55	05:50
Accident (No Injuries)	1			0:06:32	00:41	00:41
Intoxicated Driver	1			0:00:00	00:07	00:07
Welfare Check	4		1	0:11:55	01:03	05:16
911 Hang Up	1			0:10:28	00:47	00:47
Check the area	1		19	0:00:00	00:00	00:03
D V Notification	6			0:00:00	00:00	00:00
Suspicious Activity	6			0:06:40	00:23	02:18
*** TOTAL ***	39		31	0:09:10	00:27	32:20

Response by Priority

Priority	Interval	Cum#	Total	Avg Response Time
1	< min			0:01:55
	< min			
	< min			
	< min			
	> min	100	1	
2	< min			0:08:01
	< min			
	< min			
	< min			
	> min	100	24	
3	< min			0:12:41
	< min			
	< min			
	< min			
	> min	100	10	

Dispositions
 Case Report 4

Dispositions
 Case Report 4

Selection Criteria:
 Date From: 8/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
 Date To: 8/31/16 99:99:99 Dpt: 001 List:

Area: CPD4

Selection Criteria:
 Date From: 8/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
 Date To: 8/31/16 99:99:99 Dpt: 001 List:

Area: CPD4

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Time on Type hhhh:mm	Disp.	SI/OV
Audible Alarm	4			0:05:55	00:20	01:22		
Traffic Stop			29	0:00:00	00:09	04:45	4	2
Animal Call	2			0:03:45	00:19	00:38		
Civil Standby	1			0:00:00	00:23	00:23		
Speeding/Reckless Vehicl	2			0:01:30	00:48	01:37		
Disabled/Unattended vehi			1	0:00:00	00:08	00:08	1	3
Public Nuisance	1			0:04:28	00:24	00:24		
Burglary	3			0:14:44	02:07	06:23		
Domestic	2			0:06:03	02:44	05:29		
Fraud	1			0:09:37	00:30	00:30		
Possible Shots Fired	1			0:10:30	00:52	00:52		
Accident (No Injuries)	1			0:05:18	00:37	00:37		
Welfare Check	1			0:00:00	00:00	00:00		
911 Hang Up	3			0:09:00	00:31	01:35		
Out of Unit available			1	0:00:00	00:52	00:52		
information call	2			0:09:26	00:09	00:19		
Check the area	1			0:00:00	00:00	00:00		
Follow Up	1			2:37:29	00:10	00:21		
Suspicious Activity	1			0:10:18	00:23	00:23		
*** TOTAL ***	26		37	0:17:12	00:25	26:38		

Response by Priority

Priority	Interval	Cum#	Total	Avg Response Time
2	< min			0:09:13
	< min			
	< min			
	< min		12	
	> min	100		
3	< min			0:36:21
	< min			
	< min			
	< min		5	
	> min	100		

Dispositions

Dispositions	Disp.	SI/OV
Case Report	6	
Record of Call	14	8
Caller Cancelled	4	
Call Handled By Phone	1	
False Alarm	2	
Non Report Call	3	24

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 8/01/16
 Date To: 8/31/16
 Area: CPD5

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0009
 Date: 9/06/16

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 8/01/16
 Date To: 8/31/16
 Area: CPD5

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0010
 Date: 9/06/16

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0009
 Date: 9/06/16

Selection Criteria:
 Date From: 8/01/16
 Date To: 8/31/16
 Area: CPD5

Selection Criteria:
 Date From: 8/01/16
 Date To: 8/31/16
 Area: CPD5

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Resp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tti on Type hhhhh:mm	Response by Priority	Cum% Total	Avg Response Time
Silent Alarm	2			0:04:55	00:13	00:26	Priority		
Audible Alarm	1			0:08:05	00:22	00:22	Interval		
Traffic Stop		4	24	0:00:00	00:09	03:49	< min		
Animal Call		3	3	0:07:06	00:14	01:38	< min	100	1
Public Assist	1			0:10:21	00:34	00:34	> min		
Speeding/Reckless Vehicl	2			0:20:37	00:09	00:19			
Missing Person	3			0:08:44	01:19	03:58			
Noise Complaint	2			0:08:16	00:13	00:26			
Public Nuisance	1			0:00:00	00:00	00:00			
Domestic	1			0:00:00	00:00	00:00			
Accident (No Injuries)	1			0:00:00	00:01	00:01			
MVAI TFC	2			0:04:05	02:05	04:11			
Intoxicated Driver	1			0:00:00	00:13	00:13			
Welfare Check	1		8	0:04:44	00:07	00:07			
Out of Unit available	1			0:00:00	01:12	09:37			
Check the area	1		27	0:00:00	00:00	00:00			
Follow Up	3		3	0:00:00	00:20	01:01			
NCIC	1			0:09:19	00:25	00:25			
Suspicious Activity	3		65	0:08:30	00:17	27:32			
*** TOTAL ***	27		65	0:08:30	00:17	27:32			

Priority	Interval	Cum%	Total	Avg Response Time
1	< min			0:04:21
2	< min			0:08:26
3	< min			0:10:55
4	< min			0:09:19

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 8/01/16
 Date To.: 8/31/16
 Area: CPD6

SYSTEM: SunGard
 Program: CAD312
 Selection Criteria:
 Date From: 8/01/16
 Date To.: 8/31/16
 Area: CPD6

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0011
 Date: 9/06/16

Computer Aided Dispatch
 Dispatch Activity Report
 Page: 0012
 Date: 9/06/16

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

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

Activity	Nbr Prmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhh:mm	Total Tin on Type hhhh:mm	Response by Priority	Cum%	Total	Avg Response Time
Child Abuse	1			0:00:00	00:00	00:00	< min			
Audible Alarm	3			0:06:41	00:10	00:31	> min	100	3	
Traffic Stop	95			0:00:00	00:15	24:37	> min			
Animal Call	10			0:40:07	00:17	03:25	< min			0:10:43
Threats/Harassment	1			0:03:51	00:25	00:51	< min			
Public Assist	15			0:10:30	00:54	18:03	< min			
Speeding/Reckless Vehicl	4			0:06:41	00:12	00:48	< min			
Suspicious Subject	1			0:32:00	01:14	01:14	> min	100	15	
Special Assignment	1			0:00:00	00:25	00:25	< min			
Disabled/Unattended vehi	2			0:09:23	01:33	04:40	< min			0:14:50
Noise Complaint	2			0:08:49	00:10	00:20	< min			
Fireworks	1			0:05:32	00:12	00:12	< min			
Public Nuisance	3			0:11:46	00:21	01:04	< min			
Burglary	1			0:13:29	05:20	05:20	< min			
Larceny	2			0:14:00	00:43	02:09	> min	100	20	
Stolen Vehicle	1			0:16:01	00:54	01:49	< min			
Drugs	1			0:05:31	03:14	03:14	< min			
Domestic	1			0:04:55	04:54	04:54	< min			
Fraud	2			0:10:52	00:44	02:14	< min			
Out To Lunch	2			0:00:00	00:39	01:18	< min			
MVAI TFC	1			0:04:11	01:43	01:43	< min			
Intoxicated Driver	2			0:00:00	00:10	00:21	< min			
Intoxicated Pedestrian	1			0:07:04	00:22	00:22	< min			
Welfare Check	3			0:11:22	00:18	01:12	< min			
911 Hang Up	1			0:06:37	00:52	00:52	< min			
Out of Unit available	36			0:00:00	02:12	79:37	< min			
information call	1			0:09:36	00:23	01:34	< min			
Testing CAD	3			0:00:00	00:00	00:00	< min			
training exercise	1			0:00:00	02:12	04:25	< min			
On Duty Not Avilble	1			0:00:00	01:20	01:20	< min			
Check the area	74			0:00:00	00:19	24:08	< min			
Warrant Pulled	1			0:00:00	00:00	00:00	< min			
Follow Up	1			0:12:48	00:13	00:41	< min			
Veh Burglary	1			0:00:00	00:57	00:57	< min			
NCIC	2			0:00:00	00:00	00:00	< min			
Suspicious Activity	4			0:08:40	00:32	02:43	< min			
*** TOTAL ***	61	239		0:12:29	00:39	197:03				

Activity	Disp.	SI/OV	Case	Disp. SI/OV
Case Report	8			8
Arrest - Adult	2			2
Accident	1			1
Record of Call	21			38
Caller Cancelled	4			4
False Alarm	2			2
Non Report Call	15			175
Report Taken	10			16
Ended With Arrest	2			1
VERBAL WARNING	1			2
WARRANT PULLED	1			1
negative contact	11			11
Citation issued				

Response by Priority
 Priority Interval < min
 1 < min

Response by Priority
 Priority Interval < min
 1 < min

Selection Criteria:
 Date From: 8/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
 Date To.: 8/31/16 99:99:99 Dpt: 001 List:

Selection Criteria:
 Date From: 8/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
 Date To.: 8/31/16 99:99:99 Dpt: 001 List:

Map Ref Summary

Map Ref Summary

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tm on Type hhhhh:mm
Child Abuse	1	0:00:00	00:00	00:00	00:00	00:00
Silent Alarm	3	0:03:25	00:13	00:39	00:39	00:39
Audible Alarm	31	0:09:16	00:20	10:36	10:36	10:36
Traffic Stop	175	0:00:00	00:13	38:44	38:44	38:44
Animal Call	5	0:24:18	00:28	15:46	15:46	15:46
Threats/Harassment	1	0:03:51	00:25	00:51	00:51	00:51
Civil Standby	2	0:22:20	00:28	01:26	01:26	01:26
Public Assist	7	0:10:40	00:52	19:07	19:07	19:07
Speeding/Reckless Vehicl	12	0:08:52	00:17	03:26	03:26	03:26
Suspicious Subject	2	0:17:12	05:06	10:12	10:12	10:12
Missing Person	3	0:08:44	01:19	03:58	03:58	03:58
Special Assignment	1	0:00:00	00:25	00:25	00:25	00:25
Disabled/Unattended vehi	2	0:09:23	01:12	04:48	04:48	04:48
Suicide	2	0:05:26	00:36	01:12	01:12	01:12
Noise Complaint	7	0:08:54	00:15	01:46	01:46	01:46
Fireworks	2	0:05:32	00:13	00:26	00:26	00:26
Public Nuisance	6	0:07:43	00:19	01:57	01:57	01:57
Burglary	4	0:14:25	02:55	11:43	11:43	11:43
Larceny	5	0:12:18	01:28	08:48	08:48	08:48
Stolen Vehicle	2	0:16:01	00:54	01:49	01:49	01:49
Drugs	1	0:05:31	03:14	03:14	03:14	03:14
Criminal Damage/Vandalis	2	0:12:35	00:46	02:19	02:19	02:19
Domestic	7	0:06:13	02:32	17:45	17:45	17:45
Neighbor Dispute	1	0:15:05	00:16	00:16	00:16	00:16
Fraud	3	0:10:27	00:41	02:44	02:44	02:44
Possible Shots Fired	1	0:10:30	00:52	00:52	00:52	00:52
Out_To Lunch	2	0:00:00	00:39	01:18	01:18	01:18
Accident (No Injuries)	3	0:05:55	00:26	01:19	01:19	01:19
MVAI TFC	3	0:04:07	01:58	05:54	05:54	05:54
Intoxicated Driver	6	0:09:13	00:14	01:24	01:24	01:24
Intoxicated Pedestrian	1	0:07:04	00:22	00:22	00:22	00:22
Welfare Check	21	0:10:56	00:42	16:17	16:17	16:17
911 Hang Up	5	0:08:46	00:38	03:14	03:14	03:14
Out of Unit available	45	0:00:00	02:00	90:06	90:06	90:06
information call	1	0:09:31	00:18	01:53	01:53	01:53
Testing CAD	1	0:00:00	00:00	00:00	00:00	00:00
training exercise	2	0:00:00	02:12	04:25	04:25	04:25
On Duty Not Avblbe	1	0:00:00	01:20	01:20	01:20	01:20
Check the area	152	0:00:00	00:09	24:20	24:20	24:20
D V Notification	1	0:00:00	00:00	00:00	00:00	00:00
Warrant Pulled	1	0:00:00	00:00	00:00	00:00	00:00
Follow Up	4	0:58:49	00:23	05:31	05:31	05:31
Veh Burglary	1	0:00:00	00:57	00:57	00:57	00:57
NCIC	3	0:09:19	00:08	00:25	00:25	00:25
Suspicious Activity	19	0:08:01	00:24	08:01	08:01	08:01

Activity	Nbr Pmry.	Nbr Disp.	Nbr SI/OV	Avg Rsp Time hh:mm:ss	Avg Time on Call hhhh:mm	Total Tm on Type hhhhh:mm
*** TOTAL ***	208	0:12:03	00:31	00:31	00:31	00:31
Response by Priority						
1	< min					
2	< min					
3	< min					
4	< min					
Dispositions						
Case Report	27	11				
Arrest - Adult	4	2				
Accident	4					
Negative Contact	2					
Record of Call	87	73				
Supplement Report Taken	1					
Caller Cancelled	11					
911 Misdialed/Accidental	1					
Call Handled By Phone	3					
False Alarm	29					
Non Report Call	33	310				
Report Taken	29	18				
Ended With Arrest	4	1				

SYSTEM: SunGard Computer Aided Dispatch Page: 0015
Program: CAD312 Dispatch Activity Report Date: 9/06/16

Selection Criteria:
Date From: 8/01/16 Time Window: 0:00:00 Div: 002 By: Map Ref
Date To..: 8/31/16 99:99:99 Dpt: 001 List:

Map Ref Summary

Dispositions	Disp.	SI/OV
VERBAL WARNING	5	
WARRANT PULLED	1	
Contact Made	3	
negative contact	24	
Citation issued		19

U. M. M. 09/07/16

CORRALES POLICE DEPARTMENT
Citation Report

Program: CMS707A

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

Citation Date Range: 8/01/16 to 8/31/16
Citation Time Range: 0:00 to 23:59
Occur Address.....: *ALL
Intersection.....: *ALL

SPEEDING Totals	92
RECKLESS/CARELESS DRIVING Totals	1
STOP SIGN Totals	1
REVOKED/SUSPENDED LICENSE Totals	3
FOLLOWING TOO CLOSELY Totals	2
SEAT BELTS Totals	5
ILLEGAL PARKING Totals	2
LIMITATIONS ON BACKING Totals	1
MANDATORY FINANCIAL RESPONSIBILITY Totals	24
NO DL IN POSSESSION Totals	2
HEADLIGHTS Totals	7
BRAKELIGHTS Totals	2
REGISTRATION Totals	37
FAULTY EQUIPMENT Totals	13
IMMEDIATE NOTICE OF ACCIDENT Totals	1
EXPIRED DRIVERS LICENSE Totals	3
PROHIBITED ACTIVITIES WHILE DRIVING Totals	7
TAIL LIGHTS Totals	3
OTHER MISCELLANEOUS Totals	5
CORRALES POLICE DEPARTMENT Totals	211

V. Noman 09/07/16

Animal Control Monthly
Activity Report

Monthly Totals

	Aug-16	29	30	31	
Item					
Abuse / Neglect					0
Adoptions					0
Animal Bites					3
Animals Astray		1	2	5	61
Criminal Complaint					0
DOA / 10-7's					13
Found by AC					18
Coyotes					3
Impounds			2	2	25
Incident Reports					0
Injured Animals					1
Licenses					3
Live Stock Calls					0
Nuisance Calls		1			24
Officer Assist					1
Other (Bats, etc.)					3
Picked Up		3		3	68
Public Assist		15	24	28	579
Raccoons			2		4
Reclaims		1			44
Skunks		1			11
Snakes					2
Squirrels		1	1	1	24
Trap Request		1	1	1	36
Trapped Animals/PU		3		1	26
Verbal Warning		1		5	56
Voice Mail/Phone Calls		15	24	28	579
Written Citations					0
					0
Sick Leave					0
Vacation					0
Court					0
Training					0
Reports					0
Investigation Hours		6	12	12	239
DOGS to AARCC				1	
CATS to AARCC					

August, 2016 CPD & Animal Services vehicle maintenance and repair costs:

\$848.52

August, 2016 CPD & Animal Services fuel cost:

\$2,231.88

V. M. [Signature] 09/07/16



Corrales Municipal Court

Memo

To: Scott Kominiak, Mayor
FROM: Michelle Frechette, Municipal Court Judge
RE: Monthly Financial Report for August 2016
DATE: September 1, 2016

Michelle Frechette

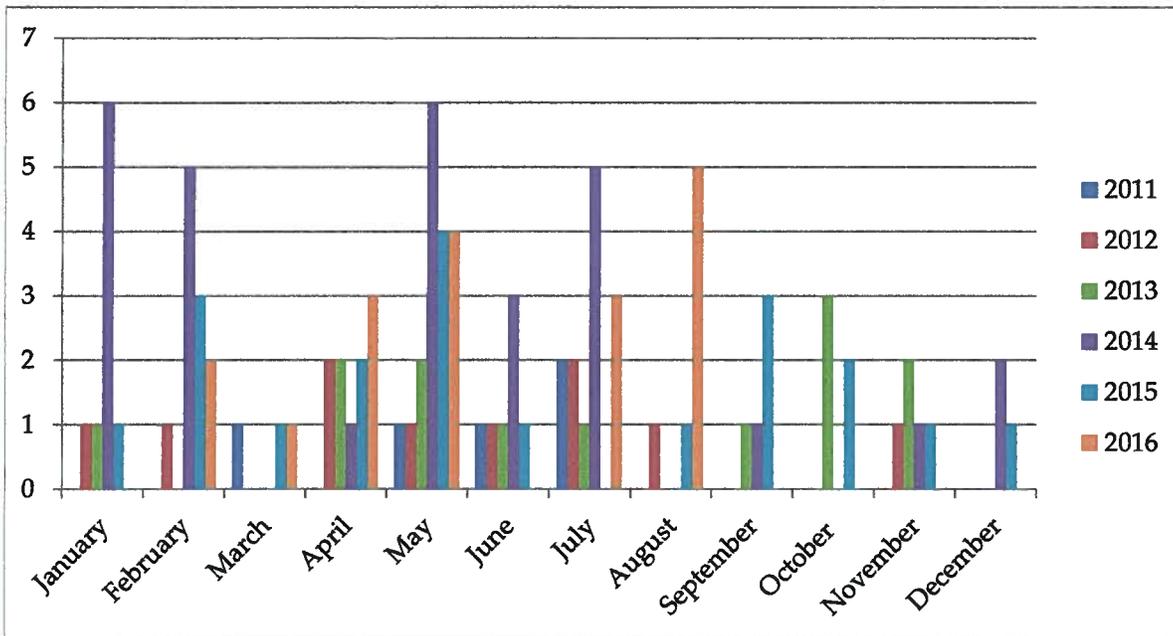
FINES	\$5,608.00
CORRECTION FEES	\$2,835.00
DWI LAB FEES	\$ 109.00
DWI PREVENTION FEES	\$ 75.00
AUTOMATION FEES	\$ 846.00
JUDICIAL EDUCATION FEES	\$ 425.00
BOND FORFEITURE	\$ -0-
TOTAL	\$ 9,898.00

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

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

2016
NEW RESIDENTIAL CONSTRUCTION, by month/year

	2011	2012	2013	2014	2015	2016	TOTAL
January	0	1	1	6	1	0	9
February	0	1	0	5	3	2	11
March	1	0	0	0	1	1	3
April	0	2	2	1	2	3	10
May	1	1	2	6	4	4	18
June	1	1	1	3	1	0	7
July	2	2	1	5	0	3	13
August	0	1	0	0	1	5	7
September	0	0	1	1	3		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	18	96





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

Council Report: September 20th, 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 August 2016—Manuel L. Pacheco, Building Official

TYPE OF CONSTRUCTION	No.	PERMIT FEE	Cost Estimate*
New Residential	5	\$20,242.92	\$1,980,044.00
Residential Additions			
Residential Remodel	1	\$1,715.10	\$126,724.00
New Commercial – ADA parking			
Public Building			
Commercial Remodel, Additions			
Guest House/Studio			
Sun Room			
Garages			
Carport	1	\$72.05	\$2,200.00
Signs	1	\$64.00	\$300.00
Sheds, Accessory Bldgs. Green House			
Agricultural Bldgs. (Barns, stalls, etc.)			
Pools			
Walls; Retaining Walls; Fences			
Mobile/Mfg/Modular Homes			
Re-roof	2	\$110.00	\$81,300.00
Portals	1	\$229.88	\$8,000.00
Roof Conversion			
Grading Permit			
Canopy			
Demolition/work permit			
Solar permit	1	\$110.00	\$25,252.00
TOTAL PERMITS/FEES/COST Est.	12	\$20,242.92	\$1,980,044.00

*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						
July	\$2,521.07	July	\$18,853.53	July	\$ 8,410.58	July	\$ 11,238.11
August	\$3,982.89	August	\$2,642.37	August	\$ 3,702.46	August	\$ 18,296.40
Sept.	\$11,820.54	Sept.	14,786.52	Sept.	\$ 4,233.90	Sept.	\$ 6,859.90
Oct.	\$7,837.58	Oct.	5,381.49	Oct.	\$ 7,167.82	Oct.	\$ 2,451.45
Nov.	\$3,012.88	Nov.	8,538.97	Nov.	\$ 10,340.73	Nov.	\$ 6,029.71
Dec.	\$1,224.50	Dec.	\$8,724.45	Dec.	\$ 2,445.87	Dec.	\$ 2,140.31
Jan.	\$2,903.28	Jan.	\$5,547.54	Jan.	\$ 17,998.13	Jan.	\$ 10,200.71
Feb.	\$6,215.81	Feb.	\$14,000.55	Feb.	\$ 23,469.82	Feb.	\$ 4,593.61
March	\$13,614.08	March	\$7,533.17	March	\$ 6,256.00	March	\$ 1,942.47
April	\$10,403.91	April	\$11,725.36	April	\$ 8,836.43	April	\$ 12,073.95
May	\$16,833.84	May	\$18,008.29	May	\$20,017.13	May	\$ 21,344.33
June	\$4,646.63	June	6,841.31	June	\$29,787.97	June	\$ 10,657.77
FINAL	\$84,957.01	FINAL	\$122,293.55	FINAL	\$142,666.84	FINAL	\$ 107,828.72
FY 2016 Month	2017 Fees Collected	FY 2017 Month	2018 Fees Collected	FY 2018 Month	2019 Fees Collected	FY 2019 Month	2020 Fees Collected
July	20,325.98						
August	20,242.92						
Sept.							
Oct.							
Nov.							
Dec.							
Jan.							
Feb.							
March							
April							
May							
June							
Final	\$40,568.0						

Village of Corrales Building Official Activities

The month turned out to be a strong month with the issuance of twelve (12) building permits at 20,242.92 in permit fees. The month was also steady in inspection requests at forty five inspections (45) and other general building safety issues and questions for the Village of Corrales Building Safety Program, along with property site visits and miscellaneous building safety review.

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: 25th 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: none for the month

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

DEPT. ACTIVITIES

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

CODE ENFORCEMENT*

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

1. Received complaint from property owner on Ranchitos Rd. that neighbors have obstructed the right of way with landscape materials (hard and soft) and are permanently parking trailers and other vehicles in the ROW. **Field investigation required for all the cul de sacs.**

2. Several properties have been placed on the violations list for solid waste storage and inoperable vehicles; these properties are on a private roadway. **UPDATE: Judge accepted a plea agreement in which the defendant pled guilty and was ordered property to be cleaned to the satisfaction of the Village within 60 days. The next municipal court hearing in this case is September 14, 2016. UPDATE: Defendant was given an additional 60 days to complete the cleanup of his property. Staff will conduct weekly inspections until the next court date in November.**
3. Complaint about a neighbor's backyard floodlight, west of Loma Larga. **Staff investigating; no further information at this time.**
4. Accumulation of large amounts of solid waste, including trash, tree stumps, and other debris—west of Loma Larga—on a five acre property. **UPDATE: Tenant signed Agreement to Abate. Considerable improvement, but still not completed as of February 29, 2016. Staff will file complaint in the Municipal Court. Property owner lives in Texas. No further update at this time. UPDATE: photographs show a lot of the stumps and wood have been removed, but tires, debris, junk, etc., are left behind. Staff will file in municipal court. There has been no communication from the property owner or the resident about why the violation has not been abated.**
5. 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. This case has been closed.**
6. 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.**
7. 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.**
8. Notified by Public Works that a property on Los Milagros needs to install a gutter to prevent storm water from running off roof into Hollywood Blvd. **Staff notified property owner; no response yet.**
9. Property owner alerted staff to a "new junkyard" emerging in a lot east of Corrales road, north end. Staff is investigating. **UPDATE: To further information at this time. Staff has reviewed the site, and more information is needed.**
10. Neighbor reported junk cars and other solid waste is being hauled onto an undeveloped lot west of Paseo Cesar Chavez. **Attempts to contact new owners of the lot have not been successful yet. Complaint will be filed. UPDATE: Staff is coordinating with PD to investigate together.**

11. 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. **Notice of violation was sent; it appears property owner has complied. Staff will confirm.**
12. Spoke with heir of property in the north end of Corrales regarding accumulation of debris, solid waste, and broken furniture, etc., by “tenant” on land. Case is in court. Decision will be made in the next few weeks whether or not to file complaint in municipal court regardless of the district court case. The neighbors are very concerned about fire hazard and the sheer volume of trash and debris.

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

1. Reviewed documentation regarding satisfaction of requirements for development in the FNWS; applicant paid impact fee.
2. Furnished subdivision plat to village engineer for review regarding work being done on a public road.
3. Attended MS4 TAG meeting at SSCAFCA.
4. Have now added a “back sheet” for all building permits. All related departments must review construction permit applications, and sign the back sheet to indicate compliance with regulations.
5. Discussed issues with Crown Castle and application for modification of wireless communication tower at the Main Fire Station.
6. Met with property owner about requirement to put a new fence up on or within his property boundary; he may not construction anything in the ROW.
7. Spoke with property owner about subdivision process to add area to existing lots.
8. Met with MR COG staff to confirm that our transportation grant funding is intact. Village needs to start billing against the \$57,000 allocated for design work to activate the project/funding.
9. Spoke with potential commercial property developer regarding available properties and requirements.
10. Attended TCC at MR COG.
11. Spoke with gas station manager regarding the need for a site development plan for the new use as fueling station and food sales, without mechanic services. “Good

to Go” Stores. Outlined the requirements: access permit from the DOT; connection to the sanitary sewer; retention pond repair; landscaping, lighting, delineation of parking spaces and fire lane; business registration. No further information at this time.

12. Worked with staff in Assessor’s office to determine the correct address for a property; a new address will be assigned.
13. Performed zoning review of construction permits; created status report on each of eight submittals.
14. Met with home owner association manager regarding architectural control committee review and process. Reported to the manager that any work in the ROW needs to be permitted by the Village, i.e., driveway aprons, culverts (not allowed at all), and so forth. Reminded the manager there are exposed gas and electrical lines within the subdivision that could be dangerous.
15. Met with commercial property owner about options for moving to another location in the Village.
16. Met with property owners in the FNWS regarding impact fee requirement to be paid at the time of development, if not already paid.
17. Met with representative for commercial property on Corrales Road regarding options.
18. Informed potential property owners that parcels in the A-2 zone cannot be subdivided without the approval of a variance as to lot size.
19. Met with surveyor and property owner regarding subdivision of property south of the Diversion Channel.
20. Met with property owner regarding consolidation and replatting of property east of Corrales Road, served by a 16’ private roadway.
21. Attended southern Sandoval County MS4 meeting at SSCAFCA to clarify what is required for submittal of the annual report and SWMP. Payment has been made for the cooperative monitoring agreement and the storm water quality team (public outreach and education).

Respectfully submitted,

Cynthia C. Tidwell, PZA

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, 17 August 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. The newest member of the commission, Dennis Rossbach, was introduced and welcomed to the commission. She asked the PZA to call the roll.

II. ROLL CALL

PZA Tidwell: She called the roll, recording the following:

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

Absent: none.

III. APPROVAL OF AGENDA

MOTION: Commissioner Cordova, to approve agenda as prepared.

SECOND: Commissioner _____

VOTE: Motion to approve the agenda carried unanimously with a vote of 7-0.

IV. APPROVAL OF MINUTES

July 20th, 2016

Chair Staley: She offered a clarification on pp 2, lines 54-57, as follows:

“Chair Staley: She responded that she had requested a list of priorities from the Mayor. While we are waiting for those, she

asked each commissioner to list the 5 most important issues in their opinion and provide them to her before the next meeting.”

Commissioner Murray: He asked that on pp 6 line 45 the text be amended to read “... vote motion to ... carried unanimously.

- MOTION:** Commissioner Cordova to approve the minutes of July 20th, 2016, as amended.
SECOND: Commissioner Rossbach.
VOTE: Motion to approve the minutes of July 20th, 2016, carried unanimously with one abstention (Commissioner Wirtz was not present at that meeting).

IV. COMMISSIONERS' FORUM

Chairman Staley: She presented a listing of possible ordinance revisions that were submitted to her for consideration. The items on the list were the ones that came up most often in communication with the commissioners. The list is not exclusive; there may be other regulations the commission wishes to review and modify.

V. PZA REPORT

PZA Tidwell: She talked about the new zone maps and her initiating an update of the street map. The last one was completed in 2007, so she feels it's critical to update the map now. She said she may ask the Commission's assistance and review as she works through the changes.

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.****

ZOC-16-18. Joan Findley-Perls, 644 Dixon Road, is requesting a home occupation permit to provide professional organizing services to homes and businesses, and to help with time management and planning, on property more specifically known as Tract 6, of A2A1D, MRGCD Map No. 18, containing some one (1) acre more or less, utilizing some 210 square feet of a 3,783 square foot residence.

Joan Findley Perls, 644 Dixon Road, Corrales, New Mexico (sworn): She summarized her business; there are no customers coming to her home. She may work on weekends, but there is no impact on the neighborhood with her working in her office. There are no deliveries coming to the home.

MOTION: Commissioner Cordova, to approve ZOC-16-18.

SECOND: Commissioner Begay.

VOTE: Motion to approve carried unanimously with a vote of 7-0.

b. ZONING ACTION ITEMS:

SDP-16-01; VAR-16-01. John and Jean Waszak, 10645 Cielo Vista del Norte, Corrales, NM 87048, represented by Kimberly Stratton-Wood, are requesting Site Development Plan approval for a wireless communication facility addition to the existing site development, for property located at 3677 Corrales Road (Frontier Mart), more specifically known as Tract 48C2.

Kimberly Stratton-Wood, Steve Cahn, Jean and John Waszak, (all sworn):

Kimberly Stratton-Wood: She summarized the application of Verizon Wireless, and referenced the materials in the packets. Verizon Wireless is proposing to construct a 40' clock tower facility within which to house antennas, in order to increase the capacity in the Village of Corrales.

Commissioner Murray: He asked if there will be lightning protection.

Kimberly Stratton-Wood: She answered, yes.

Commissioner Murray: He asked where the AC power is coming from; there's no indication on the drawing about where the connection will be made.

Kimberly Stratton-Wood: She responded that drawings have been provided by PNM to provide the electricity. The exterior finish on the clock tower will be stucco. The landscaping will be irrigated from a water source provided by the Waszaks, the property owners.

Commissioner Murray: He asked for details on the slab on grade. He said he did see drawings for the structure itself, but not the slab. He asked if there is going to be any elevation of the structure itself.

Kimberly Stratton-Wood: She answered that we will provide when we apply for a building permit; all of that will be reviewed by the Village when we submit construction drawings.

Commissioner Murray: He asked if there will be signage on the structure as to whom to contact in case of an outage, and so forth.

Commissioner Derr: She wanted clarification of the 3 maps provided in the packet--before, with Village tower, without tower.

Steve Cahn: He responded that the 1st map is the current situation (Meadowlark shows lots of spotty coverage), in the 2nd map with new antennas at the Village tower the coverage is still spotty, and with the new tower at the Frontier Mart, it cleans up about a mile of Meadowlark. There are still a few bad spots. The Frontier Mart site is superior to the other site.

Chair Staley: She asked about the setback from property boundaries; she said she didn't see the measurements on the drawings.

Kimberly Stratton-Wood: She answered that the surveyor measured all the setback dimensions and we do meet the requirements.

Chair Staley: She asked the PZA whether or not the balloon test needed to be conducted, by the applicant (Sec.18-207(f)).

Commissioner Wirtz: He stated that the applicant doesn't have to fly a balloon if no variance is requested.

PZA Tidwell: She responded that she didn't ask for a balloon test.

Commissioner Rossbach: He said the regulations are unclear and we need to clean up the verbiage; the variance request should have been to height if tied to distance, or to fly a balloon.

Chair Staley: We voted on this in January, and we've never seen an application for this type of facility. She read the regulations as requiring the balloon test.

Kimberly Stratton-Wood: She stated that Verizon is not requesting a variance for the height at all.

Commissioner Rossbach: He responded that except for commercial properties, which is 45'...but if within a mile of another tower, the variance is really for the height.

Chair Staley: She described the requirements for the balloon test.

Chair Staley: The October meeting would be the next opportunity to hear this matter, after a balloon test.

Commissioner Cordova: He clarified that the variance request is to height, not for the distance from the other tower.

Commissioner Wirtz: This is a new ordinance and we have to pay close attention to the details. There has to be documentation as to reasonable alternatives for proposed site location. The letter provided says there are no other existing towers that could be used for co-location and other properties didn't have enough room.

Kimberly Stratton-Wood: She stated that the mercantile didn't respond to our inquiry.

Commissioner Wirtz: He said regarding that section, he would like more details.

Commissioner Rossbach: He asked a question about emissions.

Steve Cahn: He answered that certainly those studies can be done. The bottom of your antenna is more than 10 meters above the ground, then there is a categorical exception.

Commissioner Wirtz: He said we need to amend the regulations to add this exception.

Commissioner Rossbach: this type of antenna is different from.... The environmental report... but they're not at risk. He further stated that we should strike that requirement in this application.

Commissioner Wirtz: FCC license ... required.

Commissioner Rossbach: it's here ...

Commissioner Wirtz: proof of insurance

Kimberly Stratton-Wood: we provide that after it's approved.

Commissioner Wirtz: a condition of approval

Chair Staley: Or we could do it as a two-phase process

Commissioner Wirtz: He said the life-cycle activity is thinly outlined; we need to have an idea about how long this technology will last and if it will be removed if the tower is abandoned. Balloon test performed, a corrected variance application, a checklist, and a more detailed life cycle.

Commissioner Murray: He noticed under sec. (f) ... include the base site pad too...would like to see a drawing for that.

PUBLIC COMMENT

Martha Dropinski, 30 West Meadowlark (sworn): She said she lives next door on Meadowlark Lane. She would like more information about the process. She said she reviewed the materials at the office. She said she had concerns about radioactive issues with the tower. She wondered if this was the only location for another tower and how it might affect her property.

Kimberly Stratton-Wood: The Verizon wireless engineer, Steve Cahn, puts out what they call a search ring, a certain distance within which I can look for a new site. So many people are using data, the search rings are getting very small. We seek a willing land lord, not on residential property, we know you would like it on a municipally owned property if possible, and we do a feasibility walk to see if a specific site will work, with a team of persons is involved.

Chair Staley: She asked about maintenance and upgrades.

Kimberly Stratton-Wood: She responded that emergencies and upgrades are not on a certain schedule, maintenance is normally done once a month. Emergencies are responded to 24/7. Upgrades depend on technology, funding, and other factors—they are not scheduled.

Chair Staley: She asked what if there was an anomaly in a reading. Is there a mechanism for shutting the tower down and then bringing it back to normal functioning?

Steve Cahn: He answered, absolutely, the only thing that might happen is to the batteries we have on site; we have to report the number of batteries we have on site, and we report to the fire department public safety staff what we have, in case we should ever have a spill. He further stated that we have spill containment on site.

Chair Staley: She asked if he'd been in contact with the fire department.

Commissioner Rossbach: He said normally that's not relevant to this type of application.

Chair Staley: She responded that she's just curious, and that the commission involves the fire chief at every opportunity.

Steve Cahn: He stated, regarding life time of these sites, Verizon's been on the same towers since 1985 with upgraded equipment.

Commissioner Wirtz: He asked Ms. Dropinski how far she is from the tower.

Mary Dropinski: I'm not sure how far away the tower is...

There was discussion about technical aspects of the function of the facility.

Commissioner Wirtz: He asked for the amount of risk to persons who live in proximity to a tower.

Steve Cahn:

Commissioner Murray: He stated cell towers are considered to be emitting non-ionizing radiation which means it does not affect the body or cells in any ways. The radiation at the base of a cell tower is considered to be negligible, within FCC limits. The proximity to the neighbor's house is going to be a negligible amount of energy, and it's not going to affect her at all. The American Cancer Society states there are no studies definitively answering the questions relating cell towers to health effects.

Chair Staley: She said that the commission was taking public comment and needed to get all the information about this site.

Commissioner Rossbach: He said according to the FCC Federal Regulations state that if the installation meets the guidelines regarding levels of exposure, it would be illegal to disapprove the application by including health concerns.

Chair Staley: She summarized the legal case with the ATT tower application—the Village lost the case. She stopped the discussion from Commissioners Murray and Rossbach; we're taking public comment.

Commissioner Wirtz: He asked Ms. Dropinski how she found out about the application.

Martha Dropinski: She said she went to the office and looked at everything. She didn't receive certified mail about the application.

PZA Tidwell: She reviewed the mailing list and reported that Ms. Dropinski was not on the list provided by the assessor's office.

Kathleen Eagan, 3795 Corrales Road, Corrales (sworn): She said she's another neighbor and she's concerned about the risk to homes and property values. She referenced health studies from Germany and elsewhere. The tower would be about 150 feet from our home.

Commissioner Wirtz: He asked if we look at a Verizon map that shows 100% coverage, why have additional facilities.

Steve Cahn: He answered that each cell tower has limited capacity. Too many users on it, speeds get slower, and it fails when it runs out of power.

Discussion on technical aspects of the function of the tower.

Commissioner Wirtz: He asked how the data coming in and out.

Kimberly Stratton-Wood: The fiber is available.

Commissioner Begay: She asked for dates on the German study.

Katy Eagan: She said 1994 – 2004 ... early 2000's.

Kimberly Stratton-Wood: She reminded the commission that the application cannot be denied based on hypothetical health effects (FCC regulations).

Commissioner Wirtz: is there an actual FCC ruling that cites you cannot be denied on health effects.

Kimberly Stratton-Wood: She responded, the Federal Communications Act of 1997.

Chair Staley: She asked about the two air conditioner units and whether there is any baffling for noise mitigation.

Commissioner Wirtz: He stated there is an ordinance about concealing equipment from view.

Chair Staley: She noted a side fence is shown that appears to have a drain to the outside.

Commissioner Murray: He asked Steve Cahn to compare the cell tower emission to a microwave for cooking.

Steve Cahn: He said while he's never calibrated it, it's his opinion only that one gets a lot more radiation from a microwave oven or cell phone than from a tower. The power output from the tower itself is 60 watts.

Commissioner Murray: He said he would not dispute that; he believes the emissions from a cell phone are much more powerful than those coming from a tower. That's roughly a 60 watt lightbulb, right?

Chair Staley: She thanked everyone for testimony. The Dropinski address will be added to the list.

Kimberly Stratton-Wood: She stated we've done a lot of studies on property values within a couple of carriers; we have found there's been no significant decrease in property values where a tower is nearby. We have found that more and more people are utilizing just their cell phones at their homes so it's becoming necessary to have properties that have good coverage.

Chair Staley: She asked Kim to provide some of that information.

Linda Parker, 94 Las Paredes, Corrales, NM (sworn): She said the Waszaks just celebrated their 40th anniversary at the Frontier Mart...and they don't want to endanger citizens' health if in fact that is a reality; and they spend many hours in their store and wouldn't endanger their own health. My husband and I each have corporate cell phones, but different carriers—Sprint and Verizon. He gets better coverage than I do. We have the exact same Samsung phones. The clock tower design is far superior to the Christmas tree version we've seen in the area. I would ask that you positively approve this application.

MOTION: Commissioner Wirtz, regarding VAR-16-01, because the variance application is asking for a variance that is not required, be denied.

SECOND: Commissioner Rossbach.

AMENDED MOTION: Commissioner Derr, VAR-16-01, because it is not required, be denied, without an additional fee required for an amended variance as to height application to be submitted.

SECOND: Commissioner Rossbach.

VOTE: Motion failed with a unanimous vote of 7-0.

MOTION: Commissioner Murray, to postpone SDP-16-01 and VAR-16-01 to the October 2016 meeting for the purpose of allowing the applicant to amend the Variance request for height instead of distance and to perform the balloon test.

SECOND: Commissioners Derr and Cordova.

MOTION AMENDED: Commissioner Wirtz listed items he would like to include in the motion, as follows: the Variance application should be for height; the required balloon test is missing; a detailed pad engineering and design drawings are missing; NIER checklist; clarification of either fiber or microwave connection; mitigation plan for sound from air condition units; and a guarantee of intent to insure per required amounts; further amended to waive any additional fee for submittal of an amended variance application.

SECOND: Commissioner Cordova.

VOTE: Motion to postpone action on SDP-16-01 and VAR-16-01 to the October 19th, 2016, meeting to include the items listed in the motion, carried unanimously with a 7-0 vote.

Chair Staley: She suggested the balloon test be done in coordination with the P&Z Administrator to ensure it is done as described in the regulations. The applicant is to conduct the test and to document its verification.

VIII. New Business Items.

a. Discussion of review and amendment of the land use regulations.

b. Discussion of review and amendment to the Rules for the Conduct of Business to consider action on the following items:

- 1. Text Amendment – to summarize the sponsor of a proposed text amendment to Chapter 18, who requested placing it on the commission agenda, and requirements for posting for the public.**

2. Rules for the Conduct of Business—proposed change in presentation of zone text amendments.

MOTION: Commissioner Wirtz, to amend the Rules for the Conduct of Business to state that any items that are called before the commission which are not represented by a direct party, are clearly identified as to who the initiator of that request is.

SECOND: Commissioner Murray.

VOTE: Motion carried unanimously with a vote of 7-0.

3. Commissioners' Packets—to accommodate the distribution of meeting materials electronically with a portable data file (pdf) of the packet materials along with hard copy of the packet to those commissioners who wish to receive it in this manner.

Chair Staley: She would like to have wi-fi capability for the commissioners in the council chambers.

4. To amend the text of the terrain and storm water management regulations.

Commissioner Murray: He asked the PZA if this is just an updating to current standards.

PZA Tidwell: She responded saying that it updates our ordinance to reflect the adjusted volume of storm water used by SSCAFCA for our area. It will provide for a more robust grading and drainage plan for properties developed west of the Main Canal. It seems like a small adjustment but it will have a big effect.

MOTION: Commissioner Murray, to recommend amending to read as follows: Section 18-165. Building permits for minor lot development. (b) *Minimum standards.* (2) The minimum volume of water to be contained ~~or~~ and infiltrated on site shall be determined by multiplying the total area of new impervious surface, in square feet, by ~~2.66~~ 2.90 inches (0.222 feet) (2.41 feet) to arrive at a value expressed in cubic feet, (i.e., 2.41

cubic feet of water containment is required per 1,000 square feet of impervious surface). ...; and,

SECOND: Commissioners Begay and Cordova.

Commissioner Wirtz: He said the wording is odd...contained or infiltrated.

Commissioner Murray: He cited the regulations which would it satisfy Commissioner Wirtz concern.

Commissioner Wirtz: So it should be contained and infiltrated.

AMENDED MOTION: Commissioner Wirtz, to amend the motion to change the word "or" to "and."

SECOND: Commissioner Derr.

VOTE: The motion carried unanimously, as amended.

MOTION: Commissioner Begay, to amend Section 18-166. Building permits for all other development. (c) Storm water management plat. (2) Discharge standards. A. The storm water runoff peak flow rate discharged from a site shall not exceed pre-development conditions for any frequency storm event up to the 100-year, 24-hour storm event at each discharge point. Calculation of the runoff peak flow rate may approximate the event from available data based on using ~~2.66 inches (0.222 feet)~~ 2.90 inches (2.41 feet) per square foot of impervious surface.

SECOND: Commissioner Derr.

Commissioner Wirtz: He stated this amendment talks about a rate and ... calculation on using 2.9 inches ... which is volume, but what about time associated with this ... okay, it's the 24 hour storm event.

VOTE: Motion to amend Section 18-166 (c)(2) A. carried unanimously with a vote of 7-0.

5. Discussion and action regarding changing the time of adjournment from 10:00 PM to 9:00 PM; amending the Rules for the Conduct of Business.

MOTION: Commissioner Murray to modify section 2.b. in the Rules for the Conduct of Business, to change from 10:00 PM to 9:00 PM for adjournment unless the commissioner votes to continue a hearing beyond 9:00 PM.

SECOND: Commissioner Wirtz.

VOTE: Motion to change the time of adjournment to 9:00 PM, carried unanimously with one abstention – Commissioner Rossbach.

IX. OTHER BUSINESS.

X. ADJOURNMENT.

MOTION: Commissioner Murray, to adjourn at 8:50 PM.

SECOND: Commissioner Wirtz.

VOTE: Motion to adjourn carried unanimously.

Cynthia C. Tidwell, MCRP
Planning & Zoning Administrator

Date

Elizabeth Staley, JD, Chair
Planning & Zoning Commission

Date

Corrales Parks & Recreation Commission

Meeting Minutes, 5 July 2016

Attendees

Renee Clifton, Chris McIntyre, John Perea, Lynn Siverts, Steve Vigil

Meeting Called to Order

7:02 PM

Approval of Agenda

Motion to Approve (MTA) – Perea/McIntyre/All

Guest Presentations/Comments

Dog Park

Dog park is permissible use of Salce Park per village attorney

Financial donor has a time limit on how long they will wait for dog park approval (~ December, 2016)

Councilman Wright (sp?) has concerns

Lynn will be meeting with mayor for a final determination

Dog park area needs to be fenced, anyway, for safety purposes (area is a flood control drainage area).

Some discussion of whether safety fencing could also serve as primary dog park fence. There is some concern that this approach would make the dog park larger than might be best for owner control of their dogs.

Kiwanis Club Foundation Corrida de Corrales Run

Date will be 9/25/16, the last Sunday of September. This year it will not be part of Harvest Festival. This year's date could make it a good tune-up run for the Duke City Marathon. This year adding a ½-marathon. 5k and 10k courses will be the same. MRGCD has approved all routes. There will be at least one safety monitor at all road crossings and at metal grate ditch crossings. Last year participation was ~200 people. Rec. Center will be used for parking. MTA – Perea/Clifton/All

Approval of Prior Meeting's Minutes

Approval of May minutes (no June meeting was held)

MTA – Perea/Clifton/All

Old Business

Tree Advisory Board

- No update

New Business

None

Director's Report

- Rec. Center bocce court has been started.
- La Entrada shade structure is complete.
- Jones property purchase is complete. Heavy equipment will be moved there from Village Municipal Complex.
- Volleyball courts are still in progress. While not ideal from a sun perspective, the courts must be East-West-oriented due to dimensions of available area.
- Front fields are being watered 2x/day to bring them back after some watering downtime for front field pump problems.
- Pool is going great
- Swim team coaching coverage is getting better
- La Entrada Park was pretty badly vandalized, most likely on Monday, 7/4.
- La Entrada Park needs more watering. It's in pretty bad shape.

Open Discussion

Fees Discussion

Lynn provided information about fees other similar facilities charge nationwide

CPRC recommendations:

Tennis courts - \$10/hour/court

Skate park - \$100/hour

Sand Volleyball - \$10/hour

Outdoor Basketball - \$10/hour/net

Parking area - \$15/hour

Meeting Adjournment

8:15 PM (Clifton/Perea/All)

Corrales Bicycle Pedestrian Advisory Commission
Minutes
June 30, 2016

Meeting called to order: 6:02 pm

Attending: Chairman Susan Zimmerman, Acting Secretary Chris Allen, Jeff Radford, Marg Elliston, and guest Councilor George Wright. Absent were Keiko Ohnuma, Karl Lukes and Janet Stokes.

Approval of Minutes

Jeff moved to approve the draft May minutes as written and Chris seconded. The motion carried.

Business Session

Susan introduced Councilor George Wright who represents District 2, the district formerly represented by Hoyt Hart. She then explained the mission of the committee which is to advise the council on actions that would enhance bicycling and walking in the village. There was a brief discussion regarding the importance of maintaining facilities (i.e., trail system) for the benefit of the citizens. Jeff brought up the critical issue of maintaining existing trail access and described how some public access, such as the east end of Alamos Road across the acequia from the Recreation Center, has been lost in the past.

There was also a short review of the types of projects the committee has recommended to the council over the years, several of which, like the flag crossing at the village offices and the three foot safety clearance on roadways, have been implemented by the village. The committee members said one concern they address is the safety of bicyclists and pedestrians as they travel about the village.

Master Trails Plan

Chris Allen reported the draft text of the Master Trails Plan is complete and only awaits proof-reading. Alan Tinkham is still working on a map Councilor Pat Clauser has requested so she can show MRGCD where the trails are in their jurisdiction. It was suggested Councilor Wright meet with Councilor Clauser in order to get a better idea of the relationship between the village and the Middle Rio Grande Conservancy District (MRGCD).

Sagebrush Connection

Susan explained the importance of establishing the connection between the segment that is to be constructed by the Southern Sandoval County Arroyo Flood Control Authority (SSCAFCA) and that which is to be built by the village. Councilor Wright discussed

several options for creative funding to complete the village's portion, including the idea of using the need for drainage control as part of the project. Marg will research People for Bikes to see if there are any grant opportunities through that organization.

Susan asked Councilor Wright about marking and grading of trails so he was aware of the need.

Jeff discussed the COOP funds and expressed the desire of the committee to be informed of changes to routes as a result of COOP projects.

Susan talked about the long-standing project regarding the connection at the west end of Coronado Road and the confusion about its cost and priority status.

Marg gave a thumbnail biography explaining her interest in joining the committee. She is a 46-year resident of the village who walks the ditches every day and rides a road bike on the village's roadways.

There is no meeting in July.

Next Meeting

The next meeting will be held **August 25, 2016.**

Adjournment

All business being completed, the meeting adjourned at 6:52 p.m.

Respectively submitted,

Chris Allen

Acting Secretary

CORRALES BOSQUE ADVISORY COMMISSION
Minutes of the Meeting of June 9, 2016

Present: Bryan Dail (chairperson), Joan Hashimoto, Shireen Jacob, Julian Rivera, Jim Swatek
Absent: David Giron, Marco Lowenstein

Motion to approve May minutes by Jim; 2nd by Shireen; all said aye.
Motion to approve agenda by Julian; 2nd by Joan; all said aye.

1) Project planning for post-migratory bird season

Discussion of projects that could be undertaken included:

Shaded fuel break retreatment of invasive tree species.

Repair of levee degradation from illegal trails on either side. Bryan suggested that large logs might be placed at the base of levee blocking illegal trails.

Tree of Heaven treatment in north end section. Bryan will talk with Chad (from Geosystems, Inc.) about methodologies.

2) Fire Department Approval for signage

The need for location identification at bosque entrances has been brought up by Chief Martinez in the past. He has indicated that visitors unfamiliar with Corrales have at times telephoned in to dispatchers and have been unable to state what street they are on or near.

Motion: to give the Fire Department approval to construct and place signs (similar to Angel Road radio tower sign) at traditional bosque entrances for reasons of safety. This will be coordinated with US Army Corps of Engineers as they are placing some signs (although without street names).
moved by Jim; 2nd by Julian; all said aye.

3) Revised (or new?) work permits for groups working in Bosque

Marco has done some initial work on a permit but a final version was not passed. This remains a work in progress.

4) Adoption of draft Open Meetings Act resolution

Joan suggested that under section 3 D. Emergency Meetings, the language be changed to state that "the commission shall report to the Village Council and Mayor the action taken..." rather than simply to the Village Office.

Motion to approve adoption of the draft Open Meetings Act resolution with above stated change.
moved by Jim; 2nd by Julian; all said aye.

5) MRGCD update

Yasmeen Najmi (biologist from MRGCD) and others recommended the postponement of the shaded fuel break creation north of the Harvey Jones channel. Mr. Mike Hamman (Director and Chief Engineer of MRGCD) has stated that there is significant undercutting of the riverbank at the north end location when the river has sustained flows of 2500-3000 cfs.

The gate replacement with cavalletti and fencing at the siphon location is complete. A commercial kayak business has a gate key.

6) GIS work

This item is tabled at this time

7) Bosque Section reports

-Alameda to Via Oreada- Jim reported shopping carts in the clear ditch. He said he would be willing to help remove those.

-Via Oreada to Andrews- Joan reported the bankline willow swale in area 1E became fairly muddy and 1C willow swale at Andrews filled completely during the 12 day water release from Cochiti dam.

-Andrews Ln to Boy Scout Bridge- Shireen reported many new resprouts in the restoration area.

-Boy Scout Bridge to Mariquita- n/a

-Mariquita to White Horse Ln- n/a

-White Horse Ln to Harvey Jones Channel- Julian reports that 1A willow swales filled completely.

-Harvey Jones Channel to North End- Bryan reported under MRGCD updates above and added that pole plantings will occur in the appropriate season.

8) U.S. Army Corps of Engineers (USACE) updates:

-Restoration

At this time, watering only is occurring. There is no assessment of how the plants are doing.

-Recreation

The feedback on signage was submitted; MRGCD also had feedback. Installation will begin after August 15th.

Lynette Giesen, current project manager has a new position within the USACE and has informed Bryan that she is unsure if the Bosque Restoration/Recreation project will move with her.

9) Call for agenda items for July 14, 2016 CBAC

Shireen noted that she cannot attend that meeting.

Motion to adjourn at 7:50 by Jim; 2nd by Shireen; all said aye.

submitted by Joan Hashimoto, secretary

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 25th anniversary of USFS program.
 - a. The TPAC will produce a short a video celebrating USFS 25th 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, bungie 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. Nettleaf Hackberry * Backup plan
 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.

Council mtg - ready
grant adjustments
brayn's priorities

apache pines mountain mahogany

Aug - 12th
Sept - 9th
Oct - 14

10/16
harvest festival

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. Nettleleaf 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.

Attendees: Tom Neiman, Barbara Dawson, and John Thompson

Guest Attendee: Meredith Hughes

The minutes of the June 10, 2016 meeting were reviewed and approved by the committee members.

Old Business:

1. Presentation to Village Council.
 - a. Presentation was received with a lot of interest.
 - b. Ennio Garcia-Miera thinks he has possible locations for arboretum identified. We will try to meet with him at a future date.
2. Discussion with Meredith Hughes about arboretum
 - a. Suggestion that we look at Peggy Scanlon land near tree farm at North end of Corrales.
 - b. Suggestion that we talk to Trees of Corrales owner about arboretum.
 - c. Why not a distributed arboretum like UNM?
 - d. What about Evelyn's property?
3. Meredith suggested we support a Facebook page that could be linked to the Village website.
4. Meredith requested a copy of the Powerpoint presentation and recommended tree list. Action: John T.
5. Tom requested the POC information for John Dunlap for contacting him about the Globe Willow tree on Coronado. Action: John T.

Next Meetings: Friday, 2 pm at Corrales Library August 12 and September 9, 2016.

September 9, 2016

Corrales Tree Preservation Advisory Committee
August Meeting minutes

Attending: Carol Conoboy, Fred Hashimoto, Tom Neiman
Guests: Mr. Flora And Mrs. Huff-Flora

Mr. and Mrs. Flora announced they heard about the Village Arboretum project and have land for sale, over six acres at the end of Huff Road, east of the post office. It has been in the Huff family for over fifty years. The land has two houses (one, ten years old and the other approximately fifty years old). The land is covered with trees, predominately cottonwoods and is considered a wildlife habitat. The undivided parcel is offered at approximately \$1.7M. It is currently not subdivided.

Carol told the Huffs some of the land (at least one acre) could be identified as an **easement**, committing it as **never-to-be-developed** by the present or any future owners. **Question: Does the easement give the Committee the right to build a park on the acre?**

Tom told the landowners that other residents have heard about the Arboretum project and have offered their property for sale to the Village. In Tom's opinion, the Village is not prepared to purchase any additional land at this time, but we will make the Village Administrator aware of the offer.

The committee promised to take a look at the Huff property and report back to the members during the September meeting.

Tom spoke with Councilor Ennio Garcia-Miera over the telephone. Ennio said there was enthusiasm within the Village for the Arboretum project and suggested the creation of an Ad-Hoc Committee to work on it. Tom has not heard from him since that call.

Two other projects were mentioned.

The first Friends of Corrales Tree Volunteers gathering will kick-off on Saturday, September 10 at the Village Rec. Center beginning at 9 a.m. Representatives from the Sandoval County Master Gardeners, Rio Rancho Tree Stewards, and the Village Tree Committee will show their support for the project. Following their introductions, volunteers will be shown how to create tree wells for fruit trees and how to add mulch.

The other project is The Village of Corrales tree seedling giveaway on Sunday, October 2 at the Corrales Growers' Market from 9 a.m. till 12. We have a tent and table, and will be giving away 100 tree seedlings, 50 of them Lacebark elms and the other 50 will be Austrian pines. Instructions on how to plant will be attached. We will also answer questions about planting and tree care.

Our next scheduled meeting is Friday, September 9 @ 2 p.m. in the Library.

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

Guest Attendee:

The minutes of the July and August, 2016 meetings were reviewed and approved by the committee members.

Old Business:

1. Kickoff of Friends of Corrales Trees will be Saturday September 10 at the Recreation Center.
2. Website: Brynn Cole has volunteered to help us set the TPAC web page when we have decided what we want on it.
3. Tree Seedling giveaway: Scheduled for October 2 at Growers Market. Tom has made a flyer to post at Growers Market. The seedlings are Lace Bark Elms and Austrian Pines. There will be a limit of one seedling per family.
4. Arboretum location: There have been suggestions that we look at other locations that might involve a land purchase. However, the Village has no money for land purchase at this time.
 - a. Tom has talked to Pat Clauser about having a pathway set aside in the front field of the Recreation Center. A pathway would circle the field inside the fence. A pathway of about 40' would allow planting a second row of trees adjacent to the existing memorial trees.
 - b. Tom made a motion to prepare a proposal to the Village Council for an arboretum configured as a pathway around the Recreation Center front field. The motion was seconded and approved.
 - c. To support a proposal for the pathway approach we need the following items:
 - i. An inventory of the memorial trees and other trees in the field. Each tree would be given a unique consecutive number depending on which side of the field it is on (e.g. S1 for first tree on South perimeter). The inventory will note height, condition, and species of tree. Action: The committee will meet at the library at 5pm on Friday, September 16 to conduct the inventory.
 - ii. Obtain observations of how front field is being used and whether the users respect the area by removing trash. Front field is not being used for soccer until the spring.
 - iii. A sketch of what the pathway might look like and how much space it would take. The front field is about 3.8 acres (360' x 460'). A 40' pathway around the full perimeter would take about 60,000 sq. ft. or about 1.37 acres.
 - iv. An estimate of the cost of running an irrigation line around the perimeter of the field is needed to show the Village Council what the pathway might cost. The existing sprinkler system is inadequate for the trees.
 - v. Get inputs from garden designers such as Judith Phillips or look for examples of pathways in open space or arboretums such as Bachechi.
 - vi. Get soil samples to determine the extent of soil modification that might be needed for the trees.

Next Meetings: Friday, 2 pm at Corrales Library October 14 and November 11, 2016.



VILLAGE OF CORRALES
GOVERNING BODY

Draft Minutes

SEPTEMBER 13TH, 2016

6:30 P.M.

COUNCIL/MUNICIPAL COURT CHAMBERS

GOVERNING BODY PRESENT:

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

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

PRESENTATION BY VISITORS:

REPORTS BY OFFICERS:

1. Administrators Report

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

Master Trails plan meeting with MRGCD on September 26th, 2016 for trails. (Councilor Clauser)
Have we made any head way on the Community Service program? (Councilor Fahey)
Would like to have the political sign ordinance cleaned up? (Councilor Wright)
Would like the sign ordinance to be looked at and updated. (Councilor Clauser)

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.*

Ken Duckert – Corrales Arts Partners
Sandy Rasmussen – Update on the Community Center remodel.
Chris Allen – Would like to know if a graffiti task force could be formed, to help with clean ups.
Richard Payan – Would like to know what next step would be at a house that seems to be abandoned?
Marta Weber – 9-24-16 class on photographing animals – 10-1-16 Art Show

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.*

2. Approval of August 16th, 2016 meeting minutes

- 57
58 3. Approval of Resolution no. 16-31, authorizing adjustments of various funds for fiscal year 2016-
59 2017
60
61 4. Approval of Resolution 16-32 A resolution authorizing and approving submission of a completed
62 application for financial assistance and project approval to the New Mexico Finance Authority
63 and the New Mexico Water Trust Board.
64
65 5. Approval of MainStreet MOA between the County of Sandoval and the Village of Corrales.
66
67 6. Approval to the Fire Department to apply for the NM Department of Energy, Minerals and
68 Natural Resources Forestry Division, focusing on wildland fire fighting objectives.
69
70 7. Approval to the Fire Department to apply NM State Fire Marshalls Fire Protection Grant.
71

72
73 **Motion:** To approve consent agenda, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor
74 George Wright.

75
76 Councilor Gasteyer would like to Remove 5, 6 and 7
77

78 **Vote:** Motion carried to approve items 1 thru 4 by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor
79 David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat
80 Clauser, Councilor Philip Gasteyer.
81

82 ITEMS REMOVED FROM CONSENT AGENDA:
83

84 Approval of MainStreet MOA between the County of Sandoval and the Village of Corrales.
85

86 **Motion:** to postpone until next meeting 9-27-16, **Action:** Postpone, **Moved by** Councilor Philip
87 Gasteyer, **Seconded by** Councilor Pat Clauser. **Vote:** Motion passed (**summary:** Yes = 5, No =
88 1). **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright,
89 Councilor Pat Clauser, Councilor Philip Gasteyer. **No:** Councilor Jim Fahey.
90

91 Approval to the Fire Department to apply for the NM Department of Energy, Minerals and Natural
92 Resources Forestry Division, focusing on wildland fire fighting objectives.
93

94 **Motion:** To approve application for NM Department of Energy, Minerals and Natural Resources
95 Forestry Division, focusing on wildland fire fighting objectives grant, **Action:** Approve, **Moved**
96 **by** Councilor Philip Gasteyer, **Seconded by** Councilor Ennio Garcia-Miera. **Vote:** Motion
97 carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor David Dornburg,
98 Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat
99 Clauser, Councilor Philip Gasteyer.
100

101 Approval to the Fire Department to apply NM State Fire Marshalls Fire Protection Grant.
102

103 **Motion:** To approve application for NM State Fire Marshalls Fire Protection grant, **Action:** Approve,
104 **Moved by** Councilor Philip Gasteyer, **Seconded by** Councilor Jim Fahey. **Vote:** Motion carried by
105 unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-
106 Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip
107 Gasteyer.
108

109 CONFIRMATION OF APPOINTMENTS:

110
111 ANNOUNCEMENTS/FUTURE AGENDA ITEMS:

112
113 8. Las Ristras upcoming alcoholic beverage license Hearing set for October 11th, 2016.

114
115 Real estate policy

116 Committees and commissions

117 Comprehensive Land Plan

118 MOU with Town of Bernalillo for Building Officials for Partnership to help with inspection coverage.

119
120 OLD BUSINESS:

121
122 NEW BUSINESS:

123
124 9. Discussion and consideration to publish and post Ordinance no. 16-11 An ordinance relating to
125 terrains and storm water Management; amending sections 18-165 and 18-166 of the code Of
126 ordinances of the village, being part of ordinance no. 06-03, as amended and supplemented;
127 amending design Criteria related to the 100-year, 24-hour precipitation event.

128
129 **Motion:** To publish and post Ordinance 16-11, **Action:** Approve, **Moved by** Councilor Philip
130 Gasteyer, **Seconded by** Councilor Jim Fahey. **Vote:** Motion carried by unanimous roll call vote
131 (**summary:** Yes = 6). **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-Miera,
132 Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip
133 Gasteyer.

134
135 *The Council may, upon motion duly made, seconded and approved, go into closed session to address*
136 *meetings subject to the attorney client privilege pertaining to threatened or pending litigation in which*
137 *the public body is or may become a participant; as provided in Section 10-15-1(H)(7), NMSA 1978.*
138 *Any decision will be made only in open session.*

139
140 ADJOURN:

141
142 **Motion:** To adjourn, **Action:** Adjourn, **Moved by** Councilor David Dornburg, **Seconded by** Councilor Jim Fahey.
143 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor David
144 Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor
145 Pat Clauser, Councilor Philip Gasteyer.

146
147
148
149 **Passed and approved this 27th day of September**

150
151
152
153
154

Jennifer A. Hise, Village Clerk

155

MOA for advertising with Sandoval County Tourism Alliance

Contributors:

City of Rio Rancho - \$20,000
Sandoval County - \$10,000
Town of Bernalillo - \$5,000
JCDC - \$2,000
Corrales - \$1,000 Jemez Springs -
\$1,000 Cuba - \$1,000

Since the State of NM has not released the opportunity of a Tourism Grant as in the past these communities have come together to work with a smaller budget. If the above grant becomes available, we will apply thus increasing money for promoting the communities in the County.

Corrales MainStreet is contributing the \$1,000 but the Village needs to sign this MOA. We have had the MOA presented at the last meeting revised to reflect that the funds are coming from Corrales MainStreet. See the LAST WHEREAS, Sec. 2-A and B for changes.

We have \$40,000 to spend with the above funds...

GoNM — web presence	\$1,200
Sandoval County Travel Guide	4,000
Clear Channed — airport signage at baggage area	3,500
Billboard on 1-25 (4 vinyl changes -Harvest Festival be on one)	3,200
County Fair Map	500
Lodgers Rack Card	175
Lamar Digital Billboard	3,000
RR the Magazine (inside Albuquerque the Magazine)	1,000
Fam Tour	1,200
Graphic Design Services	4,000
Account Management (Griffin & Assoc.)	
Produce Newsletters and email thru Constant Contact	4,500
Fun & Games	2,940
Constant Contact — yearly fee	969
Go Daddy Domain registration	100
Flip Book	200
SubTotal	\$34,984
GRT	5,000
Total	\$39,984

**MEMORANDUM OF
AGREEMENT BETWEEN
THE COUNTY OF
SANDOVAL AND
VILLAGE OF CORRALES**

This Memorandum of Agreement is entered into on this 27th day of September, 2016, between the COUNTY OF SANDOVAL (hereinafter referred to as the "COUNTY") and VILLAGE OF CORRALES (hereinafter referred to as the "VILLAGE").

WHEREAS, the COUNTY and VILLAGE wish to partner in promoting tourism to the VILLAGE and the COUNTY; and

WHEREAS, Corrales Mainstreet wishes to provide funding to the COUNTY, on behalf of the VILLAGE, to jointly market and promote tourism destinations and attractions in the County and Village.

IT IS, THEREFORE, AGREED THAT:

1. COUNTY OBLIGATIONS:

- A. Representative. The COUNTY hereby designates the Business Development and Tourism Department as the representative of the COUNTY, who serves as liaison between the COUNTY and the VILLAGE. This representative shall be available to the VILLAGE at all reasonable times within normal working hours of the COUNTY.
- B. The COUNTY will use the funding provided herein to market and advertise tourism sites and attractions beginning November 1, 2016 and ending September 30, 2017. The COUNTY will assist in marketing and promoting the Village as a tourist destination to in-state and out of state travelers

2. VILLAGE OBLIGATIONS:

- A. Representative. The VILLAGE hereby designates the MAYOR or Corrales Mainstreet Designee as the representative of the

VILLAGE, who serves as the liaison between the VILLAGE and the COUNTY. This representative shall be available to the COUNTY at all reasonable times within the normal working hours of the VILLAGE. Any questions which arise between the VILLAGE and the COUNTY, during the term of this Agreement, shall be directed to the VILLAGE'S's designated representative.

B. Compensation. Corrales MainStreet, on behalf of the VILLAGE, will pay the COUNTY, a total amount of \$1,000.00. The COUNTY will submit to Corrales MainStreet, an invoice and supporting documentation.

TERM:

The term of this Agreement shall become effective on the date of execution by all parties and shall terminate on September 30, 2017.

3. TERMINATION:

This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. By such termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination.

This provision is not exclusive and does not waive either party's legal rights or remedies caused by the default or breach of this Agreement. Immediately upon receipt by either the COUNTY or VILLAGE of notice of termination of this Agreement, the VILLAGE shall: (1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the COUNTY; and (2) comply with all directives issued by the COUNTY in the notice of termination as to the performance of work under this Agreement.

4. ASSIGNMENT:

The County shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the VILLAGE.

5. **LIABILITY:**

As among the parties, each party acknowledges that it will be responsible for claims or damages arising from personal injury or damage to persons or property to the extent they result from negligence of that party's employees. The liability of COUNTY and the VILLAGE will be subject in all cases to the immunities and limitations of the New Mexico Tort Claims Act, Sections 41-4-1 *et seq.* NMSA 1978, as amended.

6. **RECORDS AND AUDIT:**

The COUNTY shall maintain detailed records of all services identified in Section 1 – COUNTY OBLIGATIONS. The VILLAGE shall have the right to inspect all records and to audit billings both before and after payment; payment under this Agreement shall not foreclose the right of the VILLAGE to recover excessive or illegal payments.

7. **RELEASE:**

The VILLAGE, upon final payment of the amount due under this Agreement, releases the COUNTY, its officers, agents and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The VILLAGE agrees not to purport to bind the COUNTY to any obligation not agreed to unless the VILLAGE has express written authority from the COUNTY to do so, and then only within the strict limitations of that authority.

8. **AMENDMENT:**

This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto.

9. **USE OF FUNDS:**

The COUNTY's obligations under this Agreement shall be limited to jointly market and promote tourism destinations and attractions in the County and Village. In no event shall the COUNTY's obligations

hereunder be a charge against the COUNTY's general fund.

10. PROCUREMENT REQUIREMENTS:

The COUNTY agrees to follow the State Procurement Code and applicable procurement regulations in the expenditures of any VILLAGE funds received. The COUNTY must retain a permanent file containing a record of all expenditures for a period of three years. The VILLAGE auditor may audit those accounts as part of the yearly audit.

11. SCOPE OF AGREEMENT:

This Agreement incorporates all the agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such agreements, covenants and understandings have been merged into this written Agreement. No prior agreement, covenant or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

12. APPLICABLE LAW:

This Agreement shall be governed by the Ordinances of the County of Sandoval and the laws of the State of New Mexico.

IN WITNESS WHEREOF, both the COUNTY and VILLAGE have caused this Memorandum of Agreement to be duly executed.

Scott A. Kominiak, Mayor

Phillip Rios, County Manager

APPROVED AS TO FORM:

Natalia Sanchez Downey, County Attorney

Eileen Garbagni, County Clerk

IN WITNESS WHEREOF, We, the Governing Body of the Village of Corrales approve the Memorandum of Understanding between the Village of Corrales and the County of Sandoval Business Development and Tourism Department, to partner in promoting tourism destinations and attractions.

APPROVED at the Regular Meeting held on September 27, 2016, by the Village of Corrales Governing Body.

Mayor Scott A. Kominiak

Mayor Pro Tem

Council Member

Council Member

Council Member

Clerk/Treasurer

(ATTEST)

MUTUAL AID AGREEMENT – BUILDING OFFICIALS

WHEREAS the governmental units of The Town of Bernalillo and the Village of Corrales in the state of New Mexico, have rendered mutual aid to one another in the past and anticipate a continuing demand for mutual aid and cooperation in the use of their personnel in the future, for the safety, health and welfare of the people of their governmental units during a time of absence of staff or emergency, hereby agree to dissolve the Memorandum of Agreement dated April 14, 2014 and enter into this Mutual Aid Agreement.

THEREFORE, the parties hereby agree that the departments of Planning and Zoning and specifically their Building Officials will render mutual aid to each other under the following conditions,

1. In the event of absence of staff or a serious man-made or natural emergency, the parties of this agreement shall cooperate in any effort to provide service, subject to the terms and conditions prescribed in this agreement, and to the extent possible.
2. The Town Administrator, or the Planning and Zoning Director, shall have the authority, in the event of absence of staff or serious emergency, to determine whether manpower and/or equipment shall be sent beyond the jurisdictional limits of its governmental unit.
3. It is the intention of this agreement to vest in each party the sole right to determine when its need will permit it to respond to a request by the other governmental unit.
4. Each governmental unit entering into this agreement shall continue to provide the same salaries, compensation for death or disability, and retirement and furlough payments, to their respective employees who are assigned to render aid or other assistance to the requesting governmental unit, as that employee would receive if on duty within the jurisdictional limits of the governmental unit by which he or she is employed.
5. It shall be the responsibility of the requesting community or governmental unit to notify the appropriate state or other agencies of governmental authority, in accordance with all applicable laws and/or policies.
6. In the event of a lengthy absence of personnel the parties to this agreement may negotiate a fee for services.
7. Any party to this agreement may, upon thirty (30) days written notice to all parties to this agreement, withdraw from further participation.

EXECUTION OF AGREEMENT

IN WITNESS WHEREOF, the parties do sign and execute this Mutual Aid Agreement.

(Mayor Jack Torres, Town of Bernalillo)

(Date)

(Scott A. Kominiak, Village of Corrales)

(Date)



VILLAGE OF CORRALES

RESOLUTION NO. 16-33

A Resolution Relating to Impact Fee Credits in the Far Northwest Sector of the Village of Corrales; Establishing Criteria to be Considered by the Village Administration in Determining Which Properties Are Entitled to Recognition of a Credit.

WHEREAS, based on completion by Tierra de Corrales, LLC, of road improvements that were a part of the Far Northwest Sector Capital Improvements Plan of the Village of Corrales (the "Village"), Tierra de Corrales, LLC was granted development (impact) fee credits in accordance with Resolution No. 06-045, adopted November 14, 2006; and

WHEREAS, Tierra de Corrales, LLC, was granted permission to assign the development fee credits to specific lots within the Tierra de Corrales subdivision for the benefit of the person or persons purchasing those lots from Tierra de Corrales, LLC; and

WHEREAS, full development of Tierra de Corrales and of the Far Northwest Sector more generally has taken a longer time than originally anticipated, in large part due to national and global economic conditions over which neither the developer nor the Village has any control; and

WHEREAS, due to the lapse of time since the impact fee credits were issued many properties have changed hands and it has not been totally clear to the Village administration which properties are entitled to impact fee credits, and which are not; and

WHEREAS, the Village Council, the governing body of the Village ("Governing Body"), has been provided appropriate documentation in the form of an affidavit from Steve Gutierrez of Tierra de Corrales, LLC, as to the properties that were originally granted development fee credits by Tierra de Corrales, LLC; and

WHEREAS, certain additional development fee credits, not assigned to any individual lot but recognized by a certificate issued by the Village and with the seal of the Village affixed thereto, were granted to Tierra de Corrales, LLC pursuant to Resolution 06-045; and.

WHEREAS, the Governing Body wishes to clarify the standards to be applied and the duties of Village staff in responding to requests for recognition of development fee credits, so as to recognize legitimate credits while avoiding incorrect recognition of credits on properties not eligible for them, to the economic detriment of the Village.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Village of Corrales, that:

1. In evaluating an application for recognition of a development fee credit, there is a **presumption** based on the records of Tierra de Corrales, LLC, that one full residential development fee credit was originally granted for and may be recognized and applied upon any of the following fifty-three designated lots within Tierra de Corrales:

Block 1: Lots 1, 2, 3, 5, 6 and 7.

Block 2: Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 and 16.

Block 3: Lots 1, 2, 9, 15 and 17.

Block 4: Lots 1, 2, 3, 4, 5, 8, 11, 15, 16, 17, 18, 20, 21, 22 and 23.

Block 5: Lot 1.

Block 6: Lots 1, 2, 3, 4, 6, 8, 9, and 10.

Block 8: Lots 1 and 2.

2. There is also a **presumption** that one partial residential credit in the amount of \$10,000 (out of an original total fee amount of \$12,601), was originally granted for and may be recognized and applied upon any of the following three designated lots within Tierra de Corrales:

Block 3: Lot 16.

Block 4: Lot 14.

Block 5: Lot 3.

3. Unless there is evidence to indicate that the credit or partial credit originally issued for any of the fifty-six lots referenced in Section 1 or 2 above has been severed from the land or for any other reason is no longer available on that land, the Village staff shall recognize and honor a residential development fee credit for such lot upon application and upon presentation by the applicant of satisfactory evidence, such as a warranty deed or similar documentation, that the applicant is the actual owner of the property or is duly authorized to represent the actual owner of the property.

4. For all other lands within the Far Northwest Sector of the Village, there is a **presumption** that the lot or land is **not** entitled to a development fee credit. The owner or developer of such land may be granted a development fee credit on such land only upon presentation of one of the following:

a) A Certificate of Development Fee Credit duly issued, numbered, and executed by the appropriate officers of the Village, with the seal of the Village duly affixed thereto, which shall be surrendered to the Village upon granting of the credit.

b) A complete and fully executed purchase agreement, recognizing the credit, between Tierra de Corrales, LLC and the original purchaser of a lot within Tierra de Corrales, LLC, along with documentation establishing complete, unbroken chain of title for the lot and/or the development fee credit from Tierra de Corrales, LLC to the applicant.

c) An incomplete or incompletely executed purchase agreement (whether or not recognizing the credit), along with a warranty deed reflecting sale of the lot to the person(s) named in the purchase agreement, and a contemporaneous letter to the Village from an officer of Tierra de Corrales, LLC or from the escrow agent at the time when the lot was originally sold, recognizing the assignment of a credit or partial credit to the lot in question, along with

documentation establishing complete, unbroken chain of title for the lot and/or the development fee credit from Tierra de Corrales, LLC to the applicant.

5. Village staff shall not recognize or honor any request for development fee credit except in accordance with the foregoing sections of this Resolution. If an applicant whose request for recognition of an impact fee credit has been denied believes that the denial is incorrect or improper and is aggrieved thereby, the applicant may within twenty (20) days after written denial of the request file a notice of appeal in the office of the Village Clerk, along with an appeal fee of one hundred dollars (\$100.00), and the Clerk shall set the matter for an appeal hearing before the Governing Body within sixty (60) days. The decision of the Governing Body at such hearing shall be the final Village action on the matter.

PASSED, APPROVED AND ADOPTED by the Governing Body of the Village of Corrales this 27th day of September, 2016.

APPROVED:

The Honorable Scott A. Kominiak
Mayor

ATTEST:

Jennifer A. Hise
Village Clerk



VILLAGE OF CORRALES

ORDINANCE NO. 16-12

AN ORDINANCE RELATING TO DOG WASTE; AMENDING CHAPTER 6 (ANIMALS) OF THE CODE OF ORDINANCES OF THE VILLAGE, BEING ORDINANCE NO. 249, AS AMENDED AND SUPPLEMENTED; REQUIRING OWNERS AND CUSTODIANS OF DOGS TO REMOVE AND PROPERLY DISPOSE OF DOG EXCRETA; PROVIDING A PENALTY FOR VIOLATIONS.

WHEREAS, the Village Council, the governing body of the Village of Corrales (“Governing Body” and “Village”, respectively) is informed that the Rio Grande in the reach from Santa Ana Pueblo south to Sandia Pueblo is designated as “impaired” due to the presence of pollutants, including fecal coliform bacteria; and

WHEREAS, the Governing Body is further informed that canine excreta are estimated to generate approximately thirty percent (30%) of the fecal coliform load on this reach of the Rio Grande; and

WHEREAS, the Village has agreed to cooperate with other local governmental bodies in a regional program to monitor and improve surface water quality under applicable permits issued or to be issued by the U.S. Environmental Protection Agency (“EPA”) under the Clean Water Act; and

WHEREAS, it is therefore incumbent upon the Village to limit and, as far as reasonably possible, eliminate the presence of excreta from dogs in areas where they are likely to be incorporated into water runoff and thus become contributory to the contaminant load of the Rio Grande; and

WHEREAS, the Governing Body therefore finds that Chapter 6 (Animals) of the Code of Ordinances of the Village, being Ordinance No. 249, adopted November 24, 1992, as amended and supplemented, should be amended to require the prompt removal of canine excreta from public places and any property not that of the animal’s owner or custodian.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Village of Corrales, New Mexico, that: the following provisions are hereby adopted as ordinances of the Village and shall be incorporated in Chapter 6 (Animals) of the Code of Ordinances:

Section 1. It shall be unlawful for any person to permit any dog to defecate on public or private property other than the property of the dog’s owner, unless the waste so produced is immediately removed and properly disposed of by the person having custody of the dog.

Section 2. A violation of this ordinance shall be punishable in accordance with Sections 6-2 and 1-6 of the Code of Ordinances of the Village of Corrales.

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

COMPILING CLAUSE: This Ordinance upon its adoption shall be compiled into and shall be a part of the Code of Ordinances of the Village of Corrales.

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

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

APPROVED:

The Honorable Scott Kominiak
Mayor

ATTEST:

Jennifer A. Hise
Village Clerk