

MINUTES
VILLAGE OF LOS RANCHOS
6718 RIO GRANDE BLVD NW
BOARD OF TRUSTEES REGULAR MEETING - 7:00 P.M.
JANUARY 23, 2002

Present:

John Hooker, Mayor

Penny Rembe, Trustee

Leo Bartolucci, Trustee

Barbara Chavez, Trustee

David Siegel, Trustee

Annabelle Silvas, Clerk

Hank Rosoff, Administrator

Cyndie Tidwell, Planning

David Mathews, Attorney

Allen Leatherwood, Treasurer

1. CALL TO ORDER

The Village of Los Ranchos Governing Body held a Regular Meeting on Wednesday, January 23, 2002, in the Warren J. Gray Hall. The meeting was called to order at 7:00 p.m.

A. Approval of Agenda

Motion: Trustee Rembe moved approval of the agenda. Trustee Bartolucci seconded the motion.

Vote: Motion carried unanimously.

B. Paula Dimit - Donation of Sculpture to the Village

Paula Dimit presented her horse sculpture which was made out of a part of the Montano bridge cottonwood tree.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. CONSENT AGENDA

A. Approval of Minutes - Regular Meeting - January 9, 2002

Motion: Trustee Rembe moved approval of the Consent Agenda. Trustee Siegel seconded the motion.

Vote: Motion carried unanimously.

4. PUBLIC HEARINGS AND APPLICATIONS

There were no public hearings or applications.

5. OLD BUSINESS

A. Discussion and Approval of Nominations to the Citizens Advisory Committee on Public Safety

Trustee Rembe nominated Phil Herlan, a mathematician at UNM.

Chief Clarke nominated Jerry Elenberger

Volunteer Fire Inspector, George Dahl, recommended Gary Georgia, a Village resident and an APD officer.

Motion: Trustee Siegel moved approval of Nominations to the Citizens Advisory Committee on Public Safety. **Trustee Rembe** seconded the motion.

Vote: Motion carried unanimously.

B. General Discussion of Draft Zoning Ordinance and Transmittal of Comments from Trustees to Staff

Trustee Siegel discussed his comments from a memo sent to the Planner regarding the AC-Zone, wineries, and large open space property.

Trustee Rembe discussed CSAs that keeps the agriculture going, preservation of historic properties, incentives for preservation of historic properties, and guest and mother-in-law houses.

Trustee Chavez stated that provisions for adult children, elderly relatives, or handicapped parents living in guest houses, needs to be addressed. She stated that the Village should have available to new owners a package listing the regulations on restrictive properties.

Attorney Mathews stated that he would provide to the Administrator sample provisions that address family cluster housing. He stated that the Village would accept newly annexed buildings in the condition and status they currently have.

Trustee Chavez stated that the section on farm and inoperable vehicles and the enclosure of hay barns be clarified. She also questioned the section on irrigation ditches with gates.

Trustee Siegel suggested exempting farm equipment.

Administrator Rosoff stated that "Body Shops" are listed in the Conditional Uses section.

Trustee Siegel stated that guest houses should require a conditional use permit and renters of those houses should also be required to obtain a conditional use permit.

Attorney Mathews stated that manufactured housing cannot be "zoned out" in any zone.

Cordelia Sanchez stated that a study of land use done by UNM surveyed Village residents and the results were that 30% preferred same lot size, 60% preferred a mixture of lot sizes, and 8% undecided. She also mentioned that there should be a provision in the zoning code for long-term Village residents residing in an A-1 zone to be allowed to subdivide for family members even though their lot is not the required 2 acres.

6. NEW BUSINESS

A. Discussion and Approval of Plan for Review of 2010 Master Plan - TABLED FROM THE JANUARY 9, 2002 PUBLIC HEARING

Trustee Rembe stated that it would be helpful for the P & Z Commission to have a session with Joe Brawley to compare it with the original plan.

Trustee Siegel stated that he feels that the 2010 Master Plan does not need a 90-day revision period.

Motion: Trustee Siegel moved that the Board finds that the Master Plan is generally applicable and effective at this time and that it will remain in effect for 8 years. Motion dies for lack of a second.

Motion: Trustee Rembe moved to table to the February 13th Board of Trustees Meeting. **Trustee Chavez** seconded the motion.

Vote: Motion passed 3 to 1 with Trustee Siegel voting no.

B. Discussion and Approval to Advertise Amendment to Village Administration Ordinance for Chapter 1 of the Codified Ordinance, to Establish a Per Diem for Trustees Meetings attended

Motion: Trustee Bartolucci moved approval to Advertise Amendment to Village Administration Ordinance for Chapter 1 of the codified Ordinance, to Establish a Per Diem for Trustees Meetings Attended. Motion dies for lack of a second.

C. Approval of Precinct Board Appointments and Pay Scale for the March 5, 2002 Municipal Election

Motion: Trustee Rembe moved approval of Precinct Board Appointments and Pay Scale for the March 5, 2002 Municipal Election. **Trustee Siegel** seconded the motion.

Vote: Motion carried unanimously.

7. FINANCIAL BUSINESS

A. Cash Report – December

Treasurer Leatherwood stated that the receipts for the month of December were \$149,000, with disbursements of \$111,000, and with an excess over deficiency of \$38,000.

Trustee Rembe asked if the Village should start imposing dog license fees and should start increasing existing fees.

Trustee Siegel stated that a required animal control license should be put into effect.

Administrator Rosoff stated that due to 3 paydays and holidays in the month of November, the fire receipts and disbursements doubled.

Mayor Hooker stated that a meeting could be setup with Treasurer Leatherwood and Gig Brummel to discuss the Village's investment options.

Motion: Trustee Rembe moved approval of the December Cash Report and to pay the bills. **Trustee Bartolucci** seconded the motion.

Vote: Motion carried unanimously.

B. Mid Year Budget Review - Discussion and Approval of Budget Adjustments for the 2001-2002 Fiscal Year Budget

Administrator Rosoff presented the budget adjustments for the 2001-2002 Fiscal Year Budget.

He stated that the Village is still in excellent fiscal condition with regard to this year's budget and the general fund.

In regard to Wilson & Company's design contract for the 4th Street project, he stated that they are at the limit of the state statutes on how long their contract can be and the Village is obligated to put out a new RFP for engineering services. He stated that they are allowed to continue any tasks that they have already been tasked with.

He stated that in regard to the budget adjustments, throughout all of the departments, he has recommended many minor and some major adjustments and discussed those as follows:

One replacement police vehicle

No replacement of the animal control vehicle

\$250,000 transfer from reserves for the new fire truck

\$100,000 transfer from reserves for Anderson Field

Not to purchase a street pumper for street pumping and continue to rent

Requests a part-time position for zone code enforcement at \$20,000 including benefits

Due to a prior subtotal error, transfers of funds will decrease from \$768,400 to less than \$145,000

Motion: Trustee Siegel moved approval of Budget Adjustments for the 2001-2002 Fiscal Year Budget and drafting the required resolution ordinance. **Trustee Rembe** seconded the motion.

Vote: Motion carried unanimously.

Administrator Rosoff stated that the requested zone code enforcement position would be ½ time at \$12.50 per hour plus benefits.

Trustee Siegel stated that zone code enforcement position would be approved by the Board pending an approved written job description, and salary would be approved pending the approved written job description.

8. REPORTS

A. Mayor's Report

There was no Mayor's Report.

B. Administrator's Report

Administrator Rosoff stated that the grit chamber project on Chavez will be starting next week, that the Bernalillo County Sheriff Department has finalized their plan on how to consolidate the beats in the Village into one reporting area, and discussed the realtor gross receipts tax issue.

C. Legal Report

Attorney Mathews stated that the fire department reported that there are abandoned septic tanks that may be blocking the road at the rear of the J & J trailer park. He stated that there are several zoning complaints on Ortega. In regard to the Cleff matter, he stated that there have been numerous comments on the proposed bed & breakfast. He stated that a Motion for Summary Judgment in the 4th Street case has been filed and there are 11 more motions to prepare.

D. Planner's Report

Planner Tidwell stated that she will be meeting with the New Mexico Environment Department next week to discuss a number of issues to resolve. She stated that the derelict property located on 4th south of Osuna has been demolished.

E. Fire Dept. Report

Chief Clarke introduced new firefighters Angel Alvarado and Zack Menzie. She stated that she and a few members of the fire department will be in Appleton, WI to view the new fire truck in production at the Pierce Mfg. Factory and review all of the specifications on the truck.

She introduced George Dahl who is a volunteer firefighter/inspector/investigator/emergency manager for the fire department and George discussed his background and experience and proposed safety program.

Firefighter Fox discussed the proposed Trustee Enrichment Program for the fire department and stated that the fire department will have live fire training in Socorro next week.

9. TRUSTEES INFORMAL DISCUSSION

Trustee Chavez stated that during the UTPPB meeting, appreciation was given to the Village of Los Ranchos regarding the transfer of 4th Street project funds to the Isleta project.

Mayor Hooker stated that he wrote a column for the *Albuquerque Tribune* on Gross Receipts versus Income Taxes.

10. ADJOURNMENT

Motion: **Trustee Rembe** moved adjournment of the meeting at 9:46 p.m. **Trustee Bartolucci** seconded the motion.

Vote: Motion carried unanimously.

APPROVED by the Board of Trustees of the Village of Los Ranchos de Albuquerque this _____ day of _____, 2002.

ATTEST:

Annabelle Silvas, Clerk