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**MINUTES OF A REGULAR MEETING
OF THE GOVERNING BODY OF THE TOWN OF BERNALILLO
HELD AT THE TOWN HALL
September 26, 2011**

10 The Governing Body of the Town of Bernalillo met in a regular session within the law and rules
11 of the Town on September 26, 2011, at 6:30 P.M.

12 Upon Roll call the following members were found to be present:

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PRESENT:

19 Mayor Torres
20 Councilor Montoya
21 Councilor Sisneros
22 Councilor Prairie
23 Councilor Jaramillo

ALSO PRESENT:

Julian Gonzales Maria Rinaldi
James Pike Debbie Heefner
Steve Amiot Margie Amiot
George Perez Monie Salazar
Jolynne Catnach Tricia Steiner
Maria Torres Vincent Montoya

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ABSENT:

Others Present Not Identified

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APPROVAL OF AGENDA: 4a)

34 Councilor Prairie moved to approve the agenda as presented. The motion was seconded by
35 Councilor Jaramillo and motion carried unanimously.

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APPROVAL OF MINUTES: 5a) Regular Meeting of September 12, 2011

43 Mayor Torres stated that on line 71 and 106 should read due instead of die and on line 83 and 112
44 adjoin should read adjoining. On line 178 Mayor Pro Tem Jaramillo should read Mayor Torres.

45 Councilor Jaramillo moved to approve the minutes as amended. The motion was seconded by
46 Councilor Montoya and the motion carried unanimously.

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PERSONNEL: 6a) Fire Fighter (2). Presenter: Yolanda Mora

53 Yolanda Mora stated that she is requesting the ratification of hiring the following individuals for
54 Full Time employment as Fire Fighters John Pata and Manuel Terrazas for the Town of
55 Bernalillo Fire Department.

56 Councilor Sisneros moved to approve the hiring of John Pata and Manuel Terrazas as Fire
57 Fighters for the Town of Bernalillo Fire Department. The motion was seconded by Councilor
58 Jaramillo and the motion carried unanimously.

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**NEW BUSINESS: 7a) Discussion Consideration and Action on Designation of a
Portion of Calle de Norte as a school zone. Presenter: Maria Rinaldi**

47 Maria Rinaldi, Director of Planning and Capital Programs met with Bernalillo Public Schools
48 along with Chief Julian Gonzales, and having referenced the “New Mexico Traffic Ordinance,
49 2010 Compilation “ with Town Attorney George Perez, recommends the designation of the
50 identified portion of Calle del Norte as a School Zone.

51
52 The portion indentified for the designation is from the intersection of Calle Don Tomas, West
53 along Del Norte to the road transition of Calle Del Angel. Camino Don Tomas is already a
54 School Zone at the intersection of Del Norte. The zone will encompass the Bernalillo Middle
55 School and Bernalillo Elementary, and will traverse a dense residential neighborhood.

56
57 Such designation will improve the current situation of excess speed in the areas. The designation
58 will not remedy the problems of pedestrian and motor vehicle conflict due to the state of poor
59 traffic circulation through the two school facilities, as well as the only one crossing guard for
60 both schools, but the speed reduction will allow for more effective police enforcement.

61
62 Additionally, appropriate signage will immediately be installed and a determination of cost and
63 responsibility will be made in regards to the potential relocation of the flashers existing on Don
64 Tomas at the former Roosevelt Elementary.

65
66 Monie Salazar, Bernalillo School Board Member thanked the Governing Body and Maria Rinaldi
67 for addressing this issue. The schools are willing to assist with the cost of moving the flashing
68 lights to indicate the area as a school zone.

69
70 Councilor Prairie asked about the streets going north and south of the school. They are highly
71 traveled by student and parents taking their children to school.

72
73 Maria Rinaldi stated that additional speed limit signs have been placed in those neighborhoods.
74 This designation will allow the enforcement by the police department of speed limits in those
75 neighborhoods. If we were to reduce the speed on those streets a traffic study would need to be
76 done.

77
78 Chief Gonzales stated one issue is that there are so many signs in that area. By designating the
79 area a school zone, it will allow the police officers to monitor the school zone on the east side. It
80 will make it easier for the officers to enforce.

81
82 Tony C de Baca stated that some of the signs that need to be relocated are being investigated to
83 make certain that no infrastructure is hit upon moving the signs.

84
85 Councilor Jaramillo asked has cost been looked into for moving the flashing signs from
86 Roosevelt.

87

88 Maria Rinaldi stated that James Dominguez Public Works Field Supervisor is soliciting bids on
89 the cost for removal of the flashing signs from Roosevelt.

90

91 Mayor Torres stated that once this is approved the Town will administratively work to make this
92 happen.

93

94 Councilor Montoya asked what is the possibility of putting sidewalks in that area. After
95 basketball games the children walk home on Calle del Norte. The roads are very narrow on
96 Calle del Norte.

97

98 Maria Rinaldi stated that during the Don Tomas project that was looked into. The Town does
99 have the design for that project of the sidewalks wrapping around from Don Tomas to Calle Del
100 Norte. The Town right now does not have the funds to make that happen, but will look into
101 potential financial sources and bring them before the Governing Body to designate.

102

103 Mayor Torres entertained a motion.

104

105 Councilor Prairie made a motion to approve the designation of a portion of Calle Del Norte as a
106 school zone. The motion was seconded by Councilor Jaramillo and the motion carried
107 unanimously.

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109 **NEW BUSINESS: 8b) Discussion Consideration and Approval of the Award of**
110 **Contract to Anderson-Brown, Inc. for the Well Improvement Project. Presenter: Maria**
111 **Rinaldi**

112

113 Maria Rinaldi, Director of Planning and Capital Improvements presented the following;

114

115 Wells 3 & 4 and Tanks 1 & 2 Improvements

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117 The Following Bids were received:

118

119 Anderson-Brown, Inc. \$324,503.31

120 RMCI, Inc. \$327,294.42

121 TLC Company, Inc. \$371,120.38

122 Bradbury Stamm Construction, Inc. \$533,305.08

123

124 The apparent low bidder for the project is Anderson-Brown, Inc. All documents have been
125 reviewed as follows:

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127 The Bid Form was signed by Evan Anderson, The President, an individual duly authorized to
128 bind the company.

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The Bid Form acknowledges receipt of Addendum 1.

Anderson-Brown is a licensed contractor in the State of New Mexico, License No. 370114, License Classification GB98, GF04, GF05, GF07, GF08, MM98, and GF06. Information has been verified with PSI License Management

The NM Department of Workforce Solutions listed a Registration No. of 00225720110606 for Anderson-Brown, Inc.

Along with the signed Bid Form, Anderson-Brown submitted the following:

Bid Bond for 5% of the Bid with Power of Attorney. The surety for the Bid Bond is Western Surety Company. They are listed on Federal Circular 570 and listed to do business in the State of New Mexico with an underwriter's limit of \$81,813,000. We have verified this information with the U. S. Department of Treasury's Listing of Sureties Approval to Conduct Business in the State of New Mexico.

Completed List of Proposed Subcontractors

Completed List of Proposed Suppliers

Completed Bidders Qualification Statement, which we reviewed and can confirm that they (and their subcontractor) are qualified to perform the work.

Signed Non-Collusion Affidavit

Based on this information, Anderson-Brown, Inc. has submitted the lowest responsive, responsible bid. Smith Engineering Company recommends that, if a Contract for this work is awarded, it be awarded to Anderson-Brown, Inc. for the Total Bid Amount of \$324,503.31, including NM Gross Receipts.

Mayor Torres entertained a motion.

Councilor Jaramillo made a motion to approve the Bid Award for Wells 3 & 4 and Tanks 1 & 2 Improvements to Anderson-Brown, Inc. The motion was seconded by Councilor Prairie and the motion carried unanimously.

NEW BUSINESS: 8c) Discussion, Consideration, Approval and Action on Animal Housing Intergovernmental Agreement between the Town of Bernalillo and City of Albuquerque. Presenter: Juan Torres

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This Agreement, by and between the City of Albuquerque, New Mexico, a municipal corporation (“City”), and the Town of Bernalillo (“Bernalillo”) is made in Albuquerque New Mexico, and is entered into as of the date of final execution of this Agreement.

Whereas, Bernalillo takes possession of stray and endangered dogs and cats within its jurisdiction, but does not have a facility to those animals; and

Whereas, the City’s Animal Welfare Department (“AWD”) shelters have accepted Bernalillo animal in the past, but have a limited capacity to house animals.

NOW THEREFORE, for consideration of the mutual covenants herein contained, the parties agree to as follows:

1. Term of Agreement. This Agreement shall commence on July 1, 2011 and shall remain in effect until terminated by 90 day written notice by one of the parties.

This Agreement may be amended by mutual consent of both parties. Amendments shall be executed in writing and signed by both parties.

A brief discussion ensued. Juan Torres, Interim Treasurer stated the Town of Bernalillo will pay \$200 per animal. The current cost per animal is \$62. Therefore, the Animal Control Officer will only take vicious animals to the City’s Animal Welfare Department in Albuquerque. The Animal Control Officer will make every effort to contact the pet owner to return their animals. The budget cannot sustain the cost of \$200 per animal. Over 130 animals have been taken to the animal shelter in Albuquerque most of them were feral cats. The remaining balance in the budget for animal control will only pay for 63 more animals until June 30, 2012.

Chief Julian Gonzales stated that he is looking into other alternatives for the Animal Control Department. Once some research is completed it will be brought before the Governing Body. This contract needs to be approved because right now the Town of Bernalillo cannot take animals to the shelter without this agreement in place.

Mayor Torres entertained a motion.

Councilor Jaramillo made a motion to approve the Animal Housing Intergovernmental Agreement between the Town of Bernalillo and City of Albuquerque. The motion was seconded by Councilor Prairie and the motion carried unanimously.

211 **FINANCIAL SECTION:10a) Approval of Accounts Payable Voucher List.**

212

213 Mayor Torres asked for a motion to approve the accounts payable voucher list in the amount of
214 \$400,543.62.

215

216 Mayor Torres entertained a motion.

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218 Councilor Montoya made a motion to approve the accounts payable voucher list in the amount of
219 \$400,543.62. The motion was seconded by Councilor Jaramillo and the motion carried
220 unanimously.

221

222 **MISCELLANEOUS SECTION:9a) Public Comment. Presenter: Mayor Torres**

223 Mayor Torres welcomed the Public to speak. There were no members of the public that wished
224 to speak.

225

226 **MISCELLANEOUS SECTION:9b) Update of Graber House. Presenter: Maria Rinaldi**

227 Maria Rinaldi, Director of Planning and Capital Improvement gave a brief update on the Graber
228 House.

229

230 **MISCELLANEOUS SECTION:9c) Year End Department Reports for Community**

231 **Department. Presenter: Maria Rinaldi**

232 Maria Rinaldi presented the following year end report for the Community Development
233 Department.

234

235 **Maria Rinaldi, Director of Planning and Capital Programs, FY 2010-11 Year End Report**
236 **for the Community Development Department**

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238 **Department Divisions:**

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- Library

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- Parks

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- Promotions

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- Lodgers Tax

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- Youth Conservation Corps

244 **Library:**

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- Staffing/oversight : Two Library Aides, six Library Board Members

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- One Facility and proposing a "Book Mobile" for funding with Sandoval County bond funds

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- Circulation at 14,311/4,618 card holders (331 added last year)

- 249 • “Friends of the Library” book sales at Town Hall and Fiestas generated approximately
- 250 \$2,000
- 251 • Nine events held
- 252 • \$13,000 endowment from the Estate of Renee Lamika

253 **Parks:**

- 254 • Staff: One Supervisor, two Parks Maintenance Aides, six Seasonal Employees, plus
- 255 Community Service Workers
- 256 • Parks Facilities: Loretto Park, Rotary Park/Vest, Fred Saiz, Charring Cross, Santiago, Don
- 257 Tomas Fitness Trail
- 258 • Special Events held in parks: Summer Lunch Program, Cops in the Park, Fourth of July,
- 259 Fiestas, Wine Festival, Mayor’s Fitness Walk
- 260 • Forty-eight private events hosted in parks facilities
- 261 • Six Leagues using sports facilities (formal/informal/school)

262 **Promotions:**

- 263 • Christmas: Official Tree Lighting, Nighttime Parade, Children’s Christmas Fund
- 264 (\$4,420.30 received in donations/662 Children served)
- 265 • Fourth of July Celebration (\$923.69 total expenditure/600 children in Rotary park)
- 266 • Fiestas (\$1, 755 revenue/\$28,166.84 expenditure/2,400 attendees)
- 267 • Wine Festival (\$316,445.25 revenue/\$258,707.66 expenditure/24,321 attendees)

268 **Lodgers Tax:**

- 269 • **\$102,921.20 distributed on the following projects:**
- 270 • Rail Runner service for the New Mexico Wine Festival
- 271 • Advertising/sanitation/security for Las Fiestas de San Lorenzo
- 272 • Electrical installation at Rotary Park
- 273 • Advertising for events hosted by Friends of Coronado Monument
- 274 • Advertising for events hosted by Sandoval County Historical Society
- 275 • Advertising for the Annual Sheriff’s Posse Rodeo

276 **YCC:**

- 277 • Completed two successful Program Periods employing twenty-two youth
- 278 • Graduated six youth through our GED attainment program
- 279 • Completed stabilization phases of El Molino and Graber House projects
- 280 • Built and installed two monument signs and numerous pieces of furniture

- 281 • Completed refurbishing of Sena Mortuary Chapel for a furniture showroom and
282 community meeting space

283 **Graber House Update:**

- 284 • Funded by application to New Mexico Youth Conservation Corps. (YCC) and began
285 February, 2009
- 286 • YCC funded for three consecutive program periods at approximately \$225,000 in labor
287 and \$49,000 in materials cumulative
- 288 • Funded by the 2008 GRT Bond in the amount of \$156,000.00 for materials and
289 professional services
- 290 • \$32,550 expended against the bond
- 291 • Stabilization complete. Reconstruction has begun on original structure. All foundations
292 and footings for the new construction complete and inspected.

293
294 There being no further business the meeting was adjourned at 7:36 P.M.

295
296 Done this 26th day of September 2011.

297
298 ATTEST:

299
300 _____
301 Ida Fierro, Town Clerk
302 (seal)

Jack Torres, Mayor