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**MINUTES OF A REGULAR MEETING
OF THE GOVERNING BODY OF THE TOWN OF BERNALILLO
HELD AT THE TOWN HALL
September 12, 2016**

The Governing Body of the Town of Bernalillo met in a regular session within the law and rules of the Town on September 12, 2016, at 6:30 P.M.

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

PRESENT:

Councilor Jaramillo
Councilor Prairie
Councilor Sisneros
Councilor Dominguez
Mayor Torres

ALSO PRESENT:

| | |
|----------------|------------------|
| Ted Montoya | Joyce Cordova |
| Aline Chavez | Lillian Alderete |
| Tim Montoya | Brian Pinder |
| Andres Sanchez | Chuck Tomas |

ABSENT:

Others Present Not Identified

APPROVAL OF AGENDA: 4a)

Ida Fierro Town Clerk stated that line 178-182 should read as follows;

3. Roosevelt Campus Rehabilitation

Plan to rehabilitate and restore the Roosevelt Campus

4. Streetscape Phase 3

Install street lights, sidewalks and handicap ramps on NM 313 between Calle Del Norte and Presidente

Councilor Sisneros moved to approve the agenda as amended. The motion was seconded by Councilor Dominguez and the motion carried unanimously.

APPROVAL OF MINUTES: 5a) Regular Meeting of August 08, 2016

Councilor Jaramillo moved to approve the minutes of August 08, 2016 as presented. The motion was seconded by Councilor Sisneros and the motion carried unanimously.

PRESENTATIONS: 5a)

A. Bosque Water Project from Sherriff's Posse Road to the Rio Grande

Andres Sanchez of Southern Sandoval County Arroyo Flood Control Authority gave a brief description on a project that will re-construct the existing arroyo from Sherriff's Posse Road to the Rio Grande. The Project includes: a water quality stream, walking trails, and open space

B. UNM Regional Medical Center and Rust Presbyterian Mill Levy Election

47 Jamie Silva Steel, RN, BSN, MBA, FACHE President and CEO and Angela Ward, MSN, RN
48 Campus Administrator. A brief presentation was given on the services that both UNM Sandoval
49 County Regional Medical Center and Presbyterian Rust provide to Sandoval County. The three
50 main focus is to cultivate healthcare workers, grow healthcare jobs for county economic
51 development and assist citizens to navigate healthcare system-partnering with public schools.
52 They also gave a list of services provided by both hospitals from Adult Intensive Care to
53 Vascular Surgery. Future Growth plans at Rust is to provide Pediatrics and UNM Sandoval
54 Regional Medical Center is to provide a Trauma Center. Jamie and Angela wanted to thank
55 Sandoval County Citizens for their support of the Mill Levy Election.

56
57 **C. Roadrunner Food Bank**

58
59 Arlene Sanchez Board Member and Alissa Barnes, Director of Community Initiatives of the
60 Roadrunner Food Bank gave a brief overview of what service they provide and the outreach that
61 Roadrunner food bank has, over 70,000 New Mexicans receive service from food bank direct
62 services programs. Our Lady of Sorrows in one of the locations that Roadrunner Food Bank
63 provide food for distribution.

64
65 **APPOINTMENT 6a) Planning and Zoning Commissioner**

66 Mayor Torres stated he would like to appoint Joyce Cordova to the vacancy on the Planning and
67 Zoning Commission. The vacancy came about when one of the Planning and Zoning Official's
68 moved out of the area and turned in his resignation. Joyce Cordova is a Bernalillo Resident. She
69 will be a great addition to the commission. Her letter of interest is before you.

70
71 Mayor Torres asked if the governing body had questions.

72
73 There were none.

74
75 Mayor Torres entertained a motion.

76
77 Councilor Jaramillo made a motion to approve the appointment of Joyce Cordova to the Planning
78 and Zoning Commission. Councilor Sisneros second the motion and the motion carried
79 unanimously.

80
81
82

83 **PERSONNEL: 7a) Public Works Supervisor. Presenter: Troy Martinez**

84 Troy Martinez stated that it was the recommendation of the hiring committee to hire Arnulfo
85 Castaneda as the Public Works Field Supervisor for the Town of Bernalillo Public Works

86 Department.

87

88 Councilor Prairie moved to approve the hiring of Arnulfo Castaneda as the Public Works Field
89 Supervisor for the Town of Bernalillo Public Works Department. The motion was seconded by
90 Councilor Sisneros and the motion carried unanimously.

91

92 **PERSONNEL: 7b) Code Enforcement Officer. Presenter: Troy Martinez**

93 Troy Martinez stated that it was the recommendation of the hiring committee to hire Jerry Lujan
94 as the Code Enforcement Officer for the Town of Bernalillo Planning and Zoning Department.

95

96 Councilor Prairie moved to approve the hiring of Jerry Lujan as the Code Enforcement Officer
97 for the Town of Bernalillo Planning and Zoning Department. The motion was seconded by
98 Councilor Sisneros and the motion carried unanimously.

99

100

101 **NEW BUSINESS: 8a) Discussion, Consideration, Action, Approval and Adoption of**
102 **Resolution 09-12-16 to Approve Fiscal Agent for Grant SAP16-A2295 to be Middle Rio**
103 **Grande Council of Governments. Presenter: Andy Edmondson**

104

105 Andy Edmondson Public Works Director stated that the Resolution 09-12-16 is so that MRCOG
106 is given the authority to be the fiscal agent for SAP 16-A2295 Grant Agreement is for \$100,000
107 Capital Outlay to be used for an Arsenic Treatment System at Well 2.

108

109 **ATTACHMENT A**

110

111 Mayor Torres asked if there were any questions concerning the Agreement.

112

113 There were none

114

115 Mayor Torres entertained a motion.

116

117 Councilor Prairie moved to approve and adopt Resolution 09-12-16 for the Middle Rio Grande
118 Council of Governments to be the fiscal agent for the NMED Grant Agreement 16-A2295 for
119 \$100,000 to be used for an Arsenic Treatment System at Well 2. The motion was seconded by
120 Councilor Jaramillo and the motion carried unanimously.

121

122

123 **FINANCIAL SECTION: 9a) Approval of Accounts Payable Voucher List.**

124 Mayor Torres asked for a motion to approve the accounts payable voucher list in the amount of

125 \$762,869.96.

126
127 Councilor Jaramillo made a motion to approve the accounts payable voucher list in the amount of
128 \$762,869.96. The motion was seconded by Councilor Sisneros and the motion carried
129 unanimously.

130

131 **MISCELLANEOUS SECTION: 10a) Public Comment.**

132 1. Joyce Cordova from Calle Placitas asked about the Clean Up for the area.

133

134 Janet Cunningham-Stevens, Planning and Zoning Director stated that today a notice was given to
135 all the property owners stating that on September 17th through the 24th a dumpster will be located
136 at Fred Saiz Park.

137

138 The Town will be removing the weeds in the alleys and rights-of-way adjacent to resident's
139 property. This will occur only this one time as a courtesy.

140

141 2. Ted Montoya came to question the conditional use permit given to M2RC on 439 South Hill
142 Rd.

143

144 There are many issues from material falling over braking his fence, plastic wrap from material
145 getting caught up in his transformer, power washing dirt of equipment which could pose an EPA
146 problem. Ted Montoya would like the conditional use permit looked at and his question is why
147 were there no conditions placed when the permit was given.

148

149 Chris Perez, Town Attorney stated that the fact there are not conditions on the permits could be
150 simply that the permit was given just so that zoning designation of the property could allow the
151 business and he is sure that within the Town there are other conditional use permits given by
152 Planning and Zoning that place no conditions.

153

154 Mayor Torres said that there will be a new Code Enforcement Officer and he will be given the
155 list of problems given to him for the property to review and investigate.

156

157 Mr. Tim Montoya had the same issues with the property as to why a conditional use permit was
158 given with no conditions. Code Enforcement needs to remedy the situation.

159

160 3. Orlando Lucero

161

162 Mr. Lucero came to address the flooding on Hill Road his property is on 893 South Hill Rd. He
163 stated that there is a parcel of land that should belong to the Town and that is where the pond

164 could be located.

165
166 Mayor Torres stated that there was some research to review that area as to whether the Town
167 owned that property or not and could not remember the results. When Maria Rinaldi returns
168 from vacation we will get that information and forward it on to you.

169
170

171 4. Brian Pinder

172

173 Mr. Pinder stated that when there are public meeting on the Chicken Ordinance there should be
174 some support for Janet Cunningham-Stephens. The public there at the last meeting were really
175 rude to Janet. Mr. Pinder thinks maybe a police officer should be present to keep order.

176
177

178 **MISCELLANEOUS SECTION: 10b) End of Month Financials. Presenter: Lupita De**
179 **Herrera**

180 Lupita De Herrera presented a General Fund Summary Report to the Governing Body. The
181 expense summary report has current budget, current period, YTD actual, YTD encumbrance,
182 budget balance, and percent of budget. There is also a Revenue Summary with the same
183 information. The report will assist the Governing Body with the information on each
184 department's financial status. The report will be given to the Governing Body monthly for all
185 funds.

186

187 **Attachment B**

188

189 Lupita De Herrera also stated that in the packet was a letter from the Department of Finance and
190 Administration Local Government Division on the approval of the Town of Bernalillo 2017
191 Fiscal Year's Budget.

192
193

194 **MISCELLANEOUS SECTION: 10c) Announcements. Presenter: Mayor Torres**

195 Mayor Torres asked the Council Members on the sections they would like to present on
196 Wednesday September the 14th for the State of the Town.

197

198 Mayor Torres stated that Eastern Sandoval County Arroyo Flood Control Authority is having a
199 Completion Ceremony of the Canon de Agua East Stormwater Detention Facility on Tuesday,
200 September 20, 2016 at 7:30a.m.

201

202

203 Mayor Torres thanked Councilor Dominguez and Councilor Prairie for attending the Middle Rio
204 Grande Council of Governments award ceremony. Maria Rinaldi received a life time
205 achievement award.

206
207 Mayor Torres thanked Ida Fierro and Lupita De Herrera for their help on the Benefit Dance. It
208 did rain but those that stayed enjoyed the talent of Maya Dominguez and Brandon Saiz. The
209 sponsors were PNM, US Bank. Ultra Health and Roadrunner Waste.

210
211 Mayor Torres stated that the Coat drive is on its way. If you know anyone that is in need of a coat
212 for their child please have them stop by Town Hall so that we can assist them with a coat for
213 their child.

214
215 There being no further business, Councilor Prairie moved to adjourn the meeting at 8:39 P.M.
216 The motion was seconded by Councilor Sisneros and carried unanimously.


217
218 Done this 12th day of September 2016.

219
220

221 ATTEST:

222 

223 Ida Fierro, Town Clerk
224 (seal)



Jack S. Torres, Mayor

Town of Bernalillo

Resolution 9-12-16

WHEREAS, the Town of Bernalillo in Sandoval County in the State of New Mexico shall enter into a Grant Agreement with the State of New Mexico Environment Department; and

WHEREAS, the Agreement is identified as SAP16-A2295 Grant Agreement; and

WHEREAS, pursuant to Executive Order 2013-006, "Establishing Uniform Funding Criteria and Grant Management and Oversight Requirements for Grants of State Capital Outlay Appropriations by State Agencies to Other Entities," the New Mexico Environment Department has determined that the Town of Bernalillo is required to have a fiscal agent for the grant.

NOW THEREFORE, BE IT RESOLVED by the named applicant that: Jack Torres, Mayor, is authorized to sign the agreement for this project, and

Andrew Edmondson, Public Works Director and Maria Rinaldi, Acting Town Administrator, or successors are OFFICIAL REPRESENTATIVES who are authorized to sign and request reimbursement requests and act as point of contact in conjunction with the designated signatory authority for the Fiscal Agent concerning all matters related to the grant agreement; and

Dewey Cave, or his/her successors of Middle Rio Grande Council Of Governments is the FISCAL AGENT and is hereby appointed as the Administrative Authority and is authorized by the MOU between the Town of Bernalillo and the Middle Rio Grande Council of Governments to administer the Grant Agreement and is authorized to sign reimbursement requests along with the designated signatory authority for reimbursement requests from the Town of Bernalillo and other documents requiring a signature for submittal to the New Mexico Environment Department.

PASSED, APPROVED, AND ADOPTED: 9/12/14

Jack Torres, Mayor, Town of Bernalillo

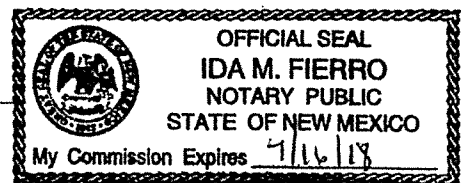
Jack Torres
(Signature)

9/12/14
Date

(SEAL)

IDA M. FIERRO
Notary Name,

Clerk
Notary Title



ATTEST:
IDA M. FIERRO
(Signature)

9/12/16
Date

ATTACHMENT "A"

ATTACHMENT "B"

TOWN OF BERNALILLO
GENERAL FUND SUMMARY REPORT
AS OF: JULY 31, 2016

Revenue Summary

| | Current Budget | Current Period | YTD Actual | Budget Balance | % of Budget |
|-------------|----------------|----------------|------------|----------------|-------------|
| All Revenue | \$ 8,583,870 | \$ 712,757 | \$ 712,757 | \$ 7,871,113 | 8.30 |

Expense Summary

| | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance | % YTD Budget |
|------------------------|----------------|----------------|------------|-----------------|----------------|--------------|
| Executive | \$ 118,250 | \$ 5,083 | \$ 5,083 | \$ 3,754 | \$ 109,413 | 7.47 |
| Judicial | \$ 122,917 | \$ 8,094 | \$ 8,094 | \$ 147 | \$ 114,676 | 6.70 |
| Finance | \$ 277,685 | \$ 16,833 | \$ 16,833 | \$ 1,267 | \$ 259,585 | 6.52 |
| Fire | \$ 800,229 | \$ 65,054 | \$ 65,054 | \$ 64,931 | \$ 670,244 | 16.24 |
| Police | \$ 2,914,222 | \$ 219,428 | \$ 219,428 | \$ 289,483 | \$ 2,405,311 | 17.46 |
| Recreation | \$ 293,669 | \$ 31,048 | \$ 31,048 | \$ 19,729 | \$ 242,892 | 17.29 |
| Parks | \$ 329,623 | \$ 14,079 | \$ 14,079 | \$ 19,406 | \$ 296,138 | 10.16 |
| Library | \$ 529,729 | \$ 8,201 | \$ 8,201 | \$ 13,051 | \$ 508,477 | 4.01 |
| Planning & Zoning | \$ 350,873 | \$ 14,955 | \$ 14,955 | \$ 12,998 | \$ 322,920 | 7.97 |
| Administration | \$ 1,018,652 | \$ 43,247 | \$ 43,247 | \$ 261,174 | \$ 714,231 | 29.88 |
| Information Technology | \$ 609,186 | \$ 4,733 | \$ 4,733 | \$ 215,601 | \$ 388,852 | 36.17 |
| Human Resources | \$ 108,643 | \$ 6,159 | \$ 6,159 | \$ 500 | \$ 101,984 | 6.13 |
| YTD Subtotal | \$ 7,473,678 | \$ 436,914 | \$ 436,914 | \$ 902,040 | \$ 6,134,724 | 17.92 |

| | Current Budget | Current Period | YTD Actual | Budget Balance | % of Budget |
|---------------------------|----------------|----------------|------------|----------------|-------------|
| General Fund Revenue | \$ 8,583,870 | \$ 712,757 | \$ 712,757 | \$ 7,871,113 | 8.30 |
| General Fund Expenditures | \$ 7,473,678 | \$ 436,914 | \$ 436,914 | \$ 7,036,764 | 5.85 |

| | | | | | |
|------------|--------------|------------|------------|------------|-------|
| Difference | \$ 1,110,192 | \$ 275,843 | \$ 275,843 | \$ 834,349 | 24.85 |
|------------|--------------|------------|------------|------------|-------|

TOWN OF BERNALILLO
 ENTERPRISE FUNDS SUMMARY REPORT
 AS OF: JULY 31, 2016

Utility Funds

| Revenue Summary | Current Budget | Current Period | YTD Actual | Budget Balance | % of Budget |
|-----------------|----------------|----------------|------------|----------------|-------------|
| All Revenue | \$ 4,172,479 | \$ 456,650 | \$ 456,650 | \$ 3,715,829 | 10.94 |

| Expense Summary | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance | % YTD Actual |
|---------------------|---------------------|------------------|------------------|-------------------|---------------------|--------------|
| Water | \$ 1,556,823 | \$ 53,131 | \$ 53,131 | \$ 121,097 | \$ 1,382,595 | 11.19 |
| Waste Water | \$ 924,873 | \$ 43,988 | \$ 43,988 | \$ 104,091 | \$ 776,793 | 16.01 |
| Trash Collections | \$ 525,875 | \$ 2 | \$ 2 | \$ - | \$ 525,873 | 0.00 |
| YTD Subtotal | \$ 3,007,571 | \$ 97,122 | \$ 97,122 | \$ 225,188 | \$ 2,834,897 | 5.74 |

| | Current Budget | Current Period | YTD Actual | Budget Balance | % of Budget |
|-------------------------|----------------|----------------|------------|----------------|-------------|
| Enterprise Revenue | \$ 4,172,479 | \$ 456,650 | \$ 456,650 | \$ 3,715,829 | 0.11 |
| Enterprise Expenditures | \$ 3,007,571 | \$ 97,122 | \$ 97,122 | \$ 2,910,449 | 3.23 |

| | | | | | |
|-------------------|---------------------|-------------------|------------------|-------------------|-------------|
| Difference | \$ 1,164,908 | \$ 359,528 | \$ 97,122 | \$ 805,380 | 0.08 |
|-------------------|---------------------|-------------------|------------------|-------------------|-------------|

TOWN OF BERNALILLO
SPECIAL REVENUE FUNDS SUMMARY REPORT
AS OF: JULY 31, 2016

| FUND | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance |
|----------------------|----------------|----------------|------------|-----------------|----------------|
| Fire Protection Fund | | | | | |
| Revenue | \$ 165,552 | | | | \$ 165,552 |
| Expenditures | \$ 165,552 | \$ 1,570 | \$ 1,570 | \$ 6,776 | \$ 157,206 |
| Difference | \$ - | \$ (1,570) | \$ (1,570) | \$ (6,776) | \$ 8,346 |

| FUND | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance |
|-----------------|----------------|----------------|------------|-----------------|----------------|
| Correction Fees | | | | | |
| Revenue | \$ - | \$ 1,527 | | | \$ (1,527) |
| Expenditures | | | | | \$ - |
| Difference | \$ - | \$ 1,527 | \$ - | \$ - | \$ (1,527) |

| FUND | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance |
|--------------|----------------|----------------|------------|-----------------|----------------|
| LEPF | | | | | |
| Revenue | \$ 32,000 | \$ 33,200 | \$ (1,200) | | \$ (1,200) |
| Expenditures | \$ 32,000 | | | | \$ 32,000 |
| Difference | \$ - | \$ 33,200 | \$ (1,200) | \$ - | \$ (33,200) |

| FUND | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance |
|--------------|----------------|----------------|------------|-----------------|----------------|
| Gas Tax | | | | | |
| Revenue | \$ 1,827,372 | \$ 69,511 | \$ 69,511 | | \$ 1,757,861 |
| Expenditures | \$ 1,762,500 | \$ 12,381 | \$ 12,381 | \$ 31,387 | \$ 1,718,731 |
| Difference | \$ 64,872 | \$ 57,130 | \$ 57,130 | \$ (31,387) | \$ 39,129 |

| FUND | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance |
|--------------|----------------|----------------|------------|-----------------|----------------|
| Lodger's Tax | | | | | |
| Revenue | \$ 105,000 | \$ 126,534 | \$ 12,634 | | \$ 92,366 |
| Expenditures | \$ 165,000 | \$ (577) | \$ (577) | \$ 1,154 | \$ 164,423 |
| Difference | \$ (60,000) | \$ 127,110 | \$ 13,210 | \$ (1,154) | \$ (72,057) |

| FUND | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance |
|--------------|----------------|----------------|------------|-----------------|----------------|
| Rescue | | | | | |
| Revenue | \$ 9,500 | \$ - | \$ - | | \$ - |
| Expenditures | \$ 9,500 | \$ 2,345 | \$ 2,345 | \$ 4,602 | \$ 2,553 |
| Difference | \$ - | \$ (2,345) | \$ (2,345) | \$ (4,602) | \$ (2,553) |

| FUND | Current Budget | Current Period | YTD Actual | YTD Encumbrance | Budget Balance |
|--------------|----------------|----------------|------------|-----------------|----------------|
| Campground | | | | | |
| Revenue | \$ 138,349 | \$ 10,871 | \$ 10,871 | | \$ 127,478 |
| Expenditures | \$ 126,746 | \$ 6,585 | \$ 4,774 | \$ 5,088 | \$ 116,884 |
| Difference | \$ 11,603 | \$ 4,286 | \$ 6,097 | \$ (5,088) | \$ 10,594 |