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48 Zoning: S-U Special Use  
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50 Mr. Koller appeared before the Planning and Zoning Commission on January 3<sup>rd</sup> to request an  
51 Amendment to the Existing Site Development Plan to allow beer distribution in addition to on-  
52 site brewing and retail sales of beer. The State of New Mexico Alcohol and Gaming Division  
53 requires the approval of the town before taking action on this request. The Planning and Zoning  
54 Commission voted unanimously to recommend approval to Town Council.  
55

56 The proposal supports the Economic Development aspect of the Comprehensive Land Use Plan.  
57 The applicable goal is to “Support and promote the local business community” and the related  
58 objective is “to encourage the retention and expansion of existing businesses in the Town”.

59  
60 The applicant wishes to distribute approximately 38 kegs per month to restaurants and/or other  
61 businesses. Light-duty trucks will be loaded during off-peak hours of the retail sales operation.  
62 Loading should take no more than 10 minutes. The kegs will be 5.5 gallons in size.  
63

64 As Noted by the Planning and Zoning Commission: The site is served by municipal water  
65 service only. Sewer does not extend to the site and so the septic tanks may need to be pumped  
66 more often given the increase in brewing. Also, there may be a slight increase in traffic on S.  
67 Hill Road due to the deliveries.  
68  
69

70 **Town Council Meeting**  
71 *Regular Meeting*  
72 *February 13, 2017*  
73  
74

75 **Planning and Zoning Commission Recommendation:**

76 At a regularly scheduled meeting on January 3, 2017, the Planning and Zoning  
77 Commission voted to recommend Approval of an Amendment to the Existing Site  
78 Development Plan to allow beer distribution in addition to on-site brewing and retail sales  
79 of beer in the S-U (Special Use) zone at the following location: 471 S. Hill Road, Lands of  
80 Matthew J. Archbold, Lot A, Section 32 Township 13 North, Range 4 East, Town of  
81 Bernalillo, Sandoval County, New Mexico, and containing approximately 2.28 acres.  
82

83 Approximately 38 kegs per month will be produced and distributed to restaurants and other  
84 businesses using light-duty vehicles. Loading of the trucks will be done during off-peak  
85 hours of the brewery operations. The State of New Mexico Alcohol and Gaming Division

86 requires the approval of the Town before taking action on the application for beer  
87 distribution.

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90 **Planning and Zoning Commission Meeting**  
91 *Regular Meeting - January 3, 2017*

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93 **Staff Report**

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96 **Subject:**

97 The applicant, Kaktus Brewing Company, requests a recommendation of approval from the  
98 Planning and Zoning Commission for an Amendment to the Existing Site Development  
99 Plan to allow beer distribution in addition to on-site brewing and retail sales of beer in the  
100 S-U (Special Use) zone at the following location: 471 S. Hill Road, Lands of Matthew J.  
101 Archbold, Lot A, Section 32 Township 13 North, Range 4 East, Town of Bernalillo,  
102 Sandoval County, New Mexico, and containing approximately 2.28 acres.

103  
104 The applicant is proposing to expand current operations to include limited  
105 distribution of locally produced beer. According to the applicant, it is anticipated  
106 “there will be 10 clients weekly for 5.5 gallon kegs. A full-sized pickup truck will be  
107 used for delivery: loading time is anticipated at no longer than 10 minutes at any  
108 given time.” The operation will be self-distributing; i.e. company/personal light  
109 trucks will be used rather than semi-trucks. The applicant has provided a diagram  
110 showing the proposed location of the loading/unloading activity.

111  
112 The subject site is located south of Bobby Place, east of Athena Avenue, west of S.  
113 Hill Road, and north of Richardson Drive.

114  
115 **Site Data:**

116  
117  
118 **Zone:** S-U (Special Use)

119 **Proposed Zone/s:** Not applicable

120 **Surrounding Zoning:** North – S-U and C-R Commercial-Residential, South – S-U, East –  
121 R-R Rural Residential and M-1 Light Industrial, West – R-1A Mixed Single-Family  
122 Residential

123 **Current Land Use:** Kaktus Brewing Company

124 **Surrounding Land Uses:** Residential, commercial, industrial, vacant

125           **Required Lot Size:** Determined on a case-by-case basis by use  
126           **Access:** S. Hill Road  
127           **Utilities:** Municipal water service only– use private septic tanks  
128           **Required Parking:** As allowed per approved site plan/Restaurant, bar – One space for  
129           each four seats  
130           **Loading/Unloading Area:** As per proposed amended site plan  
131           **Handicapped Parking:** As per approved site plan  
132           **Setbacks:** As per approved site plan/Commercial – Front 10 feet, Side 10 feet where the  
133           site abuts the side or rear of a lot in a residential use or a residential zone, otherwise no  
134           requirements, Rear 10 feet

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137           **Plans, Policies, and Regulations:**

138  
139           *Comprehensive Land Use Plan:*

140           The Comprehensive Land Use Plan contains goals and objectives that serve as a guide for  
141           policy decisions regarding the future management and development of the Town. A  
142           Resolution approving the goals and objectives was adopted by the community on May 13,  
143           2002.

144  
145           Goals and Objectives applicable to this proposal are as follow:

146           *Economic Development –*

147                   *Goal:* Support and promote the local business community.

148                   *Objective:* Encourage the retention and expansion of existing businesses in Town.

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150  
151           The Kaktus Brewing Company is a local business. The applicant wishes to expand the on-  
152           site brewing and retail sales functions to include limited distribution of the product.

153  
154           *Subdivision Regulations (April 1997):*

155           Not applicable to this application.

156  
157  
158           *Comprehensive Zoning Ordinance:*

159           The S-U Special Use zone district permits only those uses which require special  
160           consideration because of their unusual nature, frequency of occurrence, effect on  
161           surrounding property or other similar reason. The boundaries of this zone district shall be  
162           determined on a case-by-case basis following amendment procedures provided in the  
163           omprehensive Zoning Ordinance.

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The approved site plan allows the brewing and retail sales of beer. The applicant wishes to expand the business by adding limited distribution of the product using light trucks to approximately 10 clients per week. The loading/unloading of the kegs will occur on-site as per the proposed amended site plan.

Mainstreet Overlay District:

The Design Guidelines *are not applicable* to the subject site.

**Notifications:**

Notices were posted at US Bank, T&T Supermart, Town Hall, US Eagle Federal Credit Union, US Post Office, and on the Town of Bernalillo website. Notices were mailed (certified, return receipt requested) to abutting property owners within 100 feet of the subject site.

**Staff Recommendation:**

Refer to Findings. The applicant is requesting a recommendation of APPROVAL to Town Council.

**Findings:**

1. **ZMA 17-001** is a request by Kaktus Brewing Company, for a recommendation of approval from the Planning and Zoning Commission for an Amendment to the Existing Site Development Plan to allow beer distribution in addition to on-site brewing and retail sales of beer in the S-U (Special Use) zone at the following location: 471 S. Hill Road, Lands of Matthew J. Archbold, Lot A, Section 32 Township 13 North, Range 4 East, Town of Bernalillo, Sandoval County, New Mexico, and containing approximately 2.28 acres.
2. The Town provides water service only: sewer is by on-site septic. Given increased brewing activity, the septic tank may need to be pumped more often.
3. The proposal supports the Comprehensive Land Use Plan, Economic Development (goal and objective).
4. The proposal may slightly increase the amount of traffic on S. Hill Road.

203                    **Conditions:**  
204                    1. If applicable, a copy of the amended state license allowing distribution needs to be  
205                    provided for the file.  
206                    2. As the business continues to grow, if semi-trucks are needed for distribution of the  
207                    product, the driveway onto S. Hill Road may need to be improved for safety reasons.  
208  
209                    Councilor Prairie asked is it just kegs being sold.  
210  
211                    Dana Koller of Kaktus Brewing stated yes at this time that is all that will be sold.  
212  
213                    Councilor Dominguez stated: it states that as the business progresses semi-trucks may be used,  
214                    would they have to come back to the Governing Body for that approval. I drove by today and it  
215                    is not safe for semis.  
216  
217                    Janet Cunningham-Stephens stated they would have to come back for approval one of the  
218                    conditions should be drive way improvement to allow semi-trucks to enter the business.  
219  
220                    Chris Perez, Town Attorney, stated this should be a condition stated on the approval.  
221  
222                    Mayor Torres asked do you have semi-trucks delivery now.  
223  
224                    Dana Koller stated yes. Sysco picks up in a small semi-truck. Dana also stated that he does not  
225                    have the product to produce that much product for semi- trucks. They are currently a two-barrel  
226                    system. The business would need a new building, sewer and structure, and the business is far  
227                    away from that happening.  
228  
229                    Mayor Torres asked if anyone in the public would like to speak, there was no one wishing to  
230                    speak for or against the request.  
231  
232                    Mayor Torres asked for a motion to approve the Planning and Zoning Commission decision.  
233  
234                    Councilor Dominguez made a motion to uphold the approval for an Amendment to the Existing  
235                    Site Development Plan to allow beer distribution in addition to on-site brewing and retail sales of  
236                    beer in the S-U (Special Use) at 471 S Hill Road, with the condition that if the business continues  
237                    to grow, and semi-trucks are needed for distribution of the product, then in the occurrence that  
238                    such a change needs to be made, the applicant will have to go back to Planning and Zoning for  
239                    board approval. The motion was seconded by Councilor Prairie  
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**Roll Call Vote**

Councilor Jaramillo        Yea  
Councilor Prairie        Yea  
Councilor Dominguez    Yea

**APPROVAL OF MINUTES: 6a) Regular Meeting of January 23, 2017**

Mayor Torres state that on line 47 should be “legislation should be legislature” and on line 57 “Shylo should be Schialow”.

Councilor Prairie moved to approve the minutes of January 23, 2017 as amended. The motion was seconded by Councilor Jaramillo and the motion carried unanimously.

**APPOINTMENT 7a) Clerk-Administrator Ida Fierro**

Mayor Torres stated that he would like to recommend the appointment of Ida Fierro as Clerk/Administrator for the Town.

A brief discussion ensued referring to salary. Chris Perez, Town Attorney, stated that should be discussed in an executive session.

A motion was made by Councilor Dominguez to go into executive session, under section 10-15-1H(2) Limited Personnel Matters 10-15-1H(2), to discuss the compensation of the new position at 6:46 P.M. The motion was seconded by Councilor Jaramillo.

**Roll Call Vote**

Councilor Jaramillo        Yea  
Councilor Dominguez       Yea  
Councilor Prairie        Yea

Mayor Torres stated that no action was taken in executive session.

Councilor Dominguez stated that the only items discussed in the executive session were those pursuant to 10-15-1H(2) Limited Personnel Matters. Councilor Dominguez made a motion to go back into regular session at 7:01 P.M. The motion was seconded by Councilor Prairie.

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**Roll Call Vote**

Councilor Prairie                    Yea  
Councilor Dominguez                Yea  
Councilor Jaramillo                 Yea

Mayor Torres stated that no action was taken in executive session.

Mayor Torres entertained a motion on the appointment of Ida Fierro as Clerk Administrator.

Councilor Jaramillo moved to approve the recommendation of Ida Fierro as Clerk Administrator as presented. The motion was seconded by Councilor Dominguez.

**Roll Call Vote**

Councilor Jaramillo                    Yea  
Councilor Prairie                        Yea  
Councilor Dominguez                 Yea

**PERSONNEL: 8a) Police Officer. Presenter: Troy Martinez**

Troy Martinez stated that it was the recommendation of the hiring committee to hire Jonathan Harmon as a Police Officer for the Town of Bernalillo Police Department.

Councilor Prairie moved to approve the hiring of Jonathan Harmon as a Police Officer for the Town of Bernalillo Police Department. The motion was seconded by Councilor Jaramillo and the motion carried unanimously.

**NEW BUSINESS:9b) Discussion, Consideration, Action, Approval and Adoption of Resolution 02-13-17 Brew Fest Budget Adjustment for Fiscal Year 2016-2017 for the Town of Bernalillo. Presenter: Lupita De Herrera**

Town of Bernalillo  
RESOLUTION NO. 02-13-17

WHEREAS, the Town of Bernalillo meeting in Regular Session on the 13th day of February 2017 at the Town Hall at 6:30p.m., as per law,



320  
321 WHEREAS, the need for a budget adjustment has developed after careful review of the budget  
322 submitted to the Department of Finance & Administration (DFA),  
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324 NOW, THEREFORE BE IT RESOLVED, that the budget be amended as follows:  
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327 **Revenues:**

328 Account Number	Description	Current Budget	Decrease	Increase	Adjusted Budget
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330 **Expenditures:**

331 Account Number	Description	Current Budget	Decrease	Increase	Adjusted Budget
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333 **Transfers**

334 Account Number	Description	Current Budget	Decrease	Increase	Adjusted Budget
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335 100-000-7001-1-5	Transfer Out	910,038		\$5,000	\$915,038
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336 145-000-4010-1-2	Transfer In			\$5,000	\$5,000
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337

338 **Transfer out of General Fund to Brew Fest to cover negative cash balance.**  
339

340 Mayor Torres entertained a motion.  
341

342 Councilor Jaramillo moved to adopt Resolution 02-13-17 Brew Fest Budget Adjustment for  
343 Fiscal Year 2016-2017 for the Town of Bernalillo. The motion was seconded by Councilor  
344 Dominguez and the motion carried unanimously.  
345  
346

347 **NEW BUSINESS:9c) Discussion, Consideration, Action, Approval and Adoption of**  
348 **Resolution 02-13-17A Gas Tax Budget Adjustment for Fiscal Year 2016-2017 for the**  
349 **Town of Bernalillo. Presenter: Lupita De Herrera**  
350

351 Town of Bernalillo  
352 RESOLUTION NO. 02-13-17A  
353

354 WHEREAS, the Town of Bernalillo meeting in Regular Session on the 13th day of February  
355 2017 at the Town Hall at 6:30p.m., as per law,  
356

357 WHEREAS, the need for a budget adjustment has developed after careful review of the budget  
358 submitted to the Department of Finance & Administration (DFA),  
359

360 NOW, THEREFORE BE IT RESOLVED, that the budget be amended as follows:

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363 **Revenues:**

364 Account Number	Description	Current Budget	Decrease	Increase	Adjusted Budget
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366 **Expenditures:**

367 Account Number	Description	Current Budget	Decrease	Increase	Adjusted Budget
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369 **Transfers**

370 Account Number	Description	Current Budget	Decrease	Increase	Adjusted Budget
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371 100-000-7001-1-5	Transfer Out	915,038		\$256,750	\$1,171,788
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372 125-000-4010-1-2	Transfer In			\$256,750	\$256,750
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373

374 **Transfer out of General Fund to Gas Tax to cover negative cash balance, this is due to**  
375 **reimbursement outstanding.**

376

377 Mayor Torres entertained a motion.

378

379 Councilor Jaramillo moved to adopt Resolution 02-13-17A Gas Tax Budget Adjustment for  
380 Fiscal Year 2016-2017 for the Town of Bernalillo. The motion was seconded by Councilor  
381 Prairie and the motion carried unanimously.

382

383

384 **NEW BUSINESS: 9d) Discussion, Consideration, Action, Approval and Adoption of**  
385 **Resolution 02-13-17B Mileage Reimbursement. Presenter: Lupita De Herrera**

386

387 **TOWN OF BERNALILLO**  
388 **RESOLUTION NO. 02-13-17-B**

389

390

391 **A RESOLUTION RELATING TO THE REIMBURSEMENT OF PUBLIC OFFICERS AND**  
392 **EMPLOYEES FOR MILEAGE REIMBURSEMENT FOR TRAVEL TO ATTEND**  
393 **MEETINGS, CONFERENCES AND TRAININGS WHEN USING OF PRIVATELY OWNED**  
394 **VEHICLES.**

395

396

397 **WHEREAS,** the Town of Bernalillo governing body establishes the payment of mileage  
398 reimbursement for public officers and employees when using of privately owned vehicles;

399 **WHEREAS**, the Town of Bernalillo governing body hereby authorize payment of \$.505 per mile for  
400 each mile traveled by privately owned vehicles. The mileage reimbursement will be reviewed at the  
401 beginning of each calendar year for needed increase or decrease of the amount per mile;

402  
403 **WHEREAS**, Mileage accrued shall be reimbursed at the rate set forth by the mileage chart of the  
404 official of the most recent information of the Rand-McNally or Map Quest websites or the actual  
405 mileage if the beginning and ending odometer reading is certified as true and correct by the traveler;

406  
407 **NOW, THEREFORE IT BE RESOLVED:**

408 The Town of Bernalillo governing body hereby approves the reimbursement of \$.505 per mile for  
409 each mile traveled by public officials and employees for use of privately owned vehicles for the  
410 attendance to meetings, conferences and trainings.

411  
412 **PASSED, APPROVED AND ADOPTED** this 13<sup>th</sup> day of February, 2017.

413  
414 Mayor Torres entertained a motion.

415  
416 Councilor Jaramillo moved to adopt Resolution 02-13-17B Mileage Reimbursement. The motion  
417 was seconded by Councilor Dominguez and the motion carried unanimously.

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420 **NEW BUSINESS: 9e) Discussion, Consideration, Action, Approval and Adoption of**  
421 **Resolution 02-13-17C Travel Policy. Presenter: Lupita De Herrera**

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423 **TOWN OF BERNALILLO**  
424 **RESOLUTION NO. 02-13-17-C**

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426  
427 A RESOLUTION RELATING TO THE REIMBURSEMENT OF PUBLIC OFFICERS AND  
428 EMPLOYEES FOR TRAVEL EXPENSES AND ATTENDING MEETINGS.

429  
430 **WHEREAS**, the State Per Diem and Mileage Act (Sections 10-8-1 through 10-8-8 NMSA 1978)  
431 governs the reimbursement for travel by all officers and employees of local public bodies; and

432  
433 **WHEREAS**, the State Per Diem and Mileage Act authorizes municipalities to adopt, by resolution,  
434 regulations relating to the Per Diem and Mileage Act; and

435  
436 **WHEREAS**, municipalities must adhere to DFA Rules 92-1 as amended, when prorating per diem  
437 received by public officers and employees for travel on official business; or the designation of in-

438 state and out-of-state high cost areas, except that a municipality may choose to pay actual lodging  
 439 plus actual meal expenses up to \$30.00 per day in-state and \$45.00 out-of-state.  
 440

441 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN**  
 442 **OF BERNALILLO** that the reimbursement policy for public officers and employees for travel  
 443 expenses and attending meetings shall be as follows:  
 444

445 **SECTION 1. PER DIEM**

446

<b>CATEGORY</b>	<b>MUNICIPAL</b>	<b>STATUTORY</b>
	<b>RATE</b>	<b>MAXIMUM</b>

447

448 A. In State Per Diem

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Non salaried (unpaid) officers	\$95.00	\$95.00
Salaried (paid) officers and employees in a normal cost area	\$85.00	\$85.00
Salaried officers and employees in a high cost area	\$135.00	\$135.00

451

452 B. Out-of-state Per Diem

453

Officers and employees in normal cost area	\$115.00	\$115.00
All officers and employees in high cost areas	\$215.00	\$215.00

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456

457 **SECTION 2. PRO-RATED PER DIEM**

458

	<b>Length of travel time Beyond</b>	<b>Partial Day no Overnight</b>
	<b>Normal Workday</b>	<b>Lodging</b>

for less than 2 hours	None	None
for 2, but less than 6 hours	\$12.00	\$12.00
for 6 hours or more, but less	\$20.00	\$20.00

than 12 hours		
for 12 hours or more	\$30.00	\$30.00

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	<b>Length of travel time Beyond 24 Hours</b>	<b>Partial Day Including Overnight Lodging</b>
for less than 2 hours	None	None
for 2, but less than 6 hours	\$12.00	\$12.00
for 6 hours or more, but less than 12 hours	\$20.00	\$20.00
for 12 hours or more	\$30.00	\$30.00

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467 **SECTION 3. LOCAL OPTION TO REIMBURSE ACTUAL LODGING PLUS ACTUAL**  
 468 **FOOD**

469  
 470 Section 10-8-4K NMSA 1978 states that with prior written approval of the local public body, a non-  
 471 salaried public officer, salaried public officer, or salaried employee is entitled to per diem expenses  
 472 and shall receive

- 473  
 474           A. Reimbursement for actual expenses for lodging.  
 475  
 476           B. Reimbursement for actual expenses for meals not to exceed \$30.00 per day for  
 477           in-state and \$45.00 out of state travel.

478 **SECTION 4. TRAVEL ADVANCES**

479

480 Upon written request accompanied by a travel voucher, department heads, supervisor and finance  
481 may approve a public officer's or employee's request be advanced up to eighty (80) percent of per  
482 diem rates and mileage cost for the actual cost of lodging and meals pursuant to 2.42.2.8 NMAC and  
483 2.42.2.9 NMAC and for other travel expenses that may be reimbursed under 2.42.2.12 NMAC.

484

485 Requests for travel advances shall be submitted to Finance at least two weeks prior to travel unless,  
486 by processing the requests earlier, if significant savings can be realized for travel by common carrier  
487 or for registration fees for seminars and conferences.

488

489 Advances may be computed to include public transportation, private automobile, or air mileage and  
490 with estimated per diem or estimated actual lodging cost and up to \$30.00 per day for meals. Upon  
491 return, a voucher for the 20% twenty percent, per diem claimed on Advance Travel Voucher shall be  
492 completed, along with proof of meeting, seminar or conference. Plus any additional allowed  
493 expenses paid out of pocket with actual receipts for reimbursement.

494

495

496 **SECTION 5. LOCAL OPTION TO USE CREDIT CARDS**

497

498 Section 10-8-5A, NMSA 1978 has been expanded to allow the use of government credit cards for  
499 food, lodging, or transportation, as well as gasoline or other expenses for vehicles. All receipts must  
500 be submitted within the month of use or the employee or officer may not, by statute, be permitted to  
501 use the card for the following month.

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503 **SECTION 6. REIMBURSEMENT OF OTHER EXPENSES**

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505 The following are reimbursable in addition to per diem:

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- A. Actual cost for travel by common carrier, provided such travel is accomplished in the most economical manner practical.

- 509 B. Taxi or other transportation fares at the travel destination.
- 510 C. Miscellaneous expenses (not defined).
- 511 D. Parking Fees
- 512 E. Rental cars or charter air craft when suitable, unless less expensive public
- 513 transpiration is available.
- 514 F. Registration fees for education programs and conferences, provided that no
- 515 reimbursement will be made for those portions of registration fees which
- 516 specifically cover lodging or meals.
- 517 G. Professional fees for dues that are beneficial to the department's operations or
- 518 mission.
- 519

520 Receipts must be furnished for Items A, E, F AND G under all circumstances. For out-of-state  
521 travel, receipts must be furnished for Items B, C and D only if they total more that \$30.00 per trip or  
522 \$6.00 per day.

523  
524 **BE IT FURTHER RESOLVED** that the DFA Rules as amended are hereby adopted by reference.  
525

526 **PASSED, APPROVED AND ADOPTED** this 13h day of February, 2017.  
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528  
529 Mayor Torres entertained a motion.  
530

531 Councilor Prairie moved to adopt Resolution 02-13-17C Travel Policy. The motion was  
532 seconded by Councilor Dominguez and the motion carried unanimously.  
533

534 **NEW BUSINESS: 9f) Discussion, Consideration, Action and Approval of Lodger's**  
535 **Tax Board Recommendations for Funding Cycle February, 2017. Presenter: Ida Fierro**  
536

537 RE: Lodgers Tax Funding Recommendations for February 2017 Cycle. **\$50,000.00 advertised**  
538 **as available.**  
539

540 A Request for Proposals was issued on January 10, 2017. Proposals were accepted until 5:00pm,  
541 Friday, February 03, 2017.  
542

543 In accordance with New Mexico State Statute and Town Ordinance, on behalf of the Lodger Tax  
544 Board the following recommendations are requested for the expenditure of Lodgers Tax funds  
545 for the purpose of promoting tourism activities and improving tourist facilities in Bernalillo:

546  
547 **Sandoval County Historical Society \$9,534.50** for the promotion of the public activities, the  
548 “Ed Delavy House”, a facility of the Historical Society, and the historical collections housed in  
549 the facility. March-July 2016

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551  
552 **L Brew Fest Weekend Event. \$40,000.00** for advertising a Labor Day weekend event in the  
553 Town of Bernalillo.

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556 **Total Recommended Award This Funding Cycle: \$49,534.50**

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558 Upon award, and prior to payment to all vendors, all recipients of funds will be required to  
559 provide proof (tear sheets, ad copy, etc.) of acknowledgement in each advertisement of “Funded  
560 by the Town of Bernalillo.” Additionally, each recipient will be required to report attendance at  
561 event, or location directly linked to advertisement.

562  
563 Mayor Torres entertained a motion.

564  
565 Councilor Prairie made a motion to award the Lodgers Tax February 2017 Funding Cycle to all  
566 the applicants that applied for funding. The motion was seconded by Councilor Jaramillo and the  
567 motion carried unanimously.

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570 **FINANCIAL SECTION: 8a) Approval of Accounts Payable Voucher List.**

571 Mayor Torres asked for a motion to approve the accounts payable voucher list in the amount of  
572 \$432,957.59.

573  
574 Councilor Prairie made a motion to approve the accounts payable voucher list in the amount of  
575 \$432,957.59. The motion was seconded by Councilor Jaramillo and the motion carried  
576 unanimously.

577  
578 **MISCELLANEOUS SECTION: 9a) Public Comment.**

579 None

580  
581 **MISCELLANEOUS SECTION: 9b) US 550. Presenter: Mayor Torres**

582 Mayor Torres stated that a meeting took place with New Mexico Department of Transportation  
583 and their consultant to discuss the 550 project. There are huge improvements to the project with  
584 5 protected left turns between Don Tomas to 313. Better access points, more drive way to be



585 shared by businesses. They made similar changes from the river to HWY 528 with better access  
586 to the businesses. They are going to build temporary construction road that may be able to be  
587 used as access roads by the Town after the project is done.  
588

589 They are also proposing a double left from Don Tomas onto 550. They are committed to come up  
590 with some solutions concerning that intersection.  
591

592 The consultants have spoken to the business owners and land owners along 550. They have  
593 made efforts to talk to them all to find ways to make it work.  
594

595 There were significant changes compared to last time we met. The plan is not public.  
596

597 I shared the letter before you from NMDOT Secretary Church response on the 550 project with  
598 Senator Sapien and Representatives Lente and Powdrell-Culbert. I contacted them after the  
599 meeting to inform them that accommodations were made on the 550 project and will be better for  
600 the Town.  
601

602 We will inform you with any updates on the project as they are received.  
603  
604

605 **MISCELLANEOUS SECTION: 9c) End of Month Financials. Presenter: Lupita De**  
606 **Herrera**

607 Lupita De Herrera presented a General Fund Summary Report to the Governing Body. The  
608 expense summary report has current budget, current period, YTD actual, YTD encumbrance,  
609 budget balance, and percent of budget. There is also a Revenue Summary with the same  
610 information. The report will assist the Governing Body with the information on each  
611 department's financial status. The report will be given to the Governing Body monthly for all  
612 funds.  
613

614 **Attachment A**  
615

616 **MISCELLANEOUS SECTION: 9d) Announcements. Presenter: Mayor Torres**

617 Ida Fierro stated that there is now an area in the lobby of Town Hall displaying our excess  
618 merchandise from the Wine Festival for sale to the Public. There is an abundance of  
619 merchandise. Please let everyone know the items are not very expensive.  
620

621 Andy Edmondson stated that Frankie Martinez passed his test for a Level 1 water certification  
622 and Steven Peters passed his test for a Level 2 in waste water certification.  
623

624 Mayor Torres stated that there may be no Capital Outlay this year. There is a bill concerning Pay  
625 Day Loans to place a cap on the interest they can charge. HB 174 is a concern and our elections  
626 will be run by the County Clerk's office. We will continue to watch these bills.

627

628 We have reached out to Maria Rinaldi and let her know we would like to acknowledge her  
629 retirement at the next meeting. If you have any ideas on how to recognize her for her 27 years of  
630 service to the Town please let Ida know.

631

632 There being no further business, Councilor Prairie moved to adjourn the meeting at 7:45 P.M.  
633 The motion was seconded by Councilor Dominguez and carried unanimously.

634

635 Done this 13th day of February 2017.

636

637

638 ATTEST:

639

640 \_\_\_\_\_  
641 Ida Fierro, Town Clerk  
(seal)

\_\_\_\_\_  
Jack S. Torres, Mayor