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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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19 **PRESENT:**

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

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31 **ALSO PRESENT:**

32 Julian Gonzales      Maria Rinaldi  
33 James Pike            Debbie Heefner  
34 Steve Amiot           Margie Amiot  
35 George Perez          Monie Salazar  
36 Jolynne Catnach      Tricia Steiner  
37 Maria Torres           Vincent Montoya

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43 **ABSENT:**

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**Others Present Not Identified**

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53 **APPROVAL OF AGENDA: 4a)**

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

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

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

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

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

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

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

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87 **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

116

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.

217  
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.

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

237  
238 **Department Divisions:**

- 239
- Library
  - 240 • Parks
  - 241 • Promotions
  - 242 • Lodgers Tax
  - 243 • Youth Conservation Corps

244 **Library:**

- 245
- Staffing/oversight : Two Library Aides, six Library Board Members
  - 246 • One Facility and proposing a "Book Mobile" for funding with Sandoval County bond
  - 247 funds
  - 248 • 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:

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300   \_\_\_\_\_  
301   Ida Fierro, Town Clerk  
302   (seal)

\_\_\_\_\_  
Jack Torres, Mayor