

PUBLIC PRESENTATION

A public presentation was held at 6:00 p.m. Mr. Stephanos Polyzoides gave a presentation on the character of Traditional Town Centers to strip commercial development. The Regular meeting followed at 7:30 p.m.

MINUTES

Village of Los Ranchos
6718 Rio Grande Blvd NW
REGULAR MEETING
MAY 22, 2002- 7:00 p.m.

Present:

John Hooker, Mayor
Penny Rembe, Mayor Pro Tem
David Siegel, Trustee
Donald Lopez, Trustee
Pablo Rael, Trustee

Dorothy Connolly, Acting Clerk
Hank Rosoff, Administrator
Cyndie Tidwell, Planner
David Mathews, Attorney

Absent:

Annabelle Silvas, Clerk

1. CALL TO ORDER

The Village of Los Ranchos Governing Body held a Regular Meeting on Wednesday, May 22, 2002, in the Warren J. Gray Hall. The meeting was called to order at 7:00 p.m.

A. Approval of Agenda

Motion: Trustee Lopez moved approval of the agenda and stated that item 1 (b) of the presentation by Stephanos Polyzoides was held before the meeting. Trustee Siegel seconded the motion.

B. Presentation by Stephanos Polyzoides - Mr. Polyzoides made his presentation before the regular meeting.

2. PUBLIC COMMENT PERIOD

Lillian Derwelis reported on behalf of the Fourth Street Business Association. She said the Spring Fest was a great success, and that they came out in the black. She also said that with the extra funds they want to do some promotional business efforts. The Los Ranchos Fourth Street Business Association also wants to increase the gross receipts taxes, have more successful existing businesses and recruit appropriate successful businesses.

Trustee Rael suggested that the event be held on Fourth Street since the businesses want to be promoted.

3. CONSENT AGENDA

Approval of Minutes - Regular Meeting - May 8, 2002

Motion: **Trustee Rembe** moved approval of the consent agenda. **Trustee Rael** seconded the motion.

Trustee Rembe moved to amend her motion to include the corrections to the minutes that Attorney Mathew's presented as follows: On page 5, line 45, changing the word "**conveyance**" to "**covenants**". On page 7, line 3, change the word "**their**" to "**there**". On line 6, change the word "**capital gains**" to "**ordinary income tax**". On line 17, change the word "**and**" to "**an**". On page 10, line 14; add the word "**not**" after the word "**would**". **Trustee Rael** seconded the motion.

Vote: The motion carried unanimously.

Motion: **Trustee Lopez** moved to appoint Dorothy Connolly as acting Clerk. **Trustee Rembe** seconded the motion.

Vote: The motion carried unanimously.

4. PUBLIC HEARINGS AND APPLICATIONS

A. Discussion and Approval of Home Occupation Renewal of Far Horizons Archaeological and Cultural Trips, Inc. - Mary Dell Lucas - 826 Mullen Rd NW DEFERRED FROM THE FEBRUARY 13, 2002 PUBLIC HEARING

Planner Tidwell stated that Ms. Lucas and one other person are conducting this business. This business has been at this location for seven (7) years, and is in compliance with the Home Occupation regulations and therefore recommending approval.

Ms. Lucas explained the history of the problems that arrived to the oppositions of the neighbors. She said she contacted a mediator, and could not come to a conclusion with some of the neighbors on a mediation date. Ms. Lucas said that she has now decided to move to California.

Trustee Siegel stated that the letter that was received from Mr. Steve Jarrett and Monet Canter requests that the business operate within the Home Occupation Ordinance.

Motion: **Trustee Siegel** moved to approve the Home Occupation license. **Trustee Rembe** seconded the motion.

Administrator Rosoff stated that the business is being operated in accordance with the Home Occupation Ordinance.

Trustee Rembe stated that she respects Ms. Lucas for trying to get the mediation done. She said that she believes mediation would have worked.

Mr. Jarett stated that if Ms. Lucas was agreeing to comply with the code, than that is fine. He asked how she is now in compliance.

Planner Tidwell stated that the property is listed in the A-1 zone, and the regulations outline the specific items that relate to nuisances. The ordinance delineates that only persons living at the residence

may engage in the business, and that was the crux of this business.

Attorney Mathew's stated that the Village does have a mediator to handle neighborhood disputes and is available for any citizens that have problems such as this.

Trustee Rael asked if the approval of the license is through the end of the year.

Mayor Hooker stated that the approval is through the end of the year.

Vote: The motion carried unanimously.

B. A request by Christopher Vigil (applicant) for Keith Collums (property owner) for Final Approval of a Zone Map Amendment to SU-1 Zoning to allow for Automotive Sales where the property is currently Zoned C-1 with a Conditional Use Permit allowing for automotive repair, this application allows the current Conditional Permit to remain intact. The Planning and Zoning Commission forwarded a recommendation of approval with conditions to the Board of Trustees for consideration. The property is located at 8223 4th St. NW. This parcel contains approximately .5 of an acre.

Motion: Trustee Lopez moved approval subject to the conditions in the planners report as follows:

Recommend approval of the Zone Map Amendment from C-1 Conditional Use to SU-1 Special Use for automotive repair and sales, with the following conditions:

1. that no body work (welding, painting) be performed at this location;
2. that the Site Development Plan as amended by the Board of Trustees is adopted as a Condition of Approval and the property shall be developed per the adopted Site Development Plan;
3. that there shall be no automotive repair, storage, or body work on the residential premise to the west of the subject parcel (owned by Mr. Vigil);
4. that the existing solid fence on the south property boundary be relocated a sufficient distance to create a sixteen (16) foot roadway easement for the benefit of the residential property (known as Lot B Land of Capo) to the west that is now accessed via a 10-12 foot driveway that doesn't meet Uniform Fire Code requirements for ingress/egress;
5. that the fence and security gate across the frontage of the property shall be decorative wrought iron;
6. that the solid fence along the south property boundary shall not violate the "clear sight triangle", i.e., shall not be higher than three (3) feet for a distance of twenty-five (25) feet west from the front property boundary; and,
7. that a landscape plan shall be presented to the Director for approval and landscaping so indicated on the plan shall be installed prior to any application for a Business Registration or any other permits or licenses.

Mr. Vigil stated that they will have a designated area for parking and that their business will be done mostly through the Internet. He also said that most of the vehicles that will be sold on the property are those that are not sold through the Internet.

Trustee Siegel stated that it may be appropriate to state the maximum amount of cars that can be offered for sale at one time, and what the actual number of parking spaces for customers and employees the code requires.

Planner Tidwell stated that the Planning & Zoning Commission did review that issue and the parking requirements are that at least one Handicap space (American with Disabilities Act) be provided for the size of operation. The office area is small and usually the square footage of the building is looked at. She said that Mr. Vigil has stated that there will be no parking on the public right of way.

Mr. Vigil stated that the vehicles that are waiting to be worked on and the employees parking would be in the back of the property. He said that the customer parking would be in the front.

Trustee Siegel made an amendment to Trustee Lopez's motion adding that the cars for sale be limited to designated parking places as condition Number 8. **Trustee Lopez** accepted the amendment.

Trustee Rembe asked about the landscape plans.

Mr. Vigil stated that in order to keep his NM Dealers license, he would have to add landscape.

Planner Tidwell suggested an amendment to condition Number four in the planner's report. This would change the wording to "the existing solid fence on the south property boundary to be relocated a sufficient distance to create a sixteen (16) foot roadway easement for the benefit of the residential property known as lot B "*Land of Capd*" to the west, which is now accessed by a ten 10 to 12 foot driveway that does not meet Uniform Fire Code requirement for ingress or egress."

Trustee Lopez amended his motion adding that the improvements be completed within twelve (12) months maximum, after the property is taken over by Mr. Vigil as condition Number 9. **Trustee Rael** seconded the motion.

Darrla Giersch who has property next to Mr. Vigil stated that she had a concern on the noise that would come from the bodywork being done outside of the garage, and compressors. She also said that over the last 20 years the business has been primarily body work being done in the garage and would like to be assured that the business does not work its way to the back of the property.

Mr. Vigil stated that if a compressor is going to be an issue he does not want to be fighting neighbors in the future. There were previous concerns and those were taken care of. He said that he would need a compressor in his business.

Vote: The motion carried unanimously.

C. A request by the City of Albuquerque for Final Approval of a Zone Map Amendment for a parcel currently zoned A-1 to SU-1 Zoning to allow for construction of wastewater pumping facilities. The Planning and Zoning Commission forwarded a recommendation of approval with conditions for the Board of Trustees consideration. The property located at the southwest corner of Rio Grande Boulevard and Montano Road, legally known as Tracts "C" and "D", as shown and designated on the Plat of Lands of Ann Simms Clark. This parcel contains approximately 1 acre.

Bill Zimmermann said he was representing HDR Engineering, who is the firm that has been contracted by the City of Albuquerque to extend sewer service in the Village. He said they have met with the Planning and Zoning Commission and the Village staff. He said that they have come

up with a program that meets both conditions. He also said that the proposal included using the entrance for maintaining the park.

Liz Riardon landscape architect, who is working with HDR, explained the landscaping plan that is being proposed for the property. She also said that the fencing would be an ornamental aluminum fence.

Howard Kaplan who is with Wilson & Company, stated that the pump station was built to look similar to a house.

Motion: Trustee Lopez moved approval of the zone map amendment. **Trustee Rael** seconded the motion.

Frank Mangano complimented the Village staff Hank Rosoff and Ms. Tidwell. He said that the Planning & Zoning Commission did an excellent job in how they handled the Village business. He thanked everyone involved on this project.

Vote: The motion carried unanimously.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

A. Discussion and Approval of Intergovernmental Agreement between the City of Albuquerque and the Village of Los Ranchos - Insurance Benefits Program

Motion: Trustee Lopez moved approval of the agreement. **Trustee Rembe** seconded the motion.

Administrator Rosoff stated that the only change in the agreement is the administrative fee that increased.

Vote: The motion carried unanimously.

B. Discussion and Approval of Resolution No. 2002-5-1 - Banning the Use of Open Fires, Campfires, Smoking, and all Fireworks

Trustee Lopez asked why the word "smoking" is in the resolution.

Administrator Rosoff stated that there was a revised copy before the board, which revises the second page of the resolution.

Trustee Siegel asked how a ban would be done on smoking on private property.

Mayor Hooker said, only if neighbors complain.

Trustee Siegel stated that there were no provisions for penalties.

Trustee Lopez stated that he met with Mr. Norman Gaume, who is the chairman with the Interstate Stream Commission, and advised him that the interstate will be getting more involved in the drought cast force and feels that this proclamation is a good decision for the Village.

Administrator Rosoff stated that the language in the state statutes limits the amount of time the proclamation can be in effect, prior to the sale of fire works. He said that this proclamation would be brought before the Board again at the next meeting, so that it will extend through the Fourth of July.

Motion: Trustee Siegel moved approval. **Trustee Lopez** seconded the motion.

Vote: Lopez-aye; Siegel-aye; Rembe-aye; Rael-aye.

C. Discussion and Approval of Contract for Audit Services with Rice & Associates, CPA.

Motion: Trustee Siegel moved approval. **Trustee Rembe** seconded the motion.

Vote: The motion carried unanimously.

D. Discussion and Comment on Draft Zoning Ordinance (dated January 19, 2001)-

1. Proposed AC Zone (Agricultural-Commercial)

Trustee Siegel stated that his idea is to allow commercial viable agricultural activities to continue. The intent of this zone is to allow for these activities.

Motion: Trustee Siegel moved to add the following language to the draft-zoning ordinance: "The application for the AC Zone may be approved by the Planning and Building Administrator, if the use is a permissive use under this section. The appeal of the administrators decision shall be to the Planning and Zoning Commission. Conditional Uses shall also be heard by the Planning and Zoning Commission and would be appealed to the Board of Trustees. This would be a new section "K". **Trustee Lopez** seconded the motion.

Mayor Hooker stated that the motion is to approve the draft AC Agriculture Commercial Zone section as presented with the addition of paragraph K, allowing administrative approval if the request is compliant and there are no conditional uses.

Mayor Hooker stated that he had a change on the draft that Attorney Mathew's presented on page 2, B (5), changing the word "**received**" to "**approved**" after the word conditional use.

Mayor Hooker stated that he had another change on the draft that Attorney Matthew's presented, on page 2, D, on the bottom of the page, deleting the word "**herein**" and transposing the words "**further and setback**."

Trustee Siegel accepted the proposed language changes of the Mayor. **Trustee Lopez** seconded the motion.

Trustee Siegel asked why the same wall regulations for A-1 can't be used. He said if you have a 6' high open fence, you will be able to contain your live stock. If something higher is needed for a particular live stock, an application for a variance could be submitted. He feels it is more concise to keep the A-1 language.

Administrator Rosoff said this language relates specifically to streets, roads and alleys and may be more desirable than the language already in our ordinance. The Board may want to consider keeping the language in here, and changing the language in the other parts of the ordinance. It is enforceable language and it will accomplish our goal.

Trustee Siegel said he agrees to leave the language the way it is.

John Calvin owner of Casa Rondena Winery, stated he is pleased to see this kind of matter being contemplated by everyone and thanked Trustee Siegel for his initiative. Mr. Calvin asked if the Board contemplating that if the owner of a small horticultural operation will be able to sell potting soil, small shovels, flower seeds and things of that nature, because it states "commercial activities associated directly or exclusively with".

Trustee Siegel stated that his intent was accessory retail, selling seeds, potting soil and that kind of thing at a truck farm, selling wine, and wine glasses at a winery or perhaps a gift shop. He envisions that sort of thing being allowed on this kind of property and therefore making it commercially viable.

Mr. Calvin stated that not too distant in the future, we will realize how important the contemplation of this very thing is. He asked if you are selling vegetables could you sell supplies for canning vegetables? It is possible that other wineries in the Valley will be faced with these types of questions. He asked, with regard to special events at wineries, what would be a normal event verses a special event at a winery.

Mr. Calvin stated that in addition to the neighbors surrounding the area, he is particularly concerned about the Special Use language for Casa Rondena Winery, and in particular, with emphasis on dispensing food. It is very clear in the state law that people consuming alcohol be allowed or encouraged, and in some cases be required, to have food available to consume. As the language is now, he is not allowed to do that.

Trustee Siegel stated this is not the final form of the code. The intent is to try to get specifics into the code and quite often the language that is approved is too vague.

Trustee Rembe stated that the proposed agricultural use would utilize 66% of the lot area, or a minimum of one acre, which ever is greater. The open space is dedicated to agricultural use exclusive to parking. Parking is one of the problems with commercial activities that we want to prevent and adding something to the code should be given some thought.

Mayor Hooker said the language could be -- *How to regulate parking.*

Trustee Siegel stated that he believed the parking has to be part of the site development and should put that into the code to prevent large permanent parking. Special Use would stipulate for larger events if they have the conditional approval of the use. In the Permissive Use, he did not want to have large amounts of parking. This is one way to control the size of retail enterprise that goes on.

Mayor Hooker suggested an addition on Paragraph H, the end of the first sentence where it says the Nature and full extent of the commercial/ agricultural use, add "*access and parking*", which will get parking into the site development plan.

Trustee Siegel said he was hoping to get specifics into this to avoid doing this on a case by case basis.

Gil Benavides asked for clarification to Section C, Area Regulations, and asked how was the decision made regarding minimum lot area and width.

Trustee Siegel explained that the lot area came from the fact that he wanted to add at least one acre, which is the minimum size in agricultural use without the parking, residence and without the access road. It is difficult to do that on a smaller lot. However, if you had a smaller lot, an application for a variance could be submitted.

Mr. Benavides said in the A-1 Zone, they do subtract for buildings, etc.

Trustee Siegel stated that the width of the lot was added by Attorney Mathews and he believes it is because a lot much narrower would be difficult to have the adequate access. The original criteria was 66% in the area for agricultural use and if you look at that, the minimum you could possibly have to accomplish this is 1-1/2 acres.

Mr. Benavides stated that if the motive is to promote agricultural use, and looking at the map, he would say 90% of the owners have less than 150 ft. in width.

Administrator Rosoff stated that he believes that when Attorney Mathews drafted this document there was a minimum of 150 ft. already established in the A-1 zone. As this has been reviewed and revised it has been deleted and probably it is best to take it out here as well.

Trustee Lopez stated that he would take it out.

Motion: **Trustee Siegel** moved to delete the 150 ft.

Trustee Siegel stated that he would not have a problem with the 1-1/2 acres as long as one acre was in the agricultural use. He said that he could certainly change it to 1-1/2 acres with no minimum lot width as long as it is compatible with ingress and egress.

Mayor Hooker asked if the general consensus of the board is to reduce the lot size to 1-1/2 acres with no minimum lot width? Should we consider this as a zone by itself or as a permit or overlay of some kind.

Trustee Siegel said he wanted to make it a zone so that when someone purchases property, they are alerted to the uses, to encourage these activities in the Village, and to prevent the friction with our current system of giving Special Use to a zoning.

Planner Tidwell stated that, the zone that is designated by the Governing Body appears on the official zone map, and that is a clear signal to everyone on exactly what that zoning is. She believes a Special Use Permit requires on-going regulatory functions, in the sense that when a title is transferred there may still remain a permit on that property that is not being used. When it is a zone, they know that the provisions of this are permissive (*or*) conditional in that zone. If

there is a permit, there is always the potential for neighbors to complain, cite nuisance and a permit can be revoked. A zone is a higher level of approval and gives more guarantees to the property owner.

Trustee Siegel stated that if someone purchases a piece of property that was AC Zoned and they wanted to change it to two different permissive uses, they could just do it.

Administrator Rosoff stated that for example using Casa Rondena Winery, which is an AC Zone. If Mr. Calvin wanted to change his property into a rodeo arena which is another permissive use, under it being a zone, the Village would have nothing to say about that.

Planner Tidwell stated that you could require any change in use, from an activity for which the zone is given, to require a public hearing and a site development plan to be approved for the new use. This could be done administratively or at a public hearing.

Mayor Hooker stated that this could be inserted under Paragraph H where the site plan is required. It would stipulate any change in use and require administrative approval. This could be appealed to the Planning & Zoning Commission and then to the Board. You could have an AC building for one agricultural use and if you decided that you wanted to change that, you would have to go through the entire process again. If the neighbors decided that they did not like the second one, even though you have the AC building, they could appeal the change in use.

Trustee Siegel said if the zone is given and has a use going, it can be appealed. In any other zone if you want to change permissive use, you do not have to do anything.

Attorney Mathews said it is an administrative process rather than going through the Planning & Zoning Commission and the Board of Trustees. If you are considering doing that, the language would probably be: "*Any change in use, whether conditional or permissive must be approved by the Planning and Building Administrator.*" This policy is easy for the Board to make. While you would have to go through the process, it is an instantaneous process unless someone appeals. Notice is given to the neighbors like any other zoning matter, and if there is no appeal, it is done.

Attorney Mathews said it is mandatory to always give public notice of any zoning matters that have to do with real estate.

Mayor Hooker asked Trustee Siegel if he would accept this as a **friendly amendment**.

Trustee Siegel accepted the friendly amendment. He said one of the reasons that he wanted this placed on the zone map is that these are permissive uses that could happen on this land. It is not just so there could be a winery there, or a rodeo, or grow lavender. It is the idea of having the zone rather than the Special Use Permit.

Mayor Hooker stated that he felt it would not be a good idea to give up the Administrative protection on a change in use.

Attorney Mathews stated that there was discussion on having realtors in the Village to advise the buyers what the zoning is in that neighborhood. The realtors should have the responsibility of informing the buyers how the property is zoned and these are the activities that are permissive.

Trustee Siegel stated that there is a set criteria in which to give approval. It can be appealed, but if they do not have legitimate finding in the code, the appeal will not go through.

Administrator Rosoff stated that he thinks it would give an opportunity to the neighbors or to the concerned parties to bring forth any concerns that they may have that might have to be mitigated, and that the staff had not already thought of. It would be a short process, but it might result in a better outcome.

Trustee Siegel stated that he would agree with the friendly amendment. However, the intent must be clear.

Mayor Hooker asked if it is settled, that *it should be a zone*, not a permit or an overlay and also that it is an *Administrative approval process for permissive uses*.

Mayor Hooker stated that he has a question about Conditional Uses under Item B.(5), Special Events at wineries or other Permissive Uses as set forth in Section A.

Attorney Mathews stated that he believes he can clarify Item B., (5) with a list of what conditions should be put on Special Events.

Trustee Siegel stated that he felt this could go a long way by just removing, "at wineries or other permissive", and state "Special Event activities as set forth in Section A with specific parameters and then list the parameters in another section in the code."

Administrator Rosoff stated that "as set forth in Section A" should be omitted.

Trustee Siegel stated that he agreed with Administrator Rosoff, and it should read as follows: "*Special Event activities with specific parameters placed upon those activities at the time the conditional use is approved.*"

Attorney Mathews stated that under the parameters it would include the number of people, the fire inspection and parking.

Mayor Hooker asked if the following words "*at wineries or other permissive as set forth in Section A.*" are being deleted.

Mayor Hooker asked Trustee Siegel if he would accept that as a **friendly amendment**.

Trustee Siegel said yes he would.

Administrator Rosoff stated that in the same paragraph he is wondering about the number of days the application should go to the P & Z.

Planner Tidewell stated that 45 days seems like the correct number and that might capture the P & Z Commission dates. This gives the staff the opportunity to prepare for public notices and would also capture the next meeting regardless of which week it is in.

Trustee Siegel agreed that 45 days is adequate.

Trustee Rembe asked, what the reason is for item G. "A property of sufficient size may request that the zoning on said property be split between residential and agricultural-commercial if only a portion of the property is devoted to agricultural-commercial use."

Attorney Mathews stated that he feels it should be deleted.

Mayor Hooker asked Mr. Calvin if there is any reason that he would want to do this.

Mr. Calvin stated that there is a question as to when the commercial activity on the AC zoned area stops. The activity might drift across the property lines creating potential for neighbors to complain. The reverse is also true when on the residential property, a function that moves over into the AC property, and goes on past the hours that is allowed in the AC Zone. This also creates the potential for someone to complain because it is a private operation which is happening in the commercial zone. He is not sure if Item G was created to handle this type of situation, but it is a question that is going to have to be answered sooner or later.

Trustee Siegel stated that perhaps Item G should be left.

Trustee Lopez stated that he agreed.

Motion: **Trustee Siegel** moved to add this to the draft as a new section with the amendments as discussed. **Trustee Lopez** seconded the motion.

Vote: The motion carried unanimously.

2. Section 13 Neighborhood Zone (N) or Transition Zone (T)

Trustee Siegel asked if the T Zone needs to be in the code at all, because he does not see the reasons for it.

Administrator Rosoff stated that the creation of the T Zone or the N Zone was driven by the Master Plan and states that the neighborhood should be adopted and put into the zoning code.

Motion: **Trustee Lopez** moved to Table Section 13, Neighborhood Zone (N) or Transition Zone (T) to July 24, 2002 meeting. **Trustee Rael** seconded the motion.

Vote: The motion carried unanimously.

Trustee Rembe left the meeting at this point.

7. FINANCIAL BUSINESS

A. 3rd Quarterly Report - DEFERRED FROM THE MAY 8 PUBLIC HEARING

Treasurer Leatherwood reported that this report reflects the projections of the Village on a quarterly basis. The numbers can be reconciled back to our cash reports.

Trustee Siegel questioned that in the initial report, the Water Improvement Fund did not have any expenses in it and now it has a \$100,000 expenditure.

Treasurer Leatherwood stated that he believes that it is just an item that was put on the wrong line. The \$100,000 should be the Open Space Fund.

Trustee Lopez thanked Treasurer Leatherwood and said he did a good job.

Motion: Trustee Lopez moved to accept the Quarterly Report as presented.
Trustee Siegel seconded the motion.

Vote: The motion carried unanimously.

B. Discussion and Approval of Preliminary Budget for Fiscal Year 2002-2003

Trustee Lopez stated that he feels that this was a well prepared budget and is also presuming that the staff is receiving approximately a 5% cost of living raise.

Administrator Rosoff stated that was correct. Every employee who is not otherwise specified to a larger raise, with the exception of those who are on probation, do not get a raise until they are off probation but raises are in this report and will be at least a 5% raise. He is proposing to raise all the firefighters pay by 1.00/hr. One exception, is that he requested 1.25/hr for one of the fire fighters who is supervising the volunteers. He also would like to bring before the Board a change in duties between now and when the final budget is approved in July. This would be a change in duties for Mr. Herrera, Mr. Gonzales and Mr. Andujo. Mr. Andujo would become a full time Animal Control Officer and raises his pay to 11.75/hr. At the same time, Mr. Gonzales will be working on roads, all the Village facilities and partially helping Mr. Herrera when necessary. Mr. Gonzales' pay would be raised to 11.50/hr. Mr. Herrera will be in charge of the roads. All of the above are in the budget, and he will bring back revised job descriptions to the board if the Board approves the above.

Trustee Lopez stated that he would like to see funds allocated for out-of-state travel.

Trustee Siegel stated that he feels out-of-state travel is not necessary with the Internet available.

Mayor Hooker advised that perhaps this could be allocated as a project expense rather than travel expense.

Planner Tidwell stated that at times, it is a big advantage to attend a conference.

Administrator Rosoff stated that he recommends a sum of \$2,000 to be allocated for special conferences or project oriented travel from the general fund.

Trustee Lopez stated that he agrees.

Trustee Siegel stated this is an excellent job on the budget.

Motion: **Trustee Siegel** made a motion to approve the preliminary budget with the changes. **Trustee Lopez** seconded the motion.

Vote: The motion carried unanimously.

8. REPORTS

A. Mayor's Report

Mayor Hooker reported that he has a list of meetings that are on-going for candidate forums. Chief Kelly went to the public hearing on bio-terrorism preparedness this evening. He said that District 15, State Representative Candidate Forum, will be on the 30th. The Mayor also reported that he went to Washington on his own and had the opportunity to visit a new town called Kentlands. This is an example of strict design controls being used to create a cohesive development. The market response has been that house values have depreciated dramatically.

B. Administrator's Report

Administrator Rosoff apologized for the incomplete contract that was placed before the Board at the last meeting. He overlooked appendix B, however, there was some unfair criticism of Wilson & Company for not having done that. Wilson & Company normally never sees that document or knows it exists. He also reported that Bosque Prep established a scholarship for the Village and last year there were no applicants for the scholarship. Bosque Prep informed him that because there were no applicants last year, they would fund two scholarships this year if there were two applicants. There were two applicants and they funded two scholarships which are listed in the packet. The scholarship selection committee also recommended that in recognition of the effort made to help the Bosque School get established that the scholarship be officially named after former "Mayor Harry Stowers." If the Board would like to do that, the staff can bring back a resolution to that effect in the future.

Administrator Rosoff explained the funding of the community center that had been reallocated by Department of Finance and Administration to be used for sewers. He said that these funds are now double allocated, and has asked Department of Finance Administration to correct this for the Village. He also announced that the sign dedication for the Relief New Mexico for the trees that were planted on Schulte Road near the entrance to Taft Middle School, would be held on May 30.

Trustee Lopez stated that he feels that it is appropriate, because he knows former Mayor Stowers put a lot of effort into making that happen.

Mayor Hooker stated to bring it back.

Administrator Rosoff stated that he will present the scholarship certificates to the recipients at the June 12th Meeting, he will also have a press conference and a photo opportunity in addition to putting it into the July Newsletter.

He said that the fire truck delivery date is still June 15th and plans are to have some type of celebration on July 6th when it goes into service. Administrator Rosoff said that areas I and J, which makes up the bulk of the Village, are still without sewers and has not yet been designed or funded for construction. The City has asked the County for funding for area J and the County has stated that they are not so sure that it is a high priority to do that at this time. He

said that it is imperative for the Village to write a letter to the County and reinforce areas I and J so they are on the priorities list.

Administrator Rosoff said he was at a meeting of Tinnin Farms Neighborhood Association and an individual from the City said the County was not going to release the funding for area J, because the County thought that area I was a higher priority for the Village. From the meeting, it looks like there are quite a few people from Tinnin Farms whose septic systems are failing at this time. He said some of these systems are fourteen (14) years old.

Administrator Rosoff said it was Ray Olsen from the City who was making the comments. The City originally requested design and construction money for area J from the County. There is no need to request construction money at this time but design money is needed. Overall the sewer program for the North Valley, area I, is programmed with a higher priority than area J. Rosoff said from the calls he gets, there are people pumping their septic tanks every two weeks in area I.

Attorney Mathews reported that the only case pending in district court is the one against Dan Brummel on the Ortega Road property. He said a letter was received, and this case is now being settled. He also reported that the pit bull case filed in Municipal Court has been settled by the owner of the pit bulls, and has paid all the veterinarian bills. He said that the pending item in court is the horse case that the Animal Control Officer (Arturo) has filed. In regard to the Fourth Street mediation, he currently does not know when this will happen and will be attending this for his own education.

C. Planner's Report

Planner Tidwell reported that the usual code enforcement is being done. She also reported on the ongoing sewer issues. She said that Attorney Mathew's is working with the New Mexico Environment Department, and the property owners have been notified on illegal sewage dumping. She also reported that she has had less telephone calls on political signage this year and has worked with the candidates on sign issues. She also mentioned that she and Sergeant Bushar are working together on citations and other issues.

D. Fire Dept. Report

There was no fire report.

9. TRUSTEES INFORMAL DISCUSSION

Trustee Lopez stated that in the past the Village engineer used to attend the Board meetings and reported on the present projects. He said that he has been a Trustee since March and he just now found out that the Village Engineer is ASCG.

10. ADJOURNMENT

Motion: **Trustee Siegel** moved to adjourn at 11:05. **Trustee Rael** seconded the motion.

Vote: The 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