



# AGENDA

Village of Los Ranchos de Albuquerque  
Board of Trustees Regular Meeting  
Warren J. Gray Chambers  
6718 Rio Grande Blvd. NW, Los Ranchos, NM 87107  
Tuesday, April 16, 2024; 6:00 pm  
Streamed on [www.losranchosnm.gov](http://www.losranchosnm.gov); Zoom link below.

MAYOR  
Joe Craig

ACTING ADMINISTRATOR  
Joshua O'Halloran

CLERK  
Danielle Sedillo-Molina

TRUSTEES  
Frank Reinow, Mayor Pro Tem  
Gilbert Benavides  
Jennifer Kueffer  
George Radnovich

TREASURER  
Will Fisher

- 
1. **CALL TO ORDER**
  2. **ROLL CALL**
  3. **PLEDGE OF ALLEGIANCE**
  4. **APPROVAL OF THE AGENDA**
  5. **GENERAL PUBLIC COMMENT**

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General public comment will be taken on items NOT listed on the agenda; speakers will be allowed three (3) minutes. *No action can occur on these items.*  
The opportunity to comment during the meeting on specific agenda items is at the discretion of the presiding officer and must be germane to the item of business. Individuals will be given two (2) minutes and will be called upon at the appropriate time.  
*(It is advisable to sign up for comment by 12:00 noon Tuesday, April 16, 2024, or prior to the meeting commencing at 6:00pm. Sign-up sheets will be available the day of the meeting). To register to comment, please email: [dmolina@losranchosnm.gov](mailto:dmolina@losranchosnm.gov)*

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6. **PRESENTATIONS**  
A. Bernalillo County Fire Department; Greg Perez, BCFD Fire Chief.

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7. **APPROVAL OF THE MINUTES**  
A. Minutes; March 19, 2024; Regular Meeting

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8. **DEPARTMENTAL REPORTS**
  - a. Administrator's Report
  - b. Agri-Nature Center Manager's Report
  - c. Planning and Zoning Director's Report
  - d. Project Manager's Report
  - e. Public Safety Report

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9. **FINANCIAL BUSINESS**  
A. Discussion and Approval of the March 2024 Cash Report.

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**10. NEW BUSINESS**

A. Pursuant to § 3-11-6 A. (1) NMSA 1978; Subject to the Approval of a Majority of all members of the Governing Body; The Mayor shall submit the names of employees to the Board of Trustees for confirmation.

a.) John Avila, Administrator

b.) Michael Montoya, Code Enforcement Officer/Planner I

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B. Discussion and Approval of Resolution No. 2024-04-01; A Resolution Accepting the Approval of a Celebration Permit.

Page 47

C. Discussion and Approval for General Counsel for the Village of Los Ranchos in response to RFP#2024-03-GC; Chappell Firm, P.A. Authorizing the Mayor to execute and enter into contract.

**11. TRUSTEE INFORMAL DISCUSSION**

Roundtable discussion is informal; the Board of Trustees will take no official vote or other official action.

**12. ADJOURNMENT**

I certify that notice of the public Meeting has been given in compliance with the Open Meetings Act, NMSA 1978 Sections 10-15-1 through 10-15-4 and the Open Meetings Resolution 2024-01-01.

I certify that this agenda was posted on: 8 April 2024



Danielle Sedillo-Molina, Clerk

**ATTENTION PERSONS ATTENDING THE BOARD OF TRUSTEE MEETING:**

By entering the Village Chambers you consent to photography, audio recording, video recording and use for inclusion on the Village website and broadcasted on YouTube.

***Residents who are unable to attend the meeting in person, will have the ability to participate via Zoom Video Conferencing and must have their camera turned on.***

Zoom Link:

<https://us06web.zoom.us/j/86862755749?pwd=CM3Ky2aQE9PB9Nx9U9kBTa8PZRbzUw.Oeb6MaBFLWWigLJw>

Passcode: 387383

A final agenda will be posted 72 hours prior to the meeting. A copy of the agenda may be obtained at Village Hall, 6718 Rio Grande Blvd NW, during regular business hours; 8:00am-5:00pm or on the Village website: [www.losranchosnm.gov](http://www.losranchosnm.gov)

Please check the Village website <https://www.losranchosnm.gov/boardoftrusteesmeetings> for changes to the meeting schedule.

***If you are an individual with a disability who needs a reader, amplifier, remote microphone, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at (505) 344-6582 at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Clerk at (505) 344-6582 if a special format is needed.***



PUBLIC NOTICE  
VILLAGE OF LOS RANCHOS  
DE ALBUQUERQUE  
REGULAR MEETING OF THE  
BOARD OF TRUSTEES

The public is hereby notified that the Village of Los Ranchos Board of Trustees will conduct their Regular Meeting on Tuesday, April 16, 2024, beginning at 6:00pm.

The Regular Meeting will be held at the Warren J. Gray Chambers, Village Hall, 6718 Rio Grande Blvd., NW, Los Ranchos, NM 87107. Individuals will also be given the opportunity to participate via Zoom, visit <https://www.losranchosnm.gov/boardoftrusteesmeetings> for agenda, link, and guidance.

General public comment will be taken on items NOT listed on the agenda; speakers will be allowed three (3) minutes. The opportunity to comment during the meeting on specific agenda items is at the discretion of the presiding officer and must be germane to the item of business. Individuals will be given two (2) minutes and will be called upon at the appropriate time. It is advisable to sign up for public comment by 12:00 noon Tuesday, April 16, 2024, or prior to the meeting commencing at 6:00pm.

Please email: [dmolina@losranchosnm.gov](mailto:dmolina@losranchosnm.gov). Sign up sheets will be available the day of the meeting.

A copy of the final agenda will be made available seventy-two (72) hours prior to the meeting and may be obtained at Village Hall located at 6718 Rio Grande Blvd NW, Los Ranchos de Albuquerque, NM 87107, or can be located on the Village website at: [www.losranchosnm.gov](http://www.losranchosnm.gov).

If you are an individual with a disability who is in need of a reader, amplifier, remote microphone, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk at (505) 344-6582 if a special format is needed.

s/Danielle Sedillo-Molina  
Village Clerk

Journal: April 3, 2024



Village of Los Ranchos de Albuquerque

## Board of Trustees Instructions for participating in the Regular Meeting in person and remotely

Tuesday, April 16, 2024; 6:00 pm

Streamed on [www.losranchosnm.gov](http://www.losranchosnm.gov)

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/86862755749?pwd=CM3Ky2aQE9PB9Nx9U9kBTAPZRbzUw.Oeb6MaBFLWVigLJw>

Passcode: 387383

### **INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT DURING THE MEETING:**

Individuals wishing to provide public comment at the meeting may do so in person or via the Zoom Video Conferencing platform.

- General Public Comment is allowed on an item ***NOT*** already listed on the agenda; participants will be given three (3) minutes. **No action can be taken. (It is advisable to sign up by 12:00 noon Tuesday, April 16, 2024, but no later than 6:00 pm the day of the meeting, and prior to the meeting commencing).**
- The opportunity to comment during the meeting on specific agenda items is at the discretion of the presiding officer and must be germane to the item of business. Individuals will be given two (2) minutes and will be called upon at the appropriate time. **(It is advisable to sign up by 12:00 noon Tuesday, April 16, 2024, but no later than 6:00pm the day of the meeting, and prior to the meeting commencing).** Sign-up sheets will be available the day of the meeting.
- Public hearings (quasi-judicial and/or legislative) the public will be allowed two (2) minutes to speak. **(It is advisable to sign up as early as possible, but no later than 6:00 pm the day of the meeting, and prior to the meeting commencing).**
- Public comments are not taken on procedural items; *Minutes, Departmental Reports, Financial Business, Trustee Informal Discussion, etc.*

To register to comment, please email: Danielle Sedillo-Molina, at [dmolina@losranchosnm.gov](mailto:dmolina@losranchosnm.gov) with the following information:

- The item of business you wish to speak on
- Your first and last name
- Your complete address
- Phone number you will call from (if applicable)
- Camera mode must be on when participating remotely.

**Decorum:** Staff has the right to remove individuals from the meeting for poor etiquette, excessive noise, or any other behavior deemed a nuisance.

***Please Note:*** The Village of Los Ranchos is providing the ability for the public to participate in hybrid meetings. As with any application, digital service, or software, the opportunity for failure can occur, therefore, the Village is *not* responsible for the inability to connect to the meeting, either by the Zoom meeting link or viewing via livestream.

The meeting video and audio is recorded and will be available online after the meeting on the Village website: <https://www.losranchosnm.gov/boardoftrusteesmeetings>

**5. GENERAL PUBLIC COMMENT**

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*(It is advisable to sign up for comment by **12:00 noon Tuesday, April 16, 2024, or prior to the meeting commencing at 6:00pm.** Sign-up sheets will be available the day of the meeting). To register to comment, please email: [dmolina@losranchosnm.gov](mailto:dmolina@losranchosnm.gov)*

**6. PRESENTATIONS**

A. Bernalillo County Fire Department; Greg Perez, BCFD Chief.

*(There are no additional documents in this section)*

**7. APPROVAL OF THE MINUTES**

A. Minutes; March 19, 2024; Regular Meeting

1 VILLAGE OF LOS RANCHOS DE ALBUQUERQUE  
2 BOARD OF TRUSTEES REGULAR MEETING  
3 Warren J. Gray Chambers  
4 6718 Rio Grande Blvd. NW, Los Ranchos, NM 87107  
5 Streamed on [www.losranchosnm.gov](http://www.losranchosnm.gov) and Zoom Video Conferencing  
6 Tuesday, March 19, 2024; 6:00 p.m.  
7

8 **Present:**

9 Joe Craig, Mayor  
10 Frank Reinow, Trustee /Mayor Pro Tem  
11 Gilbert Benavides, Trustee  
12 Jennifer Kueffer, Trustee  
13 George Radnovich, Trustee  
14 Joshua O'Halloran, Acting Administrator  
15 Danielle Sedillo-Molina, Clerk  
16 Tammy Silva, Chief Financial Officer  
17 (telephonically)  
18 Will Fisher, Treasurer  
19 Bill Chappell, Attorney

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17 **1. CALL TO ORDER**

18 **Mayor Craig called the meeting to order at 6:00 p.m.**

19 Mayor Craig announced: This meeting is streamed on the Village website, the  
20 public can also participate via Zoom, instructions and overall public participation  
21 guidance for commenting is listed on the website and on page six of the meeting  
22 packet. The Village of Los Ranchos is providing the ability for the public to  
23 participate in hybrid meetings, as with any application, digital service, or  
24 software, the opportunity for failure can occur, therefore, the Village is not  
25 responsible for the inability to connect to the meeting, either by the Zoom  
26 meeting link or viewing via livestream. The meeting video and audio is recorded  
27 and will be available online after the meeting on the Village website.  
28  
29

30  
31 **2. ROLL CALL**

32 **Trustee Benavides-present**  
33 **Trustee Radnovich-present**  
34 **Trustee Kueffer-present**  
35 **Trustee Reinow-present**  
36

37 **3. PLEDGE OF ALLEGIANCE**

38  
39 **4. APPROVAL OF THE AGENDA**

40 **Mayor Craig asked for a motion to approve or amend the agenda.**

41  
42 **MOVED:** Trustee Kueffer; moved to change order of the  
43 **Agenda; departmental reports and financial**  
44 **business below public hearings and before new**  
45 **business.**

46 **SECONDED:** Trustee Reinow  
47



48 **ROLL CALL VOTE:** **Trustee Benavides-Yes**  
49 **Trustee Kueffer-Yes**  
50 **Trustee Radnovich-Yes**  
51 **Trustee Reinow-Yes**  
52 **CARRIED:** **Motion Passed 4-0**  
53

54 **Clerk Sedillo-Molina** restated the motion for clarification.  
55

56 **5. GENERAL PUBLIC COMMENT**

57 General public comment will be taken on items NOT listed on the agenda; speakers will  
58 be allowed three (3) minutes. No action can occur on these items.  
59

60 Theresa Rael, 1005 El Alhambra Circle NW

61 Spoke as president and spokesman for the HOA, El Caballero Norte, the  
62 Neighborhood discussed Chavez Road multiuse trail last week at their HOA  
63 meeting. Wanted to thank the mayor and the trustees that came to the meeting  
64 and listened to 26 residents. It was a near-unanimous straw vote taken showing  
65 the opposition to this project.  
66

67 Linda McKee, 749 Chavez Road NW

68 Stated that the proposed walking trail is more than a path. It's a commitment to  
69 safety, cultural respect and enhancing the quality of life in the village. The  
70 primary goal is to improve the safety of all of us who use Chavez Road whether  
71 on foot, bike, horseback or in vehicles. Implementing this trail will naturally slow  
72 down traffic on Chavez, creating a safer environment for all. It's a good step  
73 towards reducing traffic accidents and ensuring the safety of residents.  
74

75 Mel Eaves 721 Chavez Road NW

76 Urged the trustees to take immediate action to fully repeal the conservation  
77 development ordinance, 9.2.27, in its entirety. The ordinance, at this particular  
78 time, is a pathway for more urbanization of the Village. Together with Palindrome  
79 and Peterson and the matter on the agenda this evening, that it will  
80 be very popular among the residents.  
81

82 Randy McKee, 749 Chavez Road NW

83 Spoke on the village's character being defined by its agricultural and semirural  
84 roots. It represents the way of life, the connection to the land and the community  
85 spirit. Values that have been in place here for generations, many, many  
86 generations in cases. The introduction of high-density development threatens to  
87 disrupt this delicate balance, raising concerns that have yet to be fully addressed  
88 or understood. *(Passed a handout of the 2035 Master Plan vision & goals).*  
89

90 Jane Selverstone, 620 El Paraiso Road NW

91 Brought a situation around Taft Middle School, which is that they have changed  
92 the rules for parent pickup of kids. Every single day, starting before four o'clock –  
93 school gets out at 4:15 -- there are dozens and dozens of cars of parents waiting  
94 to pick up children. They have been directed to line up on Guadalupe Trail

95 between Schulte and Chavez. Asked if the Village administration could meet  
96 with people at Taft and try to come up with a better traffic situation.

97  
98 Loretta Chavez Smith, 536 Chavez Road NW

99 Stated that campaign promises are already broken, no more transparency, no  
100 more openness. It's back to closed doors. There is going to be a brand-new trail  
101 on Chavez Road and we still don't know what it looks like or what's going to go  
102 on Chavez Road. Lastly, stated her concern regarding the speed on 4<sup>th</sup> Street.

103  
104 Dru Tagliapietra, 312 Nuevo Hacienda Lane NW

105 Has concerns about Vara Winery's fermentation, aging and bottling location. The  
106 2035 Master Plan states in 9.2.12 C-1; retail commercial space that commercial  
107 activities including office, service, institutional, specific retail uses and light  
108 manufacturing along 4<sup>th</sup> Street. This includes the 4<sup>th</sup> Street corridor developed as  
109 commercial, agricultural, residential, mixed-use, mixed parcels of diverse uses.  
110 None of the criteria is being met.

111  
112 Nancy Nangeroni, 7315 Guadalupe Trail NW

113 Concerned about the process being followed with the Chavez project is the same  
114 process that we've followed with other projects, it's not a good process.  
115 Stating, as a design engineer, designs start with the concept, there is no concept  
116 of what is being proposed for Chavez. Appreciates the Village's response to  
117 resident's concerns, definitely an issue.

118  
119 Gordene MacKenzie, 7315 Guadalupe Trail NW

120 Stated various residents are impacted differently, the way the trails affect them.  
121 Adding horses and bikes to the impact area of various vehicles will add dead  
122 people and dead horses. No amount of cute trail work will stop speeding  
123 teenagers. Many residents who are going to be directly affected are very angry.

124  
125 Robert Calvani, 1017 El Alhambra Circle NW

126 Opposes the sidewalk on Chavez Road, keep Los Ranchos a little rural. We don't  
127 have walkways along Rio Grande Boulevard. Everybody talks about safety on  
128 Chavez and everybody's for that, but you can do and you can deal with the  
129 safety without encouraging pedestrian traffic. We could use our money a little  
130 better and a little more efficiently doing another project.

131  
132 Mary Calvani, 1017 El Alhambra Circle NW

133 Spoke regarding the speed limit on Chavez lowered to 15. Paint the  
134 stripes thicker, et cetera, but under no circumstances make the north side wider  
135 than it is now. Leave it the way it is. Repaint the lines. See if the traffic gets  
136 better. Just because the money has been given by the government, doesn't  
137 mean we have to take it.

138  
139 Camille Varoz, 427 El Paraiso Road NW

140 Spoke about the changes on Chavez Road, the history associated with that

141 route, traditions and cultures. Concerned that there will be an increase in taxes.  
142 We pay for taxes, pay for salaries, we pay for the administration to work for us  
143 and it's going to be working on our behalf.  
144  
145

146 **6. PRESENTATIONS**

147 A. Los Ranchos Elementary School; Craig Robinson, Principal and Cindy Smith,  
148 Community School Coordinator.

149 Cindy Smith, 7609 4<sup>th</sup> Street NW/Craig Robinson, 7609 4<sup>th</sup> Street NW  
150

151 B. Bernalillo County Fire Department; Greg Perez, BCFD Fire Chief.  
152 (Unable to attend)  
153

154 C. Village of Los Ranchos Financial Audit; Jaramillo Accounting  
155 Group LLC.

156 Scott Eliason, CPA Jaramillo Accounting Group; 4700 Lincoln Rd NE  
157  
158

159 **7. APPROVAL OF MINUTES**

160 A. Minutes; February 20, 2024; Regular Meeting  
161

162 **Mayor Craig asked for a motion to approve the minutes.**  
163

164 **MOVED: Trustee Benavides**  
165 **SECONDED: Trustee Reinow**  
166

167 Discussion:  
168

169 Trustee Radnovich requested to change language on lines 621-623 and correct  
170 the time of departure.  
171

172 Clerk Sedillo-Molina stated she would verify the time and make the changes  
173 accordingly.  
174

175 **ROLL CALL VOTE: Trustee Benavides-Yes**  
176 **Trustee Kueffer -Yes**  
177 **Trustee Radnovich-Yes**  
178 **Trustee Reinow - Yes**  
179 **CARRIED: Motion Passed 4-0**  
180  
181  
182

183 **9. PUBLIC HEARING**

184 A. SDP 23-05; A request by Chavez Guadalupe, LLC for discussion and  
185 approval of a Final Site Development Plan as allowed in §9.2.27. The request is  
186 for a residential development in the A-1 Zone in the Guadalupe Trail Character  
187 Area. The property is located at 6535 Guadalupe Trail NW and is legally

188 described as a tract of land situated within the Elena Gallegos Grant, projected  
189 Section 29, Township 11 North, Range 3 East, New Mexico Principal Meridian,  
190 within M.R.G.C.D. Map No. 29, being all of Tracts 36-A-1-E-2, 36-A-2-E-2, 36-A-  
191 3-E-2, 36-A-1-F, 36-A-2-F, 36-A-3-F, 35-A-2-A and 62-B-2-B, M.R.G.C.D. Map  
192 No. 29. The property contains 9.2682 acres more or less. **Deferred from the**  
193 **March 19, 2024, meeting.**  
194

195 Mayor Craig requested the Trustees state if there was any conflict of interest  
196 regarding the item of business or any ex parte communication.  
197

198 **COI/EX PARTE DISCLOSURE:**

199 **Trustee Benavides-No**

200 **Trustee Kueffer-No**

201 **Trustee Radnovich-No**

202 **Trustee Reinow-No**

203 **Mayor Craig-** I don't know if we have any here. We've had a number of legal  
204 calls on this project. I do want to perhaps address that we did bring a new  
205 lawyer on to help with the personal legal request that the Rodey Firm made  
206 against myself and Trustee Jennifer Kueffer. We have found that there is no  
207 issue there, in his opinion.  
208

209 Attorney John Salazar: Just to clarify and to confirm, do I understand, then, that  
210 you, as mayor, and Trustee Kueffer, as trustee, have each decided, despite the  
211 request that was submitted that each of you recuse yourselves from  
212 consideration of this matter, you have declined to do so? Is that correct?  
213

214 Trustee Kueffer: I will speak for myself on this matter. I've spoken to many -- I've  
215 gotten many legal consults. There is -- what I have said as a private individual  
216 changes when I took the role as trustee. I understand that I need to be fair,  
217 unbiased and neutral in this case. I feel that I can be as such. I feel that I  
218 can be diplomatic, listen, and I'm not predecisional in this matter. And so, I do not  
219 feel that I need -- and I have not violated any of the requirements under the  
220 Governmental Conduct Act. And so for those reasons, I feel that I can be a  
221 participant in this discussion and a voting member.  
222

223 Mayor Craig: Thank you. And as mayor, I agree, and would like to move on.  
224

225 Attorney Salazar: So do I understand, then, that you share Trustee Kueffer's  
226 comments?  
227

228 Mayor Craig: Yes.

229 Attorney Bill Chappell swore in all participants.  
230

231 Planning and Zoning Director Rubin presented the final site development  
232 recommending approval of SDP 23-05 with the findings and conditions included  
233 in the planning report. In addition, the condition of approval recommended for

234 inclusion by the planning commission that reads as follows: Any dedication of  
235 open space must be perpetual with adequate funding maintained for the  
236 perpetual operation and maintenance of such open space. Applicant is  
237 encouraged to consider legal alternatives to effectuate this condition, such that  
238 the Village is afforded the opportunity to monitor, audit and provide oversight  
239 over applicant's commitment in this regard, including, without limitation, funding  
240 commitments and covenants that run with the land.

241  
242 Attorney John Salazar, Rodey Law Firm, PO Box 1888, Albuquerque, NM 87103  
243 *(Applicant's representation)*

244 The pilot project request for 16 residential lots on a 9.3-acre site with 2.45 acres  
245 of perpetual open space received final approval. So, the project has been  
246 approved. The conservation development standards permit was approved by  
247 the Village Board of Trustees on December 13<sup>th</sup>, 2023, meeting. The  
248 subdivision plat received preliminary approval at the December 13<sup>th</sup>, 2023,  
249 Board of Trustees meeting. The site development plan received preliminary  
250 approval at the December 13<sup>th</sup>, 2023 Board of Trustees meeting. Then so there  
251 will have to be a final plat approval and a final site development plan approval.  
252 The final plat approval will follow the approval of the final site development plan.  
253 And that is what is before you tonight, the final site development plan. We  
254 concur with the planning and zoning department recommendation of approval of  
255 the final site development plan as presented. The findings indicate that all  
256 village requirements have been satisfied.

257  
258 Public Comments:

259 Emilie Sederholm, 617 El Paraiso Road NW-oppose  
260 Randy McKee, 749 Chavez Road NW-oppose  
261 Linda McKee, 749 Chavez Road NW-oppose  
262 Ann Stern, 613 Sandia View Road NW-oppose  
263 Rosalie Pauly, 1007 Acequia Trail NW-oppose  
264 Ann Stevenson, 712 Tyler Road NW-oppose  
265 Mel Eaves, 721 Chavez Road NW-oppose  
266 Marsha Adams-1008 Acequia Trail NW-oppose  
267 J.T. Michelson, 5001 Rio Grande Blvd NW-in favor  
268 Tom Donelan, *not present*  
269 Marcia Smiley, 623 El Paraiso Road NW-oppose  
270 Nancy Nangeroni, 7315 Guadalupe Trail NW-oppose  
271 Gordene MacKenzie, 7315 Guadalupe Trail-oppose  
272 Camille Varoz, 427 El Paraiso Road NW-oppose  
273 Diana Clark, 601 El Paraiso Road NW-oppose  
274

275 Attorney Salazar: This is not the Palindrome project. And folks are also concerned  
276 about the fact that the land use will change at Chavez and Guadalupe, the 9.3  
277 acres. But there's been no testimony against the site development plan. The issue  
278 -the only issue before you tonight is whether the site development plan is consistent  
279 with your ordinances or not. So, there's no testimony in the record that it's not in

280 compliance. The only testimony about the site development plan, which is  
281 unanimous, is that the site development complies in every respect with your  
282 ordinances and is therefore entitled to be approved. It was recommended for  
283 approval before your village zoning and planning commission. The village zoning  
284 and planning commission recommended approval because the site plan was in  
285 compliance.  
286

287 Further discussion was held and questions from the Trustees to the following  
288 individuals:

289 Scott Schreiber, 9400 Del Arroyo NE, Albuquerque  
290 Jim Long, 6681 Guadalupe Trail NW  
291

292 Additional discussion and questions from the Trustees continued.  
293

294 **Mayor Craig asked for a motion to approve SD 23-05.**  
295

296 **Several motions were made and failed.**  
297

298 **MOVED:** Trustee Benavides; approve SDP 23-05 for final  
299 site development plan with the planning & zoning  
300 conditions and any conditions in the report.

301 **SECONDED:** Trustee Radnovich  
302

303 Further discussion ensued among the Trustees.  
304

305 Attorney Chappell clarified the motion on the table and the proposed amendments.  
306

307 *Recess: 9:50pm*  
308 *Resume Meeting: 10:00pm*  
309

310 **AMENDED MOTION:** Trustee Radnovich; amending what the developer  
311 agreed to do with our lawyer, Mr. Chappell.  
312 (covenants, fire department rules on the number  
313 of exits required, and identifying that the trees are  
314 outside of the property).

315 **AGREE TO AMEND:** Trustee Benavides

316 **SECONDED:** Trustee Kueffer  
317

318 **ROLL CALL VOTE:** Trustee Benavides -Yes

319 Trustee Kueffer-Yes

320 Trustee Radnovich-Yes

321 Trustee Reinow-Yes

322 **CARRIED:** Motion Passed 4-0  
323

324  
325 **Mayor Craig asked for a motion to reconvene the remainder of the meeting to**  
326 **Tuesday, March 26, 2024, at 6:00pm.**

327 **MOVED:** Trustee Reinow  
328 **SECONDED:** Trustee Kueffer  
329  
330 **ROLL CALL VOTE:** Trustee Benavides -Yes  
331 Trustee Kueffer-Yes  
332 Trustee Radnovich-Yes  
333 Trustee Reinow-Yes  
334 **CARRIED:** Motion Passed 4-0  
335

336  
337 **12. ADJOURNMENT**

338  
339 **Mayor Craig asked for a motion to adjourn.**

340  
341 **Motion to Adjourn-Trustee Benavides**  
342 **Second-Trustee Radnovich**  
343 **Motion passed unanimously**

344  
345 **Mayor Craig adjourned the meeting at 10:15 p.m.**

346  
347  
348 Unofficial minutes submitted by

349  
350   
351 \_\_\_\_\_  
352 Danielle Sedillo-Molina, Clerk  
353

**8. DEPARTMENTAL REPORTS**

- a. Administrator's Report
- b. Agri-Nature Center Manager's Report
- c. Planning and Zoning Director's Report
- d. Project Manager's Report
- e. Public Safety Liaison's Report





MAYOR  
JOE CRAIG

ACTING  
ADMINISTRATOR  
JOSHUA  
O'HALLORAN

— ••• —  
TRUSTEES  
FRANK REINOW  
Mayor Pro Tem  
GILBERT BENAVIDES  
JENNIFER KUEFFER  
GEORGE RADNOVICH

## DEPARTMENTAL REPORT

Joshua O'Halloran  
Administrator's Report  
April 2024 BOT

### ***Easter Egg Roll:***

Our annual Easter egg hunt was a success with hundreds of kids who came out to Hartnett Park on March 30<sup>th</sup>. I would like to thank Amelia Hinojos, our front desk receptionist, for filling 4000 eggs for the children, BCFD for coming with the fire trucks, the facilities crew for set up and take down of the event, and Chief Perez's daughter for being the Easter Bunny.

### ***Agri-Nature Center:***

- Roadway Project—Franken construction is beginning construction on the roadway on May 1<sup>st</sup> and will have it completed within 6 weeks of that time. This will include handicap parking, base course pavement, and curb throughout the alignment.
- The Agri-Nature Center is working on the development of a pollinator garden as part of the Trails + grant. We are currently underway with the irrigation installation.

### ***Del Norte Open Space:***

East Side Trail—The Village has installed a base coarse trail around the East field with wayfinding signs.

West Field Fencing—The Village has also installed fencing around the West 16 acres to accommodate bringing cattle back to the Del Norte Open Space.

### ***Anderson Fields:***

The Anderson fields are being farmed as alfalfa for this growing season while a master plan is developed for the fields and for the building. The Village installed a new pump and column pipe in the well at the Anderson property.

### ***Tree Planting for Diane Albert:***

The Village planted a tree in honor of municipal judge Diane Albert in front of Village Hall on March 27<sup>th</sup>. The planting was attended by staff, members of the Governing Body, and Village residents.

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MAYOR  
JOE CRAIG

ACTING  
ADMINISTRATOR  
JOSHUA O'HALLORAN

— ••• —  
TRUSTEES  
FRANK REINOW  
Mayor Pro Tem  
GILBERT BENAVIDES  
JENNIFER KUEFFER  
GEORGE RADNOVICH

## DEPARTMENTAL REPORT

Joshua O'Halloran  
Agri-Nature Center  
April 2024 BOT

Master Plan 2035 Agriculture 3.1.1 Objectives

- **Support Small-Scale, Sustainable Agriculture**
  - The Village hosted a on farm food safety class level 1 and 2 through the New Mexico Farmers Marketing association. We had farmers from around the state attend the certification class so that they can market their products through more avenues.
  - Joshua attended a preparing for a hotter, drier climate, farming workshop down in Socorro with NMSU in April. The forage specialist, vegetable specialist, and tree specialist from NMSU were in attendance to share their research.
  - Joshua met with Bernalillo County Extension Office to evaluate the previous year's programming and to make suggestions and plan for programs for the coming year.
  - The Master Gardeners have begun meeting at the ag center on Wednesdays, and they will have classes there every Wednesday throughout the growing season.
  - The ag center held their final Agrifutures meeting on April 8<sup>th</sup>. This was a celebration of the hard work our volunteers put in throughout the year and the great projects they were able to accomplish during this cycle.
- **Support Agricultural Economic Development**
  - The ag center staff met with a group of artists who have installed public interactive art at the Corrales library. They are interested in developing a plan to install an interactive installation outside at the ag center for children and adults along the edible trail.
  - The Los Ranchos Historical Society met at the ag center for their meeting on March 26<sup>th</sup> to look at the Schulte house and to familiarize themselves with the ag center.
  - The ag center held their final Agrifutures meeting on April 8<sup>th</sup>. This was a celebration of the hard work our volunteers put in throughout the year and the great projects they were able to accomplish during this cycle.
- **Support The Coordination Of Landowners, Businesses, And Farmers**
  - The Village hosted a on farm food safety class level 1 and 2 through the New Mexico Farmers Marketing association. We had farmers from around the state attend the certification class so that they can market their products through more avenues.
  - Joshua attended a preparing for a hotter, drier climate, farming workshop down in Socorro with NMSU in April. The forage specialist, vegetable specialist, and tree specialist from NMSU were in attendance to share their research.
  - Joshua met with Bernalillo County Extension Office to evaluate the previous year's programming and to make suggestions and plan for programs for the coming year.
  - The Master Gardeners have begun meeting at the ag center on Wednesdays, and they will have classes there every Wednesday throughout the growing season.

- **Support forage cultivation for wildlife**
  - The ag center has winter wheat coming up as well as pollinator cover crops on different fields at the ag center that will provide forage for wildlife.
  - The pollinator garden area is having irrigation installed to prepare for planting in the Summer/Fall.
- **Investigate Feasibility And Applicability For New Ag Techniques And Technology**
  - Agrifutures met at the ag center on March 4<sup>th</sup>. The research team is working on a Healthy Soils Grant that will allow for some testing and revitalization of the soil on a former parking area at the ag center. It will also fund some test sites to test different composting methods.
  - We have begun a year-long gardening course in collaboration with Willy Carleton. Willy is a Los Ranchos resident with extensive experience farming in NM. He is teaching monthly classes and will have a demonstration garden at the ag center.
- **Pursue A Multigenerational Approach To Ag**
  - Dominic is teaching a class every week at Los Ranchos Elementary in the afternoon. They teach about soil, cover crops, livestock, and other agricultural topics.
  - Year five of the Agrifutures Program features the education team that will focus on independent learning along the edible trail for kids and adults of all ages.
  - Nature Ninos visited the ag center for a week in March to participate in farm activities and enjoy the ag center. Students from K-8 enjoyed classes throughout the week.
- **Provide Ag Information To Residents And Current And Potential Farmers.**
  - Joshua is working with the Xerces society to select pollinator plants for the pollinator garden that will be along the new trail in the ag center. This trail will include educational signs to inform residents on what is growing in each field and the importance of each crop.
  - The ag center held a History of Agriculture in New Mexico workshop on March 28<sup>th</sup> with Village resident Willy Carleton.
  - The ag center held a Dahlia growing workshop on April 11<sup>th</sup> with Village resident Bill Shen. Bill is also our wine maker and leads our master gardener group.
  - The Master Gardeners have begun meeting at the ag center on Wednesdays, and they will have classes there every Wednesday throughout the growing season.
- **Promote Water Conservation In Ag**
  - The Ag Center is using drip irrigation on the hops, community garden, vineyard, lavender, and raised beds. Some of it is surface drip and some is sub-surface drip.
  - We are practicing bale grazing at the ag center to continue rotating the animals in a manner that will keep them from overgrazing one area and will promote healthy forage and soil.
- **Support Animal Husbandry**
  - All of the chickens at the Ag Center are now producing eggs, and the Ag Center is selling the eggs to people who visit the Ag Center.
  - We are practicing bale grazing at the ag center to continue rotating the animals in a manner that will keep them from overgrazing one area and will promote healthy forage and soil health. Grass has begun to spout on the grazing fields as well.



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GEORGE RADNOVICH

## DEPARTMENTAL REPORT

Maida Rubin, AICP, CFM  
Planning & Zoning  
March 2024

Michelle Austin, Administrative Assistant

- Processing day-to-day permit applications (parcel permits, commercial signs, solar, fences/walls, and zone review permits).
- Assembling the agenda and meeting packet for Commission meetings, and handling meeting logistics and minutes.
- Processing commercial and home-based business applications, and answering general inquiries.
- Processing business license renewals.

Brennon Williams, Planning and Zoning Consultant

- Processing public hearing applications for the Planning and Zoning Commission and the Board of Trustees meetings.
- Responding to daily inquiries and processing administrative applications.
- Reviewing Zone Review Permit applications and associated plans.



Maida Rubin, Planning and Zoning Director

- Processing public hearing applications for the Planning and Zoning Commission and the Board of Trustees meetings.
- Responding to daily inquiries and processing administrative applications.
- Meeting with residents regarding potential projects.
- Working with consultant Sandy Gaiser on proposed edits to Ordinance 284 in preparation for review and recommendation by the Planning Commission and potential adoption by the Board of Trustees.

### **VC Zone Moratorium Tentative Outreach Activities and Timeframes**

- April & May:
  - Create VC Moratorium page on Village website to provide background information and project updates.
  - Online survey open for a one month period to solicit input on VC Zone issues.
  - Outreach to VC Zone businesses/property owners to spread awareness of survey and other input opportunities.
  - 1-2 listening sessions to solicit input on VC Zone issues.
- June:

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- 1 public information meeting to report back on survey and listening session results and on potential changes based on input received. Solicit public input at this meeting.
- July:
  - Minor adjustments based on input at public information meeting.
  - Prepare draft redline of VC Zone, legal ads in newspaper.
- August:
  - Planning and Zoning Commission reviews and recommends to the Board.
- September:
  - Advertisement at Board of Trustees regular meeting.
- October:
  - Potential adoption of changes to VC Zone by the Board of Trustees.

<b>Building Permits</b>	<b>Valuation March</b>	<b>Number of Permits March</b>
Commercial	-	-
Signs (no. of permits issued)	-	-
Residential Construction, New	\$203,516.40	2
Residential Alterations		
Interior Remodel	-	-
Reroof	\$300.00	3
Demolition	-	-
Cell Tower Updates	-	-
Solar	\$384.30	3

Note: Valuation is the value of the construction per square foot multiplied by rates passed by Resolution 2012-1-2.

	<b>February</b>
<b>Realtor Parcel Permits</b>	-
<b>Film Permits</b>	-
<b>New Businesses</b>	3
<b>Business Renewals</b>	32

<b>P&amp;Z Department/Planning Commission-Approved Applications</b>	
Bed & Breakfast	-
Conditional Use	-
Home Occupation	2
Major Subdivision Prelim. Plat	-
Minor Subdivision Prelim. Plat	1
Site Development Plan	-
Variance	1
Zone Map Amendment	-
Zoning Certification Letter	-

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## DEPARTMENTAL REPORT

María G. Rinaldi  
Capital Projects Manager  
April 2024 BOT

### **Fourth Street Revitalization:**

#### **Phase 2A-2C Pueblo Solano to Village limits**

##### **Final Engineering**

NMDOT TPF fund \$750,000 /balance of Phase 1 \$234,115.90.

BHI contract fee of \$1,078,857. Total Fee earned to date \$608,768.00

Contract period – May 1, 2023 -August 30, 2024

- Public comment for 90% design review and final design closed on March 12, 2024. Compilation of comment is underway for presentation to the BOT for discussion of approval of the final design in May.
- The utility phase continues with final coordination and scheduling for relocation of all utilities impacted (ABCWUA/PNM/potential fiber ).
- Continued coordination with Bernalillo County and Wilson Engineering concerning intersection of the Alameda to Ortega road diet (logical termination of bike lane/Ortega intersection improvements/utilities).
- The Right-of-Way (ROW) Phase continues with the exploration of additional potential acquisitions for drainage/dual use properties in the Phase 2A term. We are still experiencing difficulty contacting property owners of other potential acquisitions resulting in a delay of completing the ROW map for submittal to NMDOT for approval to begin the acquisition process. Additionally, we are working with legal to exercise existing dedication language on several adjacent parcels. Those that have encroachments will be offered encroachment agreements.
- The 4<sup>th</sup> Street Project office in the former Wells Fargo building at the intersection of 4<sup>th</sup> and Ranchitos has opened.

The engineer's (REVISED) estimate for Phase **2A-Pueblo Solano to Ranchitos is \$7,334,430.85** The engineer's construction cost estimate (not yet revised) for Phases 2A-2C/**Pueblo Solano to Village limit is \$27,700,500.00.**

**Funding secured for construction and ROW \$11,049,373.00**

- Federal Covid Relief Funds \$1,000,000.00 (ROW)
- NMDOT TPF 2022 funds awarded \$1,425,000.00 (Design/ROW/Construction)
- 2021 Legislative Appropriation \$250,000.00(Construction)
- 2022 Legislative Appropriation \$400,000.00(Construction)
- 2023 Legislative Appropriation \$500,000.00 (ROW and Construction)
- 2024 Legislative Appropriation \$850,000.00(pending grant agreement)
- 2026-2027 Transportation Improvement Plan (TIP) \$6,624,373 Construction

**Pending applications/requests for construction funding**

- No pending applications.

**Additional 4<sup>th</sup> Street Project costs**

- Parking lot and monument signage. Marrow Reardon Wilkinson Miller (MRWM-retainer services agreement) \$17,679.43 for construction documents /construction oversight of signage 65% design review is complete. Total fee earned to date \$9,535.52. The design survey was active on the website through March 12<sup>th</sup>. More than one hundred votes were received. Comments are being compiled for consideration in final design to be proposed.

**Agri-Nature Center Improvements:**

**Funding in place:**

- 2023 Cost Overruns Funding \$500,000 (specific to Phase 2 roadway improvements)
- Village Rescue Act funds in the amount of \$65,000.00 (reduced from last report based on NOA as described below)

**Entrance and Roadway Improvement Project Phase 2**

- A Notice of Award/Notice to Proceed was issued to Franken Construction (also the contractor on Phase 1) and has been negotiated in the amount of \$563,041 including GRT. This is reduced from last report due to a materials shortage and the expiration date of funds (prophy stone) and alternate selected (stamped concrete). Rescue Act funds will be used to make up the difference as indicated above in **Funding in place.**
- This project must be completed and closed out for audit by June 30<sup>th</sup>, 2024.

**Roadway Improvement Project FY23-24 (NMDOT COOP funding) \$603,690.00** The Village has been awarded \$350,000.00 /VLR \$253,690.25)

- Notice of Award/Notice to Proceed has been issued for April 1, 2024 for crack seal. Notice of Award/Notice to Proceed has been issued for June 1, 2024 for repave.

Roads improvements include:

Repave (pulverize, subgrade prep., asphalt):

El Paraiso Rd  
Guadalupe Trail-Chavez to Tyler  
Charles Place  
Ortega Rd east of 4<sup>th</sup> Street

Crack seal:

Los Poblanos Place

Los Poblanos Ct  
Chavez Rd-west of Rio Grande Blvd  
Los Ranchos Rd  
Vineyard Rd  
Rio Grande Ln, Pl, and Ct.

An application was submitted to NMDOT for FY24-25 in the amount \$523,641.87 for roadway rehabilitation on fourteen designated municipal roads. The Village is prepared to contribute the required 25% local match in the amount of \$174,547.29 for a total project cost of \$698,189.16.

**Municipal roads to be repaved** (pulverize, subgrade prep., asphalt): Last paved in 1989

Mullen Road -entire length  
Guadalupe Trail- Mullen Road to El Paraiso Road  
Guadalupe Trail- Ranchitos Road to El Pueblo Road  
Pueblo Solano Road East- 4<sup>th</sup> Street to Village limit

**Municipal roads to be crack sealed**

Bledsoe Road- entire length  
Tascosa Lane-entire length  
El Portal-entire length  
El Prado-entire length  
Redondo Court-entire length  
Roadrunner Lane-entire length  
Acequia Trail (west of Rio Grande Blvd)- to dead end  
La Senda Lane-entire length  
Ranchitos Road (west of Rio Grande Blvd) -to dead end  
Bosque Street-entire length

Improvements are selected based on prioritization in the Roadway Improvement Plan maintained by the Facilities Department.

**Chavez Road Multiuse Trail Project: Funded \$2,054,139.00- (VLR \$299,083) Preliminary Engineering/ROW Survey/ROW Acquisition (if necessary).**

The Village has entered into a Professional Services Agreement with Parametrix in the amount of \$347,349.54 with a completion date of July 31, 2025. Total fee earned to date \$176,944.17

- In preparation for public information meeting with design alternatives, we have been meeting with property owners and HOAs to discuss potential use of easements/irrigation facilities in design alternatives.
- Right-of-way map on the website for adjacent property owners to query boundary issues. Several property owners have submitted survey and ownership information.
- The public information meeting to be scheduled as soon as the ROW maps are finalized.
- Environmental/cultural certifications process will begin with design selection.

The goal of the project is to provide a trail that improves the safety of all users in a manner that respects the culture, environment, and quality of life of the Village. Public input will be solicited throughout the survey and ROW phase to ensure that the goal of the project is met.



### **Comprehensive Transportation Analysis.**

The Village has entered into a Professional Services Agreement with Parametrix in partnership with MRCOG in the amount of \$70,007.40. Total fee earned to date \$64,972.06

- Assessment of hypothetical development scenarios complete on two properties on El Pueblo Road.
- Assembly of and comparison of future year traffic volumes for analysis is complete with raw model forecasts provided by MRCOG.
- Initiated addition speed data collection along Ortega Road and Chavez Road.
- The review and summarization of comments received from community surveys is complete.
- The Intersection analysis of El Pueblo Road and 2<sup>nd</sup> Street is complete.
- Anticipate a draft technical report and preparation for public meetings in early May.

### **Other:**

- Continue monitoring/responding to requests for information/reporting on State website for legislative appropriations, including State of New Mexico Capital Projects Monitoring System, NMDOT reporting, and TIP project reporting.
- Continue meeting/corresponding with NMDOT fund MRCOG for 4<sup>th</sup> St. funding opportunities.



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## DEPARTMENTAL REPORTS

Fred Radosevich  
Public Safety Liaison  
April 2024 BOT

### Meetings

- Contact with Village Staff to include: Mayor, Maria, Keen, and Dominic weekly throughout the month.
- Weekly contact with BCSO and attendance at Village Staff Meetings.
- BCSO North Valley Commander, Acting Commander Lt. Tyler Jenkins.
- LEPF Application.
- Board of Trustee Meetings: March 19 & March 26, 2024.
- Film meeting: O'Reilly manager.

### Citizen Issues

- Speed and traffic on Ortega Road, Pueblo Solano, El Paraiso and Mullen Roads.
- Noise issues on 4<sup>th</sup> Street.
- Burglaries on 4<sup>th</sup> Street.

### Other

- Signage and striping on Ortega proposal, neighborhood contacts: Tim and Chuck.
- Lavendar in the Village, Easter Egg hunt-BCFD.
- Film Permits 6555 4<sup>th</sup> Street.
- Review rental applications.
- BCSO-Traffic operations on Paseo Del Norte, March 6th - 60 stops and 107 citations issued.

### ***Bernalillo County Sheriffs Office:*** February-526 Calls

24- Alarms, 2- Assaults, 2- Auto Burglaries, 5- Auto Theft 3- Residential Burglary,  
14- Crashes, 35-Disturbances, 9- Larcenies, 7-Mental Health calls, 17- Suspicious  
P/V, 121-Traffic Stops, 1-Vandalisms, 107- Welfare Checks

**Traffic Stops: 53- 4<sup>th</sup> Street, 4-North 4<sup>th</sup> Street, 47- Rio Grande, 17- Other Roads**

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**9. FINANCIAL BUSINESS**

A. Discussion and Approval of the March 2024 Cash Report

## **Village of Los Ranchos de Albuquerque Cash Report Summary**

Cash Report for the month of March 31, 2024.

Ending cash balance at March 31, 2024 is \$12,539,720.04 which is an increase of \$29,185.02 for this month.

YTD excess of revenues over expenditures is \$318,659.45.

### Unusual or Significant Items

The Village paid \$72,546.26 in attorney fees to the following law firms: \$2,167.57 to Adams + Crow Law Firm, check #3749; \$22,092.73 to Chappell Law Firm, check #3753; \$1,524.71 to Stelzner, Winter, Warburton..., check #3728; \$46,761.25 to The Ward Law Firm, check #3772.

The Village paid Bernalillo County \$85,188.26, check #3706 & 3751; \$84,914.00 for FY24 2nd half of FPF Distribution and \$274.26 to the Sheriff's office for Services to the Village in February 2024.

The Village paid DKM Construction \$21,956.29 for grading walking trail at the Paseo Property as part of the PDN Infrastructure project.

The Village paid Southwest Drilling \$8,008.20 for well pump replacement at Harnett Park.

The Village paid Southwest Soil Health LLC \$39,959.98 for the ditch and fencing, grading at the Paseo Property as part of the PDN Infrastructure project.

**Village of Los Ranchos de Albuquerque**  
**Cash Balance Summary by Fund**  
**for the Fiscal Year Ending June 30, 2024**  
**as of Cash Report for March 31, 2024**

	<i>Beginning Cash Balance</i>	<i>Excess/(Deficiency)</i>	<i>Ending Cash Balance</i>	<i>Encumbered</i>	<i>Discretionary</i>	
101 General Fund	7,941,329.98	1,286,325.92	\$ 9,227,655.90	\$ 9,559,582.39	(331,926.49)	Note:
201 Correction	900.00	-	\$ 900.00	\$900.00		N/A
206 Emergency Medical Service Fund	-	-	\$ -	\$0.00		
209 Fire Protection Fund	-	-	\$ -	\$0.00		
211 Law Enforcement Protection Fund	9,050.21	59,134.67	\$ 68,184.88	\$68,184.88		
216 Municipal Street Fund	735,716.33	952,444.09	\$ 1,688,160.42	\$1,188,160.42		
260 American Rescue Act Fund	931,348.44	(272,874.60)	\$ 658,473.84	\$658,473.84		
280 Cannabis Regulation Act Fund	6,162.09	3,627.60	9,789.69	\$9,789.69		
299 Special - Other Funds	101,876.67	(29,837.69)	\$ 72,038.98	\$72,038.98		
309 FEMA Fund	-	(2,186.13)	\$ (2,186.13)	\$ (2,186.13)		
311 Capital Project Infrastructure	431,211.07	(257,189.61)	\$ 174,021.46	\$174,021.46		
312 Capital Project Buildings	(320,109.50)	172,033.02	\$ (148,076.48)	(\$148,076.48)		
380 Purchase Real Property Reserve Fu	1,456,122.56	(1,408,263.58)	\$ 47,858.98	\$ 47,858.98		
399 Capital Project - Other	31,111.81	-	\$ 31,111.81	\$31,111.81		
401 General Obligation Bonds	18,009.28	(184,554.24)	\$ (166,544.96)	(\$166,544.96)		
410 General Obligation Bonds Reserve	833,310.79	-	\$ 833,310.79	\$833,310.79		
505 Agri-Nature Center Farm Camps	45,020.86	-	\$ 45,020.86	\$45,020.86		
	<b>12,221,060.59</b>	(181,340.55)	\$ 12,539,720.04	<b>\$ 12,371,646.53</b>	<b>\$ (331,926.49)</b>	

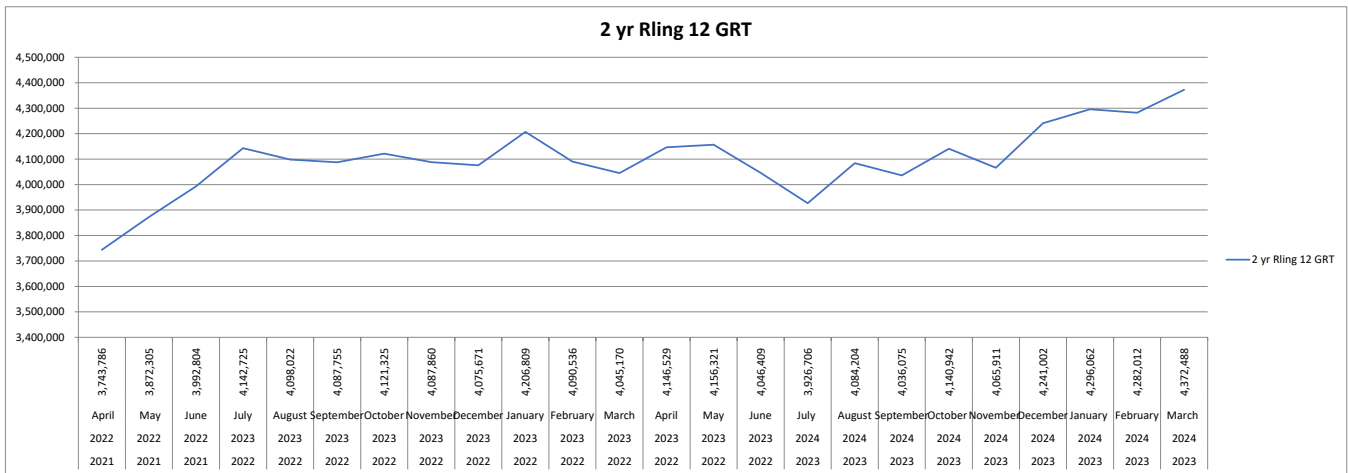
**REVENUE INFORMATION FOR MARCH 31, 2024**

<b>TOTAL GRT</b>	<b>\$391,674</b>
<b>FRANCHISE TAX</b>	<b>32,410</b>
<b>OTHER GENERAL</b>	
<b>FUND REVENUE</b>	<b>37,309</b>

**SUPPLEMENTAL GRT REVENUE INFO**

**GRT TABLE & 2 YEAR ROLLING GRAPH**

FISCAL YEAR	2018	2019	2020	2021	2022	2023	2024	Comparison to PY	% increase (decrease)
July	248,989	244,102	268,491	198,574	221,244	274,849	302,788	27,939	10%
Aug	297,034	234,018	287,587	210,182	371,165	295,577	453,075	157,498	53%
Sep	227,545	263,179	236,548	234,079	326,462	338,909	290,779	-48,130	-14%
Oct	238,364	241,668	265,810	264,249	316,195	334,219	439,086	104,867	31%
Nov	253,128	262,685	269,725	242,159	349,765	405,337	330,306	-75,031	-19%
Dec	231,247	259,982	360,233	273,053	316,300	329,229	504,320	175,091	53%
Jan	238,844	238,501	255,996	222,988	304,111	259,601	314,661	55,060	21%
Feb	261,886	283,258	270,706	286,488	435,248	371,550	357,500	-14,051	-4%
Mar	218,811	222,158	244,867	233,738	318,975	301,198	391,674	90,477	30%
Apr	208,454	235,540	217,390	159,893	273,610	305,080		-305,080	-100%
May	217,363	270,852	228,155	246,450	374,969	284,323		-284,323	-100%
June	245,163	233,127	157,968	264,261	384,761	398,895		-398,895	-100%
<b>FY TOTAL</b>	<b>2,886,828</b>	<b>2,989,070</b>	<b>3,063,476</b>	<b>2,836,114</b>	<b>3,992,805</b>	<b>3,898,767</b>	<b>3,384,190</b>	<b>-514,577</b>	<b>-2%</b>



**Village of Los Ranchos de Albuquerque**  
**Statement of Revenues and Expenditures**  
From 7/1/2023 Through 03/31/2024

Account No.	Current Period			Year - to -Date			
	Current PTD Budget	Cash Basis PTD Actual	Current PTD Variance	2023/2024 Original Budget	2023/2024 Revised Budget	Cash Basis YTD Actual	% of Total Budget
<b>101 - General Fund</b>							
<b>Summary of General Fund Revenues and Expenses</b>							
Beginning cash and cash equivalents	6,740,737.77	9,559,582.39	2,818,845	7,941,329.98	7,941,329.98	7,941,329.98	
Revenues							
General Fund Revenues	379,329.21	401,952.11	22,623	4,551,950.54	4,551,950.54	4,250,299.39	93.37%
Expenditures							
Executive Legislative	19,412.33	12,621.79	6,791	232,947.99	232,947.99	164,225.19	70.50%
Judicial	1,000.14	575.80	424	12,001.73	12,001.73	5,988.63	49.90%
Financial Administration	15,935.33	12,888.91	3,046	191,223.98	191,223.98	138,938.38	72.66%
Planning and Zoning	40,790.18	19,301.56	21,489	406,982.15	406,982.15	214,785.78	52.78%
General Administration	77,786.97	117,344.95	(39,558)	887,943.62	933,443.62	832,396.34	89.17%
Police	1,923.33	3,424.57	(1,501)	23,080.00	23,080.00	23,528.81	101.94%
Public Facilities	61,262.38	51,209.85	10,053	663,157.56	735,148.56	513,137.36	69.80%
Agricultural Enterprises	26,787.98	16,511.17	10,277	326,455.70	330,455.70	165,525.08	50.09%
Fire	120,200.00	0.00	120,200	480,800.00	480,800.00	240,399.94	50.00%
Total Fund Expenditures	365,098.64	233,878.60	131,220	3,224,592.73	3,346,083.73	2,298,925.51	68.70%
Excess/(deficiency) of revenues over expenditures	14,230.57	168,073.51	153,843	1,327,357.81	1,205,866.81	1,951,373.88	161.82%
Capital Expenditures							
Capital Buildings & Structures	48010 15,916.67	0.00	15,917	191,000.00	191,000.00	0.00	0.00%
Capital equipent & machinery	48020 1,000.00	0.00	1,000	12,000.00	12,000.00	130,161.76	1084.68%
Capital Roadways, Bridges, & Culverts	48080 0.00	0.00	0	45,000.00	0.00	28,595.25	0.00%
Capital Improvements Other	48900 7,750.00	0.00	7,750	93,000.00	93,000.00	26,290.95	28.27%
Total Capital Expenditures	24,666.67	0.00	24,667	341,000.00	296,000.00	185,047.96	62.52%
Other financing sources (uses)							
Agricultural Committee Special Fund	52001 0.00	0.00	0	(50,000.00)	(50,000.00)	0.00	0.00%
Purchase Real Property Reserve Fund	52001 0.00	0.00	0	(750,000.00)	(750,000.00)	0.00	0.00%
Law Enforcement Protection Fund	52001 0.00	0.00	0	(25,000.00)	(25,000.00)	0.00	0.00%
Municipal Street Fund	52001 0.00	(500,000.00)	(500,000)	(500,000.00)	(500,000.00)	(500,000.00)	100.00%
General Obligatoin Bonds Reserve	52001 0.00	0.00	0	(300,000.00)	(300,000.00)	0.00	0.00%
FEMA Grant Fund	52001 0.00	0.00	0	(29,780.50)	(29,780.50)	0.00	0.00%
Farm Camps	51001 0.00	0.00	0	20,000.00	20,000.00	20,000.00	100.00%
Total other financing sources (uses)	0.00	(500,000.00)	0	(1,634,780.50)	(1,634,780.50)	(480,000.00)	29.36%
Excess/(deficiency) after capital expenditures & other financing sources	(10,436.10)	(331,926.49)	178,510	(648,422.69)	(724,913.69)	1,286,325.92	-177.45%
Ending cash and cash equivalents	6,730,301.67	9,227,655.90	2,497,354	7,292,907.29	7,216,416.29	9,227,655.90	

**Village of Los Ranchos de Albuquerque**  
**Statement of Revenues and Expenditures**

From 7/1/2023 Through 03/31/2024

Account No.	Current Period			Year - to -Date				
	Current PTD Budget	Cash Basis PTD Actual	Current PTD Variance	2023/2024 Original Budget	2023/2024 Revised Budget	Cash Basis YTD Actual	% of Total Budget	
<b>260 - American Rescue Act</b>								
<b>9260 - American Rescue Act</b>								
Beginning cash and cash equivalents	<b>(1,584,455.25)</b>	<b>729,678.97</b>	<b>2,314,134</b>	<b>931,348.44</b>	<b>931,348.44</b>	<b>931,348.44</b>		
<b>Revenues</b>								
American Rescue Act Distribution	37700	0.00	0.00	0	0.00	0.00	0.00	0%
Total Fund Revenue		<b>0.00</b>	<b>0.00</b>	<b>0</b>	0.00	0.00	0.00	0%
<b>Expenditures</b>								
Maint-Building & Structure	44010	0.00	0.00	0	0.00	25,000.00	15,681.45	63%
Maint-Grounds/Roadways	44030	0.00	367.01	(367)	50,000.00	130,000.00	82,625.42	64%
Prof. Service-Computer Support	45150	0.00	0.00	0	0.00	0.00	3,500.00	0%
Contract Svc- Public Safety	45904	0.00	274.26	(274)	50,000.00	50,000.00	8,390.28	17%
Supplies	46010	0.00	0.00	0	25,000.00	70,600.00	999.90	1%
Capital- Buildings & Structures	48010	0.00	4,838.08	(4,838)	0.00	0.00	4,838.08	0%
Capital-Equipment & Machinery	48020	0.00	3,809.51	(3,810)	325,000.00	325,000.00	76,068.30	23%
Capital-Other Capital Purchase	48900	0.00	61,916.27	(61,916)	75,000.00	775,000.00	80,771.17	10%
Total Fund Expenditures		0.00	71,205.13	(71,205)	525,000.00	1,375,600.00	272,874.60	20%
Excess/(deficiency) of revenues over expenditures		<b>0.00</b>	<b>(71,205.13)</b>	<b>(71,205.13)</b>	<b>(525,000.00)</b>	<b>(1,375,600.00)</b>	<b>(272,874.60)</b>	20%
Ending cash and cash equivalents		<b>(1,584,455.25)</b>	<b>658,473.84</b>	<b>2,242,929.09</b>	<b>406,348.44</b>	<b>(444,251.56)</b>	<b>658,473.84</b>	



**Village of Los Ranchos de Albuquerque**  
**Statement of Revenues and Expenditures**  
From 7/1/2023 Through 03/31/2024

Account No.	Current Period			Year - to -Date			
	Current PTD Budget	Cash Basis PTD Actual	Current PTD Variance	2023/2024 Original Budget	2023/2024 Revised Budget	Cash Basis YTD Actual	% of Total Budget
<b>Summary of Revenues and Expenditures</b>							
Beginning cash and cash equivalents	<b>10,465,831.35</b>	<b>12,510,535.02</b>	<b>2,044,704</b>	<b>12,238,541.46</b>	<b>12,238,541.46</b>	<b>12,221,060.59</b>	
<b>Revenues</b>							
General Fund	379,329.21	401,952.11	22,623	4,551,950.54	4,551,950.54	4,250,299.39	93.37%
Correction	0.00	0.00	0	0.00	0.00	0.00	0.00%
Emergency Medical Service Fund	0.00	0.00	0	0.00	0.00	0.00	0.00%
Fire Protection Fund	79,813.00	0.00	(79,813)	159,626.00	306,426.00	294,270.00	96.03%
Law Enforcement Fund	7,916.67	0.00	(7,917)	95,000.00	95,000.00	95,000.00	100.00%
Municipal Street Fund	52,696.92	61,874.63	9,178	632,363.01	632,363.01	532,427.16	84.20%
American Rescue Act Fund	0.00	0.00	0	0.00	0.00	0.00	0.00%
Cannabis Excise Tax	0.00	0.00	0	2,400.00	2,400.00	3,627.60	151%
Special - Other Funds	550.00	7,270.76	6,721	41,100.00	68,600.00	23,685.31	34.53%
Federal Emergency Management Act Fund	0.00	0.00	0	405,341.00	405,341.00	0.00	0.00%
Capital Project Infrastructure	619,630.67	0.00	(619,631)	1,121,568.00	1,646,568.00	797,656.30	48.44%
Capital Project Buildings	0.00	0.00	0	75,000.00	1,525,000.00	473,624.95	31.06%
Purchase Real Property Reserve Fund	0.00	0.00	0	0.00	0.00	0.00	0.00%
Capital Project - Other	0.00	0.00	0	0.00	0.00	0.00	0.00%
General Obligation Bonds	25,169.67	3,106.71	(22,063)	302,036.02	302,036.02	214,506.82	71.02%
General Obligation Bonds Reserve Fund	0.00	0.00	0	0.00	0.00	0.00	0.00%
Agri-Nature Center Farm Camps	0.00	0.00	0	0.00	0.00	0.00	0.00%
<b>Total Revenues</b>	<b>1,165,106.13</b>	<b>474,204.21</b>	<b>(690,902)</b>	<b>7,386,384.57</b>	<b>9,535,684.57</b>	<b>6,685,097.53</b>	<b>70.11%</b>
<b>Expenditures</b>							
General Fund	389,765.31	233,878.60	155,887	3,565,592.73	3,642,083.73	2,483,973.47	68.20%
Correction	0.00	0.00	0	0.00	0.00	0.00	0.00%
Emergency Medical Service Fund	0.00	0.00	0	0.00	0.00	0.00	0.00%
Fire Protection Fund	79,813.00	84,914.00	(5,101)	159,626.00	306,426.00	294,270.00	96.03%
Law Enforcement Protection Fund	2,500.00	0.00	2,500	125,000.00	125,000.00	35,865.33	28.69%
Municipal Street Fund	32,215.25	0.00	32,215	640,273.00	640,273.00	79,983.07	12.49%
American Rescue Act Fund	0.00	71,205.13	(71,205)	525,000.00	1,375,600.00	272,874.60	19.84%
Cannabis Tax	250.00	0.00	250	1,000.00	1,000.00	0.00	0%
Special- Other Funds	0.00	0.00	0	118,108.00	145,608.00	53,523.00	36.76%
Federal Emergency Management Act Fund	0.00	1,076.25	(1,076)	435,122.00	435,122.00	2,186.13	0.50%
Capital Project Infrastructure	679,005.67	53,945.21	625,060	2,055,722.00	2,580,722.00	1,054,845.91	40.87%
Capital Project Buildings	0.00	0.00	0	75,000.00	1,525,000.00	301,591.93	19.78%
Purchase Real Property Reserve Fund	0.00	0.00	0	1,456,122.56	1,456,122.56	1,408,263.58	96.71%
Capital Project - Other	0.00	0.00	0	31,111.81	31,111.81	0.00	0.00%
General Obligation Bonds	0.00	0.00	0	678,679.00	678,679.00	399,061.06	58.80%
Agri-Nature Center Farm Camps	0.00	0.00	0	25,021.00	25,021.00	0.00	0.00%
<b>Total Expenditures</b>	<b>1,183,549.23</b>	<b>445,019.19</b>	<b>738,530</b>	<b>9,891,378.10</b>	<b>12,967,769.10</b>	<b>6,386,438.08</b>	<b>49.25%</b>
Excess/(deficiency) of revenues over expenditures	<b>(18,443.10)</b>	<b>29,185.02</b>	<b>47,628</b>	<b>(2,504,993.53)</b>	<b>(3,432,084.53)</b>	<b>298,659.45</b>	<b>-8.70%</b>
<b>Other financing sources (uses)</b>							
Operating transfers in	0.00	0.00	0	721,642.00	1,221,642.00	520,000.00	42.57%
Operating transfers out	0.00	0.00	0	(718,358.00)	(718,358.00)	(500,000.00)	69.60%
Reversion	0.00	0.00	0	0.00	0.00	0.00	0.00%
	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>3,284.00</b>	<b>503,284.00</b>	<b>20,000.00</b>	<b>3.97%</b>
Excess/(deficiency) after other financing sources (uses)	<b>(18,443.10)</b>	<b>29,185.02</b>	<b>47,628</b>	<b>(2,501,709.53)</b>	<b>(2,928,800.53)</b>	<b>318,659.45</b>	<b>-10.88%</b>
Ending cash and cash equivalents	<b>10,447,388.25</b>	<b>12,539,720.04</b>	<b>2,092,332</b>	<b>9,736,831.93</b>	<b>9,309,740.93</b>	<b>12,539,720.04</b>	

**Ending cash and cash equivalents**  
**\$12,539,720.04**

# Village of Los Ranchos de Albuquerque

## Check/Voucher Register From 3/1/2024 Through 3/31/2024

Payee	Check Date	Check Number	Check Amount	Transaction Description
ADAMS + CROW LAW FIRM	3/27/2024	3749	2,167.57	Bank of NY v. Village of Los ranchos, February 2024
Total ADAMS + CROW LAW FIRM			2,167.57	
Albuquerque Bernalillo County	3/12/2024	3702	102.38	Monthly water bills (4)
Total Albuquerque Bernalillo County			102.38	
Albuquerque Publishing Co.	3/12/2024	3703	1,116.57	Public notices for January 2024
Total Albuquerque Publishing Co.			1,116.57	
Amazon Capital Services Inc.	3/12/2024	3704	2,042.41	Amazon accounts purchases
Total Amazon Capital Services Inc.			2,042.41	
ARBOR VALLEY NURSERY	3/12/2024	3705	4,627.40	Trees for barn parking lot
Total ARBOR VALLEY NURSERY			4,627.40	
AutoZone, Inc.	3/27/2024	3750	138.99	Battery
AutoZone, Inc.	3/27/2024	3750	2.98	Vacuum Hose
Total AutoZone, Inc.			141.97	
BBAR Inc.	3/12/2024	3709	2,099.00	Appraisal for 520 Sandia View
Total BBAR Inc.			2,099.00	
Bernalillo County	3/12/2024	3706	84,914.00	FY24 Second half of the FPF Distribution
Bernalillo County	3/27/2024	3751	274.26	Services to Village February 2024
Total Bernalillo County			85,188.26	
Bohannan Huston	3/12/2024	3707	53,945.21	HW2LP30030 Professional services through 2/2/24
Total Bohannan Huston			53,945.21	
BOK Financial	3/12/2024	3708	8,298.93	BOK CC charges Feb 2024
Total BOK Financial			8,298.93	
Brennon Williams	3/12/2024	3710	4,650.00	P & Z contract employee
Total Brennon Williams			4,650.00	
Bright Eyes Property 2 LLC	3/27/2024	3752	1,300.00	Rent for April 2024, 4th Street Construction office
Total Bright Eyes Property 2 LLC			1,300.00	
Chappell Law Firm, P.A.	3/27/2024	3753	801.81	Bank of NY Mellon v. Ross, et al, February 2024
Chappell Law Firm, P.A.	3/27/2024	3753	3,430.55	Chavez Guadalupe LLC v. Craig et al, February 2024
Chappell Law Firm, P.A.	3/27/2024	3753	1,119.30	Friends of Los ranchos litigation, February 2024
Chappell Law Firm, P.A.	3/27/2024	3753	15,411.90	General Counsel Services, February 2024
Chappell Law Firm, P.A.	3/27/2024	3753	699.56	P&Z Matters, February 2024
Chappell Law Firm, P.A.	3/27/2024	3753	629.61	Palindrome Communities v. Craig et al, February 2024
Total Chappell Law Firm, P.A.			22,092.73	
City of Albuquerque HR Div.	3/12/2024	3712	8,908.04	Health Insurance premium March 2024
Total City of Albuquerque HR Div.			8,908.04	
Comcast	3/12/2024	3713	96.55	Comcast service at Ag center
Comcast	3/27/2024	3754	223.22	Comcast services for Ag Center
Comcast	3/27/2024	3754	548.96	Comcast services to Village Hall
Total Comcast			868.73	
Davis Vision	3/27/2024	3755	57.56	Vision insurance April 2024
Total Davis Vision			57.56	
De Lage Landen	3/12/2024	3137990036	469.25	Lease payment for March 2024
Total De Lage Landen			469.25	

# Village of Los Ranchos de Albuquerque

## Check/Voucher Register From 3/1/2024 Through 3/31/2024

Payee	Check Date	Check Number	Check Amount	Transaction Description
Dekker, Perich, Sabatini	3/27/2024	3756	4,838.08	Old Village Hall design work February 2024
Total Dekker, Perich, Sabatini			<u>4,838.08</u>	
Delta Dental of New Mexico	3/27/2024	3757	564.35	Dental insurance for April 2024
Total Delta Dental of New Mexico			<u>564.35</u>	
Desert Greens Equipment, Inc.	3/12/2024	3714	27.75	Keys for Ag gator
Total Desert Greens Equipment, Inc.			<u>27.75</u>	
DKM Construction Inc. DBA	3/27/2024	3758	21,956.29	Grading for walking trail-PDN Infrastructure project
Total DKM Construction Inc. DBA			<u>21,956.29</u>	
Document Solutions, Inc.	3/27/2024	3759	37.09	Contract overage for period 2/16/24-3/15/24
Total Document Solutions, Inc.			<u>37.09</u>	
Flyers Energy LLC	3/12/2024	3715	74.16	Fuel
Total Flyers Energy LLC			<u>74.16</u>	
Fred K Radosevich	3/12/2024	3723	3,424.57	Billing for February 2024
Total Fred K Radosevich			<u>3,424.57</u>	
Freightout.com, LLC	3/5/2024	3657	(347.50)	
Freightout.com, LLC	3/5/2024	3701	357.50	
Total Freightout.com, LLC			<u>10.00</u>	
G & T Auto	3/12/2024	3716	596.53	Fuel
Total G & T Auto			<u>596.53</u>	
Gaiser Planning LLC	3/12/2024	3717	2,198.57	Consultation services for P&Z February 2024
Total Gaiser Planning LLC			<u>2,198.57</u>	
Grainger	3/27/2024	3760	296.05	Electrodes for AED machine
Total Grainger			<u>296.05</u>	
Heads Up Landscape Contractor	3/12/2024	3729	1,412.58	
Total Heads Up Landscape Contractors			<u>1,412.58</u>	
Home Depot Credit Services	3/6/2024	621321392095643	440.65	Home Depot; invoices: 903629;9903717;8073487; 3023363
Total Home Depot Credit Services			<u>440.65</u>	
Internal Revenue Service	3/22/2024	30996849	7,367.71	941 payment for payroll paid on 3/22/24
Internal Revenue Service	3/8/2024	252043889	7,367.70	941 Payment for payroll paid on 3/8/24
Total Internal Revenue Service			<u>14,735.41</u>	
International Protective	3/12/2024	ASJPYIBZ	680.64	IPS Alarm monitoring 5100 Rio Grande Blvd - April 2024
International Protective	3/12/2024	ASJPY0YP	198.30	IPS alarm monitoring at Agri-Nature Center April 2024
Total International Protective			<u>878.94</u>	
J-H Supply Company	3/12/2024	3718	500.00	USED GR Posts (Qty 50)
J-H Supply Company	3/27/2024	3761	200.00	20 USED GR POSTS
Total J-H Supply Company			<u>700.00</u>	
Jasper McKay	3/12/2024	3711	76.25	Tax for band performance
Total Jasper McKay			<u>76.25</u>	
Kaufman Fire Protection	3/27/2024	3762	643.13	Barn sprinkler system service
Total Kaufman Fire Protection			<u>643.13</u>	
Maria G Castillo-Rinaldi	3/12/2024	3724	5,860.18	Professional services/Project Management Feb 2024
Total Maria G Castillo-Rinaldi			<u>5,860.18</u>	

# Village of Los Ranchos de Albuquerque

## Check/Voucher Register From 3/1/2024 Through 3/31/2024

Payee	Check Date	Check Number	Check Amount	Transaction Description
myIT	3/12/2024	ASJPVM1J	6,645.00	Monthly server hosting March 2024
Total myIT			<u>6,645.00</u>	
New Mexico Gas Company	3/12/2024	3719	257.39	Monthly gas bills (2)
New Mexico Gas Company	3/27/2024	3764	384.98	Monthly gas bills (2)
Total New Mexico Gas Company			<u>642.37</u>	
NM State Treasurer-PERA	3/8/2024	3699	7,221.71	Municipal plan #2 for payroll paid on 3/8/2024
NM State Treasurer-PERA	3/22/2024	3746	7,221.71	Municipal plan #2 payment for payroll paid on 3/22/24
Total NM State Treasurer-PERA			<u>14,443.42</u>	
PETROGLYPH CONSULTING, LLC	3/27/2024	3765	1,076.25	FEMA grant project management February 2024
Total PETROGLYPH CONSULTING, LLC			<u>1,076.25</u>	
Petty Cash	3/12/2024	3720	65.27	Replenish petty cash
Total Petty Cash			<u>65.27</u>	
Pland Collaborative	3/27/2024	3763	3,809.51	Edgewood Park work for playground
Total Pland Collaborative			<u>3,809.51</u>	
PNM	3/12/2024	3722	1,555.41	Monthly electric bills (14)
PNM	3/27/2024	3766	1,004.32	Monthly electric bills (3)
Total PNM			<u>1,555.41</u>	
Road Safe Traffic Systems	3/27/2024	3767	367.01	Chavez Rd Speed tables
Total Road Safe Traffic			<u>367.01</u>	
Sandia Office Supply	3/12/2024	3725	409.25	Supplies
Sandia Office Supply	3/27/2024	3768	224.89	Supplies
Total Sandia Office Supply			<u>634.14</u>	
Southwest Drilling	3/27/2024	3770	8,008.20	Well pump replacement at Harnett Park
Total Southwest Drilling			<u>8,008.20</u>	
Southwest Soil Health LLC	3/27/2024	3771	17,460.00	PDN Infrastructure project, new ditch
Southwest Soil Health LLC	3/27/2024	3771	22,499.98	PDN Infrastructure project-fencing, grading
Total Southwest Soil Health			<u>39,959.98</u>	
Sprinkler Irrigation Supply Co	3/12/2024	3726	16.83	Irrigation supplies
Sprinkler Irrigation Supply Co	3/27/2024	3769	558.71	Irrigation supplies
Total Sprinkler Irrigation Supply Co			<u>575.54</u>	
Starline Printing	3/12/2024	3727	6,267.80	Village Vision Job-J028257
Total Starline Printing			<u>6,267.80</u>	
Stelzner, Winter, Warburton	3/12/2024	3728	1,524.71	General Counsel Services February 2024
Total Stelzner, Winter, Warburton			<u>1,524.71</u>	
Taxation & Revenue	3/26/2024	3748	2,122.64	March 2024 CRS-1 (WWT) payment
Total Taxation & Revenue			<u>2,122.64</u>	
The Ward Law Firm, LLC	3/27/2024	3772	46,761.25	Chavez Guadalupe v. Craig et al, January & February 2024
Total The Ward Law Firm, LLC			<u>46,761.25</u>	
VMR HOLDING LLC	3/6/2024	ASJ8LLNP	991.48	ACH payment of invoice 16636 for March 2024 maintenance
Total VMR HOLDING LLC			<u>991.48</u>	

# Village of Los Ranchos de Albuquerque

## Check/Voucher Register From 3/1/2024 Through 3/31/2024

<u>Payee</u>	<u>Check</u>	<u>Check</u>	<u>Check</u>	<u>Transaction Description</u>
	<u>Date</u>	<u>Number</u>	<u>Amount</u>	
Voya Holdings, Inc.	3/22/2024	3747	100.00	Deferred Compensation for payroll paid on 3/22/24
Voya Holdings, Inc.	3/8/2024	3700	100.00	Deferred compensation for payroll paid on 3/8/2024
Total Voya Holdings, Inc.			<u>200.00</u>	
Report Total			<u>392,496.57</u>	
Payroll	3/8/2024		26,290.68	
Payroll	3/22/2024		26,231.94	
Report Total			<u>445,019.19</u>	
Cash Report Expenditures for 3/31/2024			<u>445,019.19</u>	

**10. NEW BUSINESS**

A. Pursuant to § 3-11-6 A. (1) NMSA 1978; Subject to the Approval of a Majority of all members of the Governing Body; The Mayor shall submit the names of employees to the Board of Trustees for confirmation.

a.) John Avila, Administrator (*appointed*)

b.) Michael Montoya, Code Enforcement Officer/Planner I

Danielle Sedillo-Molina  
Village of Los Ranchos de Albuquerque  
6718 Rio Grande Blvd NW, Los Ranchos, NM 87107

Dear Selection Committee,

I am pleased to apply for the Village of Los Ranchos Administrator position. I have served in NM Municipal Government as City Manager and Village Administrator in three Municipalities of NM within the last 19 years. I have also served as President, Vice President, and member of NM City Managers Association, advocated for legislative changes for municipalities, fostered relationships and rapport with our neighboring leadership and partners across the state.

Presently, I am the Village Administrator in Taos Ski Valley, serving five years in this unique pocket of New Mexico. This challenging landscape and resort economy has provided an abundance of dynamic policy and utility experience to my skill set. In my role, I endeavor to serve the organization by representing the community, preserving its beauty, authenticity, and established stature in the community. Using my skills, experience, and passion, I focus on economic development through diversity of economic opportunity and efficient delivery of services to ensure a solid future for all generations of Taos Ski Valley Citizens.

As Administrator, I worked to build a solid foundation between supply chain departments, building bridges, and engaging shareholders for service assurance. I have a strong knowledge of the comprehensive facility process and work groups that serve them.

I foster an environment of positive and productive relations between departments, governments, the press, all state, county agencies and municipalities. It is imperative to reach out and collaborate with neighboring communities for improved relations and resource synergies.

My professional years prior to Municipal Management include Corporate and Operations Leadership roles managing teams and process toward business unit objectives. I am currently taking a Project Manager certification course at UNM, which I believe will enhance my ability to manage the diverse and complex projects required in today's municipal environment.

Thank you for your consideration.

Best regards,  
John

John A Avila

# John Avila

Albuquerque, NM 87104

[johnagustinaquila@gmail.com](mailto:johnagustinaquila@gmail.com)

## Summary of qualifications

As a seasoned municipal government administrator, I possess a wide range of skills in areas such as finance, HR, public works, public safety, and community development, as well as a thorough understanding of relevant laws and regulations. I excel in budgeting, program planning and administration, report analysis, and project management, and have excellent communication skills, allowing me to build and maintain strong relationships with stakeholders and the public.

I am responsible for developing policies and implementing ordinances established by the Municipal Council for the administration of all departments, programs, and functions. I strive to build positive relationships between the community and government, and direct the coordinated activities of department leaders to deliver service results. I provide the Council with clear and concise information to help them make informed decisions, and conduct financial analysis, capacity planning, and forecasting to identify opportunities. I also manage staff performance to ensure best practices and growth opportunities.

## Professional Experience

Village Administrator / Village of Taos Ski Valley New Mexico, 2018-Current

Village Administrator / Village of Corrales, 2009 – 2018

City Manager / City of Las Vegas 2005-2008

Managing staff of up to 300 employees through a leadership team of Department Directors. Coordinate implementation of multiple projects and programs. Guide ongoing operations, distilling mission into overarching goals and benchmarks for success. Develop managers, incorporating training and performance management. Establish personnel ordinance and administrative regulation for clarity of procedure in a union environment. Build accountability for staff, creating a positive working environment of teamwork and innovation.

Drive financial and performance objectives including risk and loss prevention. Facilitate Mayor/Council communication with wide ranging opinions and ideas to reach agreement and direction. Conduct Work Study and public hearings to gain community understanding and input. Develop Mission Statement, establishing community priorities, policy and program development to reach short and long-term goals. Incorporate strategies into ongoing evolution of Forty Year Asset Management, and Capital Improvement Plans.

Participate with legislative and community entities to gather information, gain consensus and create actionable projects. Encouraged relationships with institutional, agency, regulatory and business individuals to share common objectives and gain collaboration. Champion legislative initiatives to benefit the community; including a task force for tax reform and accountability.



Evaluate trends and issues faced in the near term to create yearly financial budget and statements to evaluate performance of operations.

Direct forecasting, revenue and cost analysis for municipal budgets include GRT, gas, water, wastewater, solid waste, police, fire, public works, community development, public housing, recreation, and human resources. Experience includes representing the Government in Legislative session, Public Regulations Commission media forums, weekly radio broadcast and biweekly Council meetings. Incorporate citizen involvement to provide efficient, high value service that is customer oriented and organizationally effective. Emergency information broadcasts, monthly committee meetings, citizen surveys, informational bulletins and neighborhood meetings.

Manage projects to bring ideas from community demand through securing funding, procurement, to implementation and successful completion including water/waste water, roads and infrastructure, Net Zero PhotoVoltaic systems, emergency communication facilities and utilizing open space assets.

### Education

University of New Mexico, Albuquerque, NM Bachelor of Business Administration  
International Management Minor Studies: Political Science and Spanish  
Current coursework in PMI Certification

### Professional Activities/Organizations

ICMA, New Mexico Municipal League, President of Municipal Managers Association NMCMA

### Accomplishments and Awards

Certified Purchasing Officer, DFA Budget Award, Tree City USA, Water Trust Board Innovation, MVP Award Citicorp, GI FORUM Mid-School Mentor Program, and Captain of UNM Varsity Football Team.

### Extracurricular Activities

Continuing Education/Certification. Coaching football, rugby, track and wrestling

### Volunteer Experience

LV Love Thy Neighbor Fund, LV Veteran Committee, Carrey Tingley Fund, Special Olympics, AIDS Walk, March of Dimes, Breast Cancer Walk and Wildlife Habitat Trail, Roadrunner Food Bank, Shelter Dinner Service, Safe Routes to School, Leukemia & Lymphoma Society - Light the Night, Habitat for Humanity

References available upon request

**10. NEW BUSINESS**

A. Pursuant to § 3-11-6 A. (1) NMSA 1978; Subject to the Approval of a Majority of all members of the Governing Body; The Mayor shall submit the names of employees to the Board of Trustees for confirmation.

a.) John Avila, Administrator

b.) Michael Montoya, Code Enforcement Officer/Planner I

Los Lunas, NM 87031

Mikemon8@gmail.com

**Goals and Objectives:**

To be the best in any position that I am in, to learn daily, not only my job but anything that can help me be better at what I do. To be the best husband, father, and son that I can be, to eventually retire knowing that I contributed in some small way to my family, my friends, my job, the public.

**History:**

I have worked in public service for the State of New Mexico, Bernalillo County, and Bosque Farms for over 25 years, as an inspector, trainer, data entry, computer work, IT, coordinator, facilitator; Med-flight air ambulance and currently carry a real estate license, CFM license, Associates, in Criminal Justice, Certificate in Health Wellness and public safety, CZO, and Notary. I have done volunteer work with Rosales Karate and kickboxing, as an assistant coach, mitt guy, trainer, competition coordinator for over 15 yrs. I am currently the Planning and Zoning Administrator/Code Enforcement, Certified Floodplain Manager, Stormwater protection, GIS/addressing for the Village of Bosque Farms. I am also the Vice-Chair for the Village of Los Lunas Commission, and a Commissioner for the County of Valencia.

**Education:**

<b><u>Institution</u></b>	<b><u>Location</u></b>	<b><u>Years Attended</u></b>	<b><u>Degree</u></b>
Albuquerque High School	Albuquerque, NM	1984-1988	High School Graduate
Albuquerque Fire dept.	Albuquerque, NM	2000-2005	EMT
CNM	Albuquerque, NM	2014- Present	Licensed Realtor
CNM	Albuquerque, NM	2017-Present	associates in criminal justice
CNM	Albuquerque, NM	2017-Present	Cert. Health, Wellness & Public Safety
ABQ fire dept.	Albuquerque, NM	2000-2000	Training/fire
NMFMA	Albuquerque, NM	2020-Present	CFM
State of NM	New Mexico	2020-Present	Notary
State of NM	Albuquerque, NM	2020-Present	CEVO-4
State of NM	New Mexico	2020-Present	First Responder
State of NM	New Mexico	2019-Present	Certified Storm Water Protection
Village of Los Lunas	Los Lunas	2022-Present	Vice Chair P&Z Commissioner
Valencia County	Valencia County	2022-Present	P&Z Commissioner
State of New Mexico	New Mexico	2000-Present	CDL-A

**Employment:**

**Village of Bosque Farms**

**03/19 to present.**

- Planning and Zoning Administrator
- Code Enforcement
- Licensing manager
- Public relations
- Certified Floodplain Manager
- Certified Stormwater Management
- Certified Zoning Official
- GIS/Addressing
- Court proceedings
- Supervisor
- Coordinate Commission meetings/Governing Body meetings
- Data entry
- Court presentation and case building
- CFM-Certified Flood Plain Manager

**Med-Flight****Albuquerque, NM****03/14 to 03/20**

- Consumer relations
- coordinate flights
- arrange all medical crew members.
- assure that patient is well taken care of
- Computer entry and research
- to ensure that all necessary equipment is available, and all members are handled so that their attention can be focused on the patient.
- To handle any unknown variables that may come up in a medical flight.

**Keller Williams****Albuquerque, NM****07/2013 to Present (inactive)**

- Consumer relations
- Data systems
- MLS computer program
- Word/Excel/PowerPoint/ dot loop and all other programs related to real estate sales.
- Licensed real estate agent performs all tasks of an agent within the State of New Mexico, including legal requirements, sales, customer relations, negotiations, etc.

**Expressions of life****Albuquerque****04/2005 to 2013****Respite Provider****(In addition to State of New Mexico)**

- Provide care to disabled adults.
- Assist with living skills.
- Involve the client in community outings.
- Assist with medications.
- Document all events about the client's day-to-day routine.
- Annual training mandated by the state.
- All certificates required to perform tasks for the State of New Mexico

**Awards and Recognitions:**

1. Certificate of appreciation (awarded by the Superintendent of Regulation and Licensing Department).
2. Safety Award. (Family homes, Homes of America)
3. Appointed member of New Mexico Emergency Management team.
4. Taskforce member with Superintendent, Director, and Committee members.
5. Governor's recognition letter.

**References:**

Available Upon Request

**10. NEW BUSINESS**

B. Discussion and Approval of Resolution No. 2024-04-01; A Resolution Accepting the Approval of a Celebration Permit.

**STATE OF NEW MEXICO  
VILLAGE OF LOS RANCHOS DE ALBUQUERQUE  
RESOLUTION NO. 2024-04-01**

A RESOLUTION ACCEPTING THE APPROVAL OF A CELEBRATION PERMIT

**WHEREAS**, the Village of Los Ranchos de Albuquerque will be hosting with Edible NM the 2024 Burrito Smackdown at the Alfredo Garcia Community Barn on June 8<sup>th</sup>, 2024; and

**WHEREAS**, this event complies with the Village Master Plan and the Village's branding, we are happy to host this event on our public property; and

**WHEREAS**, The Village of Los Ranchos has an agreement with the organizers of the event; and

**WHEREAS**, alcohol will be sold by *up to* ten vendors, with the following potential vendors scheduled. Potential vendors are required to apply to the New Mexico Regulation and Licensing Department for a permit to provide alcohol at the event.

Steel Bender Brewery	As Above So Below
Safehouse Distilling	VARA Winery and Distillery
Tumbleroot Brewing and Distillery	Los Poblanos
Taylor Garrett	Little Toad Creek
Still Spirits	Rolling Still Distillery

**NOW, THEREFORE, BE IT RESOLVED BY THE Village of Los Ranchos de Albuquerque** that:

The Village approves these applications to sell alcohol on Village property.

**PASSED, APPROVED, AND ADOPTED** by the Board of Trustees of the Village of Los Ranchos de Albuquerque at its Regular Meeting held this 16<sup>th</sup> day of April 2024.

{SEAL}

APPROVED:

\_\_\_\_\_  
Joe Craig, Mayor

ATTEST:

\_\_\_\_\_  
Danielle Sedillo Molina, Village Clerk

**10. NEW BUSINESS**

C. Discussion and Approval for General Counsel for the Village of Los Ranchos in response to RFP#2024-03-GC; Chappell Firm, P.A. Authorizing the Mayor to execute and enter into contract.



VILLAGE OF LOS RANCHOS  
DE ALBUQUERQUE  
REQUEST FOR  
PROPOSALS  
LEGAL SERVICES;  
GENERAL COUNSEL  
(Re-Advertisement)

NOTICE IS HEREBY GIVEN THAT the Village of Los Ranchos de Albuquerque is requesting competitive sealed proposals for Legal Services. The successful offeror will function as General Counsel. The Request for Proposal (RFP); RFP#2024-03-GC, will be available on Wednesday, March 13, 2024, on the website: <https://www.losranchosnm.gov/public-notices> or available at 6718 Rio Grande Blvd NW, Los Ranchos, NM 87107; M-F 8:00am-5:00pm. If there are issues accessing the RFP, please contact the Chief Procurement Officer at 505-344-6582.

All potential offerors are advised that the Village of Los Ranchos de Albuquerque will accept proposals until 3:00 p. m. Wednesday April 3, 2024, in the office of the Chief Procurement Officer located at 6718 Rio Grande Blvd NW 87107. Offerors shall deliver six (6) identical copies, one original, marked as such, and five (5) copies.

The Village of Los Ranchos de Albuquerque reserves the right to cancel the RFP at any time. Any and all proposals may be rejected in whole or in part as deemed to be in the best interest of the Village.

s/Danielle Sedillo-Molina  
Clerk/CPO

Journal: March 13, 17, 22,  
2024



**11. TRUSTEE INFORMAL DISCUSSION**

Roundtable discussion is informal; the Board of Trustees will take no official vote or other official action.

**RESOLUTION NO. 2024-01-01**

A RESOLUTION CONCERNING BOARD OF TRUSTEES MEETINGS AND  
PUBLIC NOTICE REQUIREMENTS

**STATE OF NEW MEXICO  
VILLAGE OF LOS RANCHOS DE ALBUQUERQUE  
RESOLUTION NO. 2024-01-01**

**A RESOLUTION CONCERNING BOARD OF TRUSTEES MEETINGS AND  
PUBLIC NOTICE REQUIREMENTS**

**WHEREAS**, the Village of Los Ranchos de Albuquerque Board of Trustees convened in a regular meeting on January 17, 2024, at 7:00 p.m. as required per law; and

**WHEREAS**, Section 10-15-1 (B), of the Open Meetings Act (NMSA 1978, sections 10-15-1 to 10-15-4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, including the development of policy, rules, regulations or ordinances, discussing public business or taking any action within the authority of or the delegated authority of any board, commission or other policymaking body are declared to be public meetings open to the public at all times. All persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. Reasonable efforts shall be made to accommodate the use of audio and video recording devices; and

**WHEREAS**, any meetings subject to the Open Meetings Act at which the discussion or adoption of formulating public policy, including the development of policy, rules, regulations or ordinances, discussing public business occurs shall be held only after reasonable notice to the public; and

**WHEREAS**, Section 10-15-1 (D) of the Open Meetings Act requires the Board of Trustees of the Village of Los Ranchos de Albuquerque to determine annually what constitutes reasonable notice of public meetings;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Los Ranchos de Albuquerque, that:

**1. PLACE**

All Regular Meetings of the Board of Trustees shall be held at the Warren J. Gray Hall located at 6718 Rio Grande Blvd NW, Los Ranchos, NM 87107, at 6:00 p.m., unless noted otherwise. In certain circumstances, meetings may be held through a Video Conferencing platform. The Governing Body will make every effort to consider any public health emergency or conditions with guidance provided by

local or state public health orders when scheduling meetings; date, location and time will be stated in the public meeting notice.

## **2. REGULAR MEETINGS**

Unless otherwise cancelled or rescheduled as provided below, Regular Meetings shall be held on the third Tuesday of each month. If the meeting day is a holiday, the meeting will take place on the following Tuesday. The agenda will be available to the public at least seventy-two (72) hours prior to a public meeting from the Village Clerk, whose office is located at 6718 Rio Grande Blvd NW, Los Ranchos, NM 87107. Regular Meetings may be cancelled or rescheduled by the Mayor or a majority of the Board of Trustees, for good cause. In the event a Regular Meeting is cancelled or rescheduled, Notice of Cancellation or Rescheduling shall be provided in the same manner as notice for the Regular Meeting would have been provided, except in the case of an emergency.

## **3. SPECIAL MEETINGS**

Special Meetings may be called by the Mayor or a majority of the members of the Board of Trustees upon three (3) day's notice. The agenda shall be available to the public at least seventy-two (72) hours prior to any Special Meeting.

## **4. EMERGENCY MEETINGS**

Emergency Meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. "Emergency" refers to unforeseen circumstances that, if not addressed immediately by the Board of Trustees, are likely to result in injury or damage to persons or property or substantial financial loss to the public body.

Emergency Meetings may be called by the Mayor or a majority of the members of the Board of Trustees upon twenty-four (24) hour's notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting. Within ten (10) days of taking action on an emergency matter, the public body shall report to the attorney general's office the action taken and the circumstances creating the emergency; provided that the requirement to report to the attorney general is waived upon the declaration of a state or national emergency.

**5. TELEPHONE CONFERENCE/REMOTE PARTICIPATION**

A member of the Board of Trustees may participate in a meeting by means of a conference telephone or other communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone or other communications equipment can be identified when speaking, all participants are able to hear each other at the same time, and members of the public attending the meeting are able to hear any member of the Governing Body who speaks during the meeting.

**6. NOTICE FOR REGULAR MEETINGS**

For the purposes of Regular Meetings described in paragraph two (2) of this Resolution, per NMSA 3-1-2.J.; “publish” shall mean posting in six (6) public places within the municipality, posting requirements are met if notice of the date, time, place and agenda are posted in the following six (6) places: the outside bulletin boards at Village Hall and Hartnett Park, the Village’s website; [www.losranchosnm.gov](http://www.losranchosnm.gov), Office of the Clerk, Agri-Nature Center, 4920 Rio Grande Blvd NW and the Old Village Hall bulletin board, 920 Green Valley Road NW. The Village Clerk shall mail, facsimile, or email copies of the notice to broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation, that have provided a written request to the Village for such notice of public meetings.

**7. NOTICE FOR SPECIAL AND EMERGENCY MEETINGS**

For the purposes of Regular Meetings described in paragraph two (2) of this resolution, per NMSA 3-1-2.J.; “publish” shall mean posting in six (6) public places within the municipality, posting requirements are met if notice of the date, time, place and agenda are posted in the following six (6) places: the outside bulletin boards at Village Hall and Hartnett Park, the Village’s website; [www.losranchosnm.gov](http://www.losranchosnm.gov), Office of the Clerk, Agri-Nature Center, 4920 Rio Grande Blvd NW and the Old Village Hall bulletin board, 920 Green Valley Road NW. The Village Clerk shall mail, facsimile, or email copies of the notice to broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation, that have provided a written request to the Village for such notice of public meetings.

- A. In addition to the information specified above, all notices shall include the following language: If you are an individual with a disability who is in need of a

reader, amplifier, remote microphone, qualified sign language interpreter; or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at (505) 344-6582 **five (5)** days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk at (505) 344-6582 if a special format is needed.

## **8. CLOSED MEETINGS**

The Board of Trustees may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meetings requirement under Section 10-15-1(H) of the Open Meetings Act. If any meeting is closed pursuant to the exclusions contained in Subsection H of the Open Meetings Act, the following shall apply:

A. If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board of Trustees taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

B. If a closed meeting is called when the Board of Trustees is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed is given to the members of the Board of Trustees and to the general public.

C. Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state that the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure. This statement shall be approved by the Board of Trustees as part of the minutes prepared under paragraph nine (9).

Except as provided in Section 10-15-1 (H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Board of Trustees in an open public meeting.

**9. MEETING MINUTES**

Minutes of open meetings of the Board of Trustees shall be a concise, accurate statement of the subject matter discussed and does not have to be verbatim. Minutes shall include the following minimum information: (a) the date, time and place of the meeting, (b) the names of all members of the Governing Body in attendance and a list of those members absent (c) a statement of what proposals were considered; and (d) a record of any decisions made by the Governing Body and of how each member voted.

A. A draft copy of the minutes is required to be prepared within ten (10) working days of the meeting. Draft copies of minutes must be available for public inspection and should clearly indicate on the draft that they are not the official minutes and are subject to review and approval by the Governing Body. Minutes do not become official until approved by the public body at the next meeting of a quorum.

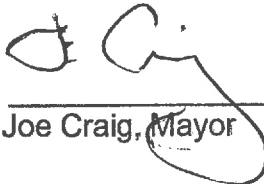
If any provision or clause of this resolution is held invalid, such invalidity shall not affect the other provisions or clauses and this and the provisions and clauses of this resolution are declared to be severable.

**Resolution No. 2023-01-01 is hereby rescinded.**

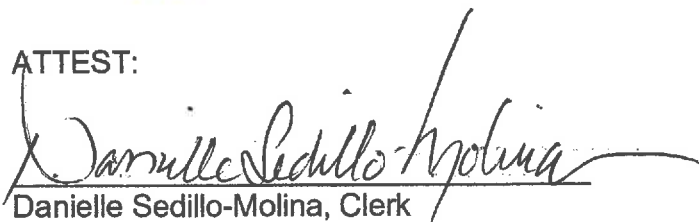
**PASSED, APPROVED, AND ADOPTED** by the Village of Los Ranchos de Albuquerque Board of Trustees this 17<sup>th</sup> day of January 2024.



APPROVED:

  
\_\_\_\_\_  
Joe Craig, Mayor

ATTEST:

  
\_\_\_\_\_  
Danielle Sedillo-Molina, Clerk