

**VILLAGE OF LOS RANCHOS DE ALBUQUERQUE
BOARD OF TRUSTEES REGULAR MEETING
Warren J. Gray Chambers
6718 Rio Grande Blvd. NW, Los Ranchos, NM 87107
Streamed on www.losranchosnm.gov and Zoom Video Conferencing
Wednesday, April 12, 2023; 7:00 p.m.**

Present:

Donald T. Lopez, Mayor
Sandra Pacheco, Mayor Pro Tem/Trustee
Allen Lewis, Trustee
Gilbert Benavides, Trustee
George Radnovich, Trustee

Ann Simon, Administrator
Danielle Sedillo-Molina, Clerk
Tammy Silva, CFO (via Zoom)
Maida Rubin, P & Z Director
Jaime Dawes, Attorney

Excused:

Will Fisher, Treasurer

Prior to the meeting Mayor Lopez stated:

If you wish to speak or comment on certain items on the agenda, you should have signed up either prior to this meeting or on the sign-up sheet at the entrance. This will be your last opportunity to sign up, we will then pick up the sign-up sheets and only those individuals who have signed up will be allowed to speak.

1. CALL TO ORDER

Mayor Lopez called the meeting to order at 7:00 p.m.

Mayor Lopez announced: this meeting is streamed on the Village website, the public can also participate via Zoom, instructions and overall public participation guidance for commenting is listed on the website and on page six of the meeting packet. 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.

2. ROLL CALL

**Mayor Pro Tem/Trustee Pacheco-present
Trustee Benavides-present
Trustee Lewis-present
Trustee Radnovich-present**

3. PLEDGE OF ALLEGIANCE

4. **APPROVAL OF THE AGENDA**
Mayor Lopez asked to approve or amend the agenda.

MOVED: Trustee Lewis
SECONDED: Trustee Benavides

ROLL CALL VOTE: Trustee Pacheco-Yes
Trustee Lewis-Yes
Trustee Benavides-Yes
Trustee Radnovich-Yes

CARRIED: Motion Passed 4-0

5. **GENERAL PUBLIC COMMENT PERIOD**

Participants wishing to speak on topics that do not appear on the agenda will be given three (3) minutes, no action can occur on these items.

Loretta Chavez Smith, 536 Chavez Road NW

Congratulations to Ms. Danielle.

I just want to know what is this? (Pointing to the map on the wall with a cutout of a round-about).

To prevent any confusion, the cutout was removed by Trustee Radnovich.

Joe Craig, 505 Calle del Pajarito NW

Wants to comment on the budget meeting, there were a couple of statements particularly that were made about the Friends of Los Ranchos help that we did with open space. As far as I know, we do not have a master plan for the Agri-Nature Center. As far as I know, we do not have a Master Plan for our Del Norte open space. We need a definition of our open space. Bernalillo County has a good definition, maybe we should accept that.

Secondly, I got a letter from the Mayor from his personal attorney on a variety of items. I would suggest to the Trustees that you not only look at a Trustee's attorney, but you look at personal attorneys. There's a lot of things going on in our Village that are extremely important.

6. **PRESENTATIONS**

A. Village of Los Ranchos Financial Audit, FY ending June 30, 2022;
Audrey Jaramillo, Jaramillo Accounting Group LLC (JAG).

Ms. Jaramillo presented, the Audit report with no findings as approved by the Office of the State Auditor for the Village ending June 30, 2022.

Ms. Jaramillo also discussed a supplemental letter written to the Office of the State Auditor indicating that there were no violations of the Anti-Donation Act.

7. **APPROVAL OF MINUTES**

A. Minutes; March 8, 2023; Regular Meeting

Mayor Lopez asked for a motion to approve the minutes for March 8, 2023.

MOVED: Trustee Pacheco
SECONDED: Trustee Benavides

**Trustee Radnovich add the word “ideas”; line 400.
correct the spelling of “Yonemotos”; line 522.**

ROLL CALL VOTE: Trustee Pacheco-Yes
Trustee Lewis-Yes
Trustee Benavides-Yes
Trustee Radnovich-Yes
CARRIED: Motion Passed 4-0

8. **DEPARTMENTAL REPORTS**

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

9. **FINANCIAL BUSINESS**

A. Discussion and Approval of the March 2023 Cash Report.

CFO Tammy Silva presented the cash report for the month ending March 31, 2023.

Ending cash balance on March 31, 2023, was \$12,108,706.90, which is an increase of \$170,745.66 for this month.

YTD excess of revenues over expenditures is \$2,240,314.68.

Unusual or Significant Items:

The Village purchased six (6) new speed boards from AM Signal, purchase total of \$28,632.00, check # 2405.

Health premiums may appear high this month due to paying 2 months (February and March) due to timing of invoices received. Total expense of \$17,180.45, check #2408.

Mayor Lopez asked for a motion to approve the March Cash Report.

MOVED:
SECONDED:

Trustee Radnovich
Trustee Lewis

Discussion:

Trustee Lewis asked for an explanation on the year-to-date revenue; two areas that we are really off in revenue is Capital Projects Infrastructure and Capital Projects Buildings.

CFO Silva stated that we are low because they are multi-year agreements and receive the reimbursements at different times.

Trustee Benavides referenced page 96, ending cash balance, should be the same as on the next page 97. I think there might be a small error there.

CFO Silva indicated that page 96 is correct, however, I will get the corrected number for page 97 to Danielle.

Trustee Benavides asked for clarification regarding the audit report that was presented and the cash report. Also asked in the audit report it indicated cash plus investments, what investments would that be?

CFO Silva clarified the audit was ending 2022, so we would have to go back to June 2022. It will not match the cash report, it will match the report in our system. And also explained the investments are called the LGIP, local government investments pool. We have money in the LGIP account so we can gain some interest until we use it.

Trustee Radnovich asked a question on page 97, it's item 40410, General Obligations Reserve, did we encumber money for one of the bonds?

CFO Silva explained that the encumbered column is when the money is already spoken for. The reason there is a negative amount, our GO Bond principal payment comes out in August, at the beginning of the fiscal year. The money we use to pay for that is from property taxes. Clarified the payment process and how it results in the reserve fund.

ROLL CALL VOTE:

Trustee Pacheco-Yes
Trustee Lewis-Yes
Trustee Benavides-Yes
Trustee Radnovich-Yes
Motion Passed 4-0

CARRIED:

10. **PUBLIC HEARINGS**

A. LL 23-01; A request by Los Ranchos Brewing LLC, dba Hops Brewery, 6897 Fourth Street NW, Los Ranchos de Albuquerque, NM for a Small Brewer Liquor License, Application No. 1244749, NM Regulation & Licensing Department. The property is located in the C-1 Zone in the Fourth Street Character Area; 6897 Fourth Street NW and is legally known as Tract 188B, Lot B, MRGCD Map No. 27, Bernalillo County, NM, as filed in the office of the Bernalillo County Clerk circa October 1, 1980. The property contains 1.286 acres more or less.

Mayor Lopez asked each Trustee for full disclosure of real or potential conflicts of interest with this item of business.

Trustee Pacheco-none
Trustee Lewis-none
Trustee Benavides-none
Trustee Radnovich-none

Mayor Lopez asked Attorney Jaime Dawes to swear in all participants that will be providing testimony.

Director Maida Rubin provided the application for consideration with recommendation to approve with findings included in the planning report.

Mr. Jim Shull, 8425 Guadalupe Trail NW, applicant

Mr. Shull discussed his application, stating they are relocating the brewing facility, they need more room.

Trustee Pacheco asked is this just a production facility or are you going to have retail, everything there, like your other locations?

Mr. Shull responded, it will be both. We are not going to disturb our other place, but we have a pretty severe parking problem there.

Trustee Benavides asked, will you have food at the new location?

Mr. Shull responded, we will have food, we will start with food trucks.

Trustee Pacheco asked, will you be doing anything outdoors?

Mr. Shull responded, yes, we will have outdoor patio areas out front and the southside. We will have a lot more parking there, it is a 1.26-acre property.

Public Comment:

Christian Reedy, 8642 Rio Grande Blvd NW-In favor

Mayor Lopez asked for a motion to approve LL 23-01.

MOVED: Trustee Pacheco
SECONDED: Trustee Radnovich

Mayor Lopez closed the floor for comments.

ROLL CALL VOTE: Trustee Pacheco-Yes
Trustee Lewis-Yes
Trustee Benavides-Yes
Trustee Radnovich-Yes
CARRIED: Motion Passed 4-0

- B. LL 23-02; A request by N & I Margaritas, LLC, dba Sadie's Cocktails, for a Wholesale Liquor License, Application No. 1243425, NM Regulation & Licensing Department. The property is zoned C-1, is located at 6230 Fourth Street NW Suite B, Los Ranchos de Albuquerque 87107 within the Fourth street Character Area, and is legally described as Tract C-1 Plat of Tracts C-1 & C-2 Lands of Blanchard, situated within projected section 28, T.11N., R.3E., NMPM, Village of Los Ranchos de Albuquerque, Bernalillo County, NM, as filed in the Office of the Bernalillo County Clerk on May 6, 2004. The property contains 2.6771 acres more or less.

Mayor Lopez asked each Trustee for full disclosure of real or potential conflicts of interest with this item of business.

Trustee Pacheco-none
Trustee Lewis-none
Trustee Benavides-none
Trustee Radnovich-none

Mayor Lopez asked Attorney Jaime Dawes to swear in all participants that will be providing testimony.

Director Maida Rubin presented the application for consideration with recommendation to approve with the findings listed in the planning report.

Mr. Nicolas Stafford, 712 Solar Road NW, applicant

Mr. Stafford discussed his application, stating this is pretty straightforward, this is a location to buy from a wholesaler and sell to a distributor. No dispensing, so we will not be selling any alcohol there.

Public Comment:

Christian Reedy, 8642 Rio Grande Blvd NW-In favor

Trustee Pacheco asked if this is product that you all are producing?
Mr. Stafford replied, no, this is product we will be buying from a manufacturer and then wholesaling to a distributor.

Trustee Benavides asked will there be any gross receipts taxes when you are selling to a distributor?

Mr. Stafford replied, I believe so.

Trustee Radnovich asked if this will increase vehicular traffic, industrial traffic like 18 wheelers or larger trucks at your facility?

Mr. Stafford said yes, but only slightly. Our distributor will buy monthly from us, so we'll purchase it monthly, so nothing noticeable.

Mayor Lopez asked for a motion to approve LL 23-02.

MOVED: Trustee Lewis
SECONDED: Trustee Benavides

Mayor Lopez closed the floor for comments.

ROLL CALL VOTE: Trustee Pacheco-Yes
Trustee Lewis-Yes
Trustee Benavides-Yes
Trustee Radnovich-Yes
CARRIED: Motion Passed 4-0

- C. Discussion and Approval to Adopt Ordinance No. 294; amended text §9.2.12 C-1 Retail Commercial Zone, summarized as follows:
In Section (B) Uses, reduce Multi-Family dwelling unit density; add "Adult or Child" to Daycare Facilities use; increase ground floor add retail percentage requirement for Mixed-Use development and reduce density; add Mixed-Use development with a commercial but non-retail component as a conditional use; reduce single-family detached, townhouse, and Condominium density; add "Beverage" to Food and Alcohol Service use; change Dry Cleaning from permissive to conditional use; modify language for Light Manufacturing use. In Section (E) Height Limitations, lower height from three (3) stories (39 feet) to two (2) stories (26 feet); allow covered patios or balconies on the second floor to exceed 60 percent of the first-floor enclosed area, and to extend up to five (5) feet beyond the first-floor footprint if abutting Fourth Street NW; condense (E)(1), (2), and (3) into (E)(1); condense (E)(3)(a) and (b) into (E)(1)(a); lower chimney height from 42 to 29 feet.

Planning and Zoning Director Rubin recapped the Ordinance for consideration to

adopt. The proposed changes center largely on reducing the height and density in the C1 zone for residential uses. The department recommends approval of TA 23-01, with findings included in the planning report.

Mayor Lopez asked for a motion to approve the adoption Ordinance No. 294.

MOVED: **Trustee Benavides**
SECONDED: **Trustee Lewis**

Discussion:

Trustee Pacheco asked if this is exactly the same language that came before us at the previous meeting?

Director Rubin replied, this is exactly the same language presented at last month's meeting.

Trustee Radnovich stated he had one mistake, it's about the dry cleaning, I believe it still has permissive use on the table.

Director Rubin stated that she noticed that also and checked the previous packet and I believe it never made that change to conditional into the planning commission version either. So, every version that has gone before, did not include the intended conditional use for dry cleaning.

Trustee Radnovich asked if we can change that in our motion today?

Director Rubin answered yes.

Trustee Radnovich wanted to note a couple of things for the future, there's likely to be more changes in the future. Noted his changes throughout the Ordinance.

(No one from the public signed up to speak)

Mayor Lopez closed the floor for comments.

ROLL CALL VOTE: **Trustee Pacheco-Yes**
 Trustee Lewis-Yes
 Trustee Benavides-Yes
 Trustee Radnovich-Yes
CARRIED: **Motion Passed 4-0**

11. NEW BUSINESS

A. Discussion and Approval of Resolution No. 2023-04-01; A Resolution

rescinding the approval of the loan agreement with Middle Rio Grande Conservancy District (MRGCD), for agricultural loan for improving water efficiency measures.

Administrator Simon stated the reasoning for requesting to the rescind the loan agreement with MRGCD.

Mayor Lopez asked for a motion to approve Resolution No. 2023-04-01.

MOVED: Trustee Lewis
SECONDED: Trustee Pacheco

Public Comment:
Joe Craig, 505 Calle del Pajarito-In favor

Mayor Lopez closed the floor for comments

ROLL CALL VOTE: Trustee Pacheco-Yes
Trustee Lewis-Yes
Trustee Benavides-Yes
Trustee Radnovich-Yes
CARRIED: Motion Passed 4-0

- B. Discussion and Approval: In accordance with the Village of Los Ranchos 2013 Codified Ordinances Chapter 9; §9.2.2 Planning and Zoning Commission. (A) MEMBERSHIP: The Commission shall consist of seven (7) members who shall be appointed by the Mayor with the advice and consent of the members of the Governing Body.
Planning & Zoning Commissioner for 2023/2024:
a. Robert Martinez

Mr. Martinez introduced himself and shared his background.

Mayor Lopez asked for a motion to approve Mr. Martinez to the Planning and Zoning Commission.

MOTION: Trustee Benavides
SECONDED: Trustee Lewis

ROLL CALL VOTE: Trustee Pacheco-Yes
Trustee Lewis-Yes
Trustee Benavides-Yes
Trustee Radnovich-Yes
CARRIED: Motion Passed 4-0

- C. Discussion and Approval to allow Mayor Donald T. Lopez to enter into a Professional Services Agreement with Parametrix, the awarded offeror of the Request for Proposals, RFP#2021-02, for On-Call Consultants for the Comprehensive Transportation Analysis. Presented to the Board of Trustee and approved by Resolution No. 2022-10-04, on October 12, 2022.

Ms. Rinaldi provided a comprehensive memo regarding the agreement.

Mayor Lopez asked for a motion to approve the Mayor to enter into the Professional Services Agreement with Parametrix.

MOVED: Trustee Lewis
SECONDED: Trustee Pacheco

Discussion:

Trustee Lewis commented on what he liked in the agreement and confirmed the tasks as shown.

ROLL CALL VOTE: Trustee Pacheco-Yes
Trustee Lewis-Yes
Trustee Benavides-Yes
Trustee Radnovich-Abstain
CARRIED: Motion Passed 3-0

13. TRUSTEE INFORMAL DISCUSSION

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

Trustee Pacheco

- It was great to see the use of the park on Easter Sunday.
- Speed Boards, I noticed a new one on Rio Grande and I see a traffic counter, great to see those. Are they permanent?
Administrator Simon replied they are mobile.
- I just wanted to comment on the budget session, I thought it was excellent. We accomplished a lot during the session, and I wanted to thank everybody for that.

Trustee Lewis

- I just want to congratulate Danielle and tell you; you do a tremendous job.
- I would like too also congratulate the Trustees and everybody for the budget session. I thought it was excellent, it is such an improvement. I think it is going to be a very good budget.

Trustee Benavides

- I appreciate you too-Danielle.
- Asked for clarification regarding public comment.
Clerk Sedillo-Molina explained that all public comment was clarified on the public participation sheet on page 5 or 6 in the packet.
- I've been asking about a long-range plan for the Agri-Nature Center, it is a treasure and there are so many different directions we can go in. Events are very popular in the Village and when we have an event that is agriculturally related it seems to be extremely popular and sometimes, we are a victim of how popular that is. I would like to see that all wrapped up in a plan.

Trustee Radnovich

- Last month I talked about how we should slow down on our projects, and I have been attending the CAC meetings for two months maybe. I don't really know who gains for rushing projects, it seems like we rush projects a lot just to get them done. After hearing Ann and Maida talk about how busy you guys are, I just think we ought to slow down, and my sense is that the Village just kind of works bulls ahead and doesn't always talk to constituents. I think we need to do more talking with constituents, we need to find better ways to do that. I don't think we are listening enough.
- If you look at our budgets, the lion's share of the budgets are road maintenance, I don't think our roads are in horrible shape in many cases, even if they are a little bit, say gravel roads for example, it kind of adds to the character of the Village. I think we ought to spend more money and time on projects like the Agri-Nature Center than just roadways and I think that's what we are really about, that sense of place that makes the Village a special place.

14. ADJOURNMENT

Mayor Lopez asked for a motion to adjourn.

Trustee Pacheco

Trustee Benavides

Motion passed unanimously

The meeting was adjourned by Mayor Lopez at 9:20 p.m.

PASSED AND APPROVED by the Board of Trustees of the Village of Los Ranchos on this 10th day of May 2023.





Donald T. Lopez, Mayor



Danielle Sedillo-Molina, Clerk