

**MINUTES
VILLAGE OF LOS LUNAS
THURSDAY, MARCH 7, 2019**

The Board of Trustees of the Village of Los Lunas, County of Valencia, and State of New Mexico met Thursday, March 7, 2019 in regular session at 6:00 PM at the Council Chambers. Roll call was taken and the following were present: Mayor Charles Griego, Christopher Ortiz, Gino Romero, Cruz Munoz and Phillip Jaramillo.

Mayor:	Charles Griego,
Mayor Pro Tem:	Christopher Ortiz
Council:	Gino Romero
	Phillip Jaramillo
	Cruz Munoz

Also present were: Gregory D. Martin, Debra Sanchez, Jim Rickey, Michael Sena, Sheng Pong Sandy Schauer, Susan Valker, Margarita Sanchez, Bob Anderson, Skyler Aragon, Aden Aragon, Ruby Niner William J. Bonskowski, Leona Morgan, and David/Donna Geiwitz.

In accordance with Ordinance 114A, the following agenda was prepared and circulated as required:

- **CALL MEETING TO ORDER.**
- **PLEDGE OF ALLEGIANCE.**
- **APPROVAL OF AGENDA.**
- **PUBLIC INPUT FORUM.**

- 1. LIQUOR LICENSE APPROVAL FOR LOS LUNAS TOP SUSHI LLC DBA SADURA HIBACHI AND SUSHI BAR.**
- 2. MINOR SUBDIVISION – SIERRA VISTA BULK PLAT.**
- 3. RESOLUTION 19-03 – TRANSPORTATION CENTER MASTER PLAN UPDATE 2018.**
- 4. ORDINANCE 443 – AN ORDINANCE REVISING ORDINANCE 430, WHICH ESTABLISHED THE SUBDIVISION ORDINANCE, IN ORDER TO MODIFY THE VILLAGE OF LOS LUNAS REQUIREMENTS FOR THE RECORDING OF SUBDIVISION PLATS AND CLARIFY THE PUBLIC NOTICE REQUIREMENTS FOR AREA PLANS.**
- 5. RESOLUTION 19-05 – INTERIM BUDGET ADJUSTMENTS FY 2018/2019.**
- 6. AMENDMENT TO RESOLUTION 17-10 – ADOPTING THE ACCOUNTING POLICIES AND PROCEDURES MANUAL.**
- 7. RESOLUTION 19-06 – SUBMIT APPLICATION FOR COOP FUNDING 2019/2020.**
- 8. RESOLUTION 19-07 – SUBMIT APPLICATION FOR MAP FUNDING 2019/2020.**
- 9. FIXED ASSET DISPOSAL.**
- 10. EXECUTIVE SESSION:** **a) Hire two (2) Seasonal Recreational Aides – Community Services Department.**
- 11. APPROVAL OF MINUTES:**
 - a. Minutes from February 21, 2019 Council Meeting.**
- 12. ADJOURNMENT.**

- **CALL MEETING TO ORDER.**

At 6:00 PM, Mayor Griego brought the meeting to order and welcomed the audience.

- **PLEDGE OF ALLEGIANCE.**

Mayor Griego asked Cruz Munoz to lead the Council and audience in the Pledge of Allegiance.

- **APPROVAL OF AGENDA.**

Mayor Griego announced that items five and six would be moved to items one and two and the public input would follow those two items. Mayor Griego asked for a motion for the amendments to the council agenda.

APPROVAL: Motion to approve council agenda as amended

MOVED: Councilman Romero

SECONDED: Councilman Munoz

CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

1. RESOLUTION 19-05 – INTERIM BUDGET ADJUSTMENTS FY 2018/2019.

Ms. Monica Clarke presented item one. The funds are outlined in order – if there are specific items, you need justification, Ms. Clarke could explain, if needed. Mayor Griego replied that looking over they look minor, there is nothing that stands out. Mayor Griego asked for motion from Council.

APPROVAL: Motion to approve resolution 19-05
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

2. AMENDMENT TO RESOLUTION 17-10 – ADOPTING THE ACCOUNTING POLICIES AND PROCEDURES MANUAL.

Ms. Monica Clarke presented item two. This is an amendment to resolution 17-10 the Accounting Policies and Procedures Manual that was approved in June of 2017. Monica has added language to the annual audit section to include the post-employment benefit reporting. The Village is not part of the Retiree Healthcare Authority; we have to have our own actual study every two years. This is to make sure the Village is funding the retiree healthcare appropriately. Mayor Griego asked for a motion from council.

APPROVAL: Motion to approve
MOVED: Councilman Romero
SECONDED: Councilman Ortiz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

● PUBLIC INPUT FORUM.

Mayor Griego asked if there was anyone in the audience who wanted to speak to the Council about a subject that was not on the council agenda. Ms. Susan Falker approached the podium – she asked that the Village Council pass a resolution opposing the transportation of nuclear waste through Los Lunas via the train. She said that she would continue to come to council until a resolution is adopted. Ms. Leona Morgan from the Navajo Nation also spoke about the transportation of nuclear waste.

3. LIQUOR LICENSE APPROVAL FOR LOS LUNAS TOP SUSHI LLC DBA SAKURA HIBACHI AND SUSHI BAR.

Mayor Griego asked for a motion to adjourn as council and open in a public hearing.

APPROVAL: Motion to approve
MOVED: Councilman Romero
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.** 6:12PM. Minutes are on last page.

Mayor Griego asked if there was a decision from Council regarding the liquor license.

APPROVAL: Motion to approve liquor license
MOVED: Councilman Romero
SECONDED: Councilman Jaramillo
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

4. MINOR SUBDIVISION – SIERRA VISTA BULK PLAT.

Mayor Griego asked for a motion to adjourn as council and open in a public hearing.

APPROVAL: Motion to approve
MOVED: Councilman Ortiz
SECONDED: Councilman Romero
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.** 6:16PM. Minutes are on last page.

Mayor Griego asked if there was a decision from Council regarding the Sierra Vista Bulk plat.

APPROVAL: Motion to approve per findings of Planning & Zoning.
MOVED: Councilman Ortiz
SECONDED: Councilman Romero
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

5. RESOLUTION 19-03 – TRANSPORTATION CENTER MASTER PLAN UPDATE 2018.

Ms. Erin Callahan presented item five. This is an item to update the Transportation Center Master Plan for the Village of Los Lunas. The original plan was produced in 2013. There has been some changes made in the area since 2013. Changes in the area have made the current map inaccurate as to what the Village could develop in the future. Erin gave a power point presentation. The overall uses shown on the plan are, for the most part, consistent to what was shown in 2013. There is commercial, park or open space development, high density/residential, mixed-use development commercial and residential together. One of the reasons we have the Transportation Master Plan is because we have several other Village master plans that call for high-density development in the Transportation Center area. The Los Lunas Rail runner Express area plan came in after the Rail runner Station was developed in 2008. Other documents refer back to the 2013 Transportation Master plan, which is one reason it would be beneficial to update. Therefore, when people are looking back at that plan, they will know that there has been an update. The Village already owns quite a bit of land around the Transportation Center, we want to ensure we are doing as much as possible to show that this land is being developed according to the approved plan. The original map shows an outdoor amphitheater, this will not be feasible due to parking, noise and the residential area. Some of the updates for the map are to show the Village owned properties, the road configuration for Courthouse Road, show boundaries of other Village owned properties, and update other land uses. In addition, the plan has a lot of updated demographics, market analysis and implementation strategies for some of the projects. There has already been a couple of meetings on this plan – there was a community meeting on January 8th and a Planning & Zoning Commission meeting on February 20th. At both meetings, there were a number of residents in attendance and a number of concerns expressed about this project. There were comments by phone and in writing. Concerns were about the plans purpose and the realignment of Courthouse Road. In 2014, DOT produced a road safety audit that showed that they were going to realign this road. Mayor Griego asked if there was anyone who wanted to speak for or against this item. Ms. Ruby Niner approached the podium – the road realignment, is it going to take place this year. Mayor Griego asked Michael Jaramillo to reply. Mr. Jaramillo said they are planning to start November 2019. Ms. Niner is concerned because it will affect her family homes. Mayor Griego explained to Ms. Niner that it is not a Village decision it is a DOT decision. Ada approached the podium – she also is concerned about her dad’s home, which will be demolished. She also expressed that she never sees any police patrolling Courthouse Road. Mr. Michael Sena approached the podium – he is concerned about talk about a thoroughfare in their area / unwanted traffic in his area. David approached the podium – his concern is with the Rio Metro buses that come through his street – they are fast as well as the dump trucks. Councilman Munoz mentioned that he is the representative for that area and he would be more than happy to meet with residents to hear their concerns. Mayor Griego asked if there are any more comments – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve resolution 19-03
MOVED: Councilman Jaramillo
SECONDED: Councilman Romero
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

6. ORDINANCE 443 – AN ORDINANCE REVISING ORDINANCE 430, WHICH ESTABLISHED THE SUBDIVISION ORDINANCE IN ORDER TO MODIFY THE VILLAGE OF LOS LUNAS REQUIREMENTS FOR THE RECORDING OF SUBDIVISION PLATS AND CLARIFY THE PUBLIC REQUIREMENTS FOR AREA PLANS.

Mayor Griego asked for a motion to remove item from tabled status.

APPROVAL: Motion to remove
MOVED: Councilman Ortiz
SECONDED: Councilman Romero
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

Mayor Griego asked for a motion to adjourn as a council and go into a public hearing.

APPROVAL: Motion to approve
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.** 6:57PM

Mayor Griego asked for a motion from Council regarding Ordinance 443.

APPROVAL: Motion to approve ordinance 443.
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

7. RESOLUTION 19-06 – SUBMIT APPLICATION FOR COOP FUNDING 2019/2020.

Mr. Michael Jaramillo presented item seven. The Village of Los Lunas has received an invitation to submit a project proposal to the New Mexico Highway and Transportation Department to participate in the Cooperative Agreement Funding Program. The COOP application is to continue work in the Artistic Homes area – Camino Del Rey, Entrada Street, Castillo Street and Castillo Court. Make improvements to the

ADA – area does not have ADA sidewalks. Amount requested is \$360,000.00 with a Village match of \$90,000.00. Mayor Griego asked if there are any more comments – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve resolution 19-06
MOVED: Councilman Ortiz
SECONDED: Councilman Romero
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

8. RESOLUTION 19-07 – SUBMIT APPLICATION FOR MAP FUNDING 2019/2020.

Mr. Michael Jaramillo presented item seven. The Village of Los Lunas has received an invitation to submit a project proposal to the New Highway and Transportation Department to participate in the 2019/2020 Municipal Arterial Program. The MAP application is intended to improve municipal arterial roads like Los Lentos (North and South), Los Cerritos, and Camelot. This year we would like to work on some improvements on NM6 going north. This will clean up areas with storm water issues and minor ADA. Councilman Romero asked if there was going to be any beautification similar to south Los Lentos. Mr. Jaramillo said that there is not enough area, so there will not be any beautification done. Amount requested is \$915,000.00 with a Village match of \$228,000.00. Mayor Griego asked if there were any comments from Council – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve per findings of Planning & Zoning.
MOVED: Councilman Romero
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

9. FIXED ASSET DISPOSAL.

Police Chief Gurule presented item nine. He is requesting to remove a 2012 Dodge Charger from their fixed assets due to this vehicle was totaled on August 15, 2018. Insurance check was received to replace that vehicle. Mayor Griego asked if there were any comments from Council – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **four (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND zero AGAINST.**

10. EXECUTIVE SESSION.

Mayor Griego announced that the Council would be going into executive session pursuant to NMSA 1 the following matters would be discussed in closed session: request to hire two Seasonal Recreational Aides.

APPROVAL: Motion to go into executive session pursuant to NMSA 1978 Section 10-15-1 (H) (2).
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.** 7:11PM

At 7:45PM, Mayor Griego asked for a motion from Council indicating that they discussed a request to hire two Seasonal Recreational Aides.

APPROVAL: Motion to approve
MOVED: Councilman Jaramillo
SECONDED: Councilman Ortiz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

For the positions of Seasonal Recreational Aides, Mayor Griego put up the names of William Moore and Leticia Sedillos.

APPROVAL: Motion to approve
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

11. MINUTES.

Mayor Griego asked if there were corrections to the council minutes of February 21, 2019 – there was none.

MOTION: Motion to approve February 21, 2019 minutes

MOVED: Councilman Ortiz

SECONDED: Councilman Jaramillo

CARRIED: Motion passed on a vote of **4 (Councilman Ortiz – yes; Councilman Romero – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

8. ADJOURNMENT.

Council meeting adjourned at 7:48 PM.

Gregory D. Martin, Village Administrator

Charles Griego, Mayor

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3. LIQUOR LICENSE APPROVAL FOR LOS LUNAS TOP SUSHI LLC DBA SAKURA HIBACHI AND SUSHI BAR.

Ms. Erin Callahan presented item three. Los Lunas Top Sushi/Sakura Hibachi and Sushi Bar located at 1400 Main Street, STE H - is seeking a beer and wine liquor license with on premises consumption only. This is commercial property and surrounded by other commercial property as well. As per requirement, notice of public hearing was published on January 31, 2019 and again on February 7, 2019 in the Valencia County News Bulletin. Community Development did not receive any letters or phone calls regarding opposition of this request and the Community Development Department does recommend approval of this liquor license. Mayor asked Council if they had any questions - there were none. Mayor Griego asked the public if they had any questions - there were none. Mayor Griego asked for a motion to adjourn as a public hearing and move back into regular council.

APPROVAL: Motion to adjourn
MOVED: Councilman Romero
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Romero - yes; Councilman Ortiz - yes; Councilman Munoz - yes; Councilman Jaramillo - yes) FOR AND 0 AGAINST.**
6:14PM

4. MINOR SUBDIVISION - SIERRA VISTA BULK PLAT.

Ms. Erin Callahan presented item four. Planning & Zoning Commission heard this case of February 20, 2019 - this is an application for a minor subdivision for tract 6 Land of Huning Limited Partnership. The property is located south of Highway 6 and west of Jubilee subdivision. The surrounding zoning and land use is manufacturing to the north - surround mostly on the west and south by open space and maintained Village drainage facility and to the east is a platted residential subdivision. Notice of public hearing was mailed to property owners adjacent on January 21, 2019 and there has been no letters or phone calls in opposition. The request is to subdivide the overall tract in the plan into eight smaller tracts that can be divided further for development. There has been one technical minor change that occurred at the Planning & Zoning and has been recommended for approval. There is a public access easement, based on their utility study, have also determined that be beneficial to label as a public sanitary sewer easement. This minor subdivision has been recommended for approval by staff. Mayor Griego asked Council if they had any questions - Councilman Ortiz inquired about the tracts - Erin replied it is just the tracts to create them. Councilman Munoz inquired about the two signatures missing - Erin replied that would be addressed. Mayor Griego asked if there was any comments from the public - there were none. Mayor Griego asked for a motion to adjourn as a public hearing had move back into regular session.

APPROVAL: Motion to approve
MOVED: Councilman Ortiz
SECONDED: Councilman Romero
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz - yes; Councilman Romero - yes; Councilman Munoz - yes; Councilman Jaramillo - yes) FOR AND 0 AGAINST.** 6:20PM

6. ORDINANCE 443 - AN ORDINANCE REVISING ORDINANCE 430, WHICH ESTABLISHED THE SUBDIVISION ORDINANCE IN ORDER TO MODIFY THE VILLAGE OF LOS LUNAS REQUIREMENTS FOR THE RECORDING OF SUBDIVISION PLATS AND CLARIFY THE PUBLIC REQUIREMENTS FOR AREA PLANS.

Ms. Erin Callahan presented item six. This ordinance was revised at the end of 2016. There is a few areas where we can improve - one of those areas is the subdivision only allowed the applicant to record an approved plat. That burden was on the applicant to take it to the County Clerk's office and record. The Village has noticed in some cases it would be beneficial for a representative of the Village to record an approve plat - there has been instances where the Village does not get the recorded plat returned. The Village will then bill applicant for recording charge. Mayor Griego asked if there were any questions from Council - there were none. Mayor Griego asked if there was any comments from the public - there were none. Mayor Griego asked for a motion to adjourn as a public hearing had move back into regular session.

APPROVAL: Motion to approve
MOVED: Councilman Romero
SECONDED: Councilman Ortiz
CARRIED: Motion passed on a vote of **4 (Councilman Ortiz - yes; Councilman Romero - yes; Councilman Munoz - yes; Councilman Jaramillo - yes) FOR AND 0 AGAINST.** 7:05PM