

**COUNCIL OF THE VILLAGE OF BOSQUE FARMS  
MINUTES OF THE REGULAR MEETING  
MARCH 21, 2013**

**1. CALL TO ORDER**

Mayor Robert G. Knowlton called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Present were Mayor Robert Knowlton, Councilors Bill Kennedy, Russ Walkup, Wayne Ake (arrived at 6:02 p.m.) and Dolly Wallace, Clerk/Administrator Gayle Jones, Assistant Clerk Cheryl Hibdon, Treasurer Debra Kelly and P & Z Officer Loretta Hatch. Lauren Zabicki was in attendance representing Attorney David Chavez.

**3. SILENT INVOCATION**

Mayor Knowlton asked everyone to continue to remember our service men and women and their families and our EMS, police and fire departments.

**4. PLEDGE OF ALLEGIANCE**

Councilor Kennedy led the Pledge of Allegiance.

**5. APPROVAL/DISAPPROVAL OF AGENDA**

Mayor Knowlton stated that Item A. under Old Business was postponed until the next council meeting to give Roy D. Mercer time to review the lease agreement for water rights.

Councilor Wallace moved to approve the amended agenda. Councilor Walkup seconded.  
**Motion carried unanimously.**

**6. APPROVAL/DISAPPROVAL OF MINUTES**

**February 21, 2013 Regular Meeting**

Councilor Ake corrected line 29 on page 2 to read 'resides' instead of 'presides'.

Mayor Knowlton asked to include in that paragraph that Ms. Taylor "presented a petition to the council".

Mayor Knowlton stated that the minutes would stand as amended.

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## **7. DEPARTMENTAL REPORTS**

Bob Courtney, Historical Society, stated that the last presentation on March 3 featuring John Taylor and the Battle of Peralta was well attended.

Lillie McNabb, Older America Advisory Council, stated that the policy was accepted by the commission.

Police Chief Greg Jones gave the monthly report for February.

## **8. TREASURER'S REPORT**

Councilor Wallace moved to approve the Treasurer's Report for February. Councilor Ake seconded. **Motion carried unanimously.**

## **9. NON-AGENDA ITEMS – DISCUSSION LIMITED TO 1 1/2 MINUTES**

Joe Romero, Board Member for Yucca Little League, addressed the Governing Body regarding concerns at the recreation site. He stated that the Little League has no access to the facility, maintenance of the grounds is lacking, i.e.; there are goat heads and ragweed everywhere, the trash is overflowing, the league has no keys to gates or access to water and the softball fields have broken sprinklers.

Mayor Knowlton stated that the Village was aware of and working on some of these issues. He stated that he would be more than happy to meet with Sue Clark, President of Yucca Little League, to address these concerns and that the Governing Body supports the little league.

Lillie McNabb, Bosque Farms resident, addressed the Little League parents and stated that it is also their responsibility to help with maintenance of the recreation grounds and reminded them that the Village only charges them \$1.00 per year.

It was announced that the Little League opening day would be held on Saturday, March 30, 2013.

## **10. OLD BUSINESS**

### **A. Consideration of Lease Agreement for Water Rights between the Village and Roy D. Mercer, LLC**

This agenda item was postponed until the next council meeting.

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## **11. NEW BUSINESS**

### **A. Consideration of Special Use Permit for an Assisted Living Community at 1935 Bosque Farms Blvd.**

Loretta Hatch, Planning and Zoning Officer, stated that the Planning and Zoning Commission heard a request for a special use permit by Henry and Kathy Holmes for the purpose of an assisted living community at the property located on Hwy 47 and Los Pinos Drive. She stated that the commission recommended this for approval with a couple of considerations regarding lot size and parking.

Ms. Hatch stated that assisted living is a permitted use on a commercially zoned property with a special use permit. She stated that the minimum requirements for a commercial piece of property are one-quarter acre; this piece of property is just over one and one half acres and would consist of three (3) homes built in three (3) phases.

Ms. Hatch also stated that there were no parking restrictions in the Village ordinances for an assisted-living facility and the closest ordinance she found was for hospitals, clinics and nursing homes. She stated that the ordinance for these requires one parking lot per bed. She stated that the applicants were requesting one parking lot per two beds because this facility would not get the same traffic as a hospital or nursing home.

Councilor Ake moved to uphold the special use permit for the assisted living community at 1935 Bosque Farms Boulevard (legal description: Lot #19 and #20 of Bosque De Los Pinos subdivision within Bosque Farms, Valencia County, New Mexico, within projected Sections 11 and 12, Township 7 North, Range 2 East of the NMPM) as approved by the Planning and Zoning Commission and also allow one (1) parking space per two (2) beds, and revisited at the discretion of the applicants on the third phase if adequate parking has been met, at no cost to the applicant. Councilor Walkup seconded. **Motion carried unanimously.**

### **B. Consideration of Mayor's Appointment to the Library Board**

Mayor Knowlton appointed Lillie McNabb to the Library Board for one (1) year.

Councilor Walkup moved to approve the appointment of Lillie McNabb to the Library Board for one (1) year. Councilor Ake seconded. **Motion carried unanimously.**

### **C. Consideration of Mayor's Appointment to Planning and Zoning Commission**

Mayor Knowlton appointed Sharon Eastman to the Planning and Zoning Commission for two (2) years.

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Councilor Ake moved to approve the appointment of Sharon Eastman to the Planning and Zoning Commission for two (2) years. Councilor Kennedy seconded. **Motion carried unanimously.**

**D. Consideration of Mayor's Appointment to Planning and Zoning Commission**

Mayor Knowlton appointed John Craig to the Planning and Zoning Commission for two (2) years.

Councilor Walkup moved to approve the appointment of John Craig to the Planning and Zoning Commission for two (2) years. Councilor Ake seconded. **Motion carried unanimously.**

**E. Consideration of Contract Negotiation with a Provider for Solid Waste Collection Services**

Mayor Knowlton stated that the contract with Waste Management expires on August 1, 2013 and the Village put out a Request for Proposals so that the Governing Body would have time to negotiate a contract. He stated that a process was outline in the Request for Proposals and within that process there was a scoring criteria based on a number of factors. The Governing Body decided to evaluate each proposal against those criteria and averages were calculated for final scores on the three proposals received.

Mayor Knowlton stated that because a contract had not been issued, the council was not allowed to divulge details about the proposals.

He stated that he would like the Governing Body to advise as to what they would like to see in a contract.

Councilor Walkup stated that he would like to see single container recycle pickup and to address smaller businesses using smaller containers.

Councilor Wallace agreed with Councilor Walkup and she stated that she would also like the gross receipts taxes to stay in Bosque Farms.

Councilor Walkup moved to enter into contract negotiations with AC Disposal for solid waste collection services. Councilor Wallace seconded. **Motion carried unanimously.**

Lee Wharton, Bosque Farms resident, stated that she would like to see an alternative for hazardous waste collection and also the ability to choose roll-off provider.

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Marlene Feuer, consultant for Waste Management, stated that a performance bond was not in the RFP and the Governing Body may want to consider that in the negotiations. She also thanked the Governing Body for allowing Waste Management to be their waste provider for the past several years.

Charles Montoya, owner of AC Disposal, thanked the Governing Body for their consideration.

**F. Consideration of Resolution #785-13 Amending the 2012-2013 Budget (Increases)**

Councilor Kennedy moved to approve Resolution #785-13 amending the 2012-2013 budget (increases). Councilor Walkup seconded. **Motion carried unanimously.**

**G. Consideration of Resolution #786-13 Amending the 2012-2013 Budget (Line Item Transfers)**

Mayor Knowlton explained the discussion with Judge Thomas last week regarding a pay raise for the Assistant Court Clerk. He sought clarification from the Municipal League attorney and the attorney agreed that the Judge could recommend wage increases. Mayor Knowlton recommended the council honor the Judge's wishes.

Clerk/Administrator Jones stated that two resolutions were included in the council's packets; #786-13 which does not include money for the wage increase and #786-13a which includes money for the wage increase.

Councilor Walkup moved to approve Resolution #786-13a amending the 2012-2013 budget (line item transfers). Councilor Wallace seconded. **Motion carried unanimously.**

**12. MAYOR & COUNCILOR'S REPORTS**

**Councilor Wallace** had no report.

**Councilor Kennedy** stated that he attended the recent historical forum and commended Bob Courtney and John Taylor, the speaker.

**Councilor Ake** had no report.

**Councilor Walkup** had no report.

**Mayor Knowlton** asked everyone to support the little league and he announced that the library construction had been completed.

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**13. ADJOURNMENT**

Mayor Knowlton adjourned the meeting at 7:47 p.m.

**PASSED, APPROVED AND ADOPTED THIS 18<sup>TH</sup> DAY OF APRIL 2013**

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Robert G. Knowlton, Mayor

(SEAL)

ATTEST:

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Gayle A. Jones, Clerk/Administrator