

*Rick Miera
Councilor*

James F. Fahey, Jr.

*John P. Alsbrook, II
Councilor*

Mayor

*Bill Woldman
Councilor*



*Zachary Burkett
Councilor*

*Mel Knight
Councilor*

*Stuart Murray
Councilor*

AGENDA

Village of Corrales Governing Body April 23, 2024, 6:30pm

This will be an in-person meeting at the Village of Corrales Council Chambers, 4324 Corrales Road, Corrales, NM 87048, which the public is allowed to attend.

Zoom access is available and participants are encouraged to join **before 6:35 p.m.**

To join the Zoom meeting call: **1-669-900-6833**, or go to Zoom.com and click **“Join a Meeting.”**

Meeting ID: 838 9195 9235 Passcode: 070951

For any questions regarding the meeting, please call the Village Clerk, Melanie Romero, at 505-897-0502

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

B. GOVERNING BODY PRESENT

C. APPROVAL OF AGENDA

D. PRESENTATIONS

1. Staff Recognition – Anthony Martinez for 34 Years of Service to the Village

E. REPORTS:

1. Administrator’s Report

F. CORRALEÑOS FORUM: This section is for informational purposes only, not for discussion and debate, to inform the governing body of an issue or concern that would not be addressed on the agenda during the business session. There is a 3-minute time limit, additional time can only be granted by the presiding officer.

There will be a sign-up sheet at the door for participants who would like to speak. Anyone wishing to speak must sign in before the meeting begins at 6:30 pm. To speak via Zoom, call the Village Clerk, Melanie Romero, at 505-897-0502 no later than 12:00 pm on Tuesday, April 23, 2024.

G. COUNCILORS FORUM: This section is for informational purposes only, not for discussion and debate, to inform the Governing Body of an issue or concern that would not be addressed on the agenda during the business session.

H. CONSENT AGENDA

1. Approval of Minutes for April 9, 2024, Regular Council Meeting
2. Approval of Proclamation 24-02, Arbor Day
3. Approval of Resolution 24-18 BAR
4. Approval of Resolution 24-19, Lodger’s Tax Disbursement for Corrales Garden Tour

I. ITEMS REMOVED FROM CONSENT AGENDA

J. NEW BUSINESS

1. Consideration, Action, and Approval of Restaurant A Liquor License for Larock LLC, DBA Mulas, 4908 Corrales Rd, Corrales NM 87048
2. Consideration, Action, and Approval of Ordinance 24-04 Bond Sale Authorization
3. Consideration, Action, and Approval of Resolution 24-20 Approval of the 2024 Antique Tractor Show Event Application
4. Consideration, Action, and Approval of Resolution 24-21 Ordering a Traffic Study for West La Entrada from Corrales Road to Loma Larga
5. Consideration of changes to ICIP projects list

K. ANNOUNCEMENTS/FUTURE AGENDA ITEMS:

1. Budget Work Study Meeting – 5/7 2 PM

L. ADJOURNMENT

A COPY OF THE AGENDA MAY BE OBTAINED ON THE WEBSITE: www.corrales-nm.org by clicking on “I’m Looking For & Agendas/Minutes”

If you are an individual with a disability who is in need of a reader, amplifier, 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 the Village Offices located at 4324 Corrales Road, at least five (5) days prior to the meeting or as soon as possible. The Council Chambers are now equipped with a hearing-aid accessible loop hearing system. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk at 897-0502, or by e-mail at mromero@corrales-nm.org if a summary or other type of accessible format is needed.

NEXT REGULAR COUNCIL MEETING: May 14, 2024, at 6:30 pm

I certify that notice of the Public Meeting has been given in compliance with the Open Meetings Act, Section 10-15-1 through 10-15-4 NMSA 1978 and the Open Meetings Resolution 23-75. **I certify that this agenda was posted on: April 19, 2024.**



Melanie L. Romero, Village Clerk

Department Reports

- Planning and Zoning Pg 4
- Police Department Pg 16
- Court Pg 21
- Public Works Pg 22
- Library Pg 25
- Parks and Recreation Pg 27
- Clerk Pg 28
- Fire Department Pg 31

Planning and Zoning Department Report for April 17, 2024 Meeting

No Home Occupation applications eligible to be administratively approved per Village Code Section 18-45 (c) (5) (a) came into the office this past month.

With the other three employees of the Planning and Zoning office out sick for various time periods, it was a very busy month keeping up for yours truly. I managed to squeeze in a few FEMA trainings to keep the floodplain manager continuing education credits rolling in, and to stay healthy. Many trips to Sandoval County and discussions with MRGCD to obtain documents and information for a future Village-initiated plat.

There are many platting actions coming up, including one very large tract of land that will go through the Sketch, Preliminary and Final plat stages before the Commission, and involve the large-scale construction of several roads and drainage ways. The short-term rentals we've identified (existing, not yet permitted) are coming in and will be heard by the Commission as they do. You'll be hearing at least one application per month, perhaps all year.

Building permitting is VERY busy as present, with the associated floodplain certifications and zoning review of each and every project. Code Enforcement is focusing on both STR compliance and really making an effort to have property owners remove debris, dead and down trees and plants, and anything else that may be a fire hazard. The Mayor has emphasized this in his recent messages, too.

On April 9, the Governing Body will see the Commission's suggestions to improve the Variance to Slope language. Typically there are one or two meetings with discussion, and finally (hopefully) approval for the Village Clerk to publish and post. Followed by final approval. I'll keep you updated as they go.

Laurie Stout 4-5-24

Laurie Stout, Planning & Zoning Administrator

Date

March 2024



Planning and Zoning Department

Brian Gresham, CBO
Village Building Official
Building and Safety Division Report

The Monthly report from the Planning and Zoning Department includes information regarding activity related to construction permits, interagency assistance, and various administrative duties on behalf of the citizens of the Village of Corrales.

Type of Construction	Number of Permits	Building Permit Fees	Improvement Valuation
New Single Family Dwelling	3	\$15,248.91	\$1,534,711.00
Residential Remodel, Additions	5	\$5,339.01	\$355,766.43
Residential Accessory Structures	3	\$3,008.07	\$213,223.04
Residential Solar	1	\$275.00	\$18,324.10
Residential Reroof	4	\$440.00	\$118,328.19
Residential Pools and Spas	2	\$1,277.82	\$54,475.00
Residential Fence/Wall	1	\$215.00	\$7,290.00
Demolitions	1	\$110.00	\$0.00
Commercial Remodel, Additions	0	\$0.00	\$0.00
Commercial Accessory Structure	1	\$451.32	\$30,000.00
Commercial Solar	0	\$0.00	\$0.00
Commercial Reroof	0	\$0.00	\$0.00
Total for the Month	21	\$26,365.13	\$2,332,117.76



Planning & Zoning Department

Village of Corrales

4324 Corrales Road, Corrales, New Mexico 87048

Phone: (505) 897-0502 Ext. 241 / cell (505) 273-0143

Email: srice@corrales-nm.org

April 4, 2024

Village of Corrales council members.

Working on Short Term Rental identification
And registration.

The vehicle is not registered and inoperable,
it was not moved until citation was issued. They were sent
two notices before citation.

Numbers for the month of March 2024

51 First notice

8 2nd notice

28 Resolved

1 Citation

Respectfully,

Sherrie Rice
Code Enforcement



321 Reclining Acres Rd





Village of Corrales

Planning & Zoning Department
4324 Corrales Road, Corrales, New Mexico 87048
Phone: (505) 897-0502 / Fax: (505) 897-7217

PLANNING AND ZONING COMMISSION

Date of Meeting: Wednesday, March 20, 2024, 6:30 PM

Location of Meeting: Council Chambers in-person, or via zoom teleconference

MEETING MINUTES

I. CALL TO ORDER

II. ROLL CALL

Present: Jerry Stermer, Melissa Morris, Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.

III. APPROVAL OF AGENDA

Motion to Approve: Heather Balas, Second: Mick Harper. Vote, yes: Jerry Stermer, Melissa Morris, Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.

IV. APPROVAL OF MINUTES

Feb. 21, 2024 Meeting Minutes

Motion to Approve: Melissa Morris, Second: Heather Balas. Vote, yes: Jerry Stermer, Melissa Morris, Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.

V. CORRALEÑOS PUBLIC FORUM (Comment on items not otherwise on Agenda – 3- Minute limit) None

VI. PUBLIC HEARING ITEMS

STR 24-02. (Short-Term Rental) Applicant and property owner **Jon Epperson**, of 3375 Lorraine Rd, Larkspur, CO is requesting a short-term rental permit for a 4-bedroom residence at **183 El Camino Campo**. Two bedrooms of the house already have Village STR approval and permit from 2022, and he wishes to add the final two for a total occupancy of 8 persons in four bedrooms. This 2.62-acre property is zoned *A-2 Agricultural and Rural Residential*.

PZA Laurie Stout (sworn): (Summarized staff report and noted original short-term rental approval on August 17, 2022, for two of the four bedrooms. Noted the ordinance had been amended, after the original approval, to limit occupancy of STR's to 2 persons per bedroom. Stated applicants are asking to add the additional two bedrooms to the existing approval. Noted septic capacity is higher than required, and applicants are current on all required inspections, registrations and taxes. Noted there have been no complaints to Code Enforcement or to Corrales Police.)

47 **Jon Epperson, of 3375 Lorraine Rd, Larkspur, CO (applicant, sworn):** (Stated the business is
48 running smoothly and appreciates the Commission’s consideration of their application.)
49 **Commissioner Marshall:** Would the house be rented to one group at time or more?
50 **Epperson:** We only plan to rent to one group at a time.
51 **Chair Black:** We’re going to go into public comment. Seeing none, we will close public comment and
52 go back to the Commission for discussion.
53 **Commissioner Balas:** Given that the applicant is compliant with Code Section 18-45 (f) and noting the
54 over adequacy of the septic tank as well as the track record of the project under its current rental status,
55 I move approval of STR 24-02.
56 **Move to Approve:** Heather Balas, **Second:** Jerry Stermer. **Vote, yes:** Jerry Stermer, Melissa Morris,
57 Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.
58
59 **Chair Black:** Mr. Epperson, you have your approval, the item could be appealed within 20 business
60 days. If that happens, Laurie will alert you to that, but otherwise, she will follow up with you with any
61 further information that you may need.
62
63 **ZOC 24-04. (Home Occupation) Applicant Morgann Balkcom of 147 Via Oreada** is requesting
64 **Home Occupation** permit approval to use 800 square feet of a 4,000 square foot home for mental health
65 coaching and therapy. “**EM2 Clinic**” will have up to 20 clients per week Mon-Fri 9 to 5 and Sat-Sun 9
66 to 4. This 1.55-acre property is zoned *A-2 Agricultural and Rural Residential*.
67
68 **Commissioner Harper:** (Recused himself from this item).
69 **Chair Black:** Thank you, Commissioner.
70 **PZA Stout:** (Summarized her report, noting that the applicant may have up to 20 clients per week, that
71 business days and hours are Monday through Friday, 9 to 5 and Saturday and Sunday, 9 to 4. Noted the
72 applicant is renting the home and has a lease that shows she has permission from the landlord to request
73 this home-based occupation.)
74 She asked the applicant: the website shows a business address of 4436 Corrales Road, which is a
75 commercial property. Are you moving the business from there?
76 **Morgann Balkcom, 147 Via Oradea (applicant, sworn):** No, I plan to keep my commercial property;
77 my plan is bringing someone into that space and then funnel my private coaching clients to the home.
78 **PZA Stout:** (Noted there were quite a few public comments. Concern about how much traffic there will
79 be at the home. Noted the application was compliant with the home occupation section of Code.)
80 **Balkcom:** I plan to operate a coaching business. (She expects 3 to 4 people per week to start. Would
81 love to get up to about 10-12. Described her clients.)
82 **Commissioner Chappelle:** Why is your address on Heritage Way in Albuquerque?
83 **Balkcom:** When I submitted this application, we hadn't moved to Via Oreada yet. I was trying to be
84 ahead of the curve and do everything by the rules.
85 **Commissioner Chappelle:** And the commercial property where you have your business now? Which
86 building is it in?
87 **Balkcom:** Del Rio Plaza, across the street from I think the old Sandia Bar.
88 **Commissioner Chappelle:** Is there a reason you can't do both at the commercial property?
89 **Balkcom:** I'm in an awkward position in my business where I need to grow and I need more space, but
90 I don't quite have the clientele to support it. I'm in a transitional period where I'd like to bring
91 somebody into my commercial space and build a clientele and free it up. While I can continue doing
92 coaching services with my personal clients and my goal at some point in the next year is to build it up
93 enough to where I can grow into a bigger space.
94 **Commissioner Chappelle:** A bigger commercial space?
95 **Balkcom:** Yes.
96 **Commissioner Chappelle:** What you're asking for now, is a transitory home occupation?
97 **Balkcom:** Ideally yes.

98 **Commissioner Stermer:** I'd like you to clarify the number of customers coming per week. You
99 indicated 11 to 20 (on the application), what do you think will really happen?
100 **Balkcom:** (Restated her goal of 12 clients. Noted that her schedule is flexible because of childcare
101 needs, and that was the reason for the broad number of hours and days (M-F 9-5 and weekends 9-4).
102 **Commissioner Stermer:** Typically, what kind of hours do people come to see you?
103 **Balkcom:** If I were to start tomorrow, there'd be a couple on Saturdays and a few during school hours
104 on the weekdays between 9:00 and 3:00.
105 **Chair Black:** Public comment on this item?
106 **Tonna Bugos, 132 Cadillo Ln. (public commenter, sworn):** (Expressed concern over the potential
107 amount of traffic to the site. Noted that the home occupation should have minimal impact on the
108 neighborhood. She believes that Via Oreada has been designated a trail by the Village of Corrales Trails
109 Master Plan. Noted lots of horse traffic and it near one of only six crosswalks on Corrales Road.)
110 **Patrick McClernon, 2968 Corrales Rd. (public commenter, sworn):** (Noted the pages of the lease
111 agreement did not show the owners signature, felt it did not meet the ordinance. Stated the ordinance
112 says no sales and service that would generate a greater traffic volume than normal. Noted the
113 neighborhood is very small and the impact would be greater than if the property was in a larger
114 neighborhood. Stated he believes the traffic could significantly change the neighborhood because of its
115 small size and because it is designated a trail.)
116 **David Alexander, 96 Via Oreada (public commenter, sworn):** (Expressed concern about people
117 walking, walking dogs and riding horses on the road as it is the shortest route to the Bosque in the area.
118 Stated people come to the area to take pictures, which creates additional traffic daily. Does not support
119 adding additional traffic, as it is a trail. Feels the foot traffic on the road is more important than
120 someone coming into the neighborhood for an appointment.)
121 **Billie Daugherty, 41 Via Oreada (public commenter, sworn):** (Agreed with prior comments, noted
122 who lives on the street. Expressed concern about what a proposed sign might look like, and traffic in the
123 area. Concerned that people visiting the business would not understand horse traffic etiquette.)
124 **David Stinchcomb, 122 Via Oreada (public commenter, sworn):** (Stated he agreed with prior
125 opposition, noted that the additional traffic would be enormous.)
126 **Bill Daugherty, 41 Via Oreada (public commenter, sworn):** (Noted high amount of foot traffic and
127 does not want the application approved.)
128 **Chair Black:** (Asked if there was any online public comment.) I'll bring it back to the Commission.
129 **Commissioner Chappelle:** I think it's important for people who don't know Via Oreada and for the
130 record, to explain where you get to, if you go east on Via Oreada. You've talked about it being an
131 entrance to the Bosque, but if you could explain that in a little bit more detail.
132 **McClernon:** (Explained the road dead-ends, location of parking (for Bosque visitors), where other
133 entrances to the Bosque are located and the lack of vehicle parking in the area, as it is mostly used by
134 pedestrians/horses.)
135 **Commissioner Chappelle:** If I drive a car down Via Oreada towards the east, I can't go any further
136 than the end of the road. If I ride a horse though, I could go over the little path where it goes through the
137 clear ditch and then into the Bosque.
138 **McClernon:** Correct.
139 **Commissioner Morris:** (Asked Attorney Cori Strife about the significance of that road having been
140 designated a trail.) Does that come with any legal restrictions on its use?
141 **Attorney Strife:** Not in the context of whether or not it would authorize a home occupation permit. It
142 does—and I think the residents raised the point, which does bear consideration—what the potential
143 traffic impact may be on a trail. In terms of just a home occupation permit it, it has no legal bearing.
144 **Commissioner Morris:** Could you say that last part again?
145 **Attorney Strife:** In terms of a home occupation permit, there's nothing in the planning and zoning code
146 that gives a trail any more legal weight than any other road.

147 **Commissioner Morris:** I don't know if it's a legal approval, the Commission has the power to make
148 decisions on circumstances that are different. For instance, to deny something on a basis that's not in the
149 ordinances, but based on other reasons, is that true?

150 **Attorney Strife:** Can you give me an example of what you're thinking of?

151 **Commissioner Morris:** I'm thinking there have been many residents who are concerned about
152 increased traffic for short term rentals and other developments in Corrales and generally, those have
153 been approved, but there's not some other reason. These concerns that these neighbors have just feel a
154 little bit more substantial even than that to me, although they're very substantial to the people who are
155 arguing against these things. Can you give us a feel for how much wiggle room or if there is any?

156 **Attorney Strife:** What I'm looking at is specifically the home occupation permit requirements. The
157 basic review process. They need to have their CRS from New Mexico Tax and Revenue. They have to
158 make sure that their business is conducted within the dwelling unit. They can't engage in the
159 manufacture of goods. The request has to be no more than 25% of the floor area. The primary thing I
160 think that the ordinance provides that additional parking needs generated by the conduct of the home
161 occupation permit must met with off-street parking. And that is a critical consideration and testimony.
162 And the applicant I think may help in this situation because if there is consideration to be given, we
163 need to know with certainty on the record that her potential business needs will not cause traffic to
164 bleed out onto a trail because people can't park on a trail.

165 **Commissioner Balas:** Part of our code for the home occupancy permit states the use of the dwelling
166 unit for the home occupancy shall be clearly incidental and subordinate to its use for the residential
167 purposes, do we have any defined term for clearly incidental, how are we supposed to interpret that?

168 **PZA Stout:** In our code there is a square footage limit to the business, no more than 25% of the home.
169 And there's also that portion where the applicant states "here's how much traffic I expect per week".
170 There is a category on the application of "more than 20 cars" which is not chosen here. It was the 11 to
171 20, and she's testified that 8 to 10 in a week would be her ideal. There are customer limits. And the
172 square footage limit which are within the guidelines that Code defines.

173 **Commissioner Balas:** That definition of "clearly incidental" is determined by square footage and cars.

174 **PZA Stout:** Also, that the applicant must live in the home and that the *primary* purpose of this home is
175 for her and her family to live in. The Code intent is to prevent someone from having a house be totally a
176 business, with no one living there.

177 **Commissioner Balas:** Section 7 in the same part of Code, "there shall be no sale of goods or services
178 from the home which would generate greater traffic volume than would be created in a residential
179 neighborhood". When I read this, I thought, up to five extra cars per day in my neighborhood would not
180 be more traffic than normal, but what I'm hearing from the neighbors is there are only six homes on the
181 street. Is the ordinance written to assume in an average residential neighborhood or is the ordinance
182 written to assume in this residential neighborhood? Did I make sense with my question?

183 **PZA Stout:** It's general, do typical residences have people coming and going? Do they get deliveries?
184 Do people who work from home go in and out a couple times, bank, grocery store? Is this requested
185 specific use going to be that much more? Or going to be an instance where you've got people coming in
186 and out all day long? Which is then more than what a home occupation should be under the Code? Or is
187 it going to be one in an hour, maybe no one again till the next day. That's where the judgment call
188 comes in. We've heard testimony that there is extra traffic here already because it is a Bosque entrance.
189 So, you've got some folks that just come there for that. But that's separate from the home occupation.

190 **Commissioner Chappelle:** I disagree a little bit with what Miss Stout just said, I think the testimony
191 was there are very rarely cars parked that use it as an entrance to the Bosque. It's the horses that use it as
192 an entrance to the Bosque and the big concern that the neighbors have is the equine traffic and the
193 people who aren't used to that aren't used to it, and it becomes dangerous to the horse and the rider. And
194 I think what we have and this has come up before in home occupation requests, it's stated, actually Mr.
195 McClernon's letter is home occupation permits were intended to have little or no impact on neighbors
196 and he talks about it generating so many cars per week, disproportional to the neighbors use, given that

197 there's so few houses. My concern is we're talking about a disproportional amount. Because at one point
 198 the applicant did say 12 visits, so it's kind of a moving target.
 199 **Commissioner Marshall:** I appreciate what you said and want to be certain it's a dirt road. Is that
 200 correct?
 201 **PZA Stout:** I don't think it's gravel. I think it may just be dirt. (Some residents nodded yes.)
 202 **Commissioner Marshall:** Which also causes an additional impact on the neighborhood.
 203 **Commissioner Stermer:** (Wanted to know if picture A was depicting a circular driveway.)
 204 **PZA Stout:** Asked applicant for clarification. (She stated yes, it's a circular drive).
 205 **Commissioner Stermer:** Where is the property located on the road?
 206 **PZA Stout:** At the end except for another private driveway going to a property north of it.
 207 **Commissioner Stermer:** (Asked for confirmation Via Oreada begins at Corrales Road and ends at the
 208 access to the Bosque.)
 209 **PZA Stout:** Yes.
 210 **Commissioner Stermer:** If I were a customer going to this property, would I pass the other five?
 211 **PZA Stout:** I believe so.
 212 **Chair Black:** I am concerned about a home occupancy situation on a very calm dirt road that could
 213 generate up to 20 additional visits a week in a residential community. (Talked about other home
 214 occupation approvals as a comparison.) I am concerned about the intensity of the traffic component for
 215 the application on this particular road, and I guess from my perspective I think you do have to look to
 216 the characteristics of the of the road itself to understand any disproportionate impacts that it may have.
 217 **Commissioner Chappelle:** I would move to deny ZOC 24-04.
 218 **Chair Black:** And is there a second?
 219 **Commissioner Morris:** I second the motion.
 220 **Commissioner Balas:** I want to just point out that when I look at the variables on our form on page 2,
 221 they put it in these groupings. This application is in the category of 11-20 cars weekly. The thing that's
 222 holding me up in terms of potentially approving this, and the reason I'm going to vote for the motion, is
 223 the capacity for 20 cars to a home on a street with only six homes. Had the applicant come in with one
 224 of the smaller numbers, I probably would be able to approve this application. I'm just making that
 225 observation for the record and in case an application comes back to us.
 226 **Commissioner Stermer:** Affirmative. But I agree the application does not allow for more explanation
 227 and so we have the proposal which is too much traffic for this particular neighborhood.
 228 **Commissioner Chappelle:** I would move to deny ZOC 24-04, given the nature of the road (Via
 229 Oreada) and the limited number of residents there. The fact is it's a dirt road and basically dead ends at
 230 the clear ditch. The potential traffic would be substantial to the neighborhood.
 231 **Motion to Deny:** Mary Chappelle, **Second:** Melissa Morris. **Vote to deny:** Jerry Stermer, Melissa
 232 Morris, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.
 233 **Chair Black:** Ma'am, sorry, your application is denied. You do have the right to appeal this within 20
 234 days. Talk with Laurie and she can walk you through that process.
 235
 236 **SDP 24-01. (Site Development Plan) Applicant Modulus Design, 912 Broadway Blvd NE, ABQ,**
 237 **87102, on behalf of property owners Carol Rising and Dana Brabson (Brabson Rising, LLC, of 712**
 238 **Trujillo Lane in Corrales) requests Site Development Plan approval for 3923 Corrales Road. This 1.4-**
 239 **acre property is zoned C – Neighborhood Commercial and is located at the southwest corner of Corrales**
 240 **Road and Coronado Road. Owners wish to ultimately have two buildings on the site containing two**
 241 **restaurant spaces and various retail.**
 242
 243 **PZA Stout:** (Summarized her staff report, noted the existing building has been found too expensive to
 244 refurbish, which lead to the new proposed Site Development Plan. Stated the proposed plan has two
 245 phases, and at the end of the Site Development Plan process there will be 2 new buildings on the site.
 246 The Fire Chief is satisfied with fire access as shown. There's an existing Corrales Road ingress/egress
 247 and an existing Coronado Road ingress/egress, which will remain.

248 The applicants will have to go through the Building Permit process for the construction.)
 249 **Carol Rising (Brabson Rising, LLC), 712 Trujillo Ln. (applicant, sworn):** (Read a letter she wrote
 250 related to the site and their personal and business history in Corrales. Explained how they came to be in
 251 business and why Quilts Olé moved out of Corrales due to the building condition. Stated they have
 252 worked on the existing building and property so that the current tenants would not have to move until
 253 the new building is ready. They plan to develop this site in two phases. The first building will house the
 254 existing businesses on site and allow the quilt business to return to Corrales. The second building is to
 255 allow for new tenants on the property. Stated that they hope that their existing and new businesses will
 256 continue to support the artistic community in Corrales.)
 257 **Commissioner Marshall:** How many restaurants are proposed as there is currently one on the site?
 258 **Rising:** Right now, we do not have specific tenants who have contacted us to bring in a restaurant or
 259 retail. We have talked about adding another restaurant, but that is not certain at this time.
 260 **Dana Brabson (Brabson Rising, LLC), 712 Trujillo Ln. (applicant, sworn):** We have worked with
 261 MainStreet and they pointed out a second restaurant with a different format than the current one would
 262 be appropriate in Corrales. (Stated they are using that as a starting point but have no idea if a second
 263 restaurant ultimately will be a part of the property.)
 264 **Commissioner Stermer:** I'd like to hear a little bit more about the current capacity for parking and the
 265 future capacity, what are the numbers?
 266 **Walter Gill, Modulus Design, (agent, sworn):** We showed potential tenants for the new spaces, for
 267 proposed buildings 1 and 2. What we are trying to do is create enough parking to accommodate a high
 268 volume, so that they have flexibility with what kind of tenant they potentially attract to this new space.
 269 The parking calculations on the bottom of the sheet lay out a potential tenant as a restaurant, assembly
 270 space and meet the zoning requirements for parking. The buildings are sized based on our best guess for
 271 occupancy, especially building 2. The first building is designed to meet the needs of the existing tenants
 272 and bring back the owner's business to Corrales.
 273 **Commissioner Stermer:** Access is off both Corrales Road and Coronado Road, right? And is the
 274 future plan to have both?
 275 **Gill:** The main exit and egress will be Corrales Road; we will maintain the existing Coronado access.
 276 The main entrance for all commercial use is designed to be Corrales Road as required in Code.
 277 **Commissioner Stermer:** How many spaces do you have on here?
 278 **Gill:** (Final) Phase two complete parking we have 56 required and we are providing 56.
 279 **Commissioner Chappelle:** The current parking area is basically a dirt lot in front of the existing
 280 building. Is that going to continue to be a dirt lot?
 281 **Walter Gill:** Once we complete both phases the proposed lot will be gravel. We will pave the ADA
 282 spots as required, and any access points to the businesses just for ADA access—but the majority, 98%
 283 of the parking lot will be gravel.
 284 **Commissioner Chappelle:** (Asked for clarification of what businesses are currently on the property
 285 and which would be after the construction.) (Corrales Coffee and Tea and a hairdresser now, adding
 286 back Quilts Ole. Future additions TBD.)
 287 **Commissioner Harper:** We have parking spaces within the 25-foot set back from Corrales Road. Is
 288 that setback requirement of 25 feet strictly for buildings?
 289 **PZA Stout:** Yes, it is for structures.
 290 **Commissioner Harper:** The other question I've noticed is this property runs 424 feet along Coronado
 291 Road. But the maximum distance from Corrales Rd. for commercial zoning is 350 feet. Is that right?
 292 **PZA Stout:** We evidently have a grandfathered property here. The entirety of this lot on the Village of
 293 Corrales zone map shows it as commercial.
 294 **(Former property owners confirmed the Commercial zoning has existed since at least 1972.)**
 295 **Commissioner Marshall:** (Concerned about the interaction of the proposed development with the
 296 existing school across the street. Wanted to verify the business entrance was approved by NMDOT.)
 297 **Walter Gill:** Yes. Because it's an already approved DOT exit and entrance for commercial use, we've
 298 taken that as an approval to continue it as a commercial use.

299 **Chair Black:** Is there any public comment on this item in the room?
300 **Ginger Hunter, 112 Coronado Rd. (public commenter, sworn):** (Concerned about how the new
301 development would affect an easement agreement for sewer and water on their property.)
302 **Michael Van Wagner, 112 Coronado Rd. (public commenter, sworn):** (Did not comment, had same
303 concerns as Hunter.)
304 **Rich Shore, 91 Coronado Rd. (public commenter, sworn):** (Concerned about doubling (the size) of
305 that use and extending the use into a restaurant space which may have evening traffic as well. Stated the
306 layout is a good fit and he likes it. Has concerns about the construction phase and the effect on their
307 animals (skittish horses). Also concerned with the height and lighting and its effect on their property.)
308 **Chair Black:** I will throw it back to the Commission for any questions or discussion.
309 **Commissioner Harper:** To address a couple of questions from members of the public. I don't believe
310 any action the Commission takes regarding a Site Development Plan could impair an easement owned
311 by another property owner if it's been recorded. Regarding lighting, since the current construction took
312 place on this site, the Village has passed a night skies ordinance that limits light created on this lot. It
313 cannot escape the boundaries of this lot; all lighting must be shielded down. (Noted that proposed walls
314 and fences should help block headlights and some potential noise.) But otherwise, I don't see anything
315 here that's out of compliance with our ordinance.
316 **Commissioner Balas:** (Wanted to make sure that the applicants were communicating with the school
317 across the street as their lot is used by some of the parents dropping off their children at the school, due
318 to the proximity of the crosswalk to their parking lot.)
319 **Chair Black:** Wanted to know if PZA Stout was aware of any easements on the property.
320 **PZA Stout:** (Stated she was not aware of any but did not have plats or recordings related to the
321 property other than the Site Development plan.)
322 **Rising:** There is an encroachment agreement that has been recorded that provides for that encroachment
323 of the fence on the west. As far as I could tell, the terms of the encroachment agreement were
324 accurately stated. With that in place, we would not be disturbing or encroaching on the encroachment.
325 **Commissioner Balas:** Can I clarify what we just heard—that if there's an existing easement, you're
326 going to observe the terms of the existing easement? Is that in summary, what you just said?
327 **Rising:** Well, I'm not sure that it's an easement. It's an encroachment. But that aside, we have no intent
328 to disturb the terms of that.
329 **Commissioner Balas:** OK.
330 **PZA Stout:** Please correct me if I'm wrong. My understanding is that the property to the west has a
331 fence that's a little bit onto your property and that is the encroachment?
332 **Rising:** That's correct.
333 **Commissioner Morris:** I'm still a little unclear about the easement; an encroachment of a fence is
334 completely different. I would think the right to come and use somebody's well, and sewer system—the
335 encroachment of a fence that comes over is not the same as the right to come onto the property.
336 **Rising:** The encroachment is the occupancy within the property line by that other owner. As far as the
337 encroachment agreement is concerned, there are provisions in it concerning well usage, septic usage,
338 location of utility lines and those kinds of things to benefit the owners of that property. That is the
339 subject of the encroachment agreement.
340 **Commissioner Morris:** It sounds to me like an easement.
341 **Rising:** It's a lot like an easement.
342 **Commissioner Chappelle:** I would move for the approval of SDP 24-01, the Site Development Plan
343 for 3923 Corrales Road, given that it meets all the requirements for a site development plan in Code
344 (Section 18-45 (b)). Commissioner Harper seconded.
345 **Motion to Approve: Mary Chappelle, Second: Mick Harper. Vote yes: Jerry Stermer, Melissa Morris,**
346 **Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.**
347 **Chair Black:** You have approval, it can be appealed within 20 days.
348
349

350 VII. OTHER BUSINESS

351 Commission discussion regarding potential recommendations to Council within *Article V.*
352 *Terrains and Stormwater Management.*

353
354 **PZA Stout:** (Reviewed proposed language changes to ordinance, which clarifies requirements to
355 request a Variance to Slope disturbance for land more than 15% slope.)

356 **Commissioner Stermer:** I would like to express our consensus on this to the Village Council, and that
357 they consider the recommended changes.

358
359 **Motion to Approve forwarding changes for Governing Body consideration:** Jerry Stermer, Second:
360 Elizabeth Marshall. **Vote, yes:** Jerry Stermer, Melissa Morris, Mick Harper, Mary Chappelle, Elizabeth
361 Marshall, Heather Balas, Rob Black.

362
363 VIII. PZA REPORT

364 **PZA Stout:** (Summarized her report, the Building Official and Code Enforcement Officer reports.)

365
366 X. COMMISSIONERS FORUM

367
368 XI. NEXT MEETING: April 17, 2024 at 6:30pm

369
370 ADJOURNMENT

371
372
373
374
375
376  _____ Date 4/17/24
377 Rob Black, Chair
378 Planning and Zoning Commission

379
380
381
382  _____ Date 4-17-24
383 Laurie Stout, Planning & Zoning Administrator

COMMUNICATIONS

Events by Nature Code by Agency

Agency: COPD, Event date/Time range: 03/01/2024 00:00:00 - 03/31/2024 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
COPD	911 HANG UP	0	0	20	20	1%	0:04:11	0:07:15	0:09:31	6:27:26	0:19:22
	AGENCY ASSIST	0	1	1	2	0%	0:03:34	0:02:36	0:12:58	0:32:07	0:16:04
	ANIMAL	0	2	16	18	1%	0:10:23	0:08:15	0:14:32	8:52:56	0:29:36
	AREA CHECK	0	1996	2	1998	77%	0:00:06	0:16:43	0:03:52	129:34:09	0:03:54
	ASSIST FIRE	0	0	4	4	0%	0:00:47	0:04:49	0:27:39	2:13:02	0:33:16
	ATTEMPT TO LOCATE	0	0	1	1	0%	0:00:00	0:12:10	0:07:22	0:19:32	0:19:32
	AUDIBLE ALARM	0	1	19	20	1%	0:05:17	0:06:44	0:08:50	6:16:45	0:18:50
	BREATHING PROBLEMS	0	0	1	1	0%	0:13:26	0:08:42	0:32:20	0:54:28	0:54:28
	CHECK FOR WANTED	0	0	3	3	0%	0:04:00	0:08:18	0:38:10	2:23:09	0:47:43
	CIVIL	0	0	3	3	0%	0:04:30	0:04:39	0:17:26	1:19:45	0:26:35
	CIVIL ESCORT	0	0	2	2	0%	0:34:39	0:10:22	0:23:58	2:17:58	1:08:59
	CIVIL SERVING PAPERWORK	0	2	0	2	0%	0:00:00	0:09:04	0:16:22	0:50:52	0:25:26
	CRIMINAL DAMAGE	0	0	2	2	0%	0:06:17	0:17:22	0:26:07	1:39:32	0:49:46
	CRIMINAL HISTORY	0	0	1	1	0%	0:11:07	0:00:00	0:00:03	0:11:10	0:11:10
	DISABLED OR UNATTENDED VEHICLE	0	2	6	8	0%	0:05:29	0:04:46	0:23:44	3:44:15	0:28:02
	DISORDERLY SUBJECT	0	0	1	1	0%	0:01:19	0:08:15	0:02:58	0:12:32	0:12:32
	DOMESTIC	0	0	3	3	0%	0:07:45	0:11:43	0:30:30	2:29:54	0:49:58
	EMSE	0	0	1	1	0%	0:00:55	0:02:35	1:58:19	2:01:49	2:01:49
	FIREWORKS	0	0	1	1	0%	0:01:14	0:03:00	0:08:16	0:12:30	0:12:30
	FOLLOW UP	0	16	0	16	1%	0:00:01	0:04:25	0:27:15	7:20:40	0:27:33
	FRAUD	0	0	5	5	0%	0:09:10	0:10:25	0:36:36	4:30:33	0:54:07
	INFORMATION	0	0	1	1	0%	0:05:06	0:00:00	0:00:06	0:05:12	0:05:12
	INTOXICATED DRIVER	0	1	5	6	0%	0:01:56	0:05:09	0:03:01	0:55:26	0:09:14
	LARCENY	0	0	1	1	0%	0:04:38	0:04:34	0:10:26	0:19:38	0:19:38

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	LOST AND FOUND	0	1	2	3	0%	0:01:46	0:05:30	0:34:43	1:58:41	0:39:34
	MOTOR VEHICLE ACCIDENT INJURI	0	1	3	4	0%	0:01:52	0:03:47	1:09:52	5:02:05	1:15:31
	MOTOR VEHICLE ACCIDENT ROLLOVE	0	0	1	1	0%	0:02:03	0:00:08	1:04:01	1:06:12	1:06:02
	MOTOR VEHICLE ACCIDENT WO INJU	0	1	0	1	0%	0:00:00	0:00:00	0:43:16	0:43:16	0:43:16
	MVA DELAYED	0	0	2	2	0%	0:02:14	0:10:30	0:47:35	2:00:37	1:00:19
	NEIGHBOR DISPUTE	0	0	1	1	0%	0:06:11	0:13:25	0:11:22	0:30:58	0:30:58
	NOISE COMPLAINT	0	0	1	1	0%	0:03:33	0:05:20	0:07:03	0:15:56	0:15:56
	OVERDOSE POISONING ALPHA	0	0	1	1	0%	0:00:40	0:05:01	1:06:16	1:11:57	1:11:57
	PARK WALK AND TALK	0	1	0	1	0%	0:00:00	0:00:00	1:03:32	1:03:32	1:03:32
	PHONE CALL FROM OFFICER	0	0	3	3	0%	0:04:19	0:11:31	0:02:42	0:55:36	0:18:32
	PROWLER	0	0	1	1	0%	0:02:03	0:08:35	0:10:13	0:20:51	0:20:51
	PUBLIC ASSIST	0	9	6	15	1%	0:05:10	0:05:21	0:17:44	5:29:20	0:24:57
	PUBLIC NUISANCE	0	1	5	6	0%	0:17:24	0:06:24	0:11:25	3:01:21	0:30:14
	ROLLING LICENSE PLATE CHECK	0	23	0	23	1%	0:00:01	0:00:00	0:02:21	0:54:12	0:02:21
	SHOPLIFTING	0	0	2	2	0%	0:01:00	0:01:58	0:28:41	1:00:21	0:30:11
	SHOTS FIRED	0	0	1	1	0%	0:01:00	0:02:58	0:11:34	0:15:32	0:15:32
	SPECIAL ASSIGNMENT	0	12	0	12	0%	0:00:01	0:00:00	1:46:28	21:17:48	1:46:29
	SPEEDING RECKLESS	0	1	6	7	0%	0:09:06	0:03:09	0:13:00	2:35:43	0:22:15
	STRUCTURE FIRE	0	0	2	2	0%	0:00:26	0:03:29	3:24:10	6:56:10	3:28:05
	SUICIDAL IDEATIONS/ATTEMPT	0	0	2	2	0%	0:00:33	0:04:06	0:40:47	1:30:53	0:45:27
	SUSPICIOUS ACTIVITY	0	4	17	21	1%	0:05:12	0:05:56	0:25:33	12:11:28	0:34:50
	THREATS HARASSMENT	0	0	2	2	0%	0:09:21	0:05:12	0:31:49	1:32:43	0:46:22
	TRAFFIC HAZARD	0	1	1	2	0%	0:02:14	0:03:17	0:01:44	0:08:59	0:04:30
	TRAFFIC STOP	0	332	0	332	13%	0:00:01	0:00:00	0:10:33	58:23:53	0:10:33

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	UNIT INVOLVED ACCIDENT	0	1	0	1	0%	0:00:00	0:00:00	1:59:48	1:59:48	1:59:48
	VEHICLE FIRE	0	0	1	1	0%	0:04:16	0:02:43	0:22:31	0:29:30	0:29:30
	WELFARE CHECK	0	20	19	39	1%	0:04:58	0:06:11	0:17:04	14:45:59	0:22:43
	WELFARE CHECK IP	0	0	1	1	0%	0:03:39	0:04:07	0:06:30	0:14:16	0:14:16
Subtotals for No Summary Code		0	2429	179	2608	100%	0:04:47	0:06:36	0:30:38	333:42:57	0:39:10
Subtotals for COPD		0	2429	179	2608	100%	0:04:47	0:06:36	0:30:38	333:42:57	0:39:10

[Handwritten signature]
[Handwritten date] 04/02/24

Summons/Citations Charge Summary

Agency: CORRALES POLICE DEPARTMENT, Date Range: 03/01/2024

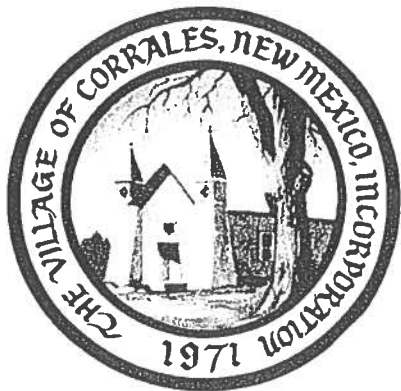
Charges	Count
FAILURE TO DIM HEADLIGHTS	2
PROOF OF FINANCIAL RESPONSIBILITY	25
DRIVING WHILE UNDER THE INFLUENCE OF	1
MANDATORY USE OF SEATBELTS	13
OBEDIENCE TO REQUIRED TRAFFIC	1
DRIVERS TO EXERCISE DUE CARE	1
FAILURE TO SIGNAL TURN	1
STOP SIGN VIOLATION FAILURE TO STOP	7
HEADLAMPS ON MOTOR VEHICLES	4
DRIVING WITHOUT A VALID LICENSE	3
EMERGING FROM ALLEYS/DRIVEWAYS	1
SPEEDING IN A SCHOOL ZONE	1
NO TAIL LAMPS	1
EVIDENCE OF REGISTRATION TO BE SIGNED	7
IMPROPER PASSING DOUBLE YELLOW	1
DISPLAY OF CURRENT VALID	11
IMPROPER EQUIPMENT - OPERATING	1
NO DRIVERS LICENSE IN POSSESSION	4
PROHIBITED ACTS INCLUDING CELL PHONE	4
DRIVING ON A SUSPENDED OR REVOKED	1
SPEEDING	78
Total:	168

V. M. [Signature] 04/02/24

Animal Services Monthly Activity Report					Monthly Totals
Mar-24	28	29	30	31	
Item					
Abuse / Neglect					0
Adoptions/Fosters					1
Animal Bites					0
Animals Astray	2		1		32
Criminal Complaint					0
DOA / 10-7's					4
Found by AC	2		1		19
Coyotes					2
Impounds					1
Injured Animals					0
Licenses					1
Live Stock Calls					9
Nuisance Calls			1	1	34
Officer Assist					5
Other (Bats, etc.)					5
Picked Up	2		1		28
Public Assist	25		13	2	341
Raccoons					0
Reclaims	2		1		28
Skunks					0
Snakes					0
Squirrels					0
Trap Request					1
Trapped Animals/PU					0
Verbal Warning	2		2		60
Voice Mail/Phone Calls	25		13	2	341
Written Citations					0
Sick Leave					0
Holiday/Admin with Pay		8 ADMIN			0
Comp/OT					0
Vacation					8
Court					0
Training					0
Reports					0
Investigation Hours	12		5	5	205
Animals Transferred					1
AHNM					1

March, 2024 CPD & Animal Services Fleet Vehicle Fuel Cost \$4,015.78
 March, 2024 CPD & Animal Services Fleet Vehicle Maintenance & Repair Costs \$1,384.62

V. M. [Signature] 04/02/24



Corrales Municipal Court

Memo

To: James F Fahey, MD Mayor
FROM: Michelle Frechette, Municipal Court Judge
RE: Monthly Financial Report for March 2024
DATE: April 3, 2024

FINES	\$ 3970.00
OVERAGE	\$ 1.00
CORRECTION FEES	\$ 2100.00
DWI LAB FEES	\$ -0-
DWI PREVENTION FEES	\$ -0-
AUTOMATION FEES	\$ 630.00
JUDICIAL EDUCATION FEES	\$ 315.00
SAFETY	\$ -0-
BOND FORFEITURE	\$ 100.00
Misc Payment	\$ -0-
BOND IN	\$ -0-
TRANSFERS	\$ -0-
TOTAL	\$ 7116.00

BALANCE OF BOND ACCOUNT:	\$ 750.00
BOND IN:	\$ -0-
BOND OUT:	\$ 83.00

PAID TO VOC: (out)	\$ -0-
REFUNDED TO: POSTING PARTY	\$ -0-
BOND FORFEITURE(Village above)	\$ 100.00

TOTAL BOND ACCOUNT BALANCE \$ 567.00

CC: VILLAGE OF COUNCIL MEMBERS
Ron Curry, VILLAGE ADMINISTRATOR
Melanie Romero, VILLAGE CLERK
Reyna Aragon, VILLAGE FINANCE OFFICER

The payer and specific line item amounts for each case are available upon request

Public Works/Wastewater March 2024

Public Works

- Meter Readings, Bac-Tees
- Mowed & Swept Loma Larga
- Hauled undesirable soil from Jones's to Sandoval County Landfill
- Repaired potholes on Christianson Lane
- Trimmed trees on West Valverde
- Completed replacing street signage throughout the Village of Corrales
- Cleared abandoned culvert at C de Baca and Tierra De Corrales
- Continued work on Top Form Arena
- Continued hauling and processing dirt for turnout on Loma Larga
- Located and mapped 6" water main from Administration pump house to Corrales road
- Repaired road surface on Quail trail
- Completed sign replacement throughout Corrales
- Attended the 2024 NM811 class
- Removed elm tree on Trosello road
- Placed and compacted milling on shoulders from Todo Los Santos to Cabezon (Ditch crossings on Loma Larga)

Wastewater

- Located Wastewater for 811 calls

	A	B	C	D	E	F	G	H
1			Roads Graded March 2024					
2	Andrews {East Meadowlark}			3/5/2024		3/21/2024		
3	Andrews {From Rincon}			3/5/2024		3/21/2024		
4	Andrews {Mockingbird}			3/5/2024		3/21/2024		
5	Angel Rd							
6	Benscics Rd						4/5/2024	
7	Burlbaw Ct							
8	Calle Amarilla							
9	Calle Azule							
10	Calle Contenta							
11	Calle Roja							
12	Calle Verde							
13	Camino Alto							
14	Camino Bajada							
15	Camino Claudio							
16	Camino De Los Miligros					2/21/2024		
17	Chimaja				3/20/2024		4/5/2024	
18	Coronado Ct							
19	Coroval Pl							
20	Cottonwood							
21	Coyote Run							
22	Dixon							
23	Don Quixote							
24	Dulce Ct							
25	El Camino Verde							
26	Estrella Brillante St							
27	Four Wing Ct							
28	Gosset Ln							
29	Griego Ct							
30	Hollywood				3/20/2024			
31	Ida Ct							
32	Judy Ct							
33	Kings							
34	Lena Ct							
35	Los Manzanos							
36	North end Loma Larga							
37	Orchard							
38	Paseo Dulcelena Rd							
39	Perea Ln							
40	Price Ln							
41	Quail Trail							
42	Rincon							4/10/2024
43	Rome							
44	Ruffles				3/20/2024			
45	Sagebrush							
46	Sego Ln							
47	Senescu Ct							
48	Sereno				23			Agenda packet for April 23, 2024

	A	B	C	D	E	F	G	H
49	Sherrod Ct							
50	Sierra Vista							
51	Trosello							
52	Via Oreada							
53	Windover							

Librarian's Report March 2024			
	March 2024	February 2024	March 2023
Walk-ins	2,702	2,684	2,913
Registrations	45	49	52
Acquisitions	88 books/11 dvds	91 books/2 dvds	199 books/10 dvds
Loss & Discards	58	186	17
OverDrive Acquisitions	125	254	26
Circulation			
Adult books	828	836	930
Juvenile Books	1,135	1,020	1,662
YA Books	72	103	118
Adult Media	225	239	279
Child Media	105	76	105
YA Media	30	x	x
Southwest Room	42	45	73
Seed Library	237	254	179
Musical Instruments	4	1	3
Interlibrary Loans	5	6	8
OverDrive EBooks	1,320	642	575
Kanopy	35	x	x
Hoopla	35	x	x
Museum Passes	16	x	x
Reference/Tech Assists	81/163	167/163	58/159
TOTAL	4,333	3,552	4,377

The library was open 172 hours. We were closed Friday, March 29th.
 We circulated 2,694 items. Our website had 1,445 hits, with 139 wifi uses.
 We have 7 computers available for public use, with a total of 64 uses.
 1 document was notarized.

Adult programs.

Café a las Seis had 3 meetings. Attendance is up to 62 total.

The **Saturday Stitch Club** met March 9 – 21 participants. Each session is now beginning with a brief teaching segment. This month's was Continental Cast On method.

The **Book Club** met March 25th to discuss *The Other Einstein*, by Marie Benedict – 21 participants.

Chess Club (all ages) on Tuesday evenings had 4 meetings with 18 participants.

Adult Winter Reading Program prizes from local businesses were given out to three participants on March 1.

Art in the Library: artist Elzbieta Kaleta's work is on display March 1st through April 30th.

The Seed Library

We had a record number of seed packet checkouts this month at 237. Corries azafran is available again this year.

Children's Services

Story Time had 4 sessions this month, 105 kids, 61 adults.

Birdfeeder Craft, March 16th: 10 kids, 4 adults.

Our **Facebook page** had 11 posts in March with a reach of 2,360 people. The page has 83 new likes.

Technology

SystemsMD says they can set up a process to run Windows updates automatically, thus bypassing the problem with DeepFreeze.

Other Notes

- Our two new streaming services, Hoopla and Kanopy, which went live on February 29th, have been getting increasing attention and use. Links are available on our webpage and catalog. We have been helping people sign up for the services and learn to download.

*Parks and Recreation Department
April 2024 Monthly Report
Lynn Siverts*

- Interviews have taken place for new Guards, and we are not sure if we have enough yet.
- The new gym is being used Monday through Friday by a lot of people.
- We have finished the Top Form Arena and will now be watering and working it every Friday.
- The Farmland has been planted with oaks on the back two lots and I am working with 4-H and 13 children to farm it.
- We are close to figuring out and fixing the pool heater for this summer.
- The front athletic field will be relevelled next week.
- The pond will be getting trout stalked next month.

Clerk's Office

Report for March 2024

From Clerk Melanie Romero:

March was a busy time with meetings and demonstrations of programs that are designed to “streamline the clerk’s office.” While there was one addition to our website that I thought would be great to implement, I don’t believe it is worth the \$20,000 implementation fee and additional \$12,000 per year for the cost of the website (we currently pay less than \$3000 per year for the actual website, plus \$5500 per year for the accessibility features that assist users that have vision impairments). I continued to work with the library, our IT team, and CivicPlus to make the proper changes to the DNS (Domain Name Service) records of both the Village website and the library website so that the migration to the new software can take place. This upgrade to the website won’t bring drastic changes to the site, but should hopefully make it easier for staff to publish information to the website, and may give us better tools to improve the user experience. Our website currently has 2,237 pages and 1,955 documents available. I would like to make sure residents can find the information they need quickly and easily. The website changes will go live on April 23rd.

We had a walkthrough of the old bank building with MainStreet, and the overall plan for Village properties from New Mexico MainStreet should be ready sometime in early May.

We had 27 IPRA (Inspection of Public Records Act) requests come in during the month of March, including one that had 3212 documents responsive to it. I spent 14 hours checking the documents to make sure all personal protected identifiers were redacted. Five of the documents required redaction of information. None of these requests involved redaction of audio or video files. As of 4/17/2024, we have responded to 101 IPRA requests for the year.

From Deputy Clerk Skye DeVivi

1. Short-Term rental Properties:

31 properties:

- 3 closed
- 6 currently not renting or long-term
- 22 currently renting and reporting.

Granicus/Host Compliance

- 6 are working on compliance – 4 are going before P&Z Commission over the next couple of months.

2. Lodger's Tax:

- Collected for February: **\$1,096.38**
- Total current amount in the Lodger's Tax Fund: **\$24,037.93**
- **Fund requests paid YTD: \$7,647.88**

3. Fire Inspection Fees:

- Collected for March: **\$470.00**
- Total Collected 7/23-3/24: **\$3,669.45**

4. Business Registrations:

- Ninety-Five (95) business licenses were processed in March (17 still need to renew)

- 80 NEW business licenses for 2024
- 11 business licenses have been processed for the Harvest Festival

5. NEW Business Registrations:

21 NEW business registrations for March:

13 OUT OF VILLAGE:

- *Power Source Services*
- *Valdezn Builders*
- *Crafts by Tiff*
- *Artbydeyo*
- *Busy Bee Frozen Custard (Food Truck)*
- *Aztec Force Roofing*
- *IPS – International Protective Service, Inc*
- *Professional Security Consultants*
- *Judith Wagner*
- *JR Barela Jewelry*
- *Mel Ratliff Fine Art*
- *Starry Sky Holistic Health*
- *Song & Branch*

8 INSIDE VILLAGE LIMITS:

- *Andy's Ukes - 4 Chamisa Place*
- *Circle 3 Corp – 247 Angus Road*
- *Mulas – 4908 Corrales Rod*
- *Corrales Street Food (Food Truck) – 4908 Corrales Road*
- *MaDer Collaborations – 727 Perfecto Lopez Road*
- *Jay Lee Photography – 3949 Corrales Road*
- *Corrales Society of Artists – no physical address*
- *Naca Inspired Schools Network – Tressello Estates Property*

7. Business updates & news:

- 7 businesses reported they have closed or are moving:
- *Kestrel Enterprises*
- *Golden Mesa Homes, LLC*
- *DRG Consulting*
- *C'EST LEVY*
- *A New Vision case Management*
- *Legendary Living Institute*

8. Employee recognition awards:

Parks & Recreation Director Lynn Siverts received his plaque for 26 years of service.



9. Misc:

The “*Places to Stay in Corrales*” rack cards have been completed and are available to the public. We have some located in our lobby and the rest will be distributed to various locations in the Village and surrounding areas.

March 2024 Calls

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Percent
111 - Building fire	2	2.30%
131 - Passenger vehicle fire	1	1.15%
142 - Brush or brush-and-grass mixture fire	1	1.15%
150 - Outside rubbish fire, other	1	1.15%
321 - EMS call, excluding vehicle accident with injury	56	64.37%
324 - Motor vehicle accident with no injuries.	1	1.15%
412 - Gas leak (natural gas or LPG)	1	1.15%
553 - Public service	3	3.45%
554 - Assist invalid	4	4.60%
561 - Unauthorized burning	3	3.45%
611 - Dispatched and cancelled en route	10	11.49%
711 - Municipal alarm system, malicious false alarm	1	1.15%
744 - Detector activation, no fire - unintentional	1	1.15%
745 - Alarm system activation, no fire - unintentional	1	1.15%
813 - Wind storm, tornado/hurricane assessment	1	1.15%
Total	87	100%

March of 2023 73 calls

Patient Age Range	Number of Runs	Percent
unknown	9	12.68%
< 1	1	1.41%
1-9	3	4.23%
10-19	2	2.82%
20 - 29	6	8.45%
30 - 39	5	7.04%
50 - 59	3	4.23%
60 - 69	10	14.08%
70 - 79	13	18.31%
80 - 89	12	16.90%
90 - 99	7	9.86%
Total	71	100%

April 2024
Corrales Fire

Alarm Date Time (FD1.26)	Incident Type	Overlap Incident Alarm Time	Time of Overlap in minutes
3/5/2024 16:13	Building fire	3/5/2024 16:41	30
3/5/2024 16:41	EMS call, excluding vehicle accident with injury	3/5/2024 16:13	127
3/15/2024 11:54	EMS call, excluding vehicle accident with injury	3/15/2024 12:35	30
3/15/2024 12:35	EMS call, excluding vehicle accident with injury	3/15/2024 11:54	89
3/15/2024 15:10	EMS call, excluding vehicle accident with injury	3/15/2024 15:53	67
3/15/2024 15:53	Wind storm, tornado/hurricane assessment	3/15/2024 15:10	71
3/20/2024 15:59	EMS call, excluding vehicle accident with injury	3/20/2024 16:23	7
3/20/2024 16:23	Brush or brush-and-grass mixture fire	3/20/2024 17:14	20
3/20/2024 16:23	Dispatched and cancelled en route	3/20/2024 17:03	31
3/20/2024 16:23	EMS call, excluding vehicle accident with injury	3/20/2024 15:59	95
3/20/2024 17:03	EMS call, excluding vehicle accident with injury	3/20/2024 16:23	45
3/20/2024 17:14	EMS call, excluding vehicle accident with injury	3/20/2024 16:23	126
3/28/2024 17:15	EMS call, excluding vehicle accident with injury	3/28/2024 17:22	23
3/28/2024 17:22	EMS call, excluding vehicle accident with injury	3/28/2024 17:15	65

- Cancelled removal day April 6, 2024 Andrews and the Bosque due to extreme windy conditions
- Attended YCC orientation work shop
- FlowMSP for Prefire plan data access and dispatching s up and running
 - Crews updating pre fire plans in system
- 2024 Wildland refresher training completed.
 - Pack testing underway
- Firefighter II class has started 2 members
- Submitted ag Assistance to Firefighters grant for a tender to replace a 2005 tender total grant amount was \$800,000. Awards will be 9- 12months out
- Sation Wall repair to start 4-21-2024
- Continually reevaluating all fire department procedures as related to health and safety to ensure safety of staff and citizens and meet OSHA standards.
- Continuing Business inspections. Multiple have items needing o be fix and require reinspection.
- Supplying Village departments bleach and Terra Vera for cleaning upon request.
- Angel Hill planning on running line up Angel with Capital funds while we look for funding for the ank and well .
 - Grant funded
- Station Rear building design
- Starting quoes for Andrews lane
- Ready to star work on completion of Old church hydrant and line system to tie Station 1 tank to Loma Larga tank
- Station 3 design have \$198,000 of the 1,300,000.00 needed.

April 2024
Corrales Fire

- Attended Bosque Commission meeting
- Uploaded monthly report to the National Fire Incidents Reporting system
- Weekly NMDHSEM meetings
- CWPP second round applications writing two grants awards should be announced in Mid April 2024
- Completed water line under the ditch at Loma Larga working on line install hydrant to Schools and large commercial buildings on Academy Drive
- Answering questions related to COVID.
- CDC as of 4-6-2024 has new Mexico at a Moderate level of influenza like illness activity

Capital Outlay

Next DFA submission on project updates completed. Worked on submission of all required quarterly report information to DFA with Reyna and Departments in charge of projects. .

H3156 fire suppression line and water holding tank on Angel hill starting quotes \$300,000 reversion date 6/30/2027

H3158 water lines and water distribution systems for fire suppression \$1,650,000 starting quotes reversion date 6/30/2027

H3159 purchase, equip and improve broadband access for the fire station \$50,000 starting quotes reversion date 6/30/2027

H3160 fire training facility and a trench training prop at the fire substation 2 quotes underway \$148,500 reversion 6/30/2027

2022 Funds

G2404 ID 36208 Corrales Fire Suppression Lines \$275,000 processed Second NOO and project has started on Loma Larga . NOO -6/30/2026

2021 Funds

F2877 Fire Facility \$198,00 getting quotes to start moving forward on Notice of Obligation and seeking additional funding reversion date 6/30/2025

2020 Funds

E2206 Casa Water wastewater 25,000 NOO has been approved and the PO issued. Contractor will work on the Water and Waste water line once Loma Larga is completed OLD church line . Reversion date 6/30/2024

Epidemiology Reports
Posted 4-16-24

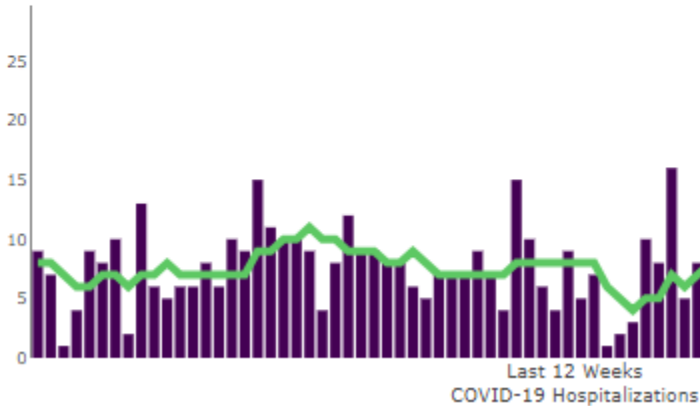
Hospitalizations

2,125 since 10/1/2023

In the 7 days 04/02 - 04/08

11 admitted

1 hospitalizations per 100,000



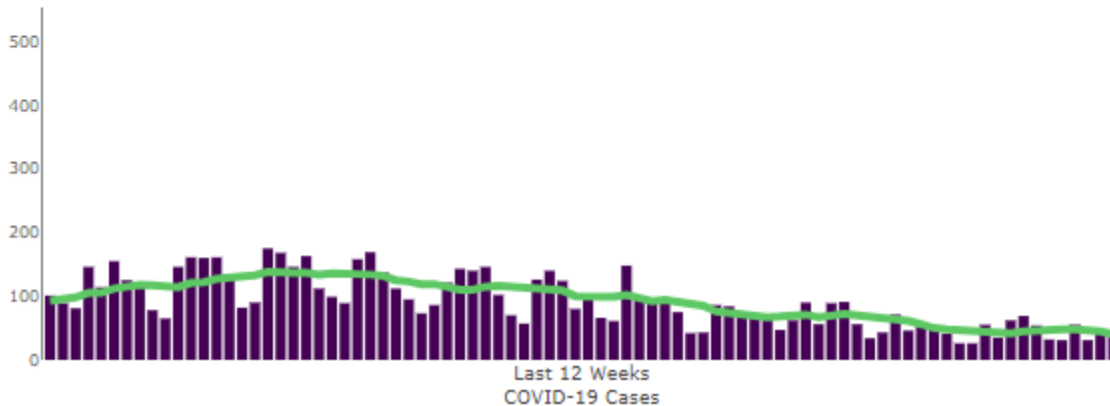
Cases Reported

32,457 since 10/1/2023

In the 7 days 04/05 - 04/11

281 cases

13 cases per 100,000



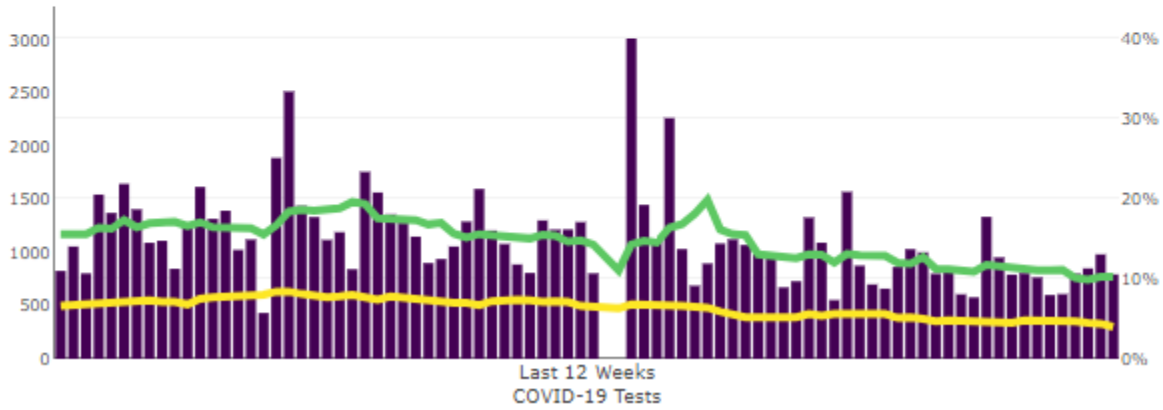
Tests

236,746 since 10/1/2023

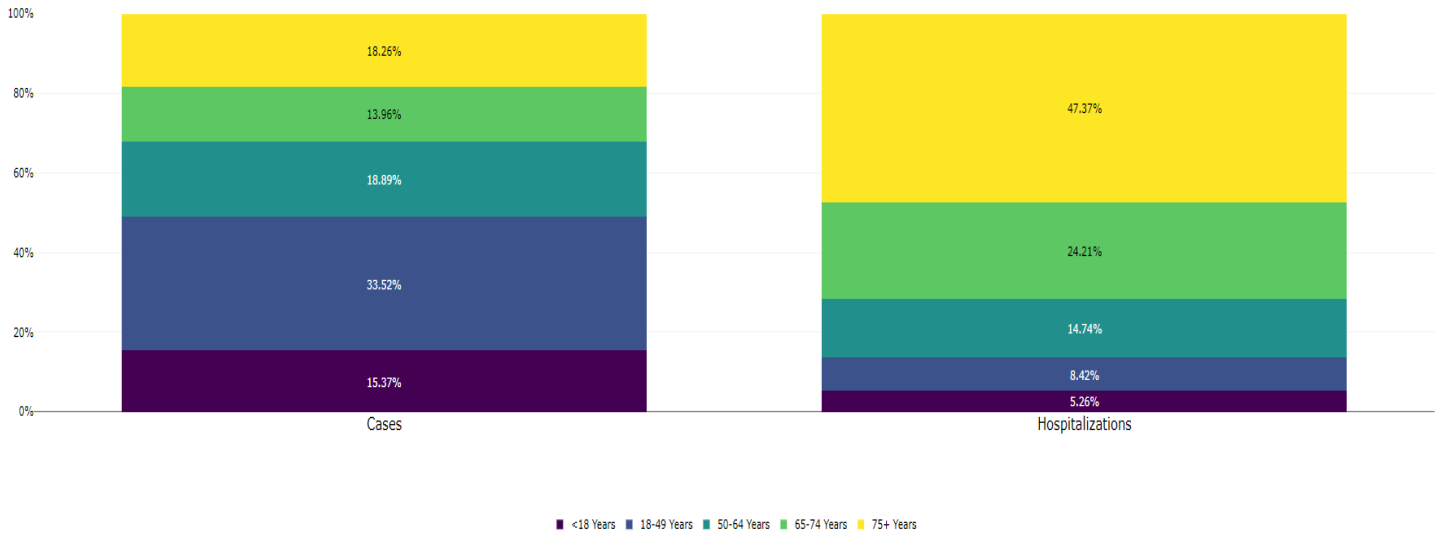
In the 7 days 04/05 - 04/11

5,410 tests

4% positivity



COVID-19 Cases and Hospitalizations %
March 03, 2024 - April 13, 2024



Commission Quarterly Reports

- Bicycle & Pedestrian Advisory Commission Pg 37
- Bosque Advisory Commission Pg 38
- Equestrian Advisory Commission Pg 39
- Farmland Preservation and Agricultural Commission Pg 40
- Library Board Pg 41
- Tree Committee Pg 42

Bicycle and Pedestrian Advisory Commission

Quarterly report

- Goals for 2024.

Voorhees said his top priority for 2024 is to have the Adopt-a-Trail project started on the ground by the end of the year, perhaps to include the trail along Sagebrush Drive.

Radford: Actual construction of the Upper Meadowlark Lane Trail which, although approved, has stagnated more than 15 years.

Kuenzler: Installation of more orange pedestrian crossing lights at already identified locations along Corrales Road.

Cantrell: Installation of bike racks at commercial locations.

Allen: Completion and adoption of the Corrales Comprehensive Plan update, to promote alternative modes of transportation.

Higgins (as relayed to Voorhees before the meeting): Improved safety for cyclists and pedestrian along Corrales Road.

Radford suggested two other long-overdue projects that he hoped would be accomplished in 2024: crosswalk striping on roadway intersections with the Corrales Acequia; and research on the approval process within the NM Highway Department for the pathway along the west side of Corrales Road between Cottonwood Montessori and the Rec Center, since it might be a precedent for such improvements elsewhere along Corrales Road.

The commission is helping to run the Rides, Strides and Giddy-up fair in April 28th, and will discuss what worked and didn't this year to make next year's event even better.

April 2024

Quarterly Report from the Corrales Bosque Advisory Commission

The CBAC holds monthly meetings on the second Thursday of the month at 6:30pm at the Corrales Library. Our Fire Chief, Anthony Martinez, attends these meetings and keeps members informed of conditions and occurrences and activities that he and his staff perform and observe in the Bosque Preserve. We very much appreciate his participation.

In conjunction with the Fire Department and Public Works, the CBAC helped to coordinate two dead wood removal events this quarter. On February 3, the first one was conducted at the Romero Rd. bosque. Four truckloads of huge cottonwood logs and stumps and two trailer loads of old burned wood were gathered and hauled to the green waste area of the landfill. On Saturday, March 16, volunteers, Fire Department personnel, and Public Works crew members again teamed up. This time the work was located at the south end of Andrews Lane and the bosque. 27,000 lbs. of dead wood were removed from the Preserve at that area and taken to the green waste area of the landfill to be chipped into mulch.

We are very appreciative of all participants who help at these events.

Joan Hashimoto, Chairperson
Corrales Bosque Advisory Commission



Corrales Equestrian Advisory Commission

Q1 2024 Report

CEAC has been keeping up to date on Village events & construction as well as starting to plan our 2024 events.

Members of the commission worked with Village Clerk Melanie Romero, Public Works Director Michael Chavez, as well as members from Corrales Horse and Mule People (CHAMP) and the Bicycle & Pedestrian Commission to review, revise, and update the Master Trails Plan which was approved by the Village Council in February.

CEAC members fielded questions and discussions with equestrian residents of Corrales in regards to the Multi-Use Facility and provided a letter of concern to the MUF Committee prior to their read-out at the council meeting.

We are actively planning our portion of ¡Viva Corrales! For the Rides, Strides and Giddy-up in conjunction with CHAMP and members of the Equestrian community in Corrales. We will have demos, kids' activities, and showcase local equine assisted therapy businesses.

We have also been actively working with Parks & Rec Director Lynn Siverts, Public Works, and CHAMP to help improve the arena footing at Top Form Arena prior to the ¡Viva Corrales! Event so we can safely invite horses & riders to participate in the arena.

The commission has set the date for the Christmas de Los Caballos Parade for November 24th at 1pm subject to approvals, coordination with CFD/CPD, and funding. We will be pursuing funding from the Lodgers Tax Board similar to last year in order to safely put on this parade.

CEAC is pursuing options for clean-up of Rhythms Way – a designated equestrian only trail from the Corrales Lateral to Loma Larga. This route is regularly used by equestrians but is in need of some repairs and maintenance.

Corrales Farmland Preservation and Agriculture Commission

Quarterly Report July 5, 2023

Background

In Corrales, farmland is infrastructure. With development pressure on our farmland continuing to rise, the Corrales Farmland Preservation and Agriculture Commission brought a third bond proposal to the Village Council to provide \$2M for preserving farmland and open space in the Village. The Council approved the issue, and voters passed the GO bond initiative in November 2023. From bonds previously approved in 2004 and 2018, we have protected more than 75 acres in the Village so far. The land remains in private ownership, but can never be developed, resulting in the most economically viable way to preserve open space in Corrales, since it doesn't require Village resources to manage.

Current Projects

Conservation easements: We will start receiving applications from landowners interested in putting their property into conservation. Based on select criteria, we will rank the applications and make recommendations to Council for projects deemed most beneficial to the public as a whole. Importantly, this program furthers the public interest by protecting agriculture and open space as top priorities expressed to the Village comprehensive planning committee. It is not a program for the benefit of private landowners.

Bird partnership with NMLC: With a grant from the Cornell Institute of Ornithology, our commission is working in partnership with NMLC to promote bird watching and conservation on our preserved lands. Together we have contracted signs providing information about local bird species to be placed at viewing areas on the most recent three of our completed conservation easements. The partnership has also scheduled a bird walk available to the public with renowned birder Dave Mehlman during Viva Corrales on May 11.

Farmland Preservation and Agriculture website: Working with Melanie Romero, we have created content for a link to information about Corrales' farmland and agriculture on the Village website.

Grant opportunities: We hope to seek funding from the newly subsidized Land of Enchantment Legacy Fund to supplement our bond money. We also wish to assist the Village with grants from the Land and Water Conservation Fund, which is seeking proposals from municipalities specifically for purchasing open space for public use.

New members: The Commission welcomes Ysabela Trujillo and CJ Ames, who were appointed to our group in October.

CORRALES COMMUNITY LIBRARY

FIRST QUARTER

2024 REPORT

January, March

2024 February Cancelled due to traveling and illnesses

Corrales Library Board Members: Gail Chynoweth, Kelley Leyba, Cynthia Nava, Liza Volkmann, Walter Walkow, Kip Wharton, Jim Wright

ACTIONS

- Revised Open Meeting Act was reviewed and approved
- Cynthia Nava presented the Corrales Library Survey for Senior Citizens: She requested input from the board regarding additions or changes. Cynthia is working with the Corrales Senior Center to bring interested seniors to the library. Each senior will be given a library card to promote monthly library usage. A van will provide the monthly transportation. Cynthia is also working on providing (other) field trips for the seniors.
- Library board approved the new document stating 'standards of library patron conduct'
- The board welcomed a new FOCL representative: Ann Zolin who reported upcoming FOCL actions

MARIAN FREER REPORTED

1. At the Rio Rancho Library Board meeting, there was concern that 'book banning' would be an issue. There was large anti-banning attendance with no comments from those in support of book banning
2. Sandoval County Commissioner proposed an alternative board to review and approve the disbursement of library board funds. Rio Rancho has 70% of Sandoval County population. A number of libraries in smaller communities attended the meeting and were opposed. The issue was tabled indefinitely.

LIBRARY BOARD ELECTIONS

Library board members up for election submitted paperwork to the Village which will extend their board status for another two years: Liza Volkmann, Kip Wharton, Kelley Leyba, Cynthia Nava, Jim Wright. The board re-elected Jim Wright, president; Cynthia Nava, vice-president; Gail Chynoweth, secretary.



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VILLAGE OF CORRALES

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WEBSITE: www.corrales-nm.org

JAMES F. FAHEY, JR., M.D.
MAYOR

Melanie L. Romero
Village Clerk
4324 Corrales Road
Corrales, NM 87048
mromero@corrales-nm.org
505-897-0502 ext. 208

Corrales Tree Committee Agenda

1-4-24
Village Hall

Present:
Corrales Tree Committee
Andrew Lisignoli
Amy Bell
Kayla Bryant
Jason Howard
Peter Woodbridge

Chief Anthony Martinez, Village of Corrales

- Roll Call
- Old/ongoing Business
 - Tree City USA Recertification
 - Online application
 - Submission deadline: 1/31/24
 - Need Village budget/expenditure numbers - Melanie will send Amy budget
 - Large Cottonwood tree removal/memorial (Carmen Martinez-Tittmann)
 - Landmark/legacy tree website page – need content.
 - John Martinez is willing to provide in person. Andrew can meet with him – Amy will connect Andrew and John.
 - Trees at new Animal Services Building – species recommendations (Andrew).
 - Amy will share Administrative Complex survey with Andrew (includes utility location information).
 - Tree Committee recommendations for trees in this area can help guide tree species selection for the larger parking lot design. Andrew suggested lacebark elm and “Sensation” maple. Amy agreed these would be good choices for the Animal Services area and parking lot.
 - Updates on Trees along Loma Larga – fire line coordination
 - Chief is looking at pricing, construction likely to happen in March or April

- Trees near Angel/Camino del Tierra will be trimmed, creation of berm, application of mulch and watering from hydrant will help mitigate shock due to any roots being cut.
 - Existing elms will remain if not in trenching area
 - “Iffy” cottonwoods will be removed – Andrew agreed to meet with the Chief if field verification is desired
 - Wood mulch is being applied + reseeded in project area for dust mitigation
 - Budget is limiting factor, but new pole trees may be planted – would need to cluster around hydrants to allow for periodic watering.
 - Important to remember that all this work is on MRGCD property – the Village has no control over whether or not the Conservancy mows or removes trees.
- New Business
 - Think Trees Conference – good opportunity for Village staff.
 - Feb. 8 & 9th at Embassy Suites in ABQ
 - Online registration
 - Revisions to Tree Ordinance
 - Suggestions were taken to the Parks Committee, but not sure what next steps are. Andrew will follow up with Melanie.
 - Management/maintenance guidelines – the Committee can work with Lynn, Michael and Chief Martinez to develop. These would simply be documentation of existing procedures, not adding any work or requiring Council approval/codification.
 - Landmark Tree Inventory
 - Bosque mistletoe inventory – drone imagery?
 - Best practices would be to have an arborist evaluate tree condition. Existence of mistletoe is not an indicator of tree health/condition.
 - Would the Village be interested in an inventory of trees on Village property?
 - Could utilize NM State Forestry funds/Community Forestry grant
 - Possible Arbor Day activity
 - Benefits of inventory:
 - Work prioritization – risk assessment and mitigation (hazard removal is a priority)
 - Budgeting
 - Health of the urban forest (value)
 - Informs management practices
 - Need map of Village-owned parcels
 - Coordination/communication with Bosque Committee?
- Next meeting: April 4th, 4pm at Village Hall and zoom (Melanie will send link)
- Adjourn

Consent agenda

- Draft Minutes for April 9, 2024 Regular Meeting ... Pg 45
- Proclamation 24-02 Pg 49
- Resolution 24-18 Pg 50
- Resolution 24-19Pg 52

*Rick Miera
Councilor*

James F. Fahey, Jr.

*John P. Alsobrook, II
Councilor*

Mayor

*Bill Woldman
Councilor*



*Zachary Burkett
Councilor*

*Mel Knight
Councilor*

*Stuart Murray
Councilor*

DRAFT MINUTES

<https://youtu.be/NtFAJGor3mQ?si=EEdlOMowDQln38sE>

Village of Corrales Governing Body

April 9, 2024, 6:30pm

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting was called to order at 6:30 PM

[Timestamps: 00:00:00 – 00:00:37](#)

B. GOVERNING BODY PRESENT

Present for tonight's meeting were Mayor James F. Fahey, Jr; Councilor Stuart Murray; Councilor Zachary Burkett; Councilor John P. Alsobrook II; Councilor Mel Knight; Councilor Bill Woldman; and Councilor Rick Miera

[Timestamps: 00:00:37 – 00:01:00](#)

C. APPROVAL OF AGENDA

Motion: Approve Agenda **Action:** Approve **Moved by:** Councilor Stuart Murray **Seconded by:** Councilor Mel Knight **Vote:** Motion carried with a unanimous voice vote.

Mayor Fahey recognized our state representative Kathleen Cates was in the audience.

[Timestamps: 00:01:00 – 00:01:27](#)

D. PRESENTATIONS

1. Proclamation 24-01 reading and approval

Recipient of the Selfless Senior Award for Cibola High School, Annabella Beck, was honored with the proclamation. APS representatives Val Burch and Shannon Barnhill read the proclamation into the record.

Motion: Approve Proclamation 24-01 **Action:** Approve **Moved by:** Councilor Rick Miera **Seconded by:** Councilor Mel Knight **Vote:** Motion carried by unanimous voice vote.

[Timestamps: 00:01:27 – 00:09:50](#)

2. Update from Intel – Frank Gallegos gave an update on the recent construction project at Intel, and what is in store for the future. The presentation can be viewed on the Village website under the meeting notice for April 9, 2024.

[Timestamps: 00:09:50 – 00:20:56](#)

3. Commercial kitchen – Jon Young asked the council to consider moving the commercial kitchen to a higher priority on the upcoming ICIP list, and gave an update on the need for such a facility in the Village.

[Timestamps: 00:20:56 – 00:56:32](#)

E. REPORTS:

1. Administrator's Report

Deputy Fire Chief Tanya Lattin gave a health update for the Village. Covid and flu infection rates are falling, but there are still high numbers of positive cases in the state. Measles cases are increasing nationwide, but still no cases in NM. Bird flu is becoming more of a concern, and residents with chickens are encouraged to watch for the disease in their birds and to exercise caution when cleaning out their coops, so as not to spread the disease. If bringing in a new chicken to your property, quarantine that animal for 30 days to make sure it is not infected.

Village Clerk Melanie Romero announced the animal services building passed its final inspection on April 8th, 2024 and keys have been turned over to the staff to begin moving in. A date for the ribbon cutting will be announced soon.

Administrator Ron Curry announced the Old Bank building needs some improvements, such as wi-fi and furniture, before it will be ready for use for committee meetings.

Administrator Curry also announced there will be a Farmland Preservation Commission meeting on 4/15, and they will be discussing the process for applications to the farmland preservation easement program.

The ordinance approving the bond sale will be before the governing body on April 23rd, with a closing date anticipated to take place June 13th.

The LGIP fund has more than \$3.8 million, and is accruing interest of between \$16,000 and \$17,000 each month. Administrator Curry promised to have exact numbers for the council at the next meeting, as well as an update on the current GRT income for the Village.

[Timestamps: 00:56:32 – 01:10:42](#)

F. CORRALEÑOS FORUM:

Corrales resident Dennis O'Mara spoke about the environmental impact of Intel

[Timestamps: 01:10:42 – 01:14:56](#)

G. COUNCILORS FORUM:

There was no information shared during the councilors forum

[Timestamps: 01:14:56 – 01:15:21](#)

H. CONSENT AGENDA

1. Approval of Minutes for March 26, 2024, Regular Council Meeting
2. Approval of Resolution 24-16, Sponsoring the 29th Annual July 4th Parade

Motion: Approve Consent Agenda **Action:** Approve **Moved by:** Councilor Rick Miera **Seconded by:** Councilor Stuart Murray **Vote:** Councilor Rick Miera: aye; Councilor Bill Woldman: aye; Councilor Mel Knight: aye; Councilor John P. Alsobrook II: aye; Councilor Zachary Burkett: aye; Councilor Stuart Murray: aye. Motion carried with a unanimous vote.

[Timestamps: 01:15:21 – 01:15:57](#)

I. ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda

J. NEW BUSINESS

1. Consideration, Action, and Approval of Resolution 24-17, Directing the Publication of a Notice Of Meeting and Intent to Consider Adoption of Ordinance 24-05 Regarding Compliance with Article IX of the New Mexico Constitution

Motion: Approve Resolution 24-17 **Action:** Approve **Moved by:** Councilor Stuart Murray **Seconded by:** Councilor Rick Miera **Vote:** Councilor Rick Miera: aye; Councilor Bill Woldman: aye; Councilor Mel Knight: aye; Councilor John P. Alsobrook II: aye; Councilor Zachary Burkett: aye; Councilor Stuart Murray: aye. Motion carried with a unanimous vote.

[Timestamps: 01:15:57 - 01:19:50](#)

2. Consideration, Action, and Approval of Ordinance 24-03 Zone Map Amendment

Motion: Approve Ordinance 24-03 **Action:** Approve **Moved by:** Councilor John P. Alsobrook II **Seconded by:** Councilor Bill Woldman **Vote:** Councilor Stuart Murray: aye; Councilor Zachary Burkett: aye; Councilor John P. Alsobrook II: aye; Councilor Mel Knight: aye; Councilor Bill Woldman: aye; Councilor Rick Miera: aye. Motion carried with unanimous vote.

[Timestamps: 01:19:50 – 01:20:26](#)

3. Discussion of changes to ordinance 18-164 (C)(2)(c) as recommended by the Planning and Zoning Commission

Councilor Murray requested a section be added as:

iii. On approval of variance, all drainage shall be retained on-site where improvements were approved.

He also recommended we add penalties for disturbing sites without approval somewhere in the Village code.

[Timestamps: 01:20:26 – 01:25:58](#)

4. Discussion of ICIP projects

Village Clerk Melanie Romero shared some information from the ICIP training, suggesting the list contain more specific shovel ready projects vs. general categories of projects. The deadline to input projects has been moved up by a month, so the council needs to approve the list with a resolution by their June 25th meeting. Councilors received a list of requests from department heads. Councilor Murray asked that Top Form Arena be added as a project to the ICIP to provide a cover and lighting. Councilor Knight asked that more road projects be added to the ICIP list as well.

[Timestamps: 01:25:58 – 01:43:36](#)

Councilor's Forum revisited

Councilor Knight asked if she could go back to the Councilor's Forum, as she wanted to bring up an issue a constituent had with their agricultural exemption. Since these exemptions are handled by the County, the Village can't assist. However, Clerk Romero said she has a contact at the County Assessor's office that can assist residents with this issue if they contact her.

[Timestamps: 01:43:36 – 01:47:43](#)

K. ANNOUNCEMENTS/FUTURE AGENDA ITEMS:

1. Liquor License Hearing for Mulas 4/23
2. Arbor Day Proclamation 4/23
3. Approval of Ordinance 24-04 regarding Bond Sale 4/23
4. Resolution for traffic study on La Entrada 4/23
5. Budget Work Study Meeting – 5/7 2 PM

Councilor Woldman gave kudos to the Corrales Police Department for assistance they gave his wife when they pulled her over on Loma Larga due to a flat tire. The officers stayed with his wife while she waited for assistance with the tire.

Timestamps: 01:47:43 – 01:55:51

L. ADJOURNMENT

Meeting was adjourned at 8:26 PM

Timestamps: 01:55:51 – 01:56:01

A COPY OF THE MINUTES MAY BE OBTAINED ON THE WEBSITE: www.corrales-nm.org by clicking on “I’m Looking For & Agendas/Minutes”

PASSED, APPROVED AND ADOPTED this 23rd day of April 2024

VILLAGE OF CORRALES:

James F. Fahey, Mayor

ATTEST:

Melanie L. Romero, Village Clerk

(SEAL)



VILLAGE OF CORRALES
PROCLAMATION NO. 24-02
ARBOR DAY, APRIL 26, 2024

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing a habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS trees in our village increase property values, enhance economic vitality of business areas, and beautify our community; and

WHEREAS, trees – wherever they are planted – are a source of joy and spiritual renewal,

NOW, THEREFORE, I, James F. Fahey, Jr., Mayor of the Village of Corrales, Sandoval County, State of New Mexico, proclaim April 26, 2024 as **Arbor Day** in the Village of Corrales, and I urge all citizens to celebrate Arbor Day and support efforts to protect our trees and woodlands, and

FURTHER I urge all citizens to plant trees, away from power lines, to gladden the heart and promote the well-being of this and future generations.

PASSED, APPROVED, AND ADOPTED by the Governing Body of the Village of Corrales, New Mexico, this 23rd day of April 2024.

APPROVED:

James F. Fahey, Jr., Mayor

ATTEST:

Melanie L. Romero, Village Clerk



VILLAGE OF CORRALES
RESOLUTION NO. 24-18

**AUTHORIZING ADJUSTMENTS OF VARIOUS
FUNDS FOR FISCAL YEAR 2023-2024**

WHEREAS, additional revenues, expenditures and reimbursements need to be adjusted in the FY 2023-2024 Budget, see attachment A;

THEREFORE, BE IT RESOLVED that the Governing Body of the Village of Corrales authorizes adjustment of various funds and authorizes the Administration to submit this Resolution to the Department of Finance and Administration for review and approval.

APPROVED this 23rd day of April 2024

VILLAGE OF CORRALES

James F. Fahey, Jr. MD, Mayor

ATTEST:

Melanie L. Romero, Village Clerk
(SEAL)

Department of Finance and Administration
 Local Government Division
 Financial Management Bureau
 SCHEDULE OF BUDGET ADJUSTMENTS

REVISED 12/08/06

ENTITY NAME: Village of Corrales
 FISCAL YEAR: 2023/2024

JFA Resolution Number:

For Local Government Division use only:

(A) ENTITY RESOLUTION NUMBER	(B) FUND	(C) REVENUE EXPENDITURE TRANSFER (TO or FROM)	(D) APPROVED BUDGET	(E) ADJUSTMENT	(F) ADJUSTED BUDGET	(G) PURPOSE
						Create revenue account for Animal Control Services other charges Create revenue account for Animal Control Services contributions/donations Create revenue account for Animal Services prior year revenue Create expenditure account for Animal Services professional services Create expenditure account for Animal Services supplies Create revenue account for Animal Services prior year revenue Adjust revenue account for Lodgers Tax fund revenue Create expenditure account for Lodgers Tax fund supplies Increase transfer in budget for 2021 GO Bond debt service Increase expenditure for GO bond debt service principal payment Adjust revenue account for Impact Fee interest Adjust expenditure account for Impact Fees professional services
226-1921-34990			0.00	2000.00	2000.00	
226-1921-36010			0.00	1000.00	1000.00	
226-1921-37660			0.00	13000.00	13000.00	
226-1921-45030			0.00	15000	15000.00	
226-1921-46010			0.00	1000.00	1000.00	
226-1921-37660			0.00	234632.00	234632.00	
214-1207-31300			12000.00	4000.00	16000.00	
214-1207-46010			0.00	4000.00	4000.00	
408-0000-51000			271028.50	3120.25	274148.75	
408-0000-49010			265000.00	3120.25	268120.25	
316-1716-36030			700.00	700.00	1400.00	
316-1716-45030			50700.00	700.00	51400.00	

ATTEST: _____ (Date) _____ (Date)
 Title _____ Mayor/Board Chairman



VILLAGE OF CORRALES

RESOLUTION NO. 24-19

A RESOLUTION TO AUTHORIZE THE DISBURSEMENT OF \$923.42 TO CORRALES MAINSTREET FOR THE PURPOSE OF PROMOTIONAL MATERIALS FOR THE CORRALES GARDEN TOUR, AS REQUESTED BY THE LODGERS TAX BOARD

WHEREAS, Ordinance No. 322, adopted November 23, 1999, as amended by Ordinance No. 338, adopted August 14, 2001, imposes a Lodger's Tax and establishes a Lodger's Tax Board which evaluates eligible uses of proceeds from the monies collected and requests expenditures from the Governing Body; and

WHEREAS, the Corrales Lodger's Tax Board has received a request from Corrales MainStreet to support the the Corrales Garden Tour scheduled to take place June 2, 2024. Corrales MainStreet is requesting funds to defray costs of this event, estimated to be around \$3000.00 total; and

WHEREAS, this event will bring visitors to the Village who may also choose to visit restaurants and other businesses in the area; and

WHEREAS, sufficient funds are available in the Lodger's Tax Fund, Fund Number 214; and

WHEREAS, advertising must include: funded in part with proceeds from the Corrales Bed and Breakfast Lodgers Tax.

THEREFORE, BE IT RESOLVED that the Governing Body of the Village of Corrales authorizes the Village Administration to disburse a \$923.42 payment from Lodger's Tax funds to Corrales MainStreet to cover costs associated with the Corrales Garden Tour

APPROVED this 23rd day of April 2024.

VILLAGE OF CORRALES

James F. Fahey, Jr., Mayor

ATTEST:

Melanie L. Romero, Village Clerk
(SEAL)

VILLAGE OF CORRALES

Lodger's Tax Cover Sheet

Check all that apply:

- Advertising
- Capital Outlay
- Police & Fire Protection
- Sanitation Service (We will rent port-o-potties)

For Office Use Only	
Approved:	932.42
Denied:	

ORGANIZATION

Name	Corrales Main Street	Date of Submission	A.1.24
Address	70 Box 1531	Date of Project Event	Garden Tour June 2, 2024
City	Corrales	State	NM
		Zip	87048
		Total Cost of Project	\$3,000.00 est.
		Amount Requested	\$ 923.42
Contact Person	Angela Gutierrez	Bid # 1 Name	OH Boy Sam \$ 923.42
Phone:	505.350.3955	Bid # 2 Name	\$
		Bid # 3 Name	\$

PROJECT NARRATIVE

CMS requests Lodger's Tax funding for printing of promotional material for The Corrales Garden Tour.

Programs
- Rack Cards Thank you -

Angela Gutierrez ED for CMS
Print Name and Title

Total Amount: \$ 923.42

Signature/Date

[Signature] 4.1.24

Hi Angela,

Here's the pricing. As you know, these are subject to change depending on when things are ordered. All prices include shipping as well.

Banners (2) 2 x 6: \$42.35

Banners (6) 3 x 3: \$82.79

Banners (6) 2 x 4: \$74.71

Rack Cards:

1500*: \$189.84

*Priced as three orders of \$500 (they don't have a 750 option to split this in two. Orders of 1000+500 will be cheaper because of the printer's price points)

Programs:

1000 tri-fold brochures: \$260.94

1000 booklets: \$733.58

I typically print the Starry Night programs since it's always so last minute, the last two years it averaged about \$350-400.

Stickers (Round)

500: \$41.56

Please let me know if you have any questions.

Sammi Carillo

Oh Boy! Sam office hours: Wednesdays & Thursdays 1 to 6 pm

(505) 328-4742

ohboysam.com

New Business

- Mulas Liquor License..... Pg 56
- Ordinance 24-04 Pg 69
- Resolution 24-20 Pg 102
- Resolution 24-21 Pg 115
- ICIP Projects list Pg 118

March 15, 2024

Certified Mail No.: 7021 2720 0001 2204 8990

Village of Corrales

% Melanie Romero, Clerk
4324 Corrales Rd.
Corrales, NM 87048

Name of Applicant: Larock LLC
Doing Business As: Mulas
Proposed Location: 4908 Corrales Rd., Corrales, NM 87048

The Director of the Alcoholic Beverage Control Division (ABC) has reviewed the referenced Application and granted **Preliminary Approval**. It is being forwarded to you for Local Option District approval or disapproval of the Liquor License Application.

Notice of the Public Hearing required by the Liquor Control Act **shall be given by the governing body by publishing a notice** of the date, time, and place of the hearing **twice during the 30 days prior to the hearing** in a newspaper of general circulation within the territorial limits of the governing body. **The first notice must be published at least thirty (30) days before the hearing. Both publications must occur before a hearing can be conducted.** The notice shall include:

- (A) Name and address of the Applicant/Licensee;
- (B) The action proposed to be taken;
- (C) The location of the licensed premises.

In addition, if the Local Option District has a website, **the Notice shall also be published on the website.**

While the law states that “within forty-five (45) days after receipt of a Notice from the Alcoholic Beverage Control, the governing body shall hold a Public Hearing in the question of whether the department should approve the proposed issuance or transfer”, we recognize the potential for conflict between the requirement for publication of 30 day notice and the 45 day hearing requirement.

With that in mind, when a local governing body receives a liquor license application from ABC, that governing body has a couple of options:

- 1) Hold a hearing on the license application within the statutory time frame of forty-five (45) days, as required by the Liquor Control Act, and comply with all other statutory and regulatory procedures and notify ABC of your decision within thirty (30) days of the hearing;
- 2) Request from ABC an extension of time, past the forty-five (45) days, designating how much additional time will be needed to conduct the hearing in compliance with all statutory and regulatory procedures. After the extension is granted and the hearing is held, notify ABC of your decision within thirty (30) days of the hearing;

ABC has no preference in the option you choose.



The governing body is required to send notice by certified mail to the Applicant of the date, time, and place of the Public Hearing. The governing body may designate a Hearing Officer to conduct the hearing. **A record shall be made** of the hearing.

The Applicant is seeking a Restaurant A Liquor License.

Within thirty (30) days after the Public Hearing, the governing body shall notify ABC of their decision to approve or disapprove the issuance or transfer of the license by signing the enclosed original Page 1 of the Application. The original Page 1 of the Application must be returned together with the notices of publication. **If the Governing Body fails to either approve or disapprove the issuance or transfer of the license within thirty days after the Public Hearing, the Director may issue the license.**

If the Governing Body disapproves the issuance or transfer of the license, it shall notify ABC within thirty (30) days setting forth the reasons for the disapproval. A copy of the Minutes of the Public Hearing shall be submitted to ABC with the Notice of Disapproval (*Page 1 of the Application, noting disapproval*).

Respectfully,

Desirae Griego

Desirae Griego | Admin Law Judge / Hearing Officer
Alcoholic Beverage Control Division
2550 Cerrillos Road | Santa Fe, NM 87505
P.O. Box 25101 | Santa Fe, NM 87504
Desirae.Griego@rld.nm.gov | www.rld.nm.gov/abc/
(505) 476-4552 office (505)-795-4091 work cell

Enclosures:

1. Original Page 1 of the Application (*must be signed and returned w/notices of publication*)
2. Copy of Page 2 of the Application
3. Copy of the Zoning Statement
4. Copy of Proposed Floor Plan
5. Copy of Comments and Protests



3-16-23



NMRLD
NEW MEXICO
REGULATION &
LICENSING DEPARTMENT



STATE OF NEW MEXICO
MICHELLE LUJAN GRISHAM, GOVERNOR
Linda M. Trujillo, Superintendent
Andrew Vallejos, Director

Restaurant Liquor License Application | \$200.00 Application Fee, non-refundable

ABC USE ONLY: Application Fee \$200.00 Received on: 3-8-23 Receipt No. _____
License Fee \$ _____ Received on: _____ Receipt No. _____

Application Number: _____ Local Option District: Corrales

TYPE of APPLICATION: *Check appropriate box*

- Restaurant A | Beer & Wine only | License Fee, pro-rated, due at final: \$1,050.00
- Restaurant B | Beer, Wine & Spirits | License Fee, pro-rated, due at final: \$10,000.00

Applicant is: Individual Limited Liability Company Corporation Partnership (General/Limited)

Applicant /Company Name: Larock LLC

D/B/A Name: Mulas

Email: (required) Corrales.mulas@gmail.com Business Phone No: (505)897-1036

Mailing Address: 4908 Corrales Rd, Corrales, NM, 87048

Physical location, if different: _____
(Include Street number / Hwy number / State Road, City, State, and Zip Code)

County: Sandoval

Are alcoholic beverages currently being dispensed at the proposed location? Yes No If Yes, License # / Type: _____

As defined in §60-3A-3. V. "Restaurant", means an establishment having a New Mexico resident as a proprietor or manager ... as a place where food is prepared and served primarily for on-premises consumption to the general public in consideration of payment and that has a dining room, a kitchen and the employees necessary for preparing, cooking and serving food: ... does not include establishments as defined in rules promulgated by the director serving only hamburgers, sandwiches, salads and other fast foods:

I qualify as a "Restaurant"? Yes No

Is food service the primary source of revenue and accounts for 60% or more of the total gross receipts at current licensed premises? Yes No

Is Food Service Permit current? Yes, attached No Answered at hearing

I have attached **photos of the Dining Room and Kitchen** and included a **copy of the Menu**. Yes No

* Days and Hours of Operation? Monday to Sunday Mon-Fri 4pm-9pm + Sat-Sun 12pm-4pm

I understand that a restaurant license requires that the establishment is not a bar-like setting and the hours for sales and/or service of alcoholic beverages are only from 7:00am to 11:00pm or until food sale and service ceases, whichever is earlier? Yes No

Contact Person: Gabriel Molgón Phone #: [REDACTED] Email: [REDACTED]



Application ^{For:} Larock LLC
No. _____

You must sign before a Notary Public.

I, (print name) Edward Lujan, as (Title) owner
being first duly sworn upon oath deposes and says: that he/she is the applicant or is authorized by the applicant to make this application; that he/she has read the same; knows the contents therein contained are true. Applicant(s) agree(s) that if any statements or representations herein are found to be false, the Director may refuse to issue or renew the license or may cause the license to be revoked at any time.

Signature of Applicant: [Signature] Date: 3/2/03

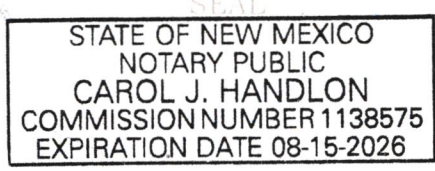
Notary Public Use Only: (State of New Mexico, County of Bernalillo)

SUBSCRIBED AND SWORN TO before me this 2 day of March, 2023

By Affiant: Edward Lujan

Notary Public: [Signature]

My Commission Expires on: 8-15-26



Local Option District Use Only:

Local Governing Body of _____ City, County, Town, Village

Public Hearing held on _____ 20____ Decision: Approved Disapproved

Signature of Official: _____ Title: _____

ABC USE ONLY:

APPROVED DISAPPROVED, _____

Done this _____ Day of _____, 20____.

SIGNED BY DIRECTOR: _____

ASSIGNED LICENSE NO. _____ **EXPIRES ON:** _____

Reviewed, with copy sent to Licensee via Email, Fax, 1st class mail

By: _____ Date: _____



1. The land and building which is proposed to be the licensed premises is: (check one)

Owned by Applicant, copy of deed/document attached

Leased by Applicant, copy of lease/document attached

Other (provide details): _____

2. If the land and building are not owned by Applicant, indicate the following:

A. Owner(s): Fritz Allen

B. Date and Term of Lease: Commencing January 1, 2023 and terminating on Dec 31, 2027

3. Premises location is Zoned (example C-1, see Zoning Statement): C-Commercial

Zoning Statement attached, Yes No Must be obtained from the Local Government, listing the proposed location by address, Type of Zone, state whether alcoholic beverages are allowed at proposed location, and if applicable, whether packaged sales, patio service and/or manufacturing is allowable. If there is no zoning in the proposed location, attach Statement from the local government, indicating there is no zoning.

4. Distance* from nearest Church: (Property line of church to closest point of licensed premises—shortest distance)

Name of Church: San Ysidro Miles/feet: 0.1 Miles

Address/location of Church: 5015 Corrales Rd, Corrales, NM, 87048

5. Distance* from nearest School: (Property line of school to closest point of licensed premises—shortest distance)

Name of School: Corrales Elementary School Miles/feet: 0.3 Miles

Address/location of School: 200 Target Rd, Corrales, NM, 87048

6. Attach Detailed Floor Plan, must include the Total Square Footage of premises; List nearest cross street; Show which direction is North; Show each level (floor) where alcoholic beverages will be sold or consumed, exterior walls, doors, and interior walls; Patio Area with type of barrier used; Highlight Bonded Areas. The floor plan should be no larger than 8½ x 11 inches and must be labeled with designated areas highlighted, which will reflect the proposed Licensed Premises.

7. Type of Operation: Hotel Lounge Package Grocery Racetrack
 Restaurant Craft Distiller Small Brewer Winery Wholesaler
 Other (specify): _____

*NOTE: If the distance is beyond 300 feet, but less than 400 feet, and the Applicant does not admit that the location is within 300 feet and requests a waiver from the LOD, a Registered Engineer or Licensed Surveyor must complete a Survey Certificate showing the exact distance.





PHONE (505) 897-0502
4324 CORRALES ROAD
CORRALES, NEW MEXICO 87048

VILLAGE OF CORRALES

FAX (505) 897-7217
EMAIL: info@corrales-nm.org
WEBSITE: www.corrales-nm.org

JAMES F. FAHEY, JR., M.D.
MAYOR

November 29, 2022



To Whom it may concern:

Larock, LLC dba "Mulas" located at 4908C Corrales Road, is situated on property that is zoned C – Commercial within the Village of Corrales. This property is already approved as a restaurant that serves alcohol, which is a permissive use within this zone.

New owners Edward Lujan, Roderick Long and Gabriel Holguin are requesting a zoning statement to allow a beer and wine license at this location. From a zoning perspective, this is permitted.

Sincerely,

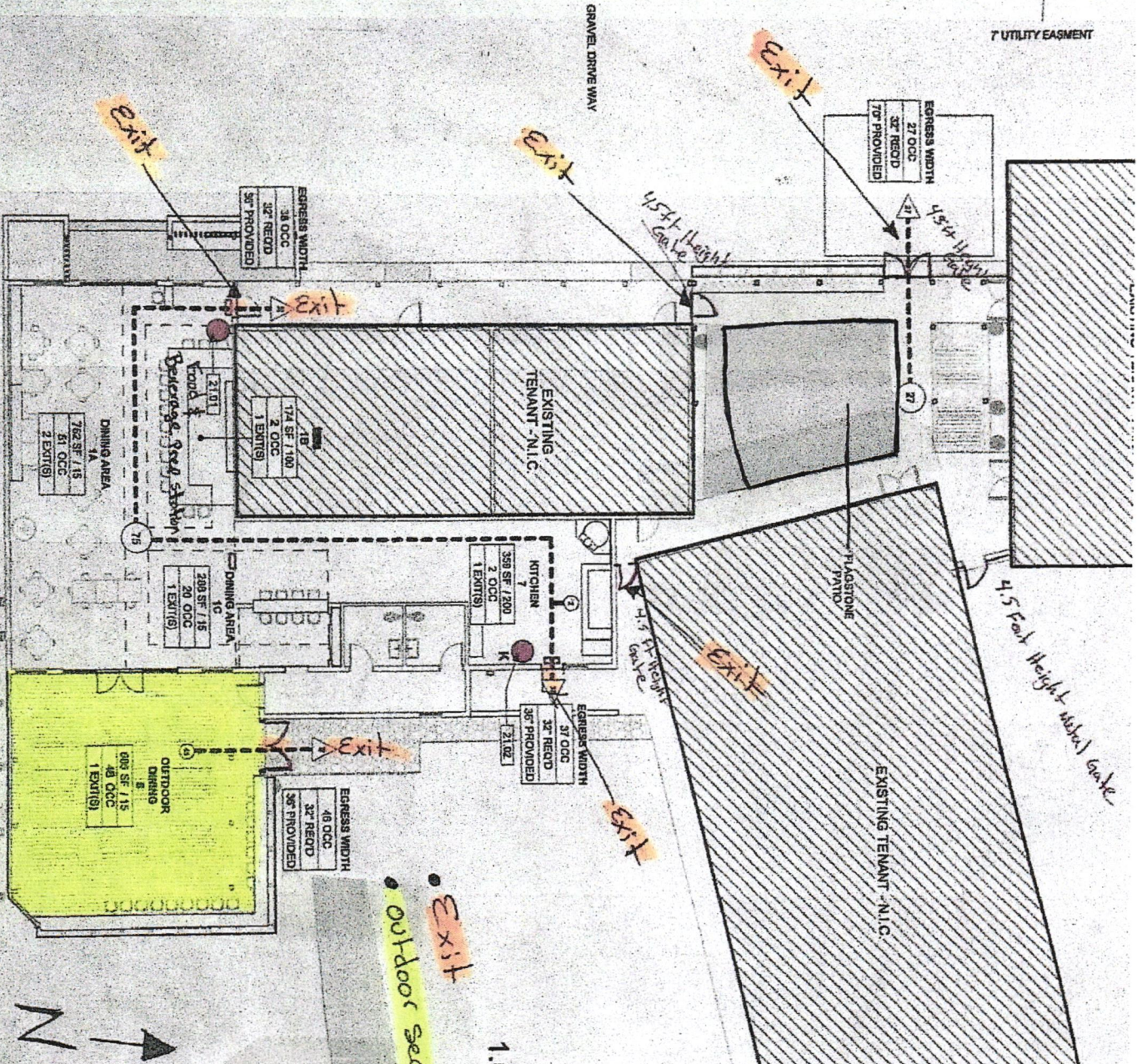
Laurie Stout, CFM
Planning and Zoning Administrator
4324 Corrales Road
Corrales, NM 87048
LStout@corrales-nm.org
505-503-0331

RICK MIERA BILL WOLDMAN MEL LAWLOR KNIGHT JOHN P. ALSOBROOK, II ZACHARY BURKETT STUART MURRAY
COUNCIL DIST. 1 COUNCIL DIST. 2 COUNCIL DIST. 3 COUNCIL DIST. 4 COUNCIL DIST. 5 COUNCIL DIST. 6

S 22° 33' 00" W
160.27'

7' UTILITY EASEMENT

GRAVEL DRIVE WAY



LOT 1
1,000 ACRE

RECEIVED
FEB 29 2024
ALCOHOLIC BEVERAGE CONTROL

- Total Square Footage- 2259 sq ft.
- a. Dining Area 1A- 752 sq ft.
 - b. Dining Area 1C- 288 sq ft.
 - c. Food & Bev Prep Station 1B- 174 sq ft.
 - d. Kitchen 7- 359 sq ft.
 - e. Outdoor Dining 8 - 666 sq ft.

> Letter To the Director of Gaming, Alcohol and Gaming Division
> POB 25101 SF NM 87504



> To all parties concerning 4908 Corrales Rd. Corrales NM 87048

> Regarding: POSTED NOTICE FOR APPLICATION OF LIQUOR LICENSE

> Please note: Posted Notice does not define which SUITE or areas the restaurant intends to serve to use Alcohol.

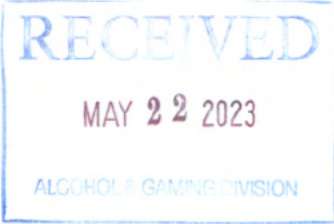
> The subject Restaurant intends to use any and all areas with-in the suites courtyard to serve and sell Alcohol , yet there are No Notices posted in the community courtyard area? Seems like this could easily be overlooked...

> There are 5 SUITES present at the Corrales Arts Center
> and a community courtyard. I have been told the restaurant plans to put alcohol service /tables in this courtyard area not in the immediate area of the actual subject restaurant . Note the 4 other suites share the community courtyard. The restaurant does not have a direct path connected to the community courtyard. Has the board physically examined this site? Those businesses are very worried about alcohol and they should be protected.

>
> The community courtyard is used by all ages for community events. There should be no alcohol service in community area.

> There is no specific definition where parking for drinking patrons use, also very concerning. There are at present Time only 2 marked handicap spots. This is not a sufficient amount for this type of large drinking establishment.

>
> This address and its Marquis state the establishment is a " Corrales Arts Center "
> Please do not allow for alcohol to be served in the long used community courtyard.
> We are committed to keep Corrales safe for all ages .
> Due to the sometimes volatile nature of alcohol + money, I and my Corrales neighbors that contributed to this note wish to remain anonymous.
> Thank you for your help today.



May 20, 2023

Director, Alcohol and Gaming Division

Ref.: Liquor License Notice – Application to Operate a Liquor Establishment

To Whom it May Concern:

We are protesting the applicant Larock, LLC (DBA-Mulas) application for 4908 Corrales Rd., Corrales, NM 87048 (formerly known as The Bistro restaurant) for an **extension** beyond the restaurant of a liquor license request that would incorporate the existing outside community “Common Area”. This is a confined area sandwiched between local businesses: Hanselman Pottery, women’s clothing and art gallery. This community Common Area has served as a quiet common area for adults and children for years as well as hosting Corrales community events sponsored by the Corrales Historical Society and Corrales Mainstreet Association. Granting an **extension** of the liquor license request to this cherished community Common Area alters the treasured tranquility offered by these local businesses and community associations.

Thank you for allowing our written objection.

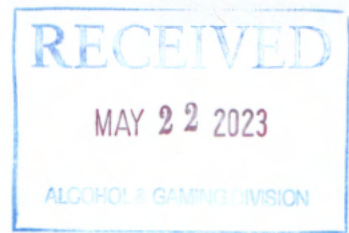
Sincerely,

A handwritten signature in black ink that reads "Wayne R. Maes".

A handwritten signature in black ink that reads "Jolene Maes".

Wayne and Jolene Maes

Corrales Long-Time Residents



To whom this may concern,

I am writing in response to the Liquor License Notice that is posted on the old Corrales Bistro at 4908 Corrales Rd. We are excited for the opening of the new restaurant that is currently in the process of renovation, however we have a few concerns about the liquor license. There is no suite number listed on the notice, so we are unclear about where the alcohol service would extend within the plaza known as the “Corrales Artisan Center.” This area also includes Moon and Dove Gallery, Hanselmann Pottery and The Cinchy Cowgirl.

Through their progress, we have heard of plans to extend alcohol service into the community courtyard space in front of the art gallery storefronts in the area. For years, this has been a shared community space between the galleries and previous restaurant, where artful, family functions have been hosted during open studios and village-wide events. These businesses already have First Sunday events scheduled for the remainder of the year, many of them in partnership with Main Street.

We feel that alcohol service directly in front of the entrances to the existing shops might have an impact on business, with less access to them, as well as affect the environment for younger visitors and families. In order to serve alcohol in this space, the restaurant would have to build a bar in the courtyard in front of the galleries, or walk between their space and another business to access it. There is already a large covered patio space on the East side of the building where they are currently planning to serve food and alcohol. It does not seem necessary to include a second location, detached from the restaurant (between Hanselmann Pottery, Moon and Dove, and the Cinchy Cowgirl) for this type of service. Tables and chairs for food service in this area would still offer nice visibility from the road, and community within the other businesses, as long as there is mutual respect for their storefronts, entrances, and scheduled events to access this space for the public. This is in addition to Hanselmann Pottery’s friendly and well-known honor system gallery, which has been in operation for decades. It is an integral piece to the safety and trustful atmosphere in the Village of Corrales. Alcohol service directly in front of the gallery may harm the integrity and longevity of this system that the community and visitors enjoy.

We all have high hopes that this restaurant will be a good addition to the village, and look forward to their success. There is a strong and growing sense of community in the area between the galleries and adjacent businesses, so it is our hope that the inclusive experience we are all able to offer to the public may continue. The additional alcohol service in the space in front of other storefronts may overshadow the businesses who have worked for many years to build community, and who are recently growing their resources for education in the arts. Currently, there has been little communication to the existing businesses on how this space will be used, and how it will change the atmosphere and ability to provide access for their customers. The

employees and visitors are unsure if they will still be guaranteed parking in the area for the galleries. It is our hope that safety and access to the surrounding galleries is still granted to those who wish to visit.



To whom it may concern,

My name is Kolton Huerta. I work in Corrales New Mexico, and I would like to express my concern for the liquor license that is processing for the Corrales Bistro. You may notice that they want to serve alcohol in a common area/courtyard in addition to the patio behind their store. This courtyard isn't connected to their building and there are several obstacles in the way. In addition, there are several reasons to have concern to what happens to this space.

There are three other businesses occupying this complex of buildings. The Corrales Bistro is the southern most part of this complex. In-between this courtyard and the Bistro is one business that the owners of the bistro do not occupy. There is a building on the east side of the courtyard occupied by Hanselmann Pottery. Just north of the courtyard is the Moon and Dove art gallery. So, there are three businesses surrounding the common area that the Bistro seems to be quite separated from. For the Corrales Bistro to completely take over this area doesn't make sense for the layout. This courtyard is placed directly in front of the storefront of three other businesses. Giving control of this courtyard to a business that isn't connected to it hurts those businesses. There is very little and, in some areas, NO other access to their stores, which would block foot traffic and potentially harm other businesses.

Let me also tell you what this common area is used for. Businesses like Hanselmann and Moon and dove use this area for events every month that bring a lot of foot traffic . Most recently was the Corrales main street event that displayed artwork, live music, and even activities for children. This took place on Saturday May 13th, 2023, and it was a great turn out. Lots of people brought their children in to paint markers for a community garden at the Corrales library. People shouldn't have to take their children through a bar patio area where they serve alcohol to access these events like this. So, you see how this could possibly be a health and safety risk for the public. Blocking this area to serve alcohol to one business also takes away from children having the opportunity to learn and do things for their community. Taking something like this away from children is a great injustice to everyone involved.

In conclusion, allowing the Bistro to take over this common area doesn't make sense for many reasons. By doing so we are taking away from children and our future, it is a concerning health and safety risk to others and WILL harm other businesses if followed through. Hanselmann Pottery happens to work on an honor system that allows the business to remain open 24/7 so that people can buy pottery any time they need. How this system works is that people take what they need and leave payment information or cash with the store. As you know alcohol could most definitely influence people to dishonest things. It would be a shame for people under the influence to possibly harm that business by theft or possibly breaking high quality, expensive pottery. Peoples livelihoods are at stake. Allowing this goes against everything Corrales stands for. We pride ourselves in our sense of community

and to give that up for one persons gain is disappointing. Please reconsider in keeping this area to be a common area for all. Thank you for your time.

STATE OF NEW MEXICO)
COUNTY OF SANDOVAL) ss.
VILLAGE OF CORRALES)

The Village Council (the “Governing Body”) of the Village of Corrales (the “Village”), in the State of New Mexico, met in regular session in full conformity with law and the ordinances, rules and regulations of the Governing Body, in the Village Council Chambers, located at 4324 Corrales Road, Corrales, New Mexico, being the regular meeting place of the Governing Body, at 6:30 p.m. on Tuesday, March 26, 2024, at which time there were present and answering the roll call the following members:

Present: Mayor James F. Fahey, Jr. MD
 Councilor Rick Miera
 Councilor William Woldman
 Councilor Stuart Murray
 Councilor Zachary Burkett
 Counselor Mel Knight
 Councilor John Alsobrook

Absent: None

Also Present: Village Administrator Ron Curry
 Village Attorney Randy Autio
 Bond Counsel Jill Sweeney
 Village Clerk Melanie Romero

Thereupon there was officially filed with the Village Clerk a copy of a proposed ordinance in final form.

VILLAGE OF CORRALES, NEW MEXICO

ORDINANCE NO. 24-04

ORDINANCE

AN ORDINANCE AUTHORIZING THE ISSUANCE AND SALE OF VILLAGE OF CORRALES, NEW MEXICO GENERAL OBLIGATION BONDS, SERIES 2024 IN A COLLECTIVE PAR AMOUNT NOT TO EXCEED \$2,400,000, AUTHORIZED AT AN ELECTION OF THE VILLAGE HELD ON NOVEMBER 7, 2023 TO FINANCE PROJECTS RELATING TO (A) THE ACQUISITION OF PROPERTY AND EASEMENTS AND OTHER RIGHT-OF-WAY FOR FARMLAND PRESERVATION AND OPEN SPACE PURPOSES, (B) THE FINANCING OF FIRE DEPARTMENT FACILITIES, AND (C) THE FINANCING OF ROAD AND FLOOD CONTROL FACILITIES; PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES FOR THE PAYMENT OF THE SERIES 2024 BONDS; APPROVING THE DELEGATION OF AUTHORITY TO MAKE CERTAIN DETERMINATIONS REGARDING THE SALE OF THE SERIES 2024 BONDS PURSUANT TO THE SUPPLEMENTAL PUBLIC SECURITIES ACT; PROVIDING FOR THE FORMS, TERMS, PURCHASE, PAYMENT, EXECUTION AND OTHER PROVISIONS OF AND CONCERNING THE SERIES 2024 BONDS; PRESCRIBING OTHER DETAILS IN CONNECTION WITH THE SERIES 2024 BONDS AND THE PAYMENT THEREOF; AND RATIFYING PRIOR ACTION TAKEN IN CONNECTION THEREWITH.

Capitalized words used in the following preambles are defined in Section 1 of this Bond Ordinance, unless the context requires otherwise.

WHEREAS, the Village is a legally and regularly created, established, organized and existing municipal corporation under the general laws of the State, as amended; and

WHEREAS, as a result of the affirmative vote of the qualified electors authorized to vote at the municipal election held on November 7, 2023 (the "2023 Election"), the Village was given the authority to issue general obligation bonds in the principal amounts stated in the Bond Schedule under the column entitled "Authorized at 2023 Election" (the "Authorized Bonds"):

GENERAL PURPOSE BONDS	BOND SCHEDULE	
	Authorized at 2023 Election	Series 2024 Financing
Farmland Preservation	<u>\$2,000,000</u>	<u>\$2,000,000</u>
Fire Department Facilities	1,000,000	200,000
Road and Flood Control Facilities	<u>1,000,000</u>	<u>200,000</u>
TOTAL	<u>\$4,000,000</u>	<u>\$2,400,000</u>

WHEREAS, the Village desires to issue part of the Authorized Bonds sufficient to finance the projects described in the Bond Schedule above under the column entitled “Series 2024 Financing”; and

WHEREAS, the Council desires to authorize the issuance and sale of the Series 2024 Bonds; and

WHEREAS, it is essential to proceed with the Village’s capital improvement programs by issuing and selling the Series 2024 Bonds at a competitive sale to fund the Series 2024 Bond Projects; and

WHEREAS, it is in the best interests of the Village to sell the Series 2024 Bonds to the Investment Bankers in accordance with the terms set forth in the Bond Purchase Agreement and Bond Ordinance as supplemented by the Sale Certificate; and

WHEREAS, all required authorizations, consents or approvals of any state governmental body, agency or authority in connection with the authorization, execution and delivery of the Series 2024 Bonds required as of the date of the adoption of the Bond Ordinance have been obtained and those required to be obtained prior to the date of the delivery of any Series 2024 Bonds will be obtained by the date of delivery of the Series 2024 Bonds; and

WHEREAS, the forms of Preliminary Official Statement, Bond Purchase Agreement and the Continuing Disclosure Undertaking (attached as Appendix C to the Preliminary Official Statement) have been on deposit with the Village Clerk and presented to Village Council;

BE IT ORDAINED BY THE COUNCIL, THE GOVERNING BODY OF THE VILLAGE OF CORRALES:

SECTION 1. DEFINITIONS AND RULES OF CONSTRUCTION.

(A) DEFINITIONS. As used in the Bond Ordinance, the following terms shall have the meanings specified unless the context clearly requires otherwise:

ACT. Sections 3-30-1 to 3-30-9 NMSA 1978, Sections 6-15-1 to 6-15-22 NMSA 1978, Sections 6-14-8 to 6-14-12 NMSA 1978, as amended, and this Bond Ordinance.

AUTHORIZED AT 2023 Election. The amount of debt authorized at the 2023 Election to be incurred by the Village for each separate project listed in the Bond Schedule.

AUTHORIZED DENOMINATIONS. Denominations of \$5,000 and integral multiples of \$5,000.

AUTHORIZED OFFICER. The Village's Mayor, the Village Administrator, or other officer or employee of the Village when designated by a certificate signed by the Mayor of the Village from time to time.

BOND COUNSEL. An attorney or attorneys at law or firm or firms of attorneys, designated by the Village, of nationally recognized standing in matters pertaining to the issuance of, and the tax-exempt nature of interest on, bonds issued by states and their political subdivisions.

BOND ORDINANCE. This ordinance as amended or supplemented from time to time.

BOND PURCHASE AGREEMENT. The Bond Purchase Agreement among the Village and the Investment Bankers relating to the sale of the Series 2024 Bonds to the Investment Bankers.

BOND SCHEDULE. The schedule in the preambles to the Bond Ordinance specifying the aggregate of the indebtedness authorized at the 2023 Election and the indebtedness for each Series 2024 Bond Project authorized at the 2023 Election.

BUSINESS DAY. Any day other than (i) a Saturday or Sunday, or (ii) any day on which the offices of the Village or the offices of banks located in the cities in which the principal offices of the Paying Agent and Registrar are located are authorized or required to remain closed or (iii) a day on which the New York Stock Exchange is closed.

CONTINUING DISCLOSURE UNDERTAKING. The agreement of the Village pursuant to which the Village will agree for the benefit of Owners and beneficial owners that, while the Series 2024 Bonds are Outstanding, the Village will annually provide certain financial information and operating data and will provide notice of certain material events.

COUNCIL. The governing body of the Village, and any successor thereto.

DEFEASANCE OBLIGATIONS. (1) Government Obligations, or (2) if permitted by law, other obligations which would result in defeased Series 2024 Bonds receiving the same rating from any national rating agency then rating those Series 2024 Bonds as would have been received if the obligation described in clause (1) of this definition had been used.

DEPOSITORIES. The following registered securities depository: The Depository Trust Company, 570 Washington Boulevard, Jersey Village, New Jersey 07310, <http://www.dtcc.com>; or in accordance with then-current guidelines of the Securities and Exchange Commission, to such other addresses and/or such other securities depositories, or no such depositories, as an Authorized Officer may designate in a certificate of the Village.

EXPENSES. The reasonable and necessary fees, costs and expenses incurred by the Village in connection with the issuance of the Series 2024 Bonds including, without limitation, costs of advertising and publication of the Bond Ordinance, costs of printing the Series 2024 Bonds, if any, and any disclosure documents, legal fees and expenses, fees and expenses of the Paying Agent and Registrar, and disclosure matters pertaining or allocable to, the Series 2024 Bonds, and necessary fees and administrative costs of the Village relating to the foregoing.

FISCAL YEAR. The twelve-month period used by the Village for its general accounting purposes as the same may be changed from time to time, presently being the period beginning July 1 each year and ending June 30 of the next succeeding year.

FITCH. Fitch Ratings, and, if such corporation is dissolved or liquidated or no longer performs the functions of a securities rating agency, another nationally recognized securities rating agency designated by the Village, if any.

GOVERNMENT OBLIGATIONS. Direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America or certificates or receipts established by the United States Government or its agencies or instrumentalities representing direct ownership of future interests or principal payments on direct obligations of, or obligations fully guaranteed by, the United States of America or any of its agencies or instrumentalities, the obligations of which are backed by the full faith and credit of the United States, which obligations are held by a custodian in safekeeping on behalf of the holders of such receipts, and rated or assessed in its highest Rating Category by S&P, Moody's or Fitch, if then rating any of the Series 2024 Bonds.

INVESTMENT BANKERS. The investment bankers, or their successors, as provided in the Sale Certificate.

INTEREST AND SINKING FUND. The fund created herein in Section 18 for the payment of debt service on the Series 2024 Bonds.

INTEREST PAYMENT DATE. Each February 1 and August 1 (or if such day is not a Business Day, then the next succeeding Business Day), beginning February 1, 2025, or as provided in the Sale Certificate.

MOODY'S. Moody's Investor's Service, Inc. and, if such corporation is dissolved or liquidated or no longer performs the functions of a securities rating agency, another nationally recognized securities rating agency designated by the Village, if any.

NMSA. New Mexico Statutes Annotated, 1978 Compilation, as amended or supplemented.

OFFICIAL STATEMENT. The final disclosure document relating to the issuance and sale of the Series 2024 Bonds.

OUTSTANDING. When used in reference to bonds, on any particular date, the aggregate of all such bonds issued and delivered under the applicable Village ordinance authorizing the issuance of such bonds except:

(1) those canceled at or prior to such date or delivered to or acquired by the Village at or prior to such date for cancellation;

(2) those which have been paid or are deemed to be paid in accordance with the Village ordinance or resolution authorizing the issuance of the applicable bonds or otherwise relating thereto;

(3) in the case of variable rate bonds, bonds deemed tendered, but not yet presented for payment; and

(4) those in lieu of or in exchange or substitution for which other bonds shall have been delivered, unless proof satisfactory to the Village and the paying agent for the applicable bonds is presented that any bond for which a new bond was issued or exchanged is held by a bona fide holder or in due course.

As used in this definition, the term bond includes any evidence of debt.

OWNER. The registered owner or owners of any Series 2024 Bond as shown on the registration books for the Series 2024 Bonds maintained by the Registrar.

PAYING AGENT. BOKF, NA, or any trust company, national or state banking association or financial institution qualified to act and appointed as the paying agent for the Series 2024 Bonds by an Authorized Officer from time to time.

PERMITTED INVESTMENTS. Any investment legally permitted pursuant to Section 6-10-10 NMSA 1978 and the Village Investment Policy.

PRELIMINARY OFFICIAL STATEMENT. The initial disclosure document relating to the issuance and sale of the Series 2024 Bonds.

RATING CATEGORY. A generic securities rating category, without regard, in the case of a Series 2024 Bonds rating category, to any refinement or gradation of such Series 2024 Bonds rating category by a numerical modifier or otherwise.

RECORD DATE. The fifteenth day of the calendar month preceding each Interest Payment Date.

REGISTRAR. BOKF, NA, or any trust company, national or state banking association or financial institution qualified to act and appointed as the registrar for the Series 2024 Bonds by an Authorized Officer from time to time.

S&P. S&P Global Ratings, and, if such corporation is dissolved or liquidated or no longer performs the functions of a securities rating agency, another nationally recognized securities rating agency designated by the Village, if any.

SALE CERTIFICATE. One or more certificates executed by the Mayor or the Village Administrator dated on or before the date of delivery of the Series 2024 Bonds, setting forth the following final terms of the Series 2024 Bonds: (i) the interest and principal payment dates; (ii) the principal amounts, denominations and maturity amortization; (iii) the sale prices; (iv) the interest rate or rates; (v) the interest payment periods; (vi) the redemption and tender provisions; (vii) the creation of any capitalized interest fund, including the size and funding of such fund(s); (viii) the amount of underwriting discount, if any; and (ix) the final terms of agreements, if any, with agents or service providers required for the purchase, sale, issuance and delivery of the Series 2024 Bonds, all subject to the parameters and conditions contained in this Bond Ordinance.

SERIES 2024 BOND PROJECTS. Collectively, the projects to be financed with Series 2024 Bonds, which are listed in Section 4(C).

SERIES 2024 BONDS. The Series 2024 Bonds in an aggregate principal amount not to exceed \$2,400,000 designated as the “Village of Corrales, New Mexico General Obligation General Purpose Bonds, Series 2024” authorized to be issued and sold by the Bond Ordinance as supplemented by the Sale Certificate.

STATE. The State of New Mexico.

2023 ELECTION. The Village’s municipal election held on November 7, 2023.

2023 ELECTION BONDS. The general obligation bonds of the Village authorized to be issued at the 2023 Election.

VILLAGE. The Village of Corrales, in the County of Sandoval and State of New Mexico.

(B) RULES OF CONSTRUCTION. For purposes of the Bond Ordinance, unless otherwise expressly provided or unless the context requires otherwise:

(1) All references in the Bond Ordinance to designated Sections and other subdivisions are to the designated Section and other subdivision of the Bond Ordinance.

(2) The words “herein,” “hereof,” “hereunder,” and “herewith” and other words of similar import refer to the Bond Ordinance as a whole and not to any particular Section or other subdivision.

(3) All accounting terms not otherwise defined in the Bond Ordinance have the meaning assigned to them in accordance with generally accepted accounting principles.

(4) Words of the masculine gender shall be deemed and construed to include correlative words of the feminine and neuter genders.

(5) The headings used in the Bond Ordinance are for convenience of reference only and shall not define or limit the provisions of the Bond Ordinance.

(6) Terms in singular include plural and vice versa.

SECTION 2. RATIFICATION. All action (not inconsistent with the provisions of the Bond Ordinance) previously taken by the Council and the officers of the Village directed toward the 2023 Election, and the authorization, issuance and sale of the Series 2024 Bonds, is ratified, approved and confirmed.

SECTION 3. FINDINGS. The Council declares that it has considered all relevant information and data and makes the following findings:

(A) **ADOPTION OF BOND ORDINANCE.** The Bond Ordinance has been adopted by the affirmative vote of a majority of the members of the Council present at a regularly scheduled meeting of the Council on the date of adoption. The number of members present constituted a quorum of the Council.

(B) **ISSUANCE OF SERIES 2024 BONDS.** The issuance of the Series 2024 Bonds under the Act to provide funds to finance the Series 2024 Bond Projects is necessary and in the best interest of the public health, safety, morals and welfare of the residents of the Village.

(C) **USE OF PROCEEDS OF SERIES 2024 BONDS.** The Village will (i) acquire, improve and finance the Series 2024 Bond Projects, and (ii) pay Expenses with the proceeds of the Series 2024 Bonds.

(D) **INTEREST RATE.** The exact principal amount of the Series 2024 Bonds, the interest rate, and sale price of the Series 2024 Bonds will be established in the Sale Certificate, but in no event shall the net effective interest rate on the Series 2024 Bonds exceed ten percent (10%) per annum as required by Section 6-14-3 NMSA 1978.

(E) **QUALIFIED TAX-EXEMPT OBLIGATIONS.** The Village hereby designates the Series 2024 Bonds as qualified tax-exempt obligations under Section 265(b)(3) and covenants and warrants that the Village does not reasonably expect to issue tax-exempt bonds or other obligations in an amount in excess of \$10,000,000 during the calendar year in which the Series 2024 Bonds are to be issued.

SECTION 4. AUTHORIZATION OF SERIES 2024 BOND PROJECTS AND EXPENSES.

(A) **SERIES 2024 BOND PROJECTS; PAYMENT OF EXPENSES.** The acquisition and construction of the Series 2024 Bond Projects and the payment of Expenses using proceeds of the Series 2024 Bonds in a total aggregate principal amount as specified in the Sale Certificate (excluding costs of the Series 2024 Bond Projects to be paid from any source other than the proceeds of the Series 2024 Bonds), is authorized and approved; provided that the total principal amount of Series 2024 Bond proceeds used to finance each Series 2024 Bond Project shall not exceed the amount for that

Series 2024 Bond Project stated under the caption “Series 2024 Financing” in the Bond Schedule (excluding costs of that Series 2024 Bond Project to be paid from any source other than the proceeds of the Series 2024 Bonds). Net premium received after payment of Expenses shall be deposited in the Interest and Sinking Fund.

(B) EXPENSES. Expenses relating to the issuance of the Series 2024 Bonds, to the extent payable from the proceeds of the Series 2024 Bonds, including net premium, attributable to each Series 2024 Bond Project shall be payable as set forth in the Bond Ordinance.

(C) DESCRIPTION OF SERIES 2024 BOND PROJECTS. Proceeds of the Series 2024 Bonds shall be used for the following Series 2024 Bond Projects:

(1) \$2,000,000 to acquire property and easement and other rights-of-way for farmland preservation and open space purposes (the “Farmland Preservation and Open Spaces Project”);

(2) \$200,000 to study, plan, design, develop, construct, reconstruct, rehabilitate, renovate, expand, furnish, landscape, enhance and otherwise improve, and to acquire property, other rights-of-way and equipment for fire department facilities (the “Fire Department Project”);

(3) \$200,000 to study, plan, design, develop, construct, reconstruct, rehabilitate, renovate, expand, furnish, landscape, enhance and otherwise improve, and to acquire property, other rights-of-way and equipment road and flood control facilities (the “Road and Flood Control Project”);

SECTION 5. DETAILS OF SERIES 2024 BONDS.

(A) FORM, TERMS AND PROVISIONS OF SERIES 2024 BONDS. The form, terms, and provisions of the Series 2024 Bonds, as set forth in Section 12, are hereby approved with only such changes therein as are not inconsistent with this Bond Ordinance and the Sale Certificate.

(B) AUTHORIZATION OF THE SERIES 2024 BONDS. For the purpose of protecting the public health, conserving the property, protecting the general welfare and prosperity of the residents of the Village, constructing and acquiring the Series 2024

Bond Projects, it is necessary that the Village issue, and the Village is authorized to issue, pursuant to the Act, its fully registered Series 2024 Bonds in an aggregate principal amount of not to exceed \$2,400,000. The Series 2024 Bonds shall be designated as “General Obligation General Purpose Bonds, Series 2024.” The Series 2024 Bonds shall be dated the date of delivery of the Series 2024 Bonds.

No Series 2024 Bonds Authorized at 2023 Election shall be issued or sold after November 7, 2027 (four years from the date of the 2023 Election), except as permitted by Section 6-15-9 NMSA 1978, as amended from time to time.

(C) GENERAL DETAILS OF SERIES 2024 BONDS. Series 2024 Bonds shall be issued as fully registered bonds, with each series numbered from 1 upwards consecutively and with such other prefixes or other distinguishing designations as the Registrar may determine necessary or appropriate. The Series 2024 Bonds shall be issued in Authorized Denominations.

(D) MATURITIES, PRINCIPAL AMOUNTS AND INTEREST OF THE SERIES 2024 BONDS. The Series 2024 Bonds shall bear interest, at a rate not to exceed five and fifty hundredths percent (5.50%) per annum, from the most recent date to which interest has been paid or provided for or, if no interest has been paid or provided for, from the date of the Series 2024 Bonds until maturity. Interest on the Series 2024 Bonds will be paid on each Interest Payment Date and computed on the basis of a 360-day year, consisting of twelve, 30-day months. If, at maturity, payment of the principal amount of any Series 2024 Bonds is not made as required by the Bond Ordinance, interest on the unpaid principal amount on that Series 2024 Bond shall continue to accrue at the interest rate stated or described in that Series 2024 Bond, until the principal amount of that Series 2024 Bond is paid in full.

The exact principal amount, interest rates, redemption provisions, transfer restrictions, if any, and maturity schedule for the Series 2024 Bonds shall be established in the Sale Certificate, subject to the parameters and conditions contained in this Bond Ordinance.

(E) BOOK-ENTRY. The Series 2024 Bonds may be issued, in whole or in part, in book-entry form with no physical distribution of bond certificates made to the

public. A Depository will act as securities depository for the Series 2024 Bonds. A single certificate for each maturity date of the Series 2024 Bonds shall be delivered to the Depository and immobilized in its custody. The book-entry system will evidence ownership of the Series 2024 Bonds in Authorized Denominations, with transfers of ownership effected on the books of the Depository and its participants (“Participants”). As a condition to delivery of the Series 2024 Bonds in book-entry form, the Investment Bankers will, immediately after acceptance of delivery thereof, deposit the Series 2024 Bonds certificates with the Depository, registered in the name of the Depository or its nominee. Principal, premium, if any, and interest will be paid to the Depository or its nominee as the Owner of the Series 2024 Bonds in book-entry form. The transfer of principal and interest payments to Participants will be the responsibility of the Depository; the transfer of principal and interest payments to the beneficial owners of the Series 2024 Bonds (“Beneficial Owners”) by Participants will be the responsibility of such Participants and other nominees of Beneficial Owners maintaining a relationship with Participants (“Indirect Participants”). Neither the Village nor the Paying Agent will be responsible or liable for maintaining, supervising or reviewing the records maintained by the Depository, Participants or Indirect Participants.

If (i) the Series 2024 Bonds are not eligible for the services of a Depository, (ii) a Depository determines to discontinue providing its services with respect to the Series 2024 Bonds, or (iii) the Village determines that a continuation of the system of book-entry transfers through a Depository ceases to be beneficial to the Village or the Owners of the Series 2024 Bonds, the Village will either identify another Depository or bond certificates will be delivered to Beneficial Owners or their nominees and the Beneficial Owners or their nominees, upon authentication of the Series 2024 Bonds, and registration of the Series 2024 Bonds in the Beneficial Owners’ or nominees’ names, will become the Owners of the Series 2024 Bonds for all purposes. In that event, the Village shall mail an appropriate notice to the Depository for notification to Participants, Indirect Participants and Beneficial Owners of the substitute Depository or the issuance of Series 2024 Bonds certificates to Beneficial Owners or their nominees, as applicable.

Authorized Officers are authorized to execute and deliver agreements with Depositories relating to the matters set forth in this Section.

SECTION 6. OPTIONAL REDEMPTION OF SERIES 2024 BONDS. All or any portion of the Series 2024 Bonds may be subject to optional redemption, mandatory redemption and/or mandatory sinking fund redemption prior to their stated maturities at a redemption price and on the dates established therefor in the Sale Certificate.

SECTION 7. APPOINTMENT OF PAYING AGENT AND REGISTRAR; PAYMENT OF SERIES 2024 BONDS.

(A) APPOINTMENT. BOKF, NA is hereby appointed as the initial Paying Agent and Registrar for the Series 2024 Bonds.

(B) TRANSFER OF PAYMENTS TO PAYING AGENT. The Village shall transfer or credit to the Paying Agent amounts sufficient to pay the principal of and interest on the Series 2024 Bonds on or before the dates on which they become due.

(C) PAYMENT OF SERIES 2024 BONDS. The principal of and premium, if any, on the Series 2024 Bonds shall be payable upon presentation and surrender of the Series 2024 Bonds at the principal office of the Paying Agent at or after their maturity. Interest on Series 2024 Bonds shall be payable by check or draft mailed to the Owners (or by such other arrangement as may be mutually agreed to by the Paying Agent and an Owner). An Owner shall be deemed to be that person or entity shown on the registration books of the Series 2024 Bonds maintained by the Registrar at the address appearing in the registration books at the close of business on the applicable Record Date. However, interest which is not timely paid or provided for shall cease to be payable to the Owners of the Series 2024 Bonds (or of one or more predecessor Series 2024 Bonds) as of the regular Record Date, but shall be payable to the Owners of the Series 2024 Bonds (or of one or more predecessor Series 2024 Bonds) at the close of business on a special record date for the payment of the overdue interest. The special record date shall be fixed by the Paying Agent and Registrar whenever money becomes available for payment of the overdue interest and notice of the special record date shall be given to the Owners of such Series 2024 Bonds not less than ten days prior to that date. Payment shall be made in the coin or currency of the United States of America that is at the time of payment legal tender for the payment of public and private debts. If the principal amount of any Series 2024 Bond presented for payment remains unpaid at maturity, the unpaid principal shall

continue to bear interest at the rate designated in that Series 2024 Bond. Payments of Series 2024 Bonds shall be made without deduction for exchange or collection charges.

SECTION 8. SALE OF SERIES 2024 BONDS. The negotiated sale and delivery of the Series 2024 Bonds to the Investment Bankers or delivery to a Depository for and on behalf of the Investment Bankers upon receipt by the Village of the purchase price shall be set forth upon the terms set forth in the Bond Ordinance, the Bond Purchase Agreement and Sale Certificate.

SECTION 9. REGISTRATION, TRANSFER, EXCHANGE AND OWNERSHIP OF SERIES 2024 BONDS.

(A) REGISTRATION, TRANSFER AND EXCHANGE. The Village shall cause books for registration, transfer and exchange of the Series 2024 Bonds to be kept at the principal office of the Registrar. Upon surrender for transfer or exchange of any Series 2024 Bonds at the principal office of the Registrar duly endorsed by the Owner or his attorney duly authorized in writing, or accompanied by a written instrument or instruments of transfer or exchange in form satisfactory to the Registrar and properly executed, the Village shall execute and the Registrar shall authenticate and deliver in the name of the transferee or Owner, as appropriate, a new Series 2024 Bond or Series 2024 Bonds of the same series, maturity, interest rate and same aggregate principal amount in Authorized Denominations.

(B) OWNER OF SERIES 2024 BONDS. The person in whose name any Series 2024 Bond is registered shall be deemed and regarded as its absolute Owner for all purposes, except as may otherwise be provided with respect to the payment of interest in Section 7(C). Payment of either the principal of or interest on any Series 2024 Bond shall be made only to or upon the order of its Owner or his legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability on Series 2024 Bonds to the extent of the amount paid.

(C) REPLACEMENT SERIES 2024 BONDS. If any Series 2024 Bond is lost, stolen, destroyed or mutilated, the Registrar shall, upon receipt of that Series 2024 Bond, if mutilated, and the evidence, information or indemnity which the Registrar and the Village may reasonably require, authenticate and deliver a replacement Series 2024 Bond

or Series 2024 Bonds of the same series, aggregate principal amount, maturity and interest rate, bearing a number or numbers not then outstanding. If any lost, stolen, destroyed or mutilated Series 2024 Bond has matured or been called for redemption, the Registrar may direct the Paying Agent to pay that Series 2024 Bond in lieu of replacement.

(D) CHARGES. Exchanges and transfers of Series 2024 Bonds shall be made without charge to the Owner or any transferee except that the Registrar may make a charge sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to that transfer or exchange.

(E) RESTRAINTS ON TRANSFER OR EXCHANGE. The Registrar shall not be required to transfer or exchange (a) any Series 2024 Bond during the five-day period preceding the mailing of notice calling Series 2024 Bonds for redemption and (b) any Series 2024 Bond called for redemption.

SECTION 10. NEGOTIABILITY; GENERAL OBLIGATIONS; PAYMENT AND SECURITY. The Series 2024 Bonds shall be fully negotiable and have all the qualities of negotiable instruments, and the Owners of Series 2024 Bonds shall possess all rights enjoyed by the owners of negotiable instruments under the provisions of the Uniform Commercial Code—Investment Securities in effect in the State. Outstanding Series 2024 Bonds shall be equally and ratably secured in all respects, without preference, priority or distinction on account of the date or dates or the actual time or times of the issuance or maturity of the Series 2024 Bonds. The Series 2024 Bonds constitute the general obligation of the Village payable from general (ad valorem) property taxes levied against all property within the Village subject to taxation, without limitation as to rate or amount, and the full faith and credit of the Village is hereby pledged for their payment.

SECTION 11. EXECUTION AND CUSTODY OF SERIES 2024 BONDS.

(A) EXECUTION. The Series 2024 Bonds shall be signed and executed in the name of the Village by the manual or facsimile signatures of the Mayor and the Village Clerk and shall be authenticated by the manual signature of, or an authorized officer of, the Registrar. The corporate seal of the Village or a printed, engraved, stamped

or otherwise reproduced facsimile of that corporate seal shall be placed on each Series 2024 Bond. The Series 2024 Bonds bearing the signatures of the officers in office at the time of signing shall be the valid and binding obligations of the Village. Notwithstanding that before the delivery and payment of the Series 2024 Bonds any of the persons whose signatures appear on the Series 2024 Bonds, the Mayor and the Village Clerk may each adopt as his or her own facsimile signature the facsimile signature of his or her predecessor in office, if that facsimile signature appears upon any of the Series 2024 Bonds.

(B) AUTHENTICATION. The Series 2024 Bonds shall be authenticated by the manual signature of the Registrar or an authorized officer of the Registrar. No Series 2024 Bond shall be valid or obligatory for any purpose unless the certificate of authentication has been duly executed by the Registrar. The Registrar's certificate of authentication shall be deemed to have been fully executed if manually signed and inscribed by the Registrar or, if applicable, an authorized officer of the Registrar but it shall not be necessary that the same officer sign the certificate of authentication on all of the Series 2024 Bonds issued under the Bond Ordinance.

(C) FILING OF SIGNATURES. Prior to the execution of any Series 2024 Bond, pursuant to Sections 6-9-1 to 6-9-6 NMSA 1978, as amended, the Mayor and Village Clerk may each file with the New Mexico Secretary of State, his or her manual signature certified by him or her under oath, provided that filing shall not be necessary for any officer where any previous filing has legal application to the Series 2024 Bonds.

(D) CUSTODY. The Registrar shall hold in custody all Series 2024 Bonds signed and attested by the Mayor and Village Clerk until ready for delivery to the Depository, Investment Bankers, transferee or registered owner.

SECTION 12. FORM OF SERIES 2024 BONDS.

(A) SERIES 2024 BONDS. The Series 2024 Bonds shall be issued as fully registered bonds in substantially the following form, with such changes therein as are not inconsistent with this Bond Ordinance and the Sale Certificate:

[FORM OF SERIES 2024 BONDS]

UNITED STATES OF AMERICA

STATE OF NEW MEXICO

COUNTY OF SANDOVAL

VILLAGE OF CORRALES

GENERAL OBLIGATION GENERAL PURPOSE BONDS

SERIES 2024

Bond No. _____ \$ _____

INTEREST RATE	MATURITY DATE	DATE OF BOND	CUSIP
_____ % per annum	August 1, 20_____	_____, 2024	_____

Registered Owner:

Principal Amount:

The Village of Corrales (the "Village"), in the County of Sandoval and State of New Mexico (the "State"), a municipal corporation duly organized and existing under the Constitution and other laws of the State, for value received, promises to pay the Principal Amount stated above to the Registered Owner stated above or registered assigns, on the Maturity Date stated above upon presentation and surrender of this bond at the principal office of BOKF, NA or its successors (referred to in this bond as the "Paying Agent" or "Registrar," as applicable). The Village also promises to pay interest on the unpaid Principal Amount at the Interest Rate stated above on February 1 and August 1 of each year, commencing February 1, 2025 until payment of the Principal Amount has been made or provided for at maturity or the prior redemption date if permitted and called for redemption. This bond shall bear interest from the most recent date to which interest has been paid or provided for or if no interest has been paid or provided for from the Date of Bond stated above until maturity. If, upon presentation of this bond on the Maturity Date, payment is not made as required by this Bond Ordinance, interest on the unpaid Principal

Amount of this bond shall continue to accrue at the Interest Rate until the Principal Amount is paid in full.

This bond is one of a duly authorized issue of fully registered bonds of the Village in the aggregate principal amount of \$2,400,000 issued in denominations of \$5,000 or integral multiples of \$5,000, designated as Village of Corrales, New Mexico General Obligation General Purpose Bonds, Series 2024 (the "Bonds") issued under and pursuant to Village Ordinance No. 24-04 (the "Bond Ordinance").

The Bonds constitute the general obligation of the Village payable from property taxes levied against all property of the Village subject to taxation by the Village, without limitation as to rate or amount, and the full faith and credit of the Village is irrevocably pledged for the punctual payment of the principal of and interest on the Bonds.

Payment of the principal of this bond shall be made only to or upon the order of the Registered Owner or his legal representative. Interest on this bond is payable by check or draft mailed to the Registered Owner or his legal representative (or by such other arrangement as may be mutually agreed to by the Paying Agent and the Registered Owner) as shown on the registration books for the Bonds maintained by the Registrar at the address appearing in the registration books at the close of business on the fifteenth day of the calendar month next preceding the applicable Interest Payment Date (the "Record Date"). Any interest which is not timely paid or duly provided for shall cease to be payable to the Registered Owner as of the Record Date but shall be payable to the Registered Owner as shown on the registration books at the close of business on a special record date to be fixed by the Paying Agent and Registrar for the payment of interest. The special record date shall be fixed whenever money becomes available for payment of the overdue interest and notice of the special record date shall be given to the owners of the Bonds as then shown on the Registrar's registration books not less than ten days prior to the special record date. If, upon presentation at maturity, payment of this bond is not made as required, all interest shall continue at the Interest Rate until the Principal Amount is paid in full. The principal of, premium, if any, and interest on this bond are payable in lawful money of the United States of America, without deduction for the

services of the Paying Agent. All such payments shall be valid and effectual to satisfy and discharge the liability on this bond to the extent of the sum or sums paid.

The Bonds maturing on and after August 1, 20__ are subject to redemption prior to their maturity dates at the option of the Village, in whole or in part at any time on or after August 1, 20__, at a redemption price of 100% of the principal of the Bonds to be redeemed, plus accrued interest, if any, to the date of redemption.

The Bonds are issued in book-entry form with no physical distribution of Bond certificates made to the public and a securities depository is acting as securities depository for the Bonds.

The Bonds are issued by the Village and the net premium paid therefore, upon its behalf and upon the credit of the Village, for the following Village purposes: (1) \$2,000,000 for farmland preservation and open space purposes; (2) \$200,000 for fire department facilities; and (3) \$200,000 for road and flood control facilities.

Books for the registration and transfer of the Bonds will be kept by the Registrar. The person in whose name this bond is registered shall be deemed and regarded as its absolute owner for all purposes, except as may otherwise be provided with respect to payment of interest as set forth above. Upon surrender for transfer or exchange of this bond at the principal office of the Registrar duly endorsed by the Registered Owner or his attorney duly authorized in writing or accompanied by a written instrument or instruments of transfer or exchange in form satisfactory to the Registrar and properly executed, the Village will execute and the Registrar will authenticate and deliver in the name of the transferee or Registered Owner, as appropriate, a new Bond or Bonds in fully registered form of the same maturity, interest rate and aggregate principal amount and authorized denominations.

The issuance of the Bonds has been authorized by the electors of the Village qualified to vote and voting at a municipal election of the Village held on November 7, 2023. All of the requirements of law have been complied with by the proper officers of the Village for the issuance of the Bonds. The total indebtedness of the Village, including that of the Bonds, and the indebtedness for each of the projects described in the Bonds does not exceed any limit of indebtedness prescribed by the Constitution or

law of the State. Provision has been made for the levy and collection of annual taxes which will be sufficient to pay the principal of, premium, if any, and interest on the Bonds when the same become due.

If sufficient funds are deposited with the Paying Agent to pay the principal of any Bonds becoming due at maturity, together with interest accrued to the due date, interest on such Bonds will cease to accrue on the due date, and thereafter the owners will be restricted to the funds deposited as provided in the Bond Ordinance.

All conditions, acts and things required to exist, to have happened or to have been performed precedent to or in the issuance of the Bonds exist, have happened and have been performed in due time, form and manner, as required by law.

IN WITNESS WHEREOF, the Village has caused this bond to be signed and executed on the Village's behalf by the manual or facsimile signature of the Mayor and the manual or facsimile signature of the Village Clerk, has caused the corporate seal of the Village to be placed on this bond, and has caused this bond to be authenticated with the manual signature of the Village Clerk, as Registrar for the bonds, all as of the Date of Bond stated above.

VILLAGE OF CORRALES, NEW MEXICO

By _____

Mayor

(SEAL)

ATTEST:

By _____

Village Clerk

CERTIFICATE OF AUTHENTICATION

This is one of the Village of Corrales, New Mexico General Obligation General Purpose Bonds, Series 2024, described above and in the Bond Ordinance, and this bond

has been registered on the registration books of the Village by the undersigned as Registrar for the Bonds.

Date of Authentication: _____, 2024

By BOKF, NA, as Registrar

CERTIFICATE OF ASSIGNMENT

FOR VALUE RECEIVED _____ hereby sells, assigns and transfers this bond to _____ (please print or type name and address of assignee), whose social security or other identification number is _____, and irrevocably appoints _____, as attorney, to transfer this bond on the registration books of the Village, with power of substitution of revocation.

DATE: _____

NOTICE: The signature on this assignment must correspond with the name as it appears on the face of this bond in every particular, without alteration or enlargement or any change whatsoever.

[END OF FORM OF SERIES 2024 BONDS]

SECTION 13. DELIVERY OF SERIES 2024 BONDS. When the Series 2024 Bonds have been properly executed and authenticated, an Authorized Officer shall deliver the Series 2024 Bonds to the Investment Bankers or the Depository on behalf of the Investment Bankers on receipt by the Village of the agreed purchase price set forth in the Sale Certificate.

SECTION 14. DISPOSITION AND USE OF SERIES 2024 BOND PROCEEDS; APPROPRIATIONS. The proceeds of the Series 2024 Bonds shall be used only for the payment of Expenses and the Series 2024 Bond Projects, in the amounts stated in the Bond Schedule under Series 2024 Financing. The Investment Bankers shall not be responsible for the application by the Village or by any of its officers of any of the

proceeds of the Series 2024 Bonds. The Village shall account for the proceeds of the Series 2024 Bonds as follows:

(A) PREMIUM. The premium on the purchase of the Series 2024 Bonds, as set forth in the Sale Certificate, paid for the purchase of the Series 2024 Bonds shall be credited to a separate book account and used, and is hereby appropriated, to pay Expenses of the Series 2024 Bonds, with any excess premium deposited in the Interest and Sinking Fund.

(B) USE OF PROCEEDS OF SERIES 2024 BONDS. The following amounts shall be credited to separate book accounts for each Series 2024 Bond Project financed with the proceeds of Series 2024 Bonds. The amounts on deposit in each account shall be maintained by the Village and used for the payment, in whole or in part, of the costs of the Series 2024 Bond Projects and the payment of Expenses as set forth in Section 14(C):

(1) the amount of \$2,000,000 shall be credited, and is hereby appropriated, for the payment of the Farmland Preservation and Open Space Project;

(2) the amount of \$200,000 shall be credited and is hereby appropriated for the payment of the Fire Department Project;

(3) the amount of \$200,000 shall be credited, and is hereby appropriated, for the payment of the Road and Flood Control Project;

(C) EXPENSES.

(1) The amount specified in the Sale Certificate from Series 2024 Bond proceeds, including the net premium paid therefore, is hereby appropriated for the payment of Expenses relating to the issuance of the Series 2024 Bonds. Any part of that amount, other than net premium, which is not necessary to pay such Expenses, shall be used for the respective Series 2024 Bonds Projects listed in Section 4(D), with any excess proceeds deposited in the Interest and Sinking Fund.

SECTION 15. APPROVAL OF DOCUMENTS.

(A) COUNCIL APPROVAL. The Preliminary Official Statement, Bond Purchase Agreement and Continuing Disclosure Undertaking have been on deposit with

the Village Clerk and presented to the Council for approval. The form, terms and provisions of the Preliminary Official Statement, Bond Purchase Agreement and the Continuing Disclosure Undertaking are hereby ratified, approved and confirmed. The Mayor or other Authorized Officer is hereby authorized to execute the Official Statement and the Continuing Disclosure Undertaking.

(B) FURTHER ACTS. From and after the adoption of the Bond Ordinance, the officers, agents and employees of the Village are authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Bond Ordinance.

SECTION 16. DISCLOSURE MATTERS.

(A) DISTRIBUTION AND USE. The use and distribution of the Preliminary Official Statement for the sale of the Series 2024 Bonds are ratified, approved and confirmed. The use and distribution of the Official Statement for the sale of the Series 2024 Bonds are hereby approved.

(B) OFFICIAL STATEMENT; MATERIAL CHANGE. The Village shall provide to the Investment Bankers of the Series 2024 Bonds, within seven Business Days after the date of the execution of the Sale Certificate and in sufficient time to accompany any confirmation that requires payment from any customer, copies of the Official Statement in sufficient quantities to enable the Investment Bankers to comply with Rule 15c2-12 under the Securities and Exchange Act of 1934, as amended (the "Rule"), and the rules of the Municipal Securities Rulemaking Board. The Village shall notify the Investment Bankers promptly of any material change in the affairs or financial conditions of the Village which may occur prior to the date on which the Series 2024 Bonds are initially issued and delivered. The Village further agrees to notify the Investment Bankers of any material development impacting the Series 2024 Bonds, or the availability of funds of the Village for the payment of the Series 2024 Bonds, which the Village becomes aware between the date of the adoption of the Bond Ordinance and a date which is twenty-five (25) days after the end of the underwriting period for purposes of the Rule, which date shall be deemed to be the date on which the Series 2024 Bonds are initially issued and delivered. Upon such notification, if, in the opinion of the Village or the Investment

Bankers, a change would be required in the Official Statement in order to make the statements therein true and not misleading or incomplete in any material respect, then the Official Statement as so amended or supplemented will be prepared and furnished to the Investment Bankers, at the expense of the Village, in reasonable quantities for distribution.

(C) CONTINUING DISCLOSURE. The Village will execute, deliver and comply with the Continuing Disclosure Undertaking for the benefit of the Investment Bankers.

SECTION 17. FUNDS AND ACCOUNTS. Funds and accounts relating to the Series 2024 Bonds, the Series 2024 Bond proceeds and the payment of the Series 2024 Bonds shall be established by an Authorized Officer to be controlled and maintained by the Village or its designee.

SECTION 18. TAX LEVIES. In order to pay the principal of and interest on the Series 2024 Bonds as they become due and, at the option of the Village, to reimburse the general fund or other funds for the payment of principal of or interest on Series 2024 Bonds for which property taxes were not available, there shall be an annual assessment and levy upon all of the taxable property of the Village subject to taxation which provides an amount sufficient to pay the principal of (including, without limitation, any mandatory sinking fund payments) and the interest on the Series 2024 Bonds as they become due and payable. However, the Village may, at its option, apply any other funds lawfully available for the purpose to the payment of principal of or interest on the Series 2024 Bonds as they become due and the levies required by this Section may be reduced to the extent other revenues are or will be available and used for payment of the Series 2024 Bonds. To the extent property taxes are not available for that purpose, the principal of and interest accruing on Series 2024 Bonds shall be paid from the Village's general fund or from any other fund lawfully available for that purpose. The taxes shall be assessed, levied and collected annually at the time and in the manner as other Village taxes are assessed, levied and collected. Annually, the Council shall take all reasonable action to insure the levy and collection of taxes by the governmental authority charged with legal responsibility to levy and collect taxes in amount sufficient at the time to pay the principal

of and interest on the Series 2024 Bonds. The money produced by the levy of taxes provided in this Section to pay the principal of and interest on the Series 2024 Bonds is appropriated for that purpose and that amount shall be included in the annual budget and the appropriation bills adopted and passed by the Council each year. The taxes collected shall be maintained in the Interest and Sinking Fund, which is hereby created, and kept for and applied only to the payment of the principal of and interest on the Series 2024 Bonds when due and as otherwise required or permitted by law.

SECTION 19. GENERAL ADMINISTRATION OF FUNDS. The funds and accounts established pursuant to the Bond Ordinance shall be administered as follows:

(A) INVESTMENT OF MONEY. To the extent practicable, any money in any such fund or account shall be invested in Permitted Investments within any limitations imposed by the Bond Ordinance. Obligations purchased as an investment of money in any fund or account shall be deemed at all times to be part of that fund or account, and the interest accruing and any profit realized on those investments shall be credited to that fund or account, unless otherwise stated in the Bond Ordinance (subject to withdrawal at any time for the uses directed and permitted for such money by the Bond Ordinance), and any loss resulting from such investment shall be charged to that fund or account. The Village Administrator shall present for redemption or sale on the prevailing market any Permitted Investment in a fund or account when necessary to provide money to meet a required payment or transfer from that fund or account.

(B) DEPOSITS OF FUNDS. The money and investments which are part of the funds and accounts designated in the Bond Ordinance and the Sale Certificate shall be maintained and kept in an Insured Bank or Banks as permitted by New Mexico law. Each payment shall be made into and credited to the proper fund or account at the designated time, except that when the designated time is not a Business Day, then the payment shall be made on the next succeeding Business Day unless otherwise required in the Bond Ordinance. The Village may establish one or more accounts in Insured Banks, for all of the funds and accounts or combine such funds and accounts with any other Insured Bank account or accounts for other funds and accounts of the Village.

SECTION 20. PROTECTIVE COVENANTS. The Village covenants and agrees with the Owners:

(A) USE OF SERIES 2024 BOND PROCEEDS. When issued, the Village will proceed without unreasonable delay to use the proceeds of the Series 2024 Bonds for the acquisition and construction of the respective Series 2024 Bond Projects for which the Series 2024 Bonds are issued in the amounts stated in the Sale Certificate. Further, the Village covenants not to take any action that would cause the interest on the Series 2024 Bonds to lose its exclusion from gross income for federal income tax purposes or lose its exclusion from alternative minimum taxable income for federal income tax purposes.

(B) PAYMENTS. The Village will pay the principal of and the interest on every Series 2024 Bond at the place, on the date and in the manner specified in the Bond Ordinance, the Sale Certificate, and the Series 2024 Bonds.

(C) VILLAGE'S EXISTENCE. The Village will maintain its corporate identity and existence so long as any of the Series 2024 Bonds remain outstanding, unless another political subdivision by operation of law succeeds to the liabilities and rights of the Village, without adversely affecting to any substantial degree the privileges and rights of any Owner. The Village may annex and de-annex land.

SECTION 21. SERIES 2024 BONDS NOT PRESENTED WHEN DUE. If any Series 2024 Bonds are not duly presented for payment when due at maturity, and if money sufficient to pay those Series 2024 Bonds is on deposit with the Paying Agent for the benefit of the Owners of those Series 2024 Bonds, all liability of the Village to those Owners for the payment of the Series 2024 Bonds shall be completely discharged, those Series 2024 Bonds shall not be deemed to be Outstanding and it shall be the duty of the Paying Agent to segregate and to hold the money received for payment in trust, without liability for interest to the Owners, for the benefit of those Owners.

SECTION 22. DELEGATED POWERS. The officers of the Village are authorized and directed to take all action from time to time which is necessary or appropriate to effectuate the provisions of the Bond Ordinance, including, without limitation, the delivery of a "deemed final" certificate relating to the Preliminary Official

Statement, the publication of a notice of adoption of the Bond Ordinance, the distribution of material relating to Series 2024 Bonds, the printing of Series 2024 Bonds, certificates pertaining to the Series 2024 Bonds and the delivery of and security for the Series 2024 Bonds as may be reasonably required by the Investment Bankers.

The Mayor and the Village Administrator or his or her successor in interest, are hereby authorized and directed to make such changes or corrections to the procedures established in the Bond Ordinance relating to the times of day or the days on which actions are required to be taken, or the persons responsible for particular actions, the form of notice of the occurrence of events, the types and forms of actions required and other administrative matters which, in his judgment, are necessary and appropriate to accomplish the purposes of the Bond Ordinance and to provide for the efficient administration of the Series 2024 Bonds program. Notice of any such changes or corrections shall be given to all persons affected thereby and to Bond Counsel for the Village and a certificate of such changes and corrections shall be filed with the Village Clerk.

Pursuant to the Supplemental Public Securities Act, Section 6-14-8 et seq., NMSA 1978, the Mayor and the Village Administrator are each hereby delegated authority to execute the Bond Purchase Agreement, the Sale Certificate and to determine any or all of the final terms of the Series 2024 Bonds, subject to the parameters and conditions contained in this Bond Ordinance, including the potential procurement of municipal bond insurance and negotiation of any related covenants or agreements. The Mayor or the Village Administrator shall present the Sale Certificate to the Council in a timely manner, before or after delivery of the Series 2024 Bonds, at a regularly scheduled public meeting of the Council.

SECTION 23. AMENDMENT OF BOND ORDINANCE.

(A) LIMITATIONS UPON AMENDMENTS. The Bond Ordinance may be amended by resolution or ordinance of the Council without the consent of Owners:

(1) To cure any ambiguity, or to cure, correct or supplement any defect or inconsistent provision contained in the Bond Ordinance, which amendment, in the judgment of Bond Counsel, does not materially adversely affect the Owners;

(2) To grant to the Owners any additional rights, remedies, powers or authority that may lawfully be granted to them;

(3) To obtain or maintain a rating on Series 2024 Bonds from any rating agency;

(4) To achieve compliance with federal securities or tax laws; and

(5) To make any other changes in the Bond Ordinance which, in the opinion of Bond Counsel, are not materially adverse to the Owners.

(B) ADDITIONAL AMENDMENTS. Except as provided above, the Bond Ordinance may only be amended or supplemented by the Sale Certificate or ordinance adopted by the Council in accordance with the laws of the State, without receipt by the Village of any additional consideration, but with the written consent of the Owners of a majority of the principal amount of the Series 2024 Bonds affected by such amendment or supplement then Outstanding (not including Series 2024 Bonds which are then owned by or for the account of the Village); provided, however, that no such ordinance shall have the effect of permitting:

(1) An extension of the maturity of any Series 2024 Bond; or

(2) A reduction in the principal amount of or interest rate on any Series 2024 Bond; or

(3) A reduction of the principal amount of Series 2024 Bonds required for consent to such amendment or supplement.

(C) PROOF OF INSTRUMENTS. The fact and date of the execution of any instrument under the provisions of this Section may be proved by the certificate of any officer in any jurisdiction who by the laws of that jurisdiction is authorized to take acknowledgments of deeds within that jurisdiction that the person signing the instrument acknowledged before him the execution of that instrument, or may be proved by an affidavit of a witness to the execution sworn to before such officer.

(D) PROOF OF SERIES 2024 BONDS. The principal amount and numbers of Series 2024 Bonds owned by any person executing such instrument and the date of holding that instrument may be proved by a certificate executed by a responsible

bank or trust company showing that on the date mentioned that person had on deposit with the bank or trust company the Series 2024 Bonds described in the certificate.

SECTION 24. DEFEASANCE. When all principal and interest in connection with all or any part of the Series 2024 Bonds have been paid or provided for, the pledge and lien and all obligations under the Bond Ordinance with respect to those Series 2024 Bonds shall be discharged and those Series 2024 Bonds shall no longer be deemed to be outstanding within the meaning of the Bond Ordinance.

Without limiting the preceding paragraph, there shall be deemed to be such payment when the Council has caused to be placed in escrow and in trust with an escrow agent located within or without the State and exercising trust powers, an amount sufficient (including the known minimum yield from Defeasance Obligations in which such amount may be initially invested) to pay all requirements of principal and interest on the Series 2024 Bonds to be defeased as the same become due to their final maturities. The escrow agent shall have received evidence satisfactory to it that the cash and Defeasance Obligations delivered to it will be sufficient to provide for the payment of the Series 2024 Bonds to be defeased as stated above. Neither the Defeasance Obligations nor money deposited with the escrow agent shall be withdrawn or used for any purpose other than as provided in the escrow agreement relating thereto and the Defeasance Obligation and money shall be segregated and held in trust for the payment of the principal or redemption price of and interest on the Series 2024 Bonds with respect to which such deposit has been made. The Defeasance Obligations shall become due prior to the respective times at which the proceeds are needed in accordance with a schedule established and agreed upon between the Village and the escrow agent at the time of the creation of the escrow, or the Defeasance Obligations shall be subject to redemption only at the option of the holders or owners thereof to assure the availability of the proceeds as needed to meet the schedule.

If any Series 2024 Bonds are deemed to be paid and discharged pursuant to this Section, then, within fifteen (15) days after the date of defeasance, the Village shall cause a written notice to be given to each Owner of Series 2024 Bonds deemed paid and discharged at the address shown on the Series 2024 Bond register for the Series 2024

Bonds on the date on which those Series 2024 Bonds are deemed paid and discharged stating the numbers of the Series 2024 Bonds deemed paid and discharged (if less than all Series 2024 Bonds are deemed paid and discharged), describing the Defeasance Obligations and specifying any date or dates on which the Series 2024 Bonds defeased are to be paid.

SECTION 25. BOND ORDINANCE IRREPEALABLE. After any of the Series 2024 Bonds are issued, the Bond Ordinance shall be and remain irrevocable until the principal of and interest on all Series 2024 Bonds are fully paid and discharged or there has been defeasance of all Series 2024 Bonds and the Series 2024 Bonds have been canceled.

SECTION 26. REPEALER. All ordinances, or parts of ordinances, inconsistent with the Bond Ordinance are repealed by the Bond Ordinance but only to the extent of that inconsistency. This repealer shall not be construed to revive any ordinance, or part of any ordinance, previously repealed.

SECTION 27. SEVERABILITY. If any section, paragraph, clause or provision of the Bond Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of that section, paragraph, clause or provision shall not affect any of the remaining provisions of the Bond Ordinance.

SECTION 28. FORM OF PUBLICATION. The title and general summary of the subject matter contained in the Bond Ordinance shall be published in substantially the following form:

[FORM OF SUMMARY OF ORDINANCE FOR PUBLICATION]

VILLAGE OF Corrales, NEW MEXICO

NOTICE OF ADOPTION OF ORDINANCE

Notice is hereby given of the title and of a general summary of the subject matter contained in the Village Ordinance Twenty-Sixth Council Bill No. O-24-04 duly adopted and approved by the Village Council of the Village of Corrales, New Mexico on March 26, 2024. Complete copies of the Ordinance are available for public inspection during the normal and regular business hours of the Village Clerk, Corrales, New Mexico. The title of the Ordinance is:

AN ORDINANCE AUTHORIZING THE ISSUANCE AND SALE OF VILLAGE OF VILLAGE OF CORRALES, NEW MEXICO GENERAL OBLIGATION BONDS, SERIES 2024 IN A COLLECTIVE PAR AMOUNT NOT TO EXCEED \$2,400,000, AUTHORIZED AT AN ELECTION OF THE VILLAGE HELD ON NOVEMBER 7, 2023 TO FINANCE PROJECTS RELATING TO (A)THE ACQUISITION OF PROPERTY AND EASEMENTS AND OTHER RIGHT-OF-WAY FOR FARMLAND PRESERVATION AND OPEN SPACE PURPOSES, (B) THE FINANCING OF FIRE DEPARTMENT FACILITIES, AND (C) THE FINANCING OF ROAD AND FLOOD CONTROL FACILITIES; PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES FOR THE PAYMENT OF THE SERIES 2024 BONDS; APPROVING THE DELEGATION OF AUTHORITY TO MAKE CERTAIN DETERMINATIONS REGARDING THE SALE OF THE SERIES 2024 BONDS PURSUANT TO THE SUPPLEMENTAL PUBLIC SECURITIES ACT; PROVIDING FOR THE FORMS, TERMS, PURCHASE, PAYMENT, EXECUTION AND OTHER PROVISIONS OF AND CONCERNING THE SERIES 2024 BONDS; PRESCRIBING OTHER DETAILS IN CONNECTION WITH THE SERIES 2024 BONDS AND THE PAYMENT THEREOF; AND RATIFYING PRIOR ACTION TAKEN IN CONNECTION THEREWITH.

The title of the Ordinance contains a summary of its provisions. This notice constitutes compliance with Sections 6-14-4 through 6-14-7, New Mexico Statutes Annotated, 1978.

[END OF FORM OF SUMMARY OF ORDINANCE FOR PUBLICATION]

ACCEPTED AND APPROVED this 23rd day of April, 2024 in regular session by the Village of Corrales Governing Body.

VILLAGE COUNCIL
VILLAGE OF CORRALES, NEW MEXICO

James F. Fahey, Jr. MD, Mayor

Attest:

Melanie Romero, Village Clerk
SEAL



**VILLAGE OF CORRALES
STATE OF NEW MEXICO**

RESOLUTION NO. 24-20

**APPROVAL OF THE EVENT APPLICATION FOR THE
CORRALES TRACTOR CLUB FOR THE 2024 ANTIQUE TRACTOR
SHOW ON MAY 18, 2024**

WHEREAS, the Corrales Tractor Club (CTC) is a New Mexico non-profit corporation and was formed to foster the knowledge and enjoyment of historic food production methods by demonstrating and displaying antique agricultural power equipment; and

WHEREAS, the Village of Corrales has a long history as an agricultural community; and

WHEREAS, the Antique Tractor Show attracts visitors and shoppers to the Village, many of whom also visit neighboring restaurants and businesses within the Village; and

WHEREAS, the CTC requests use of the East Soccer Fields and parking lots at the Corrales Recreation Center and has submitted an event application for the Antique Tractor Show to take place on May 18, 2024 between the hours of 9:00 am and 4:00 pm; and

WHEREAS, the CTC will manage, pursuant to its own rules and procedures, the promotion, set up, take down, cleanup, provision of food or food vendors, and all other aspects of the event; and

WHEREAS, this event is expected to have an attendance around 3000 people; and

WHEREAS, the CTC has attended a Parks and Recreation Commission meeting and obtained the necessary approval from the Commission; and

WHEREAS, event applications for events expected to have more than 200 participants require review and approval by the Village Council;

NOW, THEREFORE, BE IT RESOLVED that The Corrales Village Council supports and approves the application for the proposed event.

PASSED, APPROVED AND ADOPTED this 23rd day of April 2024.

VILLAGE OF CORRALES

James F. Fahey, Jr. MD, Mayor

ATTEST:

Melanie L. Romero, Village Clerk
(SEAL)



Corrales Tractor Club

PO Box 3073
Corrales, NM 87048-3073

Board of Officers

President Aaron Haddow 505-459-4313
Vice-President Anthony Chavez 623 – 866-9271
Secretary Kris Chavez -505-891-4408
Treasurer Kris Chavez
Safety Officer Gus Vandervelde

Application for Special Event

Subject: Proposal to Conduct Special Event,

Village of Corrales
4324 Corrales Rd.
Corrales, NM 87048

Dear Village Council

Attached is Corrales Tractor Club's Proposal to conduct Special Event, on Saturday May 18th 2024. From 9:00 AM to 4:00 PM at the village of Corrales Recreation Center, 500 Jones Rd. Corrales NM 87048. With Ingress/Egress from Hwy 448, Corrales Road.

Corrales Tractor Club, is a Registered New Mexico Nonprofit Corporation, and is an IRS Recognized 501(c)3 organization. We are proposing a Spring Local Tractor and vintage car show Saturday May 18th 2024 from 9am to 3 pm at the Corrales Recreation Center, 500 Jones Road. The Corrales Tractor Club has been a key component in the village to help support and preserve our agricultural presence. With over 20 years of dedication to the harvest festival and Eight previous Tractor and Vintage Car shows prior to 2020 & 2021 our club is dedicated to education of many sectors in agriculture with the education of tractors old and new. Show consists of Static vintage model farm tractors, vintage cars, local food trucks (4). We propose Setup will be between 4 pm and 7 pm Friday 17th and 6am and 8:30am Saturday May 18th and tear down will be between 4 pm and 7:00 pm Saturday May 18th 2024. The Tractor and vintage car show is open to public, admission Free. Voluntary Donations are Raised to support Corrales Historical Society and local charities by club nominations. This Show will raise proceeds for donations as per advertised by club nominations. Corrales 4h club and the Corrales Historical Society.

We are in contact with NM DOT and have provided our Application for use of Hwy 448, Corrales road, as public vehicle access to Corrales Recreation Center, 500 Jones road parking lots. As Well as public parking at Corrales Recreation Center/Growers Market Parking lot for handicap use and food trucks. Corrales rd. and Jones Rd.
Per map attached.

Sincerely

Aaron Haddow, CTC President – Cell 505-459-4313 email. Aaron@hadconm.com
www.corralestractorclub.com



Corrales Tractor Club
PO Box 3073
Corrales, NM 87048-3073

Application for Special Event

Attached:

- 1: NM DOT Form No. A-67
- 2: Special Event Application, Village of Corrales
- 3: Traffic Control Assistance, Village of Corrales Police Department
- 4: Map of Proposed Use
- 5: Calendar of Advertising flyer
- 6: Certificate of insurance to be issued day before event
- 7: Incident management plan/contacts



VILLAGE OF CORRALES

Event/Rental Application

The Village of Corrales Event Application is based on ordinances, requirements and regulations for activities hosted by citizens, businesses, and organizations. The requirements are designed to minimize the impact on area residents and businesses. It is required that applicants conform to the current laws, regulations and requirements when acquiring the necessary permits and provide a safe environment for attendees. Failure to comply with the requirements made by the Village Administration within this application will result in the event being shut down and possible legal action. If insurance is required for your event, please attach to the application.

SECTION I – APPLICATION PROCESS

If you have not completed all of the sections, your application may not be approved and permitted.

1.	Complete all sections of this application.
2.	Submit the completed application, along with any permits, site plans or additional required information to the Village Office at least 90 days prior to the event.
3.	If the event is expected to have > 200 attendees, you will be required to attend the next scheduled Parks and Recreation Commission meeting (held the first Tuesday of each month at the Village Offices at 7:00 p.m.). If approved, it will be submitted to the Village Council for final review and approval. You will then be required to sign the Rental Agreement.
4.	If the event is expected to have < 200 attendees, you will be required to meet with the Director of Parks and Recreation to review your application at least 14 days prior to the event. If approved, once the appropriate fees are collected, the event will be scheduled based on availability.

SECTION II - APPLICANT INFORMATION

First Name	Aaron	Last Name	Haddow	Date	3/4/2024
Name of Business:	Corrales Tractor Club				
Is the organization	For Profit <input type="checkbox"/>	Non-Profit <input type="checkbox"/>	501(c)(3) <input checked="" type="checkbox"/>	Other (please list)	
Street Address	P.O. Box 3073				
City	Corrales	State	NM	Zip	87048
Phone	505-459-4313	Cell	505-459-4313	email	aaron@hadconm.com
Name of Event	2024 Antique Tractor Show				
Date(s) and Hours of Event	May 18th 2024 from 9:00 Am to 4:00 PM				
Setup Date & Time	June 2nd 4to5pm	June 3rd 7:30 to 9 am	Teardown Date & Time	June 3rd 4 to 5:30 PM	
Estimated Attendance	1000				
Is street closure being requested?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	If YES, dates(s) & time		
Briefly describe the event?	Corrales Tractor Club to host Antique tractor and car show. Event will include locate vendors, food trucks and music. all entries will be parked on grass soccer field at 500 Jones rd. (Front Field) Venders and Exhibits will be on field as well.				

SECTION III - PERMITS		
All Vendors must be registered to do business with the Village of Corrales, Village Code of Ordinance Chapter 10, Article III; GRT in Corrales is 7.1875%. The Village of Corrales Locator number for your CRS is 29-504.		
Will food or beverages be served at the event?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Will you or vendors be cooking or heating food?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Do you or the vendors have annual/temporary food permits from the New Mexico Environment Department?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Will alcohol be served at the event?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Will there be amplified sound during the event?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
If you answered YES to any of the questions above, you will be required to obtain the necessary permits for the event.		

SECTION IV - FACILITIES			
Which facilities do you wish to occupy? Please check all that apply.			
<input type="checkbox"/>	La Entrada Park	<input type="checkbox"/>	Salce Park
<input checked="" type="checkbox"/>	Wells Fargo Field – EAST	<input type="checkbox"/>	Wells Fargo Field – WEST
<input type="checkbox"/>	The Liam Knight Pond	<input type="checkbox"/>	The Top Form Arena
<input type="checkbox"/>	Rec Center Gymnasium	<input type="checkbox"/>	Rec Center Swimming Pool
<input type="checkbox"/>	Rec Center Tennis Courts	<input type="checkbox"/>	Rec Center Outdoor Basketball Courts
<input type="checkbox"/>	Robert Bell Skate Park	<input type="checkbox"/>	Village of Corrales Administration Building Parking Lot
<input checked="" type="checkbox"/>	Rec Center Parking Lot – EAST	<input checked="" type="checkbox"/>	Rec Center Parking Lot - WEST
Do you require exclusive use of these facilities? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>			
Will tents or canopies be utilized during the event? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>			
Are tents or canopies fire retardant? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>			
Tent Vendor Name		Tent Vendor Phone Number	
Please describe (number, size, etc.)			
List of Village Equipment to be utilized before, during or after the event:			
Electrical?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Voltage/Amps required
Parking Barrier?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Location(s)
Phone Hookups?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	Number of lines needed
Water?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	For what purpose
Other?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	Please explain

SECTION V – SITE PLAN / TRAFFIC PLAN

Applications must be submitted with a site plan, whether computer-generated or drawn by hand. Please attach your site plan to this application. Site plans should include the following:

- 1. Traffic Plan
- 2. Locations and boundaries of the event, including barrier locations
- 3. Tent and canopy locations, including dimensions
- 4. Proposed fencing, including entrance and exit gate locations, including planned emergency exits
- 5. Location of signage for the event
- 6. On street parking locations
- 7. Any stage and/or riser locations
- 8. Proposed portable toilet locations, including handicap accessible and any hand washing stations
- 9. Trash dumpster locations, size, and placement – **You must contact Roadrunner Waste Services directly for these services.**

Site plans for Village sites (pdf-file) available at www.Corrales-NM.org/forms

see attached traffic plan and maps.

SECTION VI – RENTAL FEES

Rentals are defined as the leasing of identified facilities and sites, for groups or individuals exclusive use when participation rates are no more than 200 users. User groups for the Recreation Center or a park with more than 200 participants **must** have approval of the Parks and Recreation Commission, Village Staff, and Village Council. The Community Center **may not** be rented for groups larger than 50 participants.

Non-renter user groups are those whose organizations contribute directly to the operational program of a facility or a department financially, materially, or with volunteers. The yearly amount of contributions is to be determined and contracted by the appropriate Department Supervisor or designee.

All facilities will be opened and locked by Village Staff. Available hours are sunrise to sunset (with the exception of lighted facilities).

A users are organizations that provide a community service and/or are 501(c)(3) nonprofit (proof of 501(c)(3) status must be provided).

B users are those organizations designated as typically charging an entry fee or Village property to make a profit. “B” users will be allowed to use the facility only if the desired use of the facility is approved by the appropriate Department staff or designee (and if anticipated participation exceeds 200 participants with the Parks and Recreation Commission and the Village Council approval).

C users are groups that use facilities for private purposes.

Rental Rates for Facilities and Sites

The following rates are designated for the outlined periods of time. Exceptions may apply. These are the minimum rates to be charged. If a facility or site is to be used for a longer period of time, then a rental agreement will be adjusted to reflect the additional use and time.

There is a **sixty (60) Day Advance Reservation** on all rentals for events with larger than 200 attendees.

LOCATION	USERS		
	A	B	C
Swimming Pool (\$250 for 75 people, \$50 for every additional 25 people for 2 hours)			
TopForm Arena (\$40 holding fee Includes 2-hour arena use, \$10.00 per hour for each additional hour)			
Robert Bell Skate Park (\$100.00 an hour)			
Gymnasium (168 participants max per hour)	\$25	\$100	\$50
Village of Corrales Community Center (per hour)	\$10	\$50	\$20
Village of Corrales Senior Center (per hour)	\$10	\$50	\$20
The Liam Knight Pond (per hour)	\$15	\$50	\$20
Parks: La Entrada or Salce (per hour)	\$15	\$50	\$20
Wells Fargo Fields – East or West (per hour per acre)	\$15	\$50	\$20
Recreation Center Parking Lots – East or West (per hour)	\$10	\$20	\$15
Outdoor Sand Volleyball Courts (per hour)	\$10	\$10	\$10
Outdoor Tennis Courts (per hour)	\$2	\$10	\$7
Bocce Ball Court (per hour)	\$2	\$10	\$7

Other Fees Where Applicable

Clean-up Fees	\$50 to \$250 depending upon event (may be refundable)
Electricity Fees	\$20 per hour
Access to Water	\$20 per hour
Trash Dumpsters	*Contact Roadrunner Waste Services Directly @505-867-9000
Porta Potty Rentals	*Contact Roadrunner Waste Services Directly @505-867-9000

****Roadrunner Waste Services is under contract with the Village of Corrales – All waste services MUST go through them.****

SECTION VII – RENTAL FEE CALCULATION - FOR PARKS AND RECREATION DEPARTMENT USE ONLY

Location:	Acreage:	User Type:
Calculations:		
Total Fees:	Due Date:	
Receipt #:	Date of Receipt:	Amt. Received:

SECTION VIII – FOR INTERNAL USE ONLY

For Village Department Use Only

Signature Approval By Department

Department Check List
Each Item **MUST** be off...

Staff	
	Event Calendar
	Fire Chief's Overtime Yes/No
	Parks & Recreation Commission Recommendation
	Police Chief's Overtime Yes/No
	Standby Emergency Team
Utilities / Other	
	Electric /Gas Requirements
	Phone Requirements
	Water
Public Works	

Facilities	
	NM DOT Approval
	Noise Permit
	Proof Liability Insurance
	Rental Approval
	Total Rental Fee
	Road Runner Portables
	Road Runner Trash Bin placement & removal
	Security
	Tent/Canopy Plan
	Traffic Plan

Comments (use back side of sheet if necessary):

SECTION IX – RENTAL & MISC. FEES – FOR VILLAGE COUNCIL USE ONLY	
Total Fees Due (see Sec. VII for Fee Calculations)	\$
Actual Fee Charged	\$

Department Signature Approval:

Department & Signature	List Conditions of Approval (if any) AND associated Dept. costs
Fire Department _____	_____
Police Department _____	_____
Planning and Zoning _____	_____
Parks & Recreation _____	_____
Public Works _____	_____
Village Administration _____	_____

Final Event Permit Approval: YES NO **Date:** _____

Village Representative _____
Title



APPLICATION TO CONDUCT SPECIAL EVENT, CIVIC FUNCTION OR FILMING ON A HIGHWAY

Organization/Company Name: _____ Date of Application: _____

Phone _____ Event(s) Date: _____

Organization/Company Address: _____

Agent Name: _____ Title: _____

Insurance Provider: _____ Policy #: _____

Event Description: _____

Duration: From _____ To _____ Highway #: _____

Proposed
Route: _____

Describe Traffic Control To Be Used (Signing, Barricades & Police Enforcement): _____

Is Detour Proposed: Yes (Describe Below) No

Please attach a Map or Diagram of the Route showing all control points and detours.

Please explain below the necessity for using the Non-Interstate Highway for this Event

Will animals or dangerous vehicles, items or substances be used in the event?

If yes, explain _____

Sponsor's Signature: _____ Aaron Haddow _____ Date: _____ 3/4/2024 _____

Co-Sponsor's Signature: _____ Date: _____

Corrales Tractor Club

2024 Antique Tractor Show, May 18th 2024, 9AM to 4PM
Corrales Rec Center, 500 Jones Rd., Corrales, NM – on the grass



- Food
- Crafts vendors
- Live music
- Antique tractors, cars, and machines
- Free admission
- Free parking



Come see some unique machinery!
Register your vintage iron/ride for the show at corralestractorclub.com
\$10 entry fee for participants



*****FOR DEPARTMENT USE ONLY*****

Roadway Functional Classification _____ Urban Rural

AADT (Year _____) _____ Expect Delay (minutes) _____

Type of Closure(s): Full Road Single Lane Shoulder

Rolling or Periodic Filming at Posted Speed, No Closure Required

Maintenance of Traffic Plan Required: Yes No

If No, check all required:

Traffic Analysis Required? No Yes-If Yes, Level of Analysis _____

Site Specific Traffic Control Plan NMDOT Typical Traffic Control Layouts

Police Closure NMDOT Typical Traffic Control Layouts

No Traffic Control, Explain _____

Incident Management Plan List of Emergency Contacts Sufficient

Formal Public Involvement Plan Print/Television Media Announcement

Private Temporary VMS Department Supplied Temporary VMS

District Permit Agent _____ Date _____

District Traffic Engineer _____ Date _____

FHWA Representative _____ Date _____
(NHS and National Network Routes)

Acknowledge Receipt of Approved Permit
District PIO _____ Date _____

Written Notification sent to State Traffic Operations Engineer, State Traffic Engineer and
Chief Public Information Officer by _____ Date _____

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

_____ acting through its authorized agent,
_____ agrees to defend, protect,
indemnify, and hold harmless the New Mexico Department of Transportation (NMDOT)
harmless from all personal injury or property damage suffered by the
_____, its members and
participates, the State, or by third parties resulting from the _____ to be
held on _____ at or
from _____ on the
following route(s)
_____.

Additionally
the above agrees to obtain liability insurance covering the event in the policy amount of one
million dollars (\$1,000,000.00) per occurrence, which names the NMDOT as an additional
insured. Sponsor shall provide NMDOT with a certificate of insurance in a form satisfactory to
NMDOT as evidence for the insurance coverage at least seven (7) days prior to the event.
Failure to timely provide a certificate of insurance shall be grounds for cancellation of NMDOT's
approval of the closing of a state highway for the special public event or civic function.

Sponsor's Signature _____

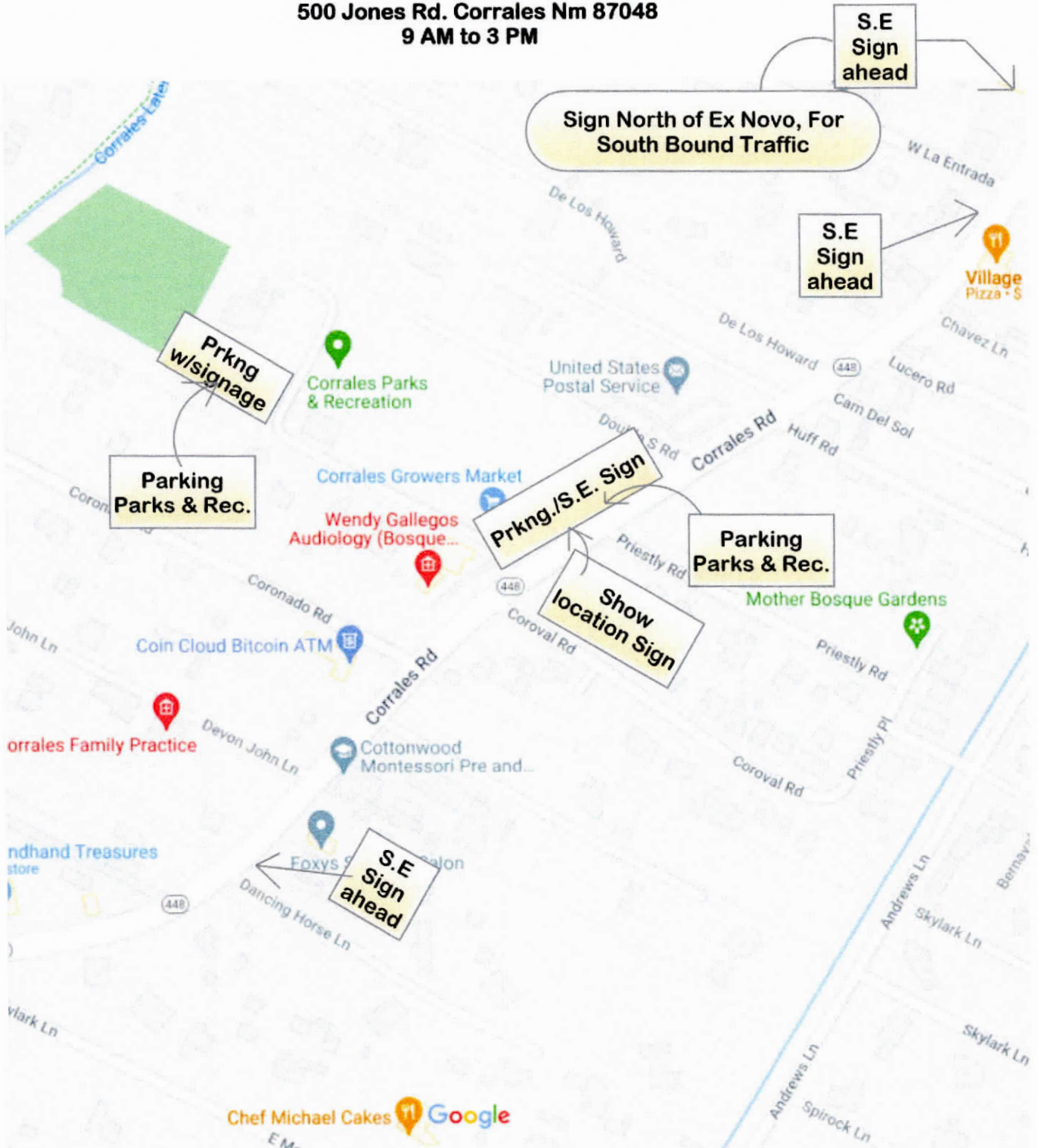
Authorized Agent Signature _____

SUBSCRIBED AND SWORN to before me this _____ day of _____, 20_____

Notary Public Signature _____

My Commission Expires: _____

Corrales Tractor Club Tractor Show
500 Jones Rd. Corrales Nm 87048
9 AM to 3 PM



Legend:

- S.E Sign ahead
- Special Event ahead - Sign
- Show location Sign
- Event Signage attached to tractor
- Prkng w/signage
- "Event" Parking Signage



**VILLAGE OF CORRALES
STATE OF NEW MEXICO**

RESOLUTION NO. 24-21

**ORDERING A NEIGHBORHOOD TRAFFIC MANAGEMENT STUDY FOR
WEST LA ENTRADA FROM CORRALES ROAD TO LOMA LARGA**

WHEREAS, The Village of Corrales has adopted the New Mexico Uniform Traffic Ordinances as posted in Village of Corrales Ordinances under Article 1, Section 34-1; and

WHEREAS Speed limits within the Village of Corrales on locally controlled roadways are governed by Village of Corrales Ordinance 34-42; and

WHEREAS, that portion of La Entrada identified above is deficient in pathways suitable to pedestrians, equestrians, and bicyclists; and

WHEREAS, citizens who reside on La Entrada have expressed concerns regarding speeding on their street;

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF CORRALES, NEW MEXICO GOVERNING BODY, the Village Administration may request an engineer specializing in traffic studies to conduct a neighborhood traffic management study on West La Entrada from Corrales Road to Loma Larga. Recommendations will be presented to the Village Governing Body within 90 days of the engineer accepting the contract for the study.

PASSED, APPROVED AND ADOPTED this 23rd day of April 2024.

VILLAGE OF CORRALES

James F. Fahey, Jr. MD, Mayor

ATTEST:

Melanie L. Romero, Village Clerk
(SEAL)

Melanie Romero

From: Jonathon Kruse <jkruse@lee-eng.com>
Sent: Monday, December 4, 2023 10:48 AM
To: Melanie Romero
Cc: Paul Barricklow
Subject: RE: Village of Corrales - Traffic Studies Estimates

Hello Melanie,

Yes, I would be happy to give you a ballpark estimate.

At first glance, this sounds more like a traffic-calming problem than a speed limit problem. The public works director is correct in that a traffic study may not be able to justify lowering the speed limit. Typically, speed limits are lowered as a safety countermeasure to increase driver's reaction time and prevent certain types of crashes or crashes related to geometric and pedestrian features.

I think the National Highway Traffic Safety Administration describes it best: "Lowering speed limits can reduce average driving speeds, but it is generally difficult to enforce and obtain broad compliance with a lower speed limit on a roadway designed for much higher speeds (TRB, 1998). Thus, speed limits must be considered as part of a system including roadway design and other characteristics, active enforcement, and publicity."

What might be the most practical option is to conduct a Neighborhood Traffic Management Study where we collect speed data and crash data and review the corridor for applicable traffic calming measures, including reducing the speed limit. These studies are around \$6k-\$7k per corridor.

Let me know what you think.

Jon

From: Melanie Romero <MRomero@corrales-nm.org>
Sent: Monday, December 4, 2023 8:37 AM
To: Jonathon Kruse <jkruse@lee-eng.com>
Cc: Paul Barricklow <pbarricklow@lee-eng.com>
Subject: RE: Village of Corrales - Traffic Studies Estimates

Hi Jon,

Thank you for the quick response. A few members of our governing body want the administration to order a traffic study for W. La Entrada Road here in the Village. Two residents are complaining about speeding on the street and want the speed limit lowered. Our ordinance says we must have a traffic study in order to reduce the speed limit. So far the information I have gathered from our public works director and contract engineer is that the results of the traffic study may not justify lowering the speed limit, but rather may suggest other traffic calming measures. However, we are wondering if we could get an estimate on what such a traffic study would cost. I've heard it could be anywhere from \$12,000 to \$60,000. Would you be able to give us a ballpark of what such a study would entail? Please let me know what other information you would need. Thank you!

*Melanie Romero
Village Clerk
4324 Corrales Road
Corrales, NM 87048*

Phone: 505-897-0502

Fax: 505-897-7217

From: Jonathon Kruse <jkruise@lee-eng.com>
Sent: Monday, December 4, 2023 8:08 AM
To: Melanie Romero <MRomero@corrales-nm.org>
Cc: Paul Barricklow <pbarricklow@lee-eng.com>
Subject: Village of Corrales - Traffic Studies Estimates

Hello Melanie,

Thank you for reaching out; we received your message through our website regarding traffic study estimates. We would be happy to answer any questions. I am available over the phone anytime today outside of 9AM-10AM or you can reply to this email.

Thank you,
Jon

JONATHON KRUSE, PE, PTOE
PROJECT MANAGER

8220 San Pedro Drive NE, Suite 150
Albuquerque, NM 87113
(505) 338-0988 office
(505) 545-8459 direct/mobile
www.leeengineering.com



To: Village Council

From: Clerk Melanie Romero

Date: April 19, 2024

RE: ICIP color coded list

Color code key: Blue – projects that would qualify for capital outlay appropriation from the governor, or projects that could qualify for a large grant that are in the design phase

Green – projects that are shovel ready, or are simple purchases that can be completed as soon as capital outlay funds are available

Yellow – projects that are not shovel ready, but that could still be completed relatively quickly if funds are provided

Red – projects too large for capital outlay that are not shovel ready, are too large for capital outlay, or are still in the conceptual phase

The list of ICIP projects has been simplified from the list that is available from the state’s website. I created a new spreadsheet that shows the project as it was ranked by the council last year, with the name of the project, total cost of the project, amount funded to date and whether or not the project is shovel ready. Projects that are simply a purchase have the word “purchase” in this column.

Additionally, the list has been color coded to help visualize which projects should have priority in the ranking because they are ready to go. When it comes time to request capital outlay funds, we submit requests based on the priorities announced by the governor and based on conversation with our legislators. We submit projects that are the most likely to get funded based on those factors. The feedback we are getting the most is that projects we request capital outlay funds need to be realistic (we cannot ask our state representative for a \$1 million allocation), they need to be shovel ready, and it should be a project that can be completed with the funds requested. Based on these criteria, the projects in green should be ranked first on the next ICIP list. Last year, the governor had her own site to request funds for larger projects. The projects that may qualify for a request to the governor have been color coded blue. Projects in yellow are those that are not quite shovel ready, but with funding could have design completed quickly and could move into construction and completion in a relatively quick manner.

Sometimes grant applications will ask us if the project we are requesting fund for is on the ICIP. These grants are usually for more money than can be funded by a capital outlay request. Thus, we can still have large projects on the ICIP, and in the case of these types of grants, the ranking of the project is not as important as the fact that it is on the list. These projects and those that are more conceptual (i.e. no real planning or estimates on costs have been obtained) are color coded red.

For new projects to be added to the ICIP list, we must answer all the questions on the ICIP worksheet, which is included in this packet after the color coded list.

Rank	Project Title	Project cost	Funded to date	Shovel ready?
1	Fire suppression	\$3,676,500	\$2,361,000	yes
2	Angel Hill tower	\$2,185,000	\$300,000	yes
3	Fire substation	\$1,300,000	\$198,000	no but could be with complete funding
4	Multi-Use Education, Community, and Arts Center	\$9,538,000	\$1,413,000	no
5	Wastewater collection	\$16,000,000	\$2,075,000	no
6	Equipment for public-works	\$1,000,000	\$0	purchase
7	Municipal Parking Facilities	\$700,000	\$100,000	yes
8	Fire Pumper Truck and Equipment	\$750,000	\$0	purchase
9	Residential Roads and Drainage	\$10,225,000	\$0	no
10	Fire equipment	\$700,000	\$0	purchase
11	Storm and Flood Hazard Mitigation	\$1,500,000	\$0	no
12	Corrales Library Annex	\$270,000	\$90,000	no - working on plan
13	Membrane Bioreactor	\$6,000,000	\$50,000	no
14	Electric Car Charging Stations	\$300,000	\$100,000	no - working on plan
15	Fire Infotech Upgrades	\$150,000	\$50,000	yes
16	Meadowlark Lane Improvements	\$843,500	\$843,500	yes
17	Fire training facilities	\$500,000	\$148,500	yes
18	Solar installation for municipal buildings	\$50,000	\$0	no
19	Corrales Road Pathway - Main Street	\$1,510,000	\$10,000	yes phase I
20	Repair and upgrade municipal buildings	\$1,615,000	\$240,000	no
21	Transport capable rescue/ambulance and equip.	\$400,000	\$0	purchase
22	Commercial commissary kitchen	\$350,000	\$0	no
23	Replaster Old Church Interior	\$175,000	\$175,000	funded--remove
24	Fire fighting unit squad	\$450,000	\$0	purchase
25	ADA Transition Plan for FHWA	\$50,000	\$0	no
26	Generators for municipal facilities	\$940,000	\$0	purchase
Requested additions				
	Police equipment	\$200,000	\$0	purchase
	Breathing air compressor	\$175,000	\$0	purchase
	Applewood crossing emergency egress	\$250,000	\$0	yes
	Bosque access improvements	\$150,000	\$0	yes

replace with specific projects
replace with specific projects
replace with specific projects
remove - project funded
remove - project funded
remove - project funded

Fire tender and equipment	\$750,000	\$0	purchase
fire brush truck and equipment	\$550,000	\$0	purchase
Coronado Road repave and flood mitigation	\$473,315	\$0	yes
New Motorgrader for Public Works	\$189,580	\$0	purchase
Anderson lot improvements design	\$281,375	\$0	yes
Standalone bathrooms	\$800,000	\$0	purchase
Gonzales parking lot improvements design		\$0	yes
Old Bank renovations	\$700,000	\$0	in design
Top Form Arena cover	\$250,000	\$0	no
Reclining Acres Repave	\$520,000	\$0	yes

FY 2026-2030 Infrastructure Capital Improvement Plan ICIP Worksheets

Entity Profile. All fields are MANDATORY. (Provide the following basic information about your entity. It is not necessary to re-enter this information each year, but please update and make changes as necessary. Some fields will automatically populate when you log in to database.) **DO NOT SUBMIT THESE FORMS WITH ICIP SUBMISSION.**

Government Entity:

Address:

City, State, Zip: **County:**

Email: **Phone:**

ICIP Officer Name:

Procurement Officer Name:

Email: _____ **Phone:** (____) _____

Financial Officer Name:

Email: _____ **Phone:** (____) _____

Entity Type:

- County
- Municipality
- Tribal Government
- Senior Citizen Facility
- Special District (drop down)
- Acequias/Ditches
- Flood Control District
- Land Grants
- Mutual Domestic Water Consumer Assoc.
- State Agency
- Soil & Water District
- Solid Waste Authority
- Water & Sanitation
- Water Association
- Other Special District _____

-

Executive Order 2013-006 Compliance.

[\(https://www.nmdfa.state.nm.us/budget-division/capital-outlay-bureau/\)](https://www.nmdfa.state.nm.us/budget-division/capital-outlay-bureau/)

Is your entity compliant with Executive Order 2013-006? Yes No

- State Audit Act (Audit/Tier Certification)
- Single Audit Act (as applicable)
- NMSA 6-6-3 Budget Approved by LGD/Budget & Finance Bureau

Does your entity have a comprehensive plan/master plan? Yes No N/A

Provide the last date comprehensive plan/master plan was updated. _____ (Year only)

Do all projects in your ICIP include or follow your comprehensive plan/master plan? Yes No

Other Planning: Has your entity adopted any of the planning tools. (check all that apply below)

- Asset Management Plan
- LEDA (Local Economic Development Act)
- Drought Contingency Plan
- Water Conservation Ordinance
- Financial Plan
- Annual Action Plan
- NM Affordable Housing Act Compliance
- Other _____
- N/A State Agency Only

Project Profile For purposes of the ICIP, a project is any partially funded or unfunded capital improvement for which the entity plans to have funding in place during state fiscal years FY 2026-2030 (July 1, 2025, to June 30, 2030). **DO NOT INCLUDE ANY FULLY FUNDED PROJECTS or PLACEHOLDER PROJECTS.** This worksheet provides pages for only one FY 2026-2030 project. If you would like more blank worksheets for additional projects, please copy this form before you fill in the blanks. Information must be entered into the website. Do not submit these worksheets with the ICIP submission.

1. **Priority**-Please select High, Medium, or Low. (drop down list)
2. **Rank:** (Enter the appropriate project year (**FY 2026-2030**), then rank your projects **1-10**): 202____ - ____ (The database will not allow you to list the same rank for multiple projects. The first 2026 top 5 projects listed may begin with preference if your entity is seeking State Capital Outlay funds or other state funding.)
3. **Title:** Provide a short succinct title. Example: Gold Street Improvements or WWTP Upgrades. Use sentence title structure - Senior Center Renovations. (50 maximum characters allowed)

4. **Contact Information:** (Please provide contact information of individual who can provide detailed information on the project) Project Contact Name: _____ Phone _____ Email _____
5. **Total project cost:** \$ _____ (Will auto populate in the system when Project Budget is saved.)
6. **Proposed project start date:** _____ Example, July 2026 (*FY2026 begins July 2025 and ends June 30, 2026.*)
7. **Class:** (If your project is a new project, you will choose the category – “New”. If you are upgrading or renovating an existing building, choose “Renovate/Repair; if you are relining lagoons or replacing waterline, choose Replacing Existing.) New ; Replacing Existing ; or Renovate/Repair
8. **Type:** (Choose one of the following categories. Note that several categories may fit your project; however, choose the BEST, most descriptive category. Each category includes buildings, vehicles, equipment, land acquisition, and other infrastructure. All categories apply to both state and local infrastructure unless otherwise indicated.)

- | | |
|--|--|
| <input type="checkbox"/> Facilities | <input type="checkbox"/> Vehicles |
| <input type="checkbox"/> Transportation | <input type="checkbox"/> Equipment |
| <input type="checkbox"/> Water | <input type="checkbox"/> Economic Development |

Subtype: Please select subtype that best fits project.

Facilities

- | | |
|--|---|
| <input type="checkbox"/> Administrative Facilities | <input type="checkbox"/> Health-Related Cap Infrastructure |
| <input type="checkbox"/> Arts (other than museums) | <input type="checkbox"/> Housing-Related Cap Infrastructure |
| <input type="checkbox"/> Convention Facilities | <input type="checkbox"/> Libraries |
| <input type="checkbox"/> Cultural Facilities | <input type="checkbox"/> Museums |
| <input type="checkbox"/> Daycare Facilities | <input type="checkbox"/> Senior Facilities |
| <input type="checkbox"/> Domestic Violence Facilities | <input type="checkbox"/> Other |
| <input type="checkbox"/> Public Safety Facilities | |

Transportation

- Airports
- Bike/Pedestrian/Equestrian
- Highways/Roads/Bridges
- Lighting
- Medians
- Rest Areas
- Transit
- Other

Water

- Storm/Surface Water Control
- Wastewater
- Water Rights
- Water Supply
- Other

Vehicles

- Public Safety Vehicle
- Senior Facility Vehicle
- Other

Equipment

- Public Safety Equipment
- Senior Center Equipment
- Other

Other

- Landfills
- Solid Waste
- Utilities (publicly owned)
- Other

9. Project Location: MANDATORY*

(50 characters maximum) (Physical address or mid-point address if city/county wide project)

Address: _____ City: _____ State: _____ Zip: _____

10. Latitude: _____ Longitude: _____ MANDATORY*

(20 maximum characters allowed each) (Utilizing address listed in Project Location, go to <https://itouchmap.com/> or <http://www.gps-coordinates.net/> for Latitude and Longitude.) **PLEASE LIST IN DECIMAL DEGREES (DD).**

Example: Latitude 35.683263; Longitude -105-942546.

11. Legislative Language: (500 maximum characters allowed) Provide recommended Legislative language. Use descriptors, such as: “to acquire” or “to plan and design” or “to design and construct” or “to equip and furnish” as well as what the project is, such as “a multipurpose center”. Provide a broad statement of the work to be completed in this section. Include only specifics on the projected use of the requested funding. It is important to complete this section, as it is tied to how funding may be used. Type Response in Box. [NMAC #: 2.61.6 Bond Project Disbursement Guidelines](#)

*Example: “to plan, design, construct, furnish and equip a new fire station for the town of Bernalillo in Sandoval county”
Or “to purchase and equip a new fire truck for the pueblo of Santa Clara in Rio Arriba county” (start sentence with lower case and no period at the end)*

12. Scope of Work: (2000 maximum characters allowed) Provide a brief description of work to be completed. Must match budget categories. (i.e., complete environmental studies, plan, design, and construct). Provide detail on project to include what will be done with funding requested for each fiscal year, If street/roads/highway project, include street and/or road name(s). **THIS SECTION SHOULD NOT BE A COPY AND PASTE OF # 11 LEGISLATIVE LANGUAGE.**

Example:

Plan, design, and construct a new Fire Station. The building will be 10,000 sq. ft. pre-engineered metal building with a cultured stone/EIFS finish on exposed exterior areas, with two "40' X 80' apparatus bays. The project will be completed in three phases. Phase I will include the easements, cultural resource inventory, environmental assessment, planning, design and the first half of the construction. The phase will take 12 months with some of the studies being completed concurrently. Phase II consists of the second half of the construction and will be completed in 12 months. Phase III will include the purchase of furnishings and equipment to include tables, chairs, office desks and commercial kitchen appliances, cots, storage lockers and fire safety equipment.

13. Secured & Potential Funding Budget

[State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e., Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Amount Secured must match Funded to Date column in the Project Budget.]

Please complete table below with all secured and potential funding sources. (No decimals or dollar symbols \$) Instructions are available on the ICIP Data Entry manual, pages 17-18 which can be found on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>.

<u>Secured</u> Funding Source(s)	Funding Amount Requested	Date(s) Received:	Amount Secured	Amount Expended to Date	Comments
Totals					

<u>Potential</u> Funding Source(s)	Funding Amount Needed	Applied For? Yes or No	Date when Applied	Comments
Totals				

14. **Project Budget.** Complete the Budget below. Include only unfunded or unsecured funds under each project year. **Note: Funded to Date column must equal the amount secured listed in the Funding Budget.** (No decimals or \$ signs.). All projects must include an amount not yet funded and cannot be Place Holder projects. Instructions available in the ICIP Data Entry manual, pages 19-22, which can be found on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>

PROJECT BUDGET

Project Budget – Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts received above. If an amount was added answer in the completed box needs to be either “yes” or “no”.

Category	Completed (Yes/No)	Funded to Date	2025	2026	2027	2028	2029	Total Project Cost
Water Rights								
Easements & ROW								
Acquisition								
Archeological Studies								
Environmental Studies								
Planning								
Design (Engineer/Architect)								
Construction								
Furnish/Equip/Vehicles								
TOTALS								
Amount Not Yet Funded								

15. PHASING BUDGET

Can this project be phased? Y N

*(If yes, please complete table below ****project must be Multi-Phased****)*

Phasing- Please select Stand Alone or Multi Phase

Stand Alone

- A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

Multi-Phased

- A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.
- If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases.
- In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase #	Amount	Plan	Design	Construct	Furnish/Equip/ Vehicles	Other (Water Rights, ROW, Easements, Acquisition)	# Months to Complete
Phase 1							
Phase 2							
Phase 3							
Phase 4							
Phase 5							
TOTAL							

NOTE: (Auto sum) Total Phase Amount in this section must equal "Amount Not Yet Funded" above (Section 14)

16. Has your local government/agency budgeted for operating expenses for the project when it is completed?

- Y If Yes – please complete operating budget below.
 N If No – **please explain – Do not leave empty.** (150 maximum characters)

ANNUAL OPERATING BUDGET					
	Year 1	Year 2	Year 3	Year 4	Year 5
Annual Operating Expenses plus Debt Service					
Annual Operating Revenues					

17. Does the project lower operating costs? Y N

If yes, explain and provide estimated cost of operating savings. (Please include **amount** of savings.)
Example: “By requiring the new solar panels, electricity monthly cost will be about \$80.00 lower”

18. Identify who will assume the following responsibilities related to this project
 (50 maximum characters for each.)

Fiscal Agent:

Own:

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y N

Operate:

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y N

Own Land:

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y N

Own Asset:

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y N

Maintain:

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y N

19. Additional questions specifically on project.

a) **Life Span** – How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement?

- 1-9 years
- 10-15 years
- 16 years or more.

b) Has the project had **public input and buy-in**? Y N

c) **Is the project necessary to address population or client growth, and if so, will it provide services to that population or clientele?** Y N

d) **Regionalism** - Does the project directly benefit an entity other than itself? Y N

If yes, please list the other entity. *Example: "This project benefits all residents in and around the area by protecting properties from erosion and flooding, and improving water delivery to all."*

e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Y N

Please explain **your answer: Do not leave empty.**

Examples:

If yes: "The acequia is working closely with an engineer through the RCPP ensuring proper installation of the project. The Acequia Commission will follow ISC procurement code"

If no: "There are no oversight mechanisms in place yet", Does not apply for this project, "Not applicable" etc.

f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Y N

Please explain **your answer: Do not leave empty.**

Examples:

If yes: "Farmers who irrigate with the acequia can sell their produce and provide income to their families; produce grown feeds families; protects water rights and property values"

If no: " This project does not maintain or advance the economy", "Not applicable" etc.

g) Does the project benefit all citizens within a recognized region, district or political subdivision? Y N

Please explain your answer: **Do not leave empty:**

Examples:

If yes: "The project would directly benefit all 68 acequia parciantes and their families plus hundreds of families downstream".

If no: "Even though it does not benefit all citizens, it benefits this amount of people because..."

Please explain and provide the **number** of people that will benefit from the project.

h) Does the project **eliminate a risk or hazard to public health and/or safety** that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? (Emergencies must be documented by a Subject Matter Expert. (If mandatory, provide summary page of the Federal State or Judiciary Agency who issued the mandate, such as Declaration of Emergency, Administrative Order, Notice of Violation, or other. Y N

Please explain your answer: **Do not leave empty:**

Examples:

If yes: "This project reduces risk of damage to private property. Public safety would be at risk in the event of a flood".

If no: ""This project does not eliminate the risks mentioned"

(If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate, such as Declaration of Emergency, Administrative Order, Notice of Violation, or other.)