Town of Edgewood

Agenda
Regular
Tuesday, June 13, 2023 @ 6:00 PM
Townhall of Edgewood Commission Chambers - 171A State Rd. 344

This meeting will be in person; however, we welcome members of the public to listen in and participate by joining online at: Welcome to Edgewood, NM (edgewood-nm.gov). The meeting will also be live streamed on the Town of Edgewood Facebook Page at: https://www.facebook.com/TownOfEdgewoodNM.

If you are an individual with a disability who needs 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 Clerk at the Town Offices located at 171 A State Rd. 344 at least three (3) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the Town Clerk at (505) 286-4518 or by e-mail at clerk@edgewood-nm.gov if a summary or other type of accessible format is needed. The complete Commission packet may be viewed on the web, visit https://www.edgewood-nm.gov/index.php and click on Government, then Agendas and Minutes.

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I. WELCOME, INTRODUCTION, & ROLL CALL

A. Invocation

B. Pledge of Allegiance

C. NM Flag Salute
"I salute the flag of the state of New Mexico, the Zia symbol of perfect friendship among united cultures."

II. AGENDA APPROVAL

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. CONSENT AGENDA

A. Approve/Amend/Disapprove Minutes

i. February 28, 2023. 6 - 15
Regular Meeting - 28 Feb 2023 - Minutes[15829] (1) (1) (1)

ii. March 14, 2023. 16 - 56
Regular Meeting - 14 Mar 2023 - Minutes (1) (1)
Minutes 3.14.2023 (redline)

iii. March 28, 2023. 57 - 97
Regular Meeting - 28 Mar 2023 - Minutes (1) (1)
Minutes 3.28.2023 (redline) (1)

iv. April 11, 2023. 98 - 111
Regular Meeting - 11 Apr 2023 - Minutes (1) (1)

v. May 9, 2023. 112 - 125

Regular Meeting - 09 May 2023 - Minutes

vi. Workshop May 23, 2023 126 - 129
Workshop - 23 May 2023 - Minutes

vii. Regular Meeting May 23, 2023. 130 - 143
Regular Meeting - 23 May 2023 - Minutes

viii. Workshop Minutes May 30, 2023. 144 - 147
*Need additional work; waiting on audio.
Workshop - 30 May 2023 - Minutes

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo, Mayor

B. Jerry Powers, Mayor Pro Tem

C. Phil Anaya

D. Ken Brennan

E. Sterling Donner

VI. MATTERS FROM THE CLERK

A. Referendum on Ordinance 2023-002
Total number of signatures that were received: 429.
Accepted: 318; Rejected: 111.

VII. MATTERS FROM THE TREASURER

VIII. MATTERS FROM THE CHIEF OF POLICE

IX. MATTERS FROM THE TOWN MANAGER

X. CLOSED SESSION

A. As per motion and roll call vote, pursuant to NMSA 1978, Section 10-15-1(H)(2), for confidential discussion on the hiring, promotion, demotion, dismissal, assignment, or resignation of a public employee, or the investigation or consideration of complaints or charges against a public employee. Specifically, Christine Piazza, James Salyers (Commissioner Powers).

B. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H)(2) discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; Specifically, Town Treasurer Contract. (Commissioner Powers and Manager Perry).

XI. DISCUSSION AND ACTION ITEMS

A. Call for Public Hearing on Ordinance Historic Overly. (Commissioner Jaramillo motioned from May 23, 2023)

B. Action Regarding Closed Session Items Specified Above.

C. Resolution 2023-024 Call for Special Election. (Clerk McCracken). 148 - 149
3975.02 Special Election Res. 2023-024 final

D.	Approval of the Comprehensive Plan Proposal from Consensus Planning. (Planning and Zoning Manager Hill). P-Town of Edgewood Comprehensive Plan Update 5.19.2023	150 - 156
E.	Resolution 2023- 022 Adopting the Process of Formulating the Governing Body Agenda. (Commissioner Powers and Clerk McCracken). Resolution #2022-0018 2023-022	157 - 158
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G.	Rescind Resolution 2017-10 and refer back to original 2008-048. (Manager Perry). GRT_NewConstruction_RES2008-48_Sep03_2008 GRTRestrictions_RES2008-48Rep_RES2017-10_Jun21_2017	164 - 165
H.	Disband Animal Welfare Board. (Commissioner Donner). AnimalWelfareCommittee_ORD2014-06_Aug20_2014 (1)	166 - 171
I.	Call for Public Hearing Animal Welfare Board. (Commissioner Powers).	
J.	Resolution 2023-023 Authoring Investment of Monies in Local Short-term investment Fund. (Treasurer Steininger). LGIP email LGIP-Brochure-July-20-2022 LGIP-Participant-Form-Resolution-Sample	172 - 175
K.	Call for Public Hearing: Business License Ordinance. (Clerk McCracken).	
L.	Implementation of pay scale and approved starting point of range. (Clerk McCracken and Treasurer Steininger). Edgewood Position Class and Salary	176 - 177
M.	Streamline Minutes. (Commissioner Brennan). Chapter 7 (PDF)	178 - 180
N.	Applying to Santa Fe County for Donation of 91 & 97 West Frontage Rd (Edgewood Equestrian Center).. (Mayor Jaramillo). Letter Concerning Potential Donation of 91 and 97 West Frontage Road	181 - 182
O.	Identifying the Town's short, mid, and long-term plans for the Edgewood Equestrian Center. (Mayor Jaramillo).	
P.	Discussion Consideration And Action On Authorizing The Town Manager To Begin Preparation and Negotiation Of A Memorandum Of Understanding (MOU) With Santa Fe County Allowing the Town Of Edgewood to Use the Facility at #5 Martin Road for Edgewood Road and Maintenance Department Operations. (Commissioner Powers, Chief Jimenez) IMG_0089 IMG_0090 IMG_0091 IMG_0092	183 - 205

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SFCClerk Estimate for Town of Edgewood 6-7-2023

R. Discussion Consideration and Action On Resolution 2023-025 Requesting Donation of 91 and 97 W frontage Rd. Edgewood NM (Edgewood Equestrian Center) From Santa Fe County. (Commissioner Anaya, Commissioner Powers) 209
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S. Discussion Consideration and Action On Operating Resolution 2023-026 Replacing Resolution 2023-003 (Commissioner Powers) 210 - 218
Resolution 2023-___ REDLINE Operating Resolution (002)

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A. Discussion, actions and adoption of Ordinance 2023-006 Regulation of off-highway vehicles and all-terrain vehicles on the streets within the town of Edgewood. 219 - 221
Edgewood OHV Ordinance copy R2

XIII. PUBLIC COMMENTS

XIV. FUTURE MEETINGS

A. Regular Commission Meeting June 27th, 2023 @ 6:00 pm in the Town of Edgewood Commission Chambers.

B. Regular Commission Meeting July 11th, 2023 @ 6:00 pm in the Town of Edgewood Commission Chambers

XV. FUTURE EVENTS

A. July 4th, 2023 Rally, Picnic and Laser Light show at Venus Park.

XVI. ADJOURN

Town of Edgewood

Regular Meeting **Minutes**

Tuesday, February 28, 2023, 6:30pm

I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Jaramillo called the meeting to order at 6:44 pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers
Absent:

II. AGENDA APPROVAL

Commissioner Filandro Anaya moved to approve agenda for the last day of the month February 28, 2023.

Commission Anaya motioned to amend the agenda for Discussion and Action Item XI. B to just under consent agenda. Commissioner Powers seconded.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Jerry Powers	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

The Motion Carried 5 to 0.

III. STATE OF THE TOWN ADDRESS

A. Mayor Jaramillo called for a 10–15-minute break at 8:06PM

Mayor Jaramillo called meeting back to order at 8:28PM

IV. PUBLIC COMMENTS ON AGENDA ITEMS

Due to the length and time public comment to 2 minutes.

DRAFT

A. *Cheryl Huppertz*- Election and Legislative spending and length of agenda- Thank you Jerrett Perry for your comment on Church St. I also want to address the opt in/out election act. I encourage us to use that and not hold special election. Lower down items on agenda.

Former Superintendent Tom Sullivan- A slide from the presentation, the S. Bldg. demolition. I don't know about tax funding; the district doesn't use local tax dollars. The school has not evicted anyone from the bldg.

Former Councilor Chuck Ring- I saw the Town of Edgewood when it was just the Edgewood Community Homeowners. It came to be Town of Edgewood, after incorporated. Larry King (?) stuck to it and got it done. Larry King (?)

Krytal Martinez- I wanted to say I'm happy to be here and this is the first meeting I've ever attended. What you have planned and what you are doing it amazing. You touched on the animal welfare, we are asking to instate TNR, Trap neuter and realese, for cats in this area. Our need for protecting the local cats and that they are out there. Not all are feral some are just dumped. We want to protect the citizens and animals. We are willing to fund raise for the program. We can do adoptions and want to help the community any way possible.

Julie- We are willing to do what we need to to get funding for the program TNR, I am personally taking care of 6 cats at my property. We just want to stand up and say please help us.

Former Councilor Linda Hollie- To address that were said during the State of Town. I want to set the lies straight, Feb 2023, Courts, we find no merit on the appeal, default judgement, we reverse districts decision on John Bassett. The court had no right to remove John Bassett from office.

Eric Vigil NM Renaissance Festival, we held at the Viking bash at Wildlife West. Thank you to the city for letting us hold the events here. It helps the town. We bring in entertainers from all over the world and they bring people from all over to Edgewood. We are getting ready to of March 24, 25, 26, hopefully the Commission will approve, we are looking for horse panels (12) will rent, pay or sponsors, and bales of straw. They will be used for the horses for jousting. This event raised 10k for Wildlife West.

Evelyn Degrotto- I am speaking on item O, the Election, I have been the presiding Judge for the last two major elections. I have bumped into most of you while I was here. Kathryn Clark had mentioned that this location may not be available coming up. I have some data from SOS, it is for the 10 precincts, 55.57% of the registered voters. We have no complaints from the voters regarding the location. Perfect temperature, parking, ADA access. We can't find any other place to accommodate voters.

DRAFT

V. CONSENT AGENDA

A. Approve/Amend/Disapprove Minutes

i. January 24, 2023

ii. February 7, 2023

B. Department and Advisory Board Reports

i. Police

ii. Animal Control

iii. Municipal Court

iv. Roads

v. Library

vi. Parks and Recreation

vii. Maintenance

viii. Wastewater

ix. IT Technology

x. Planning & Zoning

xi. Finance

Commissioner Filandro Anaya moved to approve the consent agenda as submitted. Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

VI. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo, Mayor

B. Jerry Powers, Mayor Pro Tem

C. Ken Brennan

DRAFT

D. Phil Anaya

E. Sterling Donner

VII. MATTERS FROM THE CLERK

VIII. MATTERS FROM THE TREASURER

A. Pay Date changes are in the middle of changing from Wednesday to Friday.

IX. MATTER FROM THE CHIEF OF POLICE

A. Planning events, looking for grants.

X. MATTERS FROM THE TOWN MANAGER

XI. DISCUSSION AND ACTION ITEMS

A. Operation According to Commissioner/Manager Form of Government.

B. Morarity Edgewood School District Presentation by Todd Bibiano and the Director of the Boys and Girls Club.

C. Chief's Commendation of Officer James Walker

D. Recognition of Lieutenant David Lovato for 10 years of service.

E. Library Advisory Board Appointment of Ann Marie Beall.

Commissioner Sterling Donner moved I would like to appointment Anne Marie Beale to the Library Advisory Board.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

F. Special Use Alcohol Permit- Renaissance Celtic Festival

Commissioner Kenneth Brennan moved approve the special use alcohol permit Renaissance Celtic Festival.
Commissioner Jerry Powers seconded the motion.

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Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

G. Lodger's Tax Use Request from Wildlife West.

Commissioner Sterling Donner moved to approve lodger's tax use request from Wildlife West.
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

H. House Bill 68 Fund Contract for Temporary Pay Increase for Edgewood Police Department Officers.

Commissioner Sterling Donner moved approve the contract for temporary pay increase in line with House Bill 68.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

I. Town of Edgewood CWSRF 087 Amendments to lower interest rate to 0.01% annually.

J. Dissolution of the Emergency Operations Center.

Commissioner Sterling Donner moved to dissolve the emergency operations center.
Commissioner Jerry Powers seconded the motion.

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Commissioner Powers calls the question. Commissioner Donner seconded.

Commissioner Anaya requests that the call for the question is recognized.

Commissioner Donner amended motion to indefinite suspension of EOC. Commissioner Powers friendly amendment with no resources or funding. Commissioner Powers and Commissioner Donner accepted.

Commissioner Brennan requests that there is an EOC liaison with Santa Fe County EOC. Commissioner Anaya we already have someone on staff that does this, the Chief of Police.

Mayor Jaramillo called for a 10-minute break at 11:00PM. Came back into session at 11:11PM.

Commissioner Filandro Anaya	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Aye*
Commissioner Ken Brennan	*Abstained*

The Motion Carried 3 to 1.

K. Replacement appointments to boards and committees due to Commissioner Jaramillo's resignation from said boards and committees.
- Economic Development Advisory Board
- Parks & Rec Advisory Board
- Middle Region Government Alternate

Commissioner Sterling Donner moved to appoint Commissioner Brennan to Economic Development Advisory Board. Commissioner Powers Seconded. All Aye.

Commissioner Sterling Donner moved to appoint Commissioner Donner moved to appoint Commissioner Donner to Parks and Rec Advisory Board. Jaramillo Seconded. All Aye.

Commissioner Sterling Donner moved to appoint Commissioner Filandro Anaya to Middle Region Government Alternate. Commissioner Powers Seconded. All Aye

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

DRAFT

The Motion Carried 5 to 0.

L. Discussion of Resignation of Signatory Authority.

M. Carbon Monoxide Alert Monitors Program and Funding.

look into program and funding for carbon monoxide.

N. Opting In/Out of the Local Election Act.

Commissioner Audrey Jaramillo moved to send Nina to election school.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

O. Location for 2023 Election.

Commissioner Audrey Jaramillo moved The Town Manager to reach out to the school district about use of the gym and availability.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XII. PUBLIC COMMENTS

A. *Debbie Brennan*- Thinks carbon monoxide detectors is great, who would able to get one, if they are given to the schools what about the elderly? those boys were playing in the garage and I don't believe you can put a CO2 monitor in a garage.

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XIII. FUTURE MEETINGS

A. Regular Commission Meeting, March 14th, 2023 @ 6:30pm, Edgewood Commission Chambers

B. Public Hearing on Ordinance 2022-01 Procurement March 14th, 2023 @ 6:30pm Edgewood Commission Chambers.

AD- Santa Fe New Mexican 2/24/2023.

C. Regular Commission Meeting March 28th, 2023 @ 6:30pm, Edgewood Commission Chambers.

XIV. CLOSED SESSION

A. Pursuant to NMSA 10-15-1 (H 8) the discussion of the purchase, acquisition or disposal of real property or water rights by the public body. Specifically, Open Land.

B. As per motion and roll call vote pursuant to NMSA 1978,: Section 10-15- 1(H)(7) for confidential discussion pertaining to threatened or pending litigation in which the public body is or may become a participant, Specifically, McGill et. al. v. John Bassett et. al A-1-CA-39388.

C. Pursuant to NMSA Section 10-15-1(H) 2: limited personnel matters; the discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee. Specifically, Contract Amendments for the Chief of Police.

Commissioner Kenneth Brennan moved to closed session at 11:55PM
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Commissioner Kenneth Brennan moved to come back into session at 12:14AM. Commissioner Sterling Donner seconded the motion.

***Mayor Jaramillo*- We did not discuss item A. Only those items in B and C were discussed and no decisions were made.**

DRAFT

All Affirm.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XV. DISCUSSION AND ACTION ITEMS

A. Action Regarding Closed Session Items specified above.

Commissioner Jerry Powers moved to approve the contract for the Chief of Police presented by the Town Manager.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XVI. ADJOURN

A. **Commissioner Jerry Powers to adjourn. Commissioner Filandro Anaya seconded.**

Mayor Jaramillo adjourned the meeting at 12:16AM.

Passed, approved and adopted this 13th day of June 2023.

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ATTEST:

Audrey J. Jaramillo, CMO, Mayor

Nina R. McCracken, Clerk

DRAFT

Town of Edgewood

Regular Meeting **Minutes**

Tuesday, March 14, 2023, 6:30PM

I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Jaramillo called the meeting to order at 6:30 pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers
Absent:

II. AGENDA APPROVAL

A. Approval Agenda

Mayor Jaramillo- Regarding long agendas: If there are not time sensitive matters, we can remove them until another time. One item: public hearing- Procurement Ordinance.

Commissioner Filandro Anaya moved to remove Y from Section X, considering the item will be very lengthy one with staff and legal involvement and also like to remove item XI A Procurement Ordinance.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Nay*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Nay*

The Motion DEFEATED. 2 to 3.

Commissioner Sterling Donner moved to move section XI A to another meeting and approve the agenda as is.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Nay*
Commissioner Kenneth Brennan	*Aye*

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Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

III. PUBLIC COMMENTS ON AGENDA ITEMS

A. *Clinton Nicely- Legislative update*- Thank you for having us. Risk Services NMML, Legislative, 1st item is what has been proposed for the last few years, green amendment to the NM Constitution, article 2 an individual right to helpful qualities. Would create a liability to the fund. Tabled twice by Senate rules. Attempts to fight for rights clean air, clean water; died in House Committee. Redesigned of Municipal (76), 138 and 139 (combined into 139) repeal 35 (?) section 1 and 11. House Bill 2, back fills those ideas and go through AOC instead of Municipal Fund. Would take effect July 1st. 252 (Senate Bill 19) LE Bill. House Bill 24 (3-49-4) charge property owners for sidewalk, changes to Municipalities to be charged. 369 and 455, concerned some fee structure changes for workman's compensation. HB 265, state park would increase 1 dollar, cities that are budding to the parks could benefit (rolled/tabled).

X C and D- Clinton Nicely Risk Services Director for NMML- Leadership asked me to speak on this issue, Section 3-14-10. Not your attorney, giving my own opinion, you have a City Attorney for this issue. There is little flexibility with the law; Court of First impression. This is a first. Read 3-14-10, it is as narrow as it gets and prescribes what the group can do after an election, 1st meeting post-election. I do not believe this is the first meeting after election, I counted 55 meetings. Second clause of the sentence is 2 years or until an event happens. There is an open question that it only modifies the sentence before the clause. Pretend, if last clause modifies before it, we have three possibilities death, resignation, both are self-explanatory. Removal can be looked at in statue.

B. *Chuck Ring*- I request the Commissioners and Mayor refrain from changing in the middle of the stream after 3-4 years of issues. We have a Mayor, Mayor Pro Tem and 3 additional Commissioners. There is no reason to remove an individual when we have an election coming up this year. All will have the opportunity to attend the
How many attorneys do we have?
Commissioner Powers-

C. *Tom Sullivan*- Representatives 22-014 I believe in fact that you have defamed me. Consider this my demand letter to retract the resolution regarding the EES (Edgewood Elementary School). You have 15 days.

D. *Ralph Hill*- I fully agree with Chuck Ring, that this new government is already facing a disorderly Keaty had resigned due to trying to start a government like you have. You have come over so many discrepancies. Including bringing all the ordinances up to date. I feel sorry that this has come upon you. I appreciate you Ken, I wouldn't want to be you.

E. *Evelyn Degratto*- I appreciate the chance to speak, I speak X C and X D, for naming

DRAFT

replacements for Mayor Pro Tem, Mayor; link only takes you to description of Mayor duties. The fight and treatment of women from the Commissioners. This commissions wants to take action to take away the Mayor,. live up to the promise that was made when you were elected. Do not live up to the atomicity and anger as the past administration.

F. *Cheryl Huppertz*- I am a little thrown off by the Mayor stuff. I don't think we need to have any more turmoil in our town. I do support the Cannabis being put towards cleaning up the town. I am glad that we put down the EOC as I think that is a waste of money. I am curious about the prioritization of roads, as there are roads that I haven't seen. Planning and Zoning would bring a list of roads and I haven't seen that done since you have been in office. I do think, as we talk about Venus Road (E or W) but the middle school really needs it. I would like to address the Yes! Program, I think it's great that we had it last year, but the school is offering it now, but I am not sure why we aren't participating. Remember people like to go with free. I also wanted to ask about the Admin. Assistant, is it additional.

G. *Tim Miller*- I agree with Chuck Ring and everyone else, I think you are all doing a fine job but no reason to remove the horses during the race. Second issue I want to bring up is that we have been unable to get a meeting. We are having problems with failure to follow our own ordinances with our animal control. I would like our Town Manager to set up a meeting. According to our ordinances all strays will be picked up. I would like to get it reworked, but we are not following our current.

H. *Dana Sterley*- I have sent an emails to meet with the Town Manager and the Commissioner [Powers]. Chief Jimenez did return the calls and always gives me his time. After seeing everything with the Mayor I can see where I stand, as a female. You set the bar just like Bassett. If you think that was a disaster.

Commissioner Power- The board's job to advise the Commission, and have you done that? I would advise you to put all your concerns in a letter and deliver to all the Commission.

I. Anyone on Zoom.

Linda Burke- On the Yes! Program when Boys and Girls Club and MESD, I called Colby and wanted to know more about what the program would entail. I started the Yes! Program initially. I really wanted to understand what they had to offer. That academic element was a National Program and would be age appropriate. The character program is age appropriate. The field trips are unsure about what is availability. It is a program seen in cities for latch key kids. There is no familiarity with our community. I don't know if Edgewood fits their program.

Ray Seagers- Echo Ridge Item- The design for the clearing area, the berm and horse trailers, room for 9 trailers is based on a 2 horse trailers. Not a lot of people have 2 horse trailers out here. The handout has a sketch that looks like it is from BLM. We had a sketch that had trailers on the outside and had room for 6 horse trailers. I do know how you can get anything in there with the way it is designed, not for a 4, 6 or trailer with a live in area. I think it is impractical.

DRAFT

IV. CONSENT AGENDA

A. Approve/Amend/Disapprove Minutes

i. July 19, 2022
ii. December 13, 2022
iii. February 24, 2023
iv. February 28, 2023

Commissioner Sterling Donner moved pull for work.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo, Mayor

i. For go for time.

B. Jerry Powers, Mayor Pro Tem

i. EOC SF County.

C. Phil Anaya

i. It was an eye-opening experience to go down there and see everything that Santa Fe County has for us. It is a large warehouse. Semi equipped with all the start of the art equipment. Huge white command rig: don't know what you would call that thing. It was rather amazing. The EOC did a mock training in La Cienega by La Bada. The news said it was very successful. They are going to do the same thing for us, a mock evacuation. The Commissioner we have now is extremely knowledgeable and helpful. We need to stop and realize that we are a community and are a part of Santa Fe County. People live here and work for Santa Fe County and have children in the school district. To say Santa Fe County doesn't care about us, I am here to tell you that is not true.

DRAFT

D. Ken Brennan

i. Thank you to the Edgewood Police Department for the rapid response to SME.

E. Sterling Donner

i. Last week got a little heated. There were things that needed to be addressed as a whole commission. I may have lost my composure a little bit. There are things that need to be addressed and cannot be done outside of here. The only way we can express that is by doing it in a meeting. Anyone who knows me, or the men up here are a long way off calling us sexist. I do implore you to listen to the agenda items and it is not personal.

VI. MATTERS FROM THE CLERK

A. Legislative update: HB 232, SB 43 and HB 4.
Clerk workshop and Spring meeting
HR update: lost two employees, have offer for one, two new hires.
IPRA- 7 currently and should be finished this week.

VII. MATTERS FROM THE TREASURER

A. Only item is that the Audit for FY22 has been released and Chris Gardner will be here the next meeting to present the audit as required by law.

VIII. MATTER FROM THE CHIEF OF POLICE

A. Only item is that we are looking to add a chaplain to our department. The hardest thing we deal with is death notification.

IX. MATTERS FROM THE TOWN MANAGER

A. We have a great staff. I have a rule, no drama in the office. I appreciate that no one brings it in. Come with a solution not just a problem.
One large issue is the wastewater treatment plant. We have an item tonight, sludge removal, thank you to business and finance for getting our PO. It was downgraded and goes back to water quality and day to day operation.
We've had great progress. When need data before we can make decisions. (Get name) will be taking samples to identify the problems. We have a mechanical sampler at the wastewater treatment plant that will help.
We are ready to move forward with Appaloosa.
He will save the Town of Edgewood $100,000 by being the project manager. We are lucky to have an electric engineer on staff.
We have asked for funds.
I won't stop on Church St until it is done. It's great that we have plans but we need to have some serious conversations.
We need to design a strategic road plan. We are just in this cycle, I propose that we look at ARPA money, excise tax, and reimbursements.
Items needed for roads need to be built in the budget with a 5-year plan.

DRAFT

X. DISCUSSION AND ACTION ITEMS

A. Operation According to Commissioner/Manager Form of Government.

B. Commissioners Should Not Edit Meeting Minutes Outside of Commission Meetings.

C. Naming a Successor to the Mayor Pro Tem appointment Per New Mexico Statutes Chapter 3 - Municipalities Article 14 - Commission-Manager Form of Government; Section 3-14-10.

Motions withdrew. No motion.

Four Legal opinions delivered to Commissioners from Nann Winters of Stelzner, Winter, Warburton, Flores &Dawes, Clinton Nicely of The New Mexico Municipal League, Frank Coppler of Coppler Law Firm, and Ron VanAmberg of VanAmberg, Rogers, Yepa, Abeita, Gomez and Wilkinson.

Nann Winter and Clinton Nicely agree state statue is clear on Mayor term length and when Mayor position is changed.

Frank Coppler and Ron VanAmberg take stance that Mayor term length is not 2 years and can be shortened.

Commission discussed the attorneys to work together on a professional opinion to be presented to the Attorney General.

D. Naming a Successor to the Mayor appointment Per New Mexico Statutes Chapter 3 - Municipalities Article 14 - Commission-Manager Form of Government; Municipalities Over 1,000 Section 3-14-10 - Commission-manager; selection of mayor; duties.

Break at 9:40pm, back into session at 9:50pm

Commissioner Jerry Powers moved to post pone indefinitely and send the attorney opinions to the Attorney General.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

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Commissioner Kenneth Brennan moved Set the date as Tuesday March 21, 2022, for the lawyers to come to together.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

E. Restructuring the Police Department.

Chief of Police- $20,000-dollar budget impact each year. Time frame is dependent on Commission approval.
Treasurer- with the Police Department Budget it is do able.
Manager Perry- This would create more jobs and a huge advocate of this restructure.
ORG CHART

Commissioner Sterling Donner moved to approve the new organizational chart effective March 20, 2023.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

F. Appointment of Rachel Martinez to the Edgewood Library Advisory Board.

Commissioner Audrey Jaramillo moved to appoint Rachel Martinez to Library board.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*

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Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

G. Appointment of Brian McMurtrey, Glenn Sellers and a two-year extension of Dianna Boyd to the Park's and Recreation Advisory Board

Commissioner Sterling Donner moved to appoint Brian McMurtey, Glenn Sellers and the two-year extension of Dianna Boyd to the Park's and Recreation Advisory Board.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

H. Town of Edgewood Position Classification and Salary Plan Update.

Mr. Vincent Yermal presented the Position Classification and Salary Plan Update.

Commissioner Filandro Anaya moved approve Item H Edgewood Position Classification and Salary Plan Update.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

I. Resolution 2023-008 Police PERA Pick Up

Commissioner Sterling Donner moved pass Resolution 2023-008 Police PERA Pick Up.

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Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

J. Finance is requesting permission to close the following Funds:

- Fund 226 Veterans Memorial Fund, $250
- Fund 227 Buy a Brick/Playground Equipment, $5,600

Move to another meeting.

K. FY2022 Audit Report, Finding 2022-002 (2021-003) corrective action.

Commissioner Filandro Anaya moved to approve FY 2022 Audit Finding, make a correction suggested by Treasurer Steininger with the previous pay amounts posted as a starting point.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

L. Finance is requesting permission to amend certain aspects of processing payroll.

Commissioner Audrey Jaramillo moved to give finance permission to amend certain aspects of processing payroll to put all on biweekly cycle that does not interfere with Federal and State Laws.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*

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Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

M. Resolution 2023-004 Bar #3

Commissioner Filandro Anaya moved to approve Resolution 2023-004 Bar #3.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

N. Approval of procurement for Appaloosa Road.

Commissioner Filandro Anaya moved to approve to have the Manager get procurement for Appaloosa Road.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

O. YES! Program and Funding.

Commissioner Audrey Jaramillo moved to approve Yes! Program and Funding.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*

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Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

P. Approve the proposal from Enviroworks to proceed with construction for Echo Ridge.

Q. Approval of Task Order #6 for Bachelor Draw Trestle Pedestrian Bridge and RFI.

Commissioner Filandro Anaya moved for Task number 6 Bachelor Draw Pedestrian Bridge to be approved.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

R. Road's Department Equipment Funding.

Commissioner Audrey Jaramillo moved to approve pursuit of funding for Road's Department Equipment.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

S. Revised Resolution 2023-006A approving application to NMDOT Municipal Arterial Fund for 2023/2024 2023 MAP Application.

Commissioner Jerry Powers moved to approve Revised Resolution 2023-006A.

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Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

T. Resolution 2023-009 Creating a Blight Abatement Fund With Cannabis Excise Tax.

Commissioner Kenneth Brennan moved approve Resolution 2023-009 Creating a Blight Abatement Fund with Cannabis Excise Tax. Commissioner Filandro Anaya seconded the motion.

Commissioner Powers Friendly Amendment Blight Abatement Fund will go and terminate after a period of 3-years. Commissioner Brennan accepted.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Mayor Jaramillo stated that to restrict tax revenue that an ordinance needs to be presented.

Brad Hill stated he had a meeting with Nann Winters and can discuss this but have an ordinance similar to Belen's being created.

U. Approval of Resolution 2023-010 Authorizing the Submittal of an Application for the 2023-2024 New Mexico Department of Transportation Cooperative Funds for Street and Drainage Improvements within Edgewood

Commissioner Anaya motioned to adjourn for the night. Died for lack of second.

Commissioner Kenneth Brennan moved approve Resolution 2023-010 Authorizing the Submittal of an Application for the 2023-2024 New Mexico Department of Transportation Cooperative Funds for Street and Drainage Improvements within Edgewood.
Commissioner Jerry Powers seconded the motion.

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Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

V. Approval for Clerk Nina McCracken to attend the NMML Clerk's Association Workshop and Spring Conference April 18-21, 2023, in Albuquerque, NM.

Commissioner Audrey Jaramillo moved to approve Clerk Nina McCracken to attend the NMML Clerk's Association Workshop and Spring Conference April 18-21, the cost would be $275.00 with ancillary fees and travel and per diem.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

W. Approval of Administrative Planning Assistant Job Description.

Commissioner Sterling Donner moved to approve Administrative Planning Assistant Job Description.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

X. Appointment of Chief Roger Jimenez, succeeding Robert Burger, as Emergency

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Manager, Emergency Management Coordinator & Liaison to the Santa Fe County Office of Emergency Management for All Hazard Emergency Management purposes.

Commissioner Jerry Powers moved Appointment Chief Roger Jimenez as Emergency Management Coordinator to the Santa Fe County Office of Emergency Management for All Hazard Emergency Management purposes.
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

Commissioner Sterling Donner moved to remove Bob Berger as emergency manager and point of contact for Santa Fe County Office of Emergency Management for all Hazard Emergency Management purposes. Commissioner Jerry Powers seconded the motion.

Commissioner Powers Friendly Amendment to remove Robert Berger as emergency manager or emergency coordinator for the Town of Edgewood for Santa Fe County and all purposes. Commissioner Donner accepted.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

Y. Call for a Public Hearing on Abortion Business Ordinance.

Requested Public Hearing 14 days post Workshop April 4th 6:30PM.
Public Hearing April 25th 6:30PM

Commissioner Anaya left the meeting at 11:29pm.

Commissioner Brennan requested a workshop before Public Hearing.

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Commissioner Sterling Donner moved for a call for a public hearing on Abortion Business Ordinance.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Nay*

The Motion Carried 3 to 1.

Z. Call for Public Hearing on small brewer off-site liquor license for Tap Room.

April 11th.

Commissioner Kenneth Brennan moved have a public hearing 11th of April.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XI. PUBLIC HEARING

A. Ordinance 2022-01 Procurement
Removed for future meeting.

XII. PUBLIC COMMENTS

A. *Scott Jaramillo*- Directed to Commissioners, Manager and towards Commissioner Donner. Leadership issues exist and wanted to thank you for the apology. Great leadership example.

XIII. FUTURE MEETINGS

A. Regular Commission Meeting- March 28th, 2023 @ 6:30pm, Edgewood Commission Chambers

B. Regular Commission Meeting- April 11th, 2023 @ 6:30pm, Edgewood Commission

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Chambers.

C. Regular Commission Meeting- April 25th, 2023 @ 6:30pm Edgewood Commission Chambers.

D. Set up 2 Day retreat via Survey Monkey by Clerk McCracken.

XIV. FUTURE EVENTS

XV. CLOSED SESSION

A. Pursuant to NMSA 1978 Section 10-15-1(H)(7), for confidential discussion regarding pending litigation McGill et. al. v. John Bassett et. al.

move to closed session at

to come back into session at

XVI. ADJOURN

Commissioner Brennan motioned to adjourned. Commissioner Donner seconded.

Mayor Jaramillo adjourned at 11:59pm.

Passed, approved and accepted on the 11th of April 2023

ATTEST: _____
Audrey J. Jaramillo, CMO, Mayor

_____
Nina R. McCracken, Clerk

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Town of Edgewood

Regular Meeting **Minutes**

Tuesday, March 14, 2023, 6:30PM

I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Jaramillo called the meeting to order at 6:30 pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers
Absent:

II. AGENDA APPROVAL

A. Approval Agenda

Mayor Jaramillo- Regarding long agendas: If there are not time sensitive matters, we can remove them until another time. One item suggested: public hearing- Procurement Ordinance.

Commissioner Filandro Anaya moved to remove Y from Section X, considering the item will be very lengthy one with staff and legal involvement and also revised his motion~~like~~ to remove item XI A Procurement Ordinance.
Commissioner Jerry Powers seconded the motion.

Discussion:
Commissioner Anaya was concerned about this being lengthy, emotional, involving staff and legal, and this item had been sent to the Governor for signature and then go through the court system.
Commissioner Powers wanted to hear more about this topic and asked if it was time sensitive.
Commissioner Donner clarified this was not time sensitive, just a call for public hearing and this was something different from what Santa Fe did. It is also important to a lot of the community and should be addressed at the municipal level.
Commissioner Brennan agreed with Donner and said the call would only take 5 minutes. He suggested we work on a cut off time for meetings.
Mayor Jaramillo agreed and said the Commission can set a cut off time for meetings and continue items into a special meeting if needed per NMML training. She wanted to find out what this item is about.
Commissioner Powers said it would be to get more information and get feedback from the public. He asked for a friendly amendment [unnamed]. Commissioner Anaya said he would not accept.

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Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Nay*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Nay*

The Motion DEFEATED~~.~~ 2 to 3.

Commissioner Sterling Donner moved to move section XI A to another meeting and approve the rest of the agenda as is.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Nay*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

III. PUBLIC COMMENTS ON AGENDA ITEMS

Commissioner Powers requested anyone to come up to speak on agenda items.
Mayor Jaramillo said with the Town Manager requested the NMML to speak on a couple of items (successor to Mayor and legislative update).

A. *Clinton Nicely- Legislative update-* Thank you for having us. Risk Services NMML, Legislative Lobbyist for NMML, 1st item is what has been proposed for the last few years, green amendment to the NM Constitution, article 2 an individual right to helpful qualities. Would create a liability to the fund. Tabled twice by Senate rules. Attempts to fight for rights clean air, clean water; died in House Committee. Redesigned of Municipal Court Fines, Fees, and Costs (HB 76), HB 138 and HB 139 (combined into HB 139) would repeal Chapter 35 ~~(?)~~ Article 14 section 1 and 11. House Bill 2, back fills those ideas and go through AOC instead of Municipal Fund. Would take effect July 1st. Law Enforcement packages including HB 252 (Senate Bill 19) LE Bill. House Bill 24 (3-49-4) charge property owners for sidewalk, changes to Municipalities homeowners to be charged. HB 369 and HB 455, concerned some fee structure changes for workman's compensation. HB 265, state park would increase 1 dollar, cities that are budding to the parks could benefit (rolled/tabled), others such as IPRA.

Commissioner Powers asked about the green amendment and private right of action and HB 7.

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X C and D- Clinton Nicely- Removal of Mayor/Successor Risk Services Director for NMML- Leadership asked me to speak on this issue, Section 3-14-10. Not your attorney, giving my own opinion, you have a City Attorney for this issue. There is little flexibility with the law; Is a ~~Court~~ matter of First impression. This is a first. Read 3-14-10, it is as narrow as it gets and prescribes what the group must~~can~~ do after an election, 1st meeting post-election. I do not believe this is the first meeting after election, I counted 55 meetings. Second clause of the sentence is 2 years or until an event happens. It is an indefinite period that follows. There is an open question that it only modifies the sentence before the clause. Pretend, if last clause modifies before it, we have three possibilities death, resignation, both are self-explanatory. Removal can be looked at in statue. The Commission would have to refer a person's malfeasance to the court; the District Court would have to weigh in on the issue. The statute is not applicable to anything after the first meeting after an election.

Commissioner Powers asked about appointed v. elected officials, if Mr. Nicely had reviewed attorneys Coppler's and VanAmberg's legal opinions on this, and if this was done tonight it would stand unless challenged and overturned in court.

Mr. Nicely said he had reviewed attorney Nann Winter's and seen VanAmberg's but not other attorneys. He believed that section 3-10-7 was the most relevant and on point, but again, these are issues of first impression. There isn't additional case law. He would not describe it as it would stand. There would be significant legal costs; some entities have gone to the Attorney General's Office to weigh in. The previous mayor would have standing to challenge.

B. *Chuck Ring*- I request the Commissioners and Mayor refrain from changing in the middle of the stream after 3-4 years of issues. We have a Mayor, Mayor Pro Tem and 3 additional Commissioners. There is no reason to remove an individual when we have an election coming up this year. All will have the opportunity to attend the Elected official's institute of the NM Municipal League.
How many attorneys do we have?
Commissioner Powers- we have a pool of attorneys that specialize in different areas; the RFP went out and the committee selected [them].

C. *Tom Sullivan*- Representation~~ves~~ in public venues Edgewood Resolution 2022-014 I believe in fact that you have defamed me. Consider this my demand letter to retract the resolution regarding the EES (Edgewood Elementary School). You have 15 days.

D. *Ralph Hill*- I fully agree with Chuck Ring, that this new government is already facing a disorderly disruption to the community; looks bad for us as you all have worked so hard for us. Mayor Keaty had resigned due to trying to start a government like you have; the pressure was too great. You have come over so many discrepancies. Bringing audit and wastewater. Including bringing all the ordinances up to date. I feel sorry that this has come upon you. I appreciate you Ken, I wouldn't want to be you.

E. *Evelyn Vinogradov~~Degratto~~*- I appreciate the chance to speak, I speak X C and X D, for naming replacements for Mayor Pro Tem, Mayor; link only takes you to description of Mayor duties. The fight and treatment of women from the Commissioners. This commissions wants to take action to take away the Mayor,. live up to the promise that

DRAFT

was made when you were elected. Do not ~~live up to~~repeat the same animosity ~~atomicity~~ and anger as the past administration.

F. *Cheryl Huppertz*- I am a little thrown off by the Mayor stuff. I don't think we need to have any more turmoil in our town. I do support the Cannabis being put towards cleaning up the town. I am glad that we put down the EOC as I think that is a waste of money. I am curious about the prioritization of roads, as there are roads that I haven't seen. Planning and Zoning would bring a list of roads and I haven't seen that done since you have been in office. I do think, as we talk about Nugent and Venus Road (E or W) but the middle school really needs it. I would like to address the YESes! Program, I think it's great that we had it last year, but the school is offering it now, but I am not sure why we aren't participating. Remember people like to go with free. I also wanted to ask about the Admin. Assistant, is it additional.

Mayor Jaramillo clarified the Administrative Assistant was not a new position but rather sharing duties [front desk and P&Z].

G. *Tim Miller*- I agree with Chuck Ring and everyone else, I think you are all doing a fine job but no reason to remove the horses during the race. Second issue I want to bring up is that we have been unable to get a meeting. We are having problems with failure to follow our own ordinances with our animal control. I would like our Town Manager to set up a meeting. According to our ordinances all strays will be picked up. I would like to get it reworked, but we are not following our current.

H. *Dana Striker ~~Sterley~~, Chair of Animal Welfare Advisory Board*- I have sent an emails to meet with the Town Manager and the Commissioner [Powers]. Chief Jimenez did return the calls and always gives me his time. After seeing everything with the Mayor I can see where I stand, as a female. You set the bar just like Bassett. If you think that was a disaster.

Commissioner Power- The board's job to advise the Commission, and have you done that? I would advise you to put all your concerns in a letter and deliver to all the Commission.
Dana said we are not following our ordinance and would like to hear back.
Commissioner Powers said we can get it on an agenda item and get these items addressed.

I. From~~Anyone on~~ Zoom.

Linda Burke- On the YESes! Program when Boys and Girls Club and MESD, I called Colby and wanted to know more about what the program would entail. I started the YESes! Program initially. I really wanted to understand what they had to offer. That academic element was a National Program and would be age appropriate. The character program is age appropriate. The field trips are unsure about what is availability. It is a program seen in cities for latch key kids. There is no familiarity

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with our community. I don't know if Edgewood fits their program. Local control is important.

Ray Seagers- Echo Ridge Item- The design for the clearing area, the berm and horse trailers, room for 9 trailers is based on a 2 horse trailers. Not a lot of people have 2 horse trailers out here. The handout has a sketch that looks like it is from BLM. We had a sketch that had trailers on the outside and had room for 6 horse trailers. I do know how you can get anything in there with the way it is designed, not for a 4, 6 or trailer with a live in area. I think it is impractical.

-Commissioner Powers encouraged everyone to stay for the successor mayor and mayor pro tem agenda item and hear the debate and see what the intention is in commission manager form of government. There were comments this is gender or sexist; there are four men here that appointed the first female mayor in Edgewood's history. He said it was not [because of gender] and encouraged everyone to stay to hear the full intent of this.

IV. CONSENT AGENDA

Commissioner Anaya said at the beginning of the meeting he asked for an item to be removed from the agenda; it is about abortion. He said this is not about gender, he believes women should be running the country because the men have already messed it up. He is in favor of he or she.

A. Approve/Amend/Disapprove Minutes

i. July 19, 2022
ii. December 13, 2022
iii. February 24, 2023
iv. February 28, 2023

Commissioner Sterling Donner moved pull for work.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

V. MATTERS FROM THE COMMISSIONERS

DRAFT

A. Audrey Jaramillo, Mayor

i. Passed due to~~For go for~~ time restrictions tonight.

B. Jerry Powers, Mayor Pro Tem

i. EOC SF County. It is a group that activates in an emergency not a place; we suspended development here. There was misinformation such as not covered by Santa Fe County, need own. Manager Perry, Commissioner Anaya, and himself went to Santa Fe and also met with Fire Chief Vigil.
Noah put up photos for Commissioner Powers of the EOC.
They agreed to add Edgewood to a Taskforce. Our taxes paid for this and this gives us time to investigate this. Web EOC software we may not have had to purchase; the state provides it free.

C. Phil Anaya

i. It was an eye-opening experience to go down there and see everything that Santa Fe County has for us. It is a large warehouse. Semi equipped with all the start of the art equipment. Huge white command rig: don't know what you would call that thing. It was rather amazing. The EOC did a mock training in La Cienega by La Bada. The news said it was very successful. They are going to do the same thing for us, a mock evacuation. The Commissioner we have now is extremely knowledgeable and helpful. We need to stop and realize that we are a community and are a part of Santa Fe County. People live here and work for Santa Fe County and have children in the school district. To say Santa Fe County doesn't care about us, I am here to tell you that is not true.

D. Ken Brennan

i. Thank you to the Edgewood Police Department for the rapid response to SME.

Mayor Jaramillo asked Chief Jimenez to give a short context of this.

E. Sterling Donner

i. Last week got a little heated. There were things that needed to be addressed as a whole Ce~~o~~mmission. I may have lost my composure a little bit. There are things that need to be addressed and cannot be done outside of here. The only way we can express that is by doing it in a meeting. Anyone who knows me, or the men up here are a long way off calling us sexist. I do implore you to listen to the agenda items and it is not personal we are not removing anyone.

VI. MATTERS FROM THE CLERK

A. Clerk McCracken thanked Commissioner Anaya for those comments; she worked for the County as well.
Legislative update: HB 232, SB 43 and HB 4.
Clerk workshop and Spring meeting

DRAFT

HR update: lost two employees, have offer for one, two new hires. PD items.
IPRA- 7 currently and should be finished this week.

VII. MATTERS FROM THE TREASURER

A. Only item is that the Audit for FY22 has been released, is public, and Chris Gardner will be here the next meeting to present the audit as required by law.

VIII. MATTERS FROM THE CHIEF OF POLICE

A. Only item is that we are looking to add a chaplain to our department. The hardest thing we deal with is death notification.
Mayor Jaramillo added that under Mayor Hill we had a chaplain, Navarre.

IX. MATTERS FROM THE TOWN MANAGER

A. We have a great staff. I have a rule, no drama in the office. I appreciate that no one brings it in. Come with a solution, not just a problem.
One large issue is the wastewater treatment plant. We have an item tonight, sludge removal, thank you to business and finance for getting our PO. It was downgraded and goes back to water quality and day to day operation.
We've had great progress. When need data before we can make decisions. (Get name) will be taking samples to identify the problems. We have a mechanical sampler at the wastewater treatment plant that will help.
We are ready to move forward with Appaloosa.
He will save the Town of Edgewood $100,000 by being the project manager. We are lucky to have an electrical engineer on staff.
We have asked for funds.
I won't stop on Church St until it is done. It's great that we have plans but we need to have some serious conversations.
We need to design a strategic road plan. We are just in this cycle, I propose that we look at ARPA money, excise tax, percentage of GRT funds, and reimbursements.
Items needed for roads need to be built in the budget with a 5-year plan. This is a high priority the community wants. We need to buy equipment to build roads.

Commissioner Anaya thanked Manager Perry and suggested we utilize leases. We can use the gravel on the roads.
Mayor Jaramillo agreed with strategic planning and believes we are ready for this.
People have expressed concerns about the past couple meetings and have suggested a retreat; we can schedule in the near term. She thanked him and the team.

X. DISCUSSION AND ACTION ITEMS

A. Operation According to Commissioner/Manager Form of Government.

Commissioner Powers discussed the reasons for commission manager form of government and the new role of mayor. He believes what is proposed tonight would

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allow for cross training. The People have more power with initiative, referendum, and recall. It works best in preventing corruption and giving the best representation to the People.

B. Commissioners Should Not Edit Meeting Minutes Outside of Commission Meetings.

Commissioner Donner clarified Commissioners are not editing meeting minutes after they have been approved by the Commission.

C. Naming a Successor to the Mayor Pro Tem appointment Per New Mexico Statutes Chapter 3 - Municipalities Article 14 - Commission-Manager Form of Government; Section 3-14-10.

Commissioner Powers said it was difficult for the Commission without a transition period and we have two Commissioners [with a four-year term]. He said these positions are superficial, and the biggest difference is who is running the meeting; he will still be serving the Town. Other Commissioners can get an opportunity to chair the meetings and get that experience.

Commissioner Powers moved to name Phil Anaya as successor to the Mayor Pro Tem position.
Commissioner Donner seconded.

Discussion:
Commissioner Anaya asked if he was resigning from his position effective immediately or 6 months from now. Commissioner Powers said he would amend his motion to be effective March 27th and he would still be willing to sign between now and then. Commissioner Anaya said he was willing to help out and he is here all the time and willing to do what it takes for the Town to get the best help that it can. He does have a lot of experience but would rather Mayor Pro Tem Powers keep it. But if he chooses not to, he will accept. Commissioner Powers said it was only for running meetings and being replaced was not sexist and it was the best thing, and we only have authority as a body.

Mayor Jaramillo asked town attorney Nann Winters to come up to address the term of Mayor Pro Tem. She said it is a term that can change from time to time; it is not akin to the term that attaches to Mayor.

Commissioner Powers asked about removing appointees and resignation. Ms. Winters responded that there is a specific statute for that and resignation is on the table for anyone. Mayor Jaramillo asked if Mayor Pro Tem Power's motion included him resigning. He said no. Death, removal, or resignation is regarding mayor; Ms. Winters said you can make a motion to make someone else Mayor Pro Tem and it doesn't mean you are resigning.

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Attorney Winters clarified it is much more than just running a meeting; there are half a dozen to a dozen duties of the mayor, despite the fact this is a commission manager government; there is more than ceremony to it. She listed several duties such as signing checks and documents, bonds, declaring an emergency, and appointing to boards. She understands what the community went through several years ago. This is not a strong mayor form of government.

Commissioner Donner clarified other Commissioners cannot sign certain documents. Mayor Jaramillo said Commissioner Anaya didn't need training and experience he has already chaired many meetings. He added school board and CDRC in Santa Fe. She answered she does not want Mayor Pro Tem Powers to resign, and her philosophy is the same as the public that the community needs consistency, stability. Changing things at the whim of every commission is not a good idea for stability and that includes Mayor Pro Tem.

Mayor Jaramillo recognized Public had comments, no objections to hear them. Commissioner Anaya called point of order to have Ms. Brennan state her name.

Debbie Brennan- cross training is good but hesitant in this manner; the continuity the Town likes to see; keep positions and train on Roberts Rules. Think about how Town will react but everyone should be up to speed on the rules.

Mayor Jaramillo suggested MOLI [Municipal Officers Leadership Institute] training and also parliamentary procedures training at the retreat. The Clerk has provided us with helpful information. Shadowing is another option.

Chuck Ring- doesn't want to see us go around in circles and change mayor or mayor pro tem every 6 months; wait until the next election.

Mr. Nicely, NMML/NMRSIF- added more about MOLI training. Added the best way to instill faith in process and form of government is to follow the letter of the law. He is happy to provide a written analysis of successor mayor agenda item. NMML will have a new website that has training.

Commissioner Brennan questions the wisdom of doing this right now; it is better to work through problems. He doesn't think this is time to make these changes as there are enough changes going on both with our political and personal lives. He likes the idea of shadowing and training. He has learned a lot on the NMRTD Board.

Commissioner Donner referred to the four views and gray areas, we can come up with our own resolution and reduce the term from two to one year.

Ms. Winters said her view of the mayor's term aligns with Mr. Nicely's-Commissioner Powers called point of order this is not on the agenda until the next item. Ms. Winters said she was addressing Commissioner Donner's point; it is not a color as it concerns

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mayor pro tem and it definitely is not a gray area as it concerns the mayor's term. Commissioner Powers said we have two other attorney's opinions and we can hold off since she will be here anyway.

Mayor Jaramillo checked with Commissioner Donner if we can hold off; he agreed.

Commissioner Powers said he is hearing the Commission is divided; **he withdrew his motion.** Allowed with unanimous consent.

Commissioner Donner said there is already continuity amongst the five of us.
He withdrew his second.
No objections to withdrawal of the motion.
Commissioner Anaya withdrew his acceptance.

Motions withdrew. No motion.

Four Legal opinions delivered to Commissioners from Nann Winters of Stelzner, Winter, Warburton, Flores &Dawes, Clinton Nicely of The New Mexico Municipal League, Frank Coppler of Coppler Law Firm, and Ron VanAmberg of VanAmberg, Rogers, Yepa, Abeita, Gomez and Wilkinson.

Nann Winter and Clinton Nicely agree state statue is clear on Mayor term length and when Mayor position is changed.

Frank Coppler and Ron VanAmberg take stance that Mayor term length is not 2 years and can be shortened.

Commission discussed the attorneys to work together on a professional opinion to be presented to the Attorney General.

D. Naming a Successor to the Mayor appointment Per New Mexico Statutes Chapter 3 - Municipalities Article 14 - Commission-Manager Form of Government; Municipalities Over 1,000 Section 3-14-10 - Commission-manager; selection of mayor; duties.

Commissioner Donner moved to table this agenda item to a future meeting.
Commissioner Powers requested to hear from Attorney Frank Coppler via phone.
Commissioner Donner withdrew his motion so discussion could continue.

Mr. Coppler referenced 3-14-10 and said it can only be read in context of case law. He said the two-year term can be extended and Ms. Winters agrees. However, he believes the 1917 Haymaker case allows for selection of a new mayor causes the removal of the current mayor; they serve at-will. Mayor Jaramillo would have standing to challenge

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the decision in Court and go to Court and ask for a writ of mandamus. The District Judge could decide.

Commissioner Powers said we may table this for tonight, thanked him and asked about the other attorney opinions and if they would work together.
Mayor Jaramillo asked Mr. Coppler if that she would have to take this to Court and if that would be legal expense the Town would have to incur.
Mr. Coppler said that would be legal expense she would have to cover herself because she was bringing it on her behalf but there may be ways around that.
Mayor Jaramillo said that would take time in the courts and she only has 9 months left [of her term]. Mr. Coppler said mandamus is the way to get a decision on a disagreement.

Commissioner Donner said this was not what he wanted, not the legal aspect of going to a judge. He said it could be brought up in the future. Ms. Winters added that in lieu of going to court or dueling attorney opinions, Mr. Nicely suggested and she agrees an AG opinion could be requested. Mr. Coppler said AG could be a lot slower than the court.

Ms. Winters added the language was clear and you would have to ignore five different things to get to Mr. Coppler's opinion. 1) Plain language 2) Legislature knows how to make you at-will 3) You cannot render words useless 4) remedy die, removed, or resign 5) you can sit for more than 2 years but not less.
Commissioner Donner asked about the word "or". Ms. Winters said the or means it can be more than 2 years and gave a client example. Have to look at the end result of the other opinion because it would not be the intention to change at any time (at-will).
Commissioner Powers said these are the kinds of arguments for court and thinks this is prejudicial to one side.

~~Break at 9:40pm, back into session at 9:50pm~~

Commissioner Jerry Powers moved to direct the attorneys, the Town attorneys Ms. Winters, Mr. VanAmberg, and Mr. Copper to work together to find a unified opinion ~~post pone~~ and table to an indefinite~~ly~~ time in the future to bring it back up or bring an ordinance.
Commissioner Donner seconded.

Discussion:
Mayor Jaramillo asked for friendly amendment "if possible" for unified opinion.
Commissioner Donner stated this was not his intent and withdrew his second.
~~and send the attorney opinions to the Attorney General.~~
Commissioner Anaya asked for attorney opinions; Mayor Jaramillo asked for a second.
Commissioner Kenneth Brennan seconded the motion.

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Discussion:
Mr. Coppler requested a deadline of 2-3 weeks. Commissioner Brennan said he liked the idea of getting an opinion. Commissioner Powers said it wouldn't be many hours.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Commissioner Kenneth Brennan moved Set the due date as Tuesday March 21, 2022, for the lawyers to come to together.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

Break at 9:35pm, back into session at 9:50pm

E. Restructuring the Police Department.

Chief of Police- $20,000-dollar budget impact each year. Time frame is dependent on Commission approval.
Treasurer- with the Police Department Budget it is do able.
Manager Perry- This would create more jobs and a huge advocate of this restructure.
ORG CHART

Commissioner Sterling Donner stated this would help with retention and morale providing opportunities; he moved to approve the new organizational chart effective March 20, 2023.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*

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Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

F. Appointment of Rachel Martinez to the Edgewood Library Advisory Board.

Rachel shared her plans for family and continuing to serve.

Commissioner Audrey Jaramillo moved to appoint Rachel Martinez to Library board. Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

G. Appointment of Brian McMurtrey, Glenn Sellers and a two-year extension of Dianna Boyd to the Park's and Recreation Advisory Board

Commissioner Sterling Donner moved to appoint Brian McMurtey, Glenn Sellers and the two-year extension of Dianna Boyd to the Park's and Recreation Advisory Board. Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

H. Town of Edgewood Position Classification and Salary Plan Update.

Mr. Vincent Yermal presented the Position Classification and Salary Plan Update. In 2006, the Town adopted a market-based approach to putting value on the jobs within the Town. There are 43

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classifications, not all are filled. In 2008, 2011, and 2016 there were updates. In 2016, the Town adopted a fixed salary structure.— The Town is in very good shape; everyone was within the range and within the prevailing market rate for the positions. He reviewed the exhibits with the Commission.
Commissioner Anaya asked about an audit finding and the Treasurer and Mayor answered. Clerk McCracken clarified this helps with the hiring payrates.

Commissioner Filandro Anaya moved approve Item H Edgewood Position Classification and Salary Plan Update.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

I. Resolution 2023-008 Police PERA Pick Up

Commissioner Sterling Donner moved pass Resolution 2023-008 Police PERA Pick Up.
Commissioner Audrey Jaramillo seconded the motion.

Discussion:
Typos were corrected. Mayor Jaramillo asked the Treasurer to ensure the pickup didn't keep building and increasing each year on itself; he clarified the new rate is only 40% of whatever the new rate is. Commissioner Powers asked if it would correct issues with paychecks; Treasurer said that was a different issue.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

J. Finance is requesting permission to close the following Funds:

- Fund 226 Veterans Memorial Fund, $250
- Fund 227 Buy a Brick/Playground Equipment, $5,600

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Treasurer Steininger requested to close these funds since they are stagnant (10 years) and there is higher risk of the funds missing.

Commissioner Powers moved to close Funds 226 and 227.
Commissioner Anaya seconded.

Discussion:
Mayor Jaramillo shared Roger Holden's thoughts that these funds are restricted and tracked separately and recognized the funds should be revitalized and used for their purposes. She was not in favor of closing them, but they should be brought back active. Through Parks and Rec we can do the bricks again for Section 16. Mayor Hill was instrumental in these programs and shared some information as well.

Commissioner Brennan asked if we have these and we need to put on the next meeting's agenda to make a walkway going from parking lot to the pavilion on Section 16.

Commissioner Powers withdrew his motion with no objections.

Move to another meeting.

K. FY2022 Audit Report, Finding 2022-002 (2021-003) corrective action.

Treasurer Steininger went over the finding and corrections needed and recommended approval.

Commissioner Filandro Anaya moved to approve FY 2022 Audit Finding, make a correction suggested by Treasurer Steininger with the previous pay amounts posted as a starting point. Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

L. Finance is requesting permission to amend certain aspects of processing payroll.

Treasurer Steininger explained the difficulties with the current pay cycles and recommended everyone be on the *same* 26 biweekly pay schedule with the exception of items federal/state law or court order.

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Commissioner Audrey Jaramillo moved to give finance permission to amend certain aspects of processing payroll to put all on biweekly 26 week cycle that does not interfere with Federal and State Laws.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

M. Resolution 2023-004 Bar #3

Treasurer Steininger went over the Budget Adjustment Request (BAR) proposed such as salaries and debt for current schedules, furniture, cell tower fund, increasing expenses, abandoned buildings, cannabis, etc.

Commissioner Filandro Anaya moved to approve Resolution 2023-004 Bar #3.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

N. Approval of procurement for Appaloosa Road.

Manager Perry asked for authority to procure for Appaloosa Road.

Commissioner Filandro Anaya moved to approve to have the Manager get procurement for Appaloosa Road.
Commissioner Sterling Donner seconded the motion.

Discussion:
Mayor Jaramillo clarified it could be a CES vendor or statewide contract. If it had to go out to RFP it would come to the Commission and then a selection committee.

Commissioner Filandro Anaya	*Aye*

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Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

O. YES! Program and Funding.

Mayor Jaramillo requested permission for the administration to pursue funding from the County and perhaps other areas. We already asked the County Manager with Manager Sensanbaugher.

Commissioner Audrey Jaramillo moved to approve pursuing ~~Yes~~YES! Program ~~and~~ Funding for this year.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

P. Approve the proposal from Enviroworks to proceed with construction for Echo Ridge.

Mayor Jaramillo said the deadline to spend this funding is not June 30th therefore, we do have time to go out to bid. She will not make a motion to approve this vendor, as the Treasurer found they are not a CES vendor.
Commissioner Powers shared Ray Seagers' concerns on dimensions and changes on the development plan. Ben Wiltbank answered with details.
Commissioner Anaya recommended going with the plans submitted and not make any changes until it is approved by BLM.

Martha Eden- shared the history of citizens' and horseman's standpoint.
Ray Seagers- agreed it will have to be after close deal.

No action was necessary since the Commission had already approved going out to procurement for ECHO Ridge.

Commissioner Anaya asked about finding another CES bid; CPO Brad Hill said IFB written bids are required on this item.

Q. Approval of Task Order #6 for Bachelor Draw Trestle Pedestrian Bridge and RFI.

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Manager Perry deferred to Ben Wiltbank who covered the upcoming process for the bridge to get it finished and constructed.

Commissioner Filandro Anaya moved for Task number 6 Bachelor Draw Pedestrian Bridge to be approved.
Commissioner Jerry Powers seconded the motion.

Discussion:
Commissioner Powers asked about estimated time to complete. Ben answered the schedule will be a condition of the bid by the engineers.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Mayor Jaramillo asked Manager Perry about Project Manager position description coming to the Commission.

R. Road's Department Equipment Funding.

Mayor Jaramillo said we should request permission from the Commission before applying for a federal appropriation.

Commissioner Audrey Jaramillo moved to approve pursuit of funding for Road's Department Equipment.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

S. Revised Resolution 2023-006A approving application to NMDOT Municipal Arterial Fund for 2023/2024 2023 MAP Application.

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Mayor Jaramillo and Commissioner Powers clarified this is just adding Church Street to the MAPs application.

Commissioner Jerry Powers moved to approve Revised Resolution 2023-006A.
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

T. Resolution 2023-009 Creating a Blight Abatement Fund With Cannabis Excise Tax.

Commissioner Anaya asked P&Z Manager Brad Hill to review this. Edgewood has 4 times the amount of abandoned and blighted houses as the City of Albuquerque per capita. This is a serious problem that needs to be addressed. Commissioner Anaya came up with this concept so P&Z has a resource. The intent is that this is eventually a revolving fund where it pays for itself by recapturing our funds. Under this protocol this will make a significant difference for the Town reducing the blight and nuisance properties over an estimated 3-6 year period (verses 36 years at current funding level).

Mayor Jaramillo recommended changing this Resolution into an Ordinance as may be required to assign tax revenue. Mr. Hill is meeting with legal counsel and will model after the City of Belen.

Commissioner Kenneth Brennan moved approve Resolution 2023-009 Creating a Blight Abatement Fund with allocating a Cannabis Excise Tax fund.
Commissioner Filandro Anaya seconded the motion.

Commissioner Powers Friendly Amendment Blight Abatement Fund will commencego and terminate after a period of 3-years [sunset]. Commissioner Brennan accepted.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Mayor Jaramillo stated that to restrict tax revenue that an ordinance needs to be presented.

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Brad Hill stated he had a meeting with Nann Winters and ~~can discuss this but have an ordinance similar to Belen's being created~~Commissioner Anaya stated they have an aggressive timeline for this.

U. Approval of Resolution 2023-010 Authorizing the Submittal of an Application for the 2023-2024 New Mexico Department of Transportation Cooperative Funds for Street and Drainage Improvements within Edgewood

Commissioner Powers said a Resolution was not required for this but brought for transparency. Mayor Jaramillo shared the community has asked for a process for priorities of roads.

Commissioner Anaya motioned to adjourn for the night. Died for lack of second.

Commissioner Kenneth Brennan moved approve Resolution 2023-010. ~~Authorizing the Submittal of an Application for the 2023-2024 New Mexico Department of Transportation Cooperative Funds for Street and Drainage Improvements within Edgewood.~~
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

V. Approval for Clerk Nina McCracken to attend the NMML Clerk's Association Workshop and Spring Conference April 18-21, 2023, in Albuquerque, NM.

Commissioner Audrey Jaramillo moved to approve Clerk Nina McCracken to attend the NMML Clerk's Association Workshop and Spring Conference April 18-21, the cost would be $275.00 with ancillary fees and travel and per diem.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

W. Approval of Administrative Planning Assistant Job Description.

DRAFT

Commissioner Donner asked why the Commission is approving job descriptions. Mayor Jaramillo said even in this form of government the governing bodies approve because they hold the purse strings and budget what the administration is approved to have.

Commissioner Sterling Donner moved to approve Administrative Planning Assistant Job Description.
Commissioner Kenneth Brennan seconded the motion.

Discussion:
Mayor Jaramillo clarified this is not a new FTE, just changing the role of the administrative position that already existed to have ½ time up front [at Town Hall] and ½ time at P&Z. P&Z Manager added their need for administrative support in P&Z.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

X. Appointment of Chief Roger Jimenez, succeeding Robert Burger, as Emergency Manager, Emergency Management Coordinator & Liaison to the Santa Fe County Office of Emergency Management for All Hazard Emergency Management purposes.

Commissioner Jerry Powers moved Appointment Chief Roger Jimenez as Emergency Management Coordinator to the Santa Fe County Office of Emergency Management for All Hazard Emergency Management purposes.
Commissioner Filandro Anaya seconded the motion.

Mayor Jaramillo shared concerns about not unappointing Mr. Bob Burger. Commissioner Powers said this was replacing him. Commissioners Anaya and Powers asked for Emergency Management documents; Mayor Jaramillo said they are in the TOEEM One Drive. Chief they discussed he would be Coordinator of Point of Contact, not Emergency Manager and Chief Vigil said there would be a legal issue with title Liaison.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

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Commissioner Sterling Donner moved to remove Bob Berger as emergency manager and point of contact for Santa Fe County Office of Emergency Management for all Hazard Emergency Management purposes. Commissioner Jerry Powers seconded the motion.

Commissioner Powers Friendly Amendment to remove Robert Berger as Eemergency Mmanager or Eemergency Management Ceoordinator for the Town of Edgewood for Santa Fe County and all purposes. Commissioner Donner accepted.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

Y. Call for a Public Hearing on Abortion Business Ordinance.

Requested Public Hearing 14 days post Workshop April 4th 6:30PM.
Public Hearing April 25th 6:30PM

Commissioner Anaya left the meeting at 11:29pm.

Commissioner Donner said the state trying to limit what municipalities can do and he has been working on this ordinance for a number of months and it was time to bring it to the Commission and let the citizens decide how we move on this. Commissioner Powers asked for the draft and mentioned HB 7 restricts these types of ordinances but the Governor has not signed it yet. He asked for legal opinions and Commissioner Donner confirmed and said other municipalities have this ordinance; the intention is not to ban abortion businesses – they have to follow federal guidelines.

Noah shared the draft on-screen.

-Commissioner Donner said we need a municipal medical code as we expand.
Mayor Jaramillo Said we can have a draft on the website and he wanted to get permission to have a hearing. In the past we have not had a draft and called for public hearing.

Clerk McCracken reminded that we need to publish for 14 days in the paper so this was to set a date to start that process.

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Commissioner Powers said we need a draft

~~Commissioner Brennan requested a workshop before Public Hearing.~~

Commissioner Sterling Donner moved for a call for a public hearing on Abortion Business Ordinance.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Anaya	*Absent*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Nay*

The Motion Carried 3 to 1.

Commissioner Brennan requested a workshop before Public Hearing. Commissioner Donner agreed, 100 people want this, it is not time sensitive. Chief asked for notice for safety and security purposes, a couple weeks.

The Commission agreed to Tuesday, April 4, 2023 at 6:30pm for the workshop and Tuesday, April 25, 2023 for the public hearing during our regular meeting.

Z. Call for Public Hearing on small brewer off-site liquor license for Tap Room.

Clerk McCracken suggested April 11th~~.~~

Commissioner Kenneth Brennan moved have a public hearing 11th of April.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Absent~~Aye~~*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XI. PUBLIC HEARING

A. Ordinance 2022-01 Procurement

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Removed for future meeting, first Monday of May.

XII. PUBLIC COMMENTS

A. *Scott Eliason~~Jaramillo~~*- Directed to Commissioners, Manager and towards Commission and Commissioner Donner. Leadership issues exist and wanted to thank you for the apology. Great leadership example.

XIII. FUTURE MEETINGS

A. Regular Commission Meeting- March 28th, 2023 @ 6:30pm, Edgewood Commission Chambers

B. Regular Commission Meeting- April 11th, 2023 @ 6:30pm, Edgewood Commission Chambers.

C. Regular Commission Meeting- April 25th, 2023 @ 6:30pm Edgewood Commission Chambers.

D. Set up 2 Day retreat via Survey Monkey by Clerk McCracken.

XIV. FUTURE EVENTS

XV. CLOSED SESSION

A. Pursuant to NMSA 1978 Section 10-15-1(H)(7), for confidential discussion regarding pending litigation McGill et. al. v. John Bassett et. al.

Mayor Jaramillo requested to add to the next meeting for an update, Commissioner Powers agreed.

~~move to closed session at~~

~~to come back into session at~~

XVI. ADJOURN

Commissioner Brennan motioned to adjourned. Commissioner Donner seconded.

Commissioner Filandro Anaya	*Absent*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

Mayor Jaramillo adjourned at 11:509~~09~~pm.

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Passed, approved and accepted on the 13~~11~~th of ~~April~~June 2023

ATTEST:

Audrey J. Jaramillo, CMO, Mayor

Nina R. McCracken, Clerk

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Town of Edgewood

Regular Meeting **Minutes**

Tuesday, March 28, 2023, 6:30 PM

DRAFT 4.3.23

I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Pro Tem Powers called the meeting to order at 6:33 pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo (Zoom), and Commissioner Jerry Powers
Absent:

II. AGENDA APPROVAL

Commissioner Anaya motioned to approve the agenda for tonight. Commissioner Brennan seconded.

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. CONSENT AGENDA

A. Approve/Amend/Disapprove Minutes

i. July 19, 2022
ii. December 13, 2023
iii. February 24, 2022
iv. February 28, 2023
v. March 14, 2023

B. Department and Advisory Board Reports

i. Police
ii. Animal Control
iii. Municipal Court
iv. Roads
v. Library
vi. Parks and Recreation

K.R. Scott, Parks and Recreation Advisory Board, updated Commission on Teen Advisory Council (handout) and Project 4/25 Outline (handed out).

Commissioner Anaya- Is the Park and Recreation in charge of the Yes! Program?

Kr. Scott- Yes. Discussed on agenda.
ParksandRec handout

vii. Maintenance
viii. Wastewater
ix. IT Technology
x. Planning & Zoning
xi. Finance

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Commissioner Brennan-What I understand is the minutes here are different then what was available online on Friday?

Mayor Pro Tem Powers- From what I understand is the minutes in the packet were edited from the original draft.

Commissioner Filandro Anaya *Aye*

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Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Commissioner Filandro Anaya moved to remove Items A and C section 12. These items will break the law under house bill 7 passed by House and Senate and signed by the governor. (Will wait until later)
seconded the motion.

xii. *Mayor Jaramillo*- Do we have any advisory boards to report to us?

Mayor Pro Tem Powers- KR. Scott is here from the Parks and Rec Board.

Mayor Jaramillo- A few things on department reports. I was curious if we have seen anything on Wastewater. Are we getting a monthly report?

Mayor Pro Tem Powers- The Wastewater Operator is out here now from Utah doing a special cleaning on the plant that takes place every seven(7) years, and is working on compiling the report. We should have the report next meeting.

Mayor Jaramillo- Asked about Parks and Recreation report (Ben) and Animal Control report, not sure who we'd be getting those reports from would that be the tech? The Police Chief and Manager can decide how the animal control report can be done. The Treasurer Report spend a little more time on, the last few months have been busy, but would like to bring back GRT graph and trends that will be helpful with budget. The check runs we normally get with our monthly reports as well, and hopefully can get caught up on those.

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo, Mayor

i. In DC lobbying for the Town and New Mexico with the League of Cities. Reiterated to everyone (delegates, senators, representatives) our needs for the state and the Town of Edgewood. They seem to be slow getting the funding out to the agencies. Very positive for levels of funding.

B. Jerry Powers, Mayor Pro Tem

Forego my comments tonight.

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C. Phil Anaya

Has a concern about where the Town is heading. We had a very heavy meeting that lasted until midnight. I don't want to see us going through meetings like that again, where we are constantly at each other's throats. Everyone has a passion, but we need to start our meetings much earlier. I personally cannot last until midnight without my medication. Under future meetings we are discussing abortion, and a bill was passed in the House and Senate and signed by the Governor. It is clear. We took an oath to uphold the laws of New Mexico. We do not need to spend any more money on lawyers. If we go down this path we will lose and costs us money that we don't have.

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i. Getting questions on dumpster days. When will we have them? Hopefully starting in May.

E. Sterling Donner

i. I think we should listen to the people about the abortion issue and let them decide what we do. I have had numerous phone calls in support of this. It is not about politics; it is about morals and protecting the lives of unborn children. I don't know why this State has gone down the way it has and taken on issues that are immoral and Fil I am disappointed in you man, claim to be this high moral individual that has biblical values, but I don't see it in this issue. We can talk about it next week at the meeting.

VI. MATTERS FROM THE CLERK

A. Have hired Bradyn Burke as Librarian Operations Manager. Have librarian position internally and will post externally this week. and Planning and Zoning Administrative Assistant posted. Have received numerous applications for Planning and Zoning Assistant and will work with Manager and Planning and Zoning Manager to schedule interviews.
Will be going to Albuquerque for an Open Enrollment Benefit meeting April 11th.

VII. MATTERS FROM THE TREASURER

A. The budget cycle is about to begin, what is the Town's history number of or frequency of public hearings, meetings and process. What has been the practice in the past?

Mayor Jaramillo- The Town historically done in the past has had at a minimum one budget workshop and there was a rocky time when minutes weren't taken and was not publicized enough. The pattern going forward, the last two years, have it accessible to the public and recorded, to have the minutes taken and placed on agendas. It will probably take two workshops, a public hearing for sure, on the agenda quite a few times and it was interrelated with the ICIP discussions. ICIP can wait until June or July. The inter-budget piece, need department heads to submit their wish lists and had

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them present a PowerPoint at a workshop. Time Frame- Sooner then later. It would be great to get it done in one workshop but probably will take two.

Treasurer Steininger- Department Heads have been given their initial draft [budget] and are due back this Friday. We have already received major impact areas. As soon as the rest are received I will create a comprehensive list and I will get with the Manager on dates for workshop.

Department of Finance Administration has rolled out a test budget module and I have volunteered Edgewood to be the test pilot to find the flaws in it.

VIII. MATTER FROM THE CHIEF OF POLICE

A. To answer the Mayor's question on the Animal Control Report, I will coordinate with Ms. Piazza to start putting the AC report on there. I will make sure that is a routine we do every month.
We are doing the Easter Egg hunt this Saturday with the hunt starting at 10:15. Last year there was some confusion.
Bring out the training that we are doing this month. April 6th we are doing mental health training with all the surrounding agencies. We are doing that at the Police Department (PD). We have sent some EPD officers to the BCSO (Bernalillo County Sheriff's Office) training. This is important for law enforcement to get the mental health they need. May 1st-2nd will be another Police Officer training in the Town Hall Chambers.
May 11th 2pm-4pm Town Hall Chambers- Narcan Training from the Department of Health for all Town Hall Staff, Volunteers, or anyone that would like to come by. It is important to have this training.

IX. MATTERS FROM THE TOWN MANAGER

A. Wastewater treatment plant seems to be in constant crisis for years and years, but we are getting it. Thanks Commissioner Powers for all he has done to guide the project. Josh Jantz, Road Crew Supervisor, helped clean with Mike Garcia at the wastewater treatment plant. The process began at 2am and doesn't stop until they are done.

A great synergy at Town Hall. The community comes in much more frequently to Town Hall to ask questions and help problem solve and offer to help with historical knowledge, which is greatly appreciated. The public knows things that we don't, or I don't, know.

X. DISCUSSION AND ACTION ITEMS

A. Santa Fe County Deputy Treasurer Patrick Varela regarding tax outreach.

April 18th and May 3rd 10:30-1 at Edgewood Satellite Office on Capital RD (Quail Trail) for Tax Outreach. Have handouts to place in Town Hall. Santa Fe County Treasurer and Assessor aware of Edgewood Soil and Water Conservation Tax Issues.

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SFC Treasurer's Office

B. 2022 Audit and Resolution

Chris Gardner presented. Provided 2022 Audit Results.
PBH handout

C. Nomination for appointment of Ryan Evans to the Economic Development Advisory Board.

Commissioner Filandro Anaya moved to approve Ryan Evans on the Economic Development Advisory Board.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

D. Approval for Planning and Zoning Commissioners and Planning and Zoning Department to attend NMLZO Semi-Annual Meeting/Workshop.

Brad Hill- This year's program focuses on Commissioners and Quai-Judicial proceedings.

Mayor Jaramillo- Do this need to be a BAR or do we have budget?

Brad Hill- I believe I have enough in my dues and that I am under budget.

Treasurer Steininger- Planning and Zoning(PandZ) still has $1500 dollars. They have only expended 48%. of their budget.

Commissioner Audrey Jaramillo moved to approve Planning and Zoning Commissioners and Planning and Zoning Department to attend NMLZO Semi-Annual Meeting and Workshop and approve a bar.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*

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Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

E. TPF Application Priority List: Nugent, Venus, Horton.

Mayor Pro Tem Powers recused self from this item due to owning land in the airpark and has access from Venus.

Manager Perry- Questioned why Nugent has not been on ICIP in the past. Has included due to feedback from Road Supervisor Josh Jantz.

Josh Jantz- Monthly must call 811 for line spot. Daily, morning and evening, having to check on Nugent. Cannot cut road lower than 4 inches due to lines.

Brad Hill- From land use perspective we only have one road that is main, 344. Only other road is Horton but Nugent to Frost is impassable, if you go down Nugent. We are seeing a lot of development.

Commissioner Donner- what is the order that we want to see for this?

Manager Perry- E. Venus. I did talk to DEC and we do not need to rank the roads, we can do three applications. My number 1 priority would be E. Venus. Wants Commission's guidance on which to prioritize.

Mayor Jaramillo- we have always done west because of the middle school and the fugitive dust.

Manager Perry- Lets do both.

Brad Hill- E. Venus is where development is happening. Had request for 3600 home development.

Commissioner Anaya- What is the length of Nugent?

Brad Hill- 1 mile.

Commissioner Filandro Anaya moved to approve TPF application to add Venus 1, Horton 2, and Nugent 3.

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Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

The Motion Carried 4 to 0.

F. Approval to go out for procurement for Comp Plan.

Commissioner Sterling Donner moved to approve procurement for Comp Plan and giving Manager and Brad permission to do so.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

G. Social Security Vote for Police Department.

Table until next meeting.

H. Lodger's Tax Board Items:
Approval to get bids for directional signage and approval to get proposals for video creation of the Town of Edgewood.

Commissioner Jerry Powers moved to approve going out for bids for directional signage and approval to get proposals for video creation of the Town of Edgewood.

Friendly amendment Commissioner Anaya- with approval of NMDOT.

Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*

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Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

I. Approval of MOU with the Bureau of Alcohol, Tobacco, and Firearms.

Commissioner Kenneth Brennan moved that we approve the MOU with the Bureau of Alcohol, Tobacco, and Firearms.
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

J. Approval for Manager to proceed with exploring possible utility franchise tax.

Commissioner Filandro Anaya moved to approve the Manager to proceed with exploring possible utility franchise tax.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

K. Call for a Public Hearing for Abandoned and Foreclosed Housing Registry Ordinance.

Commissioner Sterling Donner moved to approve the call for a public hearing for Abandoned and Foreclosed Housing Registry Ordinance.
Commissioner Filandro Anaya seconded the motion.

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Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

Commissioner Sterling Donner moved to approve the call for a public hearing for Abandoned and Foreclosed Housing Registry Ordinance on April 25th, 2023.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

L. Call for Public Hearing for Revision of Grading and Drainage Ordinance 2002-001.

Commissioner Anaya requested 18in Culvert.

Josh Jantz- 12 in is enough, due to phone lines and power lines.

Commissioner Sterling Donner moved to approve the call for public hearing for revision of Grading and Drainage Ordinance 2022-001 on April 25th, 2023.
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

M. Yes! Program Funding.

Mayor Jaramillo- Due to State Appropriations ($50k) not coming through asking Commissioners to pull from operational fund and split between fiscal years. $25,000 for this fiscal year and $25,000 for next fiscal year so we can have money to prepare

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for planning, but we also have the $30,000 from the County [Santa Fe].

Commissioner Anaya- Have you secured the $30,000 from the County [Santa Fe].

Mayor Jaramillo- Yes.

Commissioner Anaya- When did you do that?

Mayor Jaramillo- As soon as I found out it was in question. Yes, I have confirmation that the County [Santa Fe] will continue funding us for the 30.

Mayor Pro Tem Powers- Will this require a budget adjustment?

Mayor Jaramillo- I believe it will for Fiscal Year 23, it will not require a budget adjustment for 24 necessarily as we have not done the budget.

Commissioner Audrey Jaramillo moved for fiscal year 23 the Town do a BAR for youth programming under Parks and Recreation for $25,000 and approve $25,000 for Yes! Program Funding for Fiscal Year 24 budget.
Commissioner Sterling Donner seconded the motion.

Commissioner Anaya- Did you get confirmation or approval from the Commission on the 30,000?

Mayor Jaramillo- No we have never done that.

Commissioner Anaya- So they just send us a check?

Mayor Jaramillo- It is something we have to apply for reimbursement for.

Commissioner Anaya- So it is not guaranteed right now?

Mayor Jaramillo- It is guaranteed right now.

Commissioner Anaya- But we don't have that in writing.

Mayor Jaramillo- If you need to I can look for the text or voicemail.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

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Commissioner Jerry Powers *Aye*

The Motion Carried 5 to 0.

N. Request to purchase a police vehicle.

Commissioner Anaya- Are we trading in a vehicle for the same mileage?

Chief Jimenez- No we are not. This was only to show Kelly Blue Book Value.

Mayor Jaramillo- Questioned procurement procedure and budget availability.

Treasurer Steininger- There are concerns on purchasing a used vehicle. If we go sole source, we have to post for 30 days before we can accept the bid. Better for three quotes of comparable vehicle.

5-minute break at 9:05pm back at 9:08pm.

Commissioner Jerry Powers moved to approve procurement for police vehicle and all equipment needed over $20,000 and go out for procurement.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Kenneth Brennan *Aye*
Commissioner Sterling Donner *Aye*
Commissioner Audrey Jaramillo *Aye*
Commissioner Jerry Powers *Aye*

The Motion Carried 4 to 0.

O. Incode 10

Commissioner Audrey Jaramillo moved to approve the administration to go out for procurement on Incode 10.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya *Aye*
Commissioner Kenneth Brennan *Aye*
Commissioner Sterling Donner *Aye*
Commissioner Audrey Jaramillo *Aye*
Commissioner Jerry Powers *Aye*

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The Motion Carried 5 to 0.

XI. PUBLIC COMMENTS

Cheryl Huppertz 49 E Hill Ranch RD- Commented on two lawyers that were here last time. Going off Karen Kiser's comment, it seems like a lot of money to spend. Make a decision on one year or two years for Mayor/Mayor Pro Tem that starts in January for consistency. The town seems to be proceeding with the legal fees on the Basset Case when it's filed by individuals (Tom McGill and Adrian Terry; Powers dropped off). The Town should not be paying the fees.

John Terry- Jules Montgomery, basketball player Oversees Pro, he runs the RISE basketball School. I ran Knights Basketball School. We can do more together. No real programs or public facilities for kids in the East Mountains. Everyone here is very territorial about what they own. We've created a business plan to have two gym floors with a track around it, with a floor for volleyball, baseball and lacrosse. We have a property on 4th and Menaul. We are limited we do not have gym space. Talked to the Economic Development people in Santa Fe and if we have land, we can get funding. Spoke to Edgewood and found there is NM trust land available, and we can build an event center. Could conduct tournaments. 501 C3 non-profit is for underserved populations, the East Mountains is underserved. Would like the Town to explore the possibility of a partnership to build an event center.

Commissioner Anaya left meeting at 9:31pm for an emergency.

Linda Burke- The Chamber is hosting the Country and Living Expo at EVCA(Estancia Valley Classical Academy) on May 6th 9am-2pm. Would like to see the Town come out and promote events.

Martha Eden- nonpolitical public interest statement one of our sons. Stuart Seagers is running for the district 1 position for Central New Mexico Electric Coop (NMEC). Election Day is April 22nd at the Estancia High School Gym anyone with an account at NMEC can vote.

Mayor Jaramillo- clarify election is from 8:00AM until noon at Estancia.

XII. FUTURE MEETINGS

A. Workshop on Abortion Business Ordinance, April 4th, 2023, at 6:30PM

B. Regular Commission Meeting on April 11th, 2023 @ 6:30pm Edgewood Commission Chambers.
Public Hearing for Tap Room Off-site Liquor License.

C. Regular Commission Meeting on April 25th, 2023 @ 6:30 PM Edgewood Commission Chambers.
Public Hearing on Abortion Business Ordinance.

XIII. FUTURE EVENTS

A. Easter Hunt April 1st, 2023, 10:00AM-1:00PM at Venus Park.

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XIV. FUTURE AGENDA ITEMS

XV. CLOSED SESSION

A. Pursuant to NMSA 1978 10-15-1 (H) (7) pertaining to threatened or pending litigation in which the public body is or may become a participant; Relating to misuse of Public Funds (2020-2021).

Commissioner Kenneth Brennan moved to go into closed session Pursuant to NMSA 1978 10-15-1 (H) (7) pertaining to threatened or pending litigation in which the public body is or may become a participant; Relating to misuse of Public Funds (2020-2021) at 9:49pm
Commissioner Sterling Donner seconded the motion.

Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

Commissioner Sterling Donner moved that we come back into open session.
Commissioner Kenneth Brennan seconded the motion.

Mayor Pro Tem Powers open session at 10:08pm.

Mayor Pro Tem Powers affirms only the items on the agenda were discussed and no decisions were made.
All Affirmed**.**

Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

XVI. DISCUSSION AND ACTION ITEMS

A. Action Regarding Closed Session Items specified above.

None.

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XVII. ADJOURN

Commissioner Sterling Donner moved to adjourn.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

Mayor Pro Tem Powers Adjourned the meeting at 10:10pm.

Passed, Approved and Adopted on the 13th of .

_____
Audrey J. Jaramillo, CMO, Mayor

ATTEST:

_____
Nina McCracken, Clerk

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Town of Edgewood
Regular Meeting Minutes
Tuesday, March 28, 2023, 6:30 PM

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I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Pro Tem Powers called the meeting to order at 6:33 pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo (Zoom), and Commissioner Jerry Powers
~~Absent:~~

II. AGENDA APPROVAL

Commissioner Anaya motioned to approve the agenda for tonight.
Commissioner Brennan seconded.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

III. PUBLIC COMMENTS ON AGENDA ITEMS

None

IV. CONSENT AGENDA

A. Approve/Amend/Disapprove Minutes

i. July 19, 2022
ii. December 13, 2023
iii. February 24, 2022
iv. February 28, 2023
v. March 14, 2023

B. Department and Advisory Board Reports

i. Police

ii. Animal Control
iii. Municipal Court
iv. Roads
v. Library
vi. Parks and Recreation

~~K.R. Scott, Parks and Recreation Advisory Board, updated Commission on Teen Advisory Council (handout) and Project 4/25 Outline (handed out).~~

~~Commissioner Anaya- Is the Park and Recreation in charge of the Yes! Program?~~

~~Kr. Scott- Yes. Discussed on agenda.~~

ParksandRec handout

vii. Maintenance
viii. Wastewater
ix. IT Technology
x. Planning & Zoning
xi. Finance

Commissioner Filandro Anaya moved to approve the Consent Aagenda and under approval of minutes to remove March 14th for corrections. Commissioner Audrey Jaramillo seconded the motion.

Commissioner Anaya made a motion to remove items A. and C. under future meeting section XII from any actions taken by this body. This item, these items, will break the law under the State of New Mexico House Bill 7 that was passed by the state legislators both house and senate and signed by the governor.

Mayor Pro Tem Powers asked if Commissioner Anaya was amending his motion.
Commissioner Anaya clarified he wanted to remove items from the consent agenda; the March 14th minutes and the other items also.
Mayor Pro Tem Powers said those were already approved with the approval of the Agenda.
Commissioner Anaya said the consent agenda you could remove items on any part of the agenda.
Mayor Pro Tem Powers verified with Clerk McCracken the consent agenda was just item IV through item 12. He said Commissioner Anaya could make a motion after this to postpone those items and

Commissioner Anaya accepted [effectively removing his motion to remove items A. and C. under future meetings].

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Friendly Amendment - Mayor Pro Tem Powers - Wants to remove all minutes and have brought back with redline changes to be approved in a public meeting.
Commissioner Donner asked where the changes were. Mayor Pro Tem Powers said there were changes from the original he saw.
~~Commissioner Anaya accepts~~**.**

Mayor Jaramillo- There were quite a few changes made before they were uploaded to the packet, but the packet should be the correct~~ed~~ version.

Mayor Pro Tem Powers- So the version you did Nina, was edited after you did it?

In-audible.

Mayor Jaramillo- That has been our common procedure. Not after they are approved, but when the minutes are being prepared for the packet, yes, they are edited.

Mayor Pro Tem Powers- According to the Clerk Handbook the edits should be done in an open meeting. So, I would like to have a redline in a meeting so we can vote on the changes.

Commissioner Anaya accepted the friendly amendment he said because we voted on it.

Mayor Pro Tem Powers asked for any discussion.

Mayor Jaramillo- Just for clarification the minutes in the packet can be edited in an open meeting. The drafts go through several edits before they go into the packet. What is in the packet is what should be considered for changes in the public meeting; you should not have redlines of every single draft.

Commissioner Brennan- What I understand is the minutes here are different ~~then~~than what was available online on Friday?

Mayor Jaramillo- No.

Mayor Pro Tem Powers- From what I understand is the minutes in the packet were edited from the original draft.

Mayor Jaramillo- If you were reviewing the packet minutes, those are the correct minutes.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*

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Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

~~**Commissioner Filandro Anaya moved to remove Items A and C section 12. These items will break the law under house bill 7 passed by House and Senate and signed by the governor. (Will wait until later)**~~
~~**seconded the motion.**~~

~~xii.~~ *Mayor Jaramillo*- Do we have any advisory boards to report to us? She requested to give the opportunity for the advisory boards to report anything they wanted to and for anyone to ask questions on the department reports.

Mayor Pro Tem Powers- KR: Scott is here from the Parks and Rec Board.

KR Scott, Parks & Recreation Advisory Board Chair- handed out information on the Youth Advisory Council. Noah is helping with a survey tool to collect information from students and others in the Town. He also handed out information on "Edgewood 25" event to obtain input.

Commissioner Anaya- asked Mr. Scott if Parks & Rec was in charge of the YES! Program and what month they have it down for.

Mr. Scott- responded this was not in relation to the YES! Program.

The Commission and Mr. Scott discussed budget and schedule.

Mayor Jaramillo- A few things on department reports. I was curious if we have receivedseen anything on Wastewater. Are we getting a monthly report from Larry Hall?

Mayor Pro Tem Powers asked Manager Perry if he would like to address that; he deferred to Mayor Pro Tem Powers.

Mayor Pro Tem Powers- The Wastewater Operator is out here now from Utah doing a special cleaning on the plant that takes place every seven(7) years, and is working on compiling the report. We should have the report next meeting.

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Mayor Jaramillo- Asked about Parks and Recreation report (Ben) and Animal Control report, not sure who we'd be getting those reports from would that be the Ttech? The Police Chief and Manager can decide how the animal control report can be done now that we have had some reorganization. She would like to see numbers on adoptions. The Treasurer Report we need to spend a little more time on;; the last few months have been busy, but would like to bring back GRT graph and trends that will be helpful with budget. The check runs we normally get with our monthly reports as well, and hopefully can get caught up on those for two months next month.

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo, Mayor

i. In DC lobbying for the Town and New Mexico with the National League of Cities. Reiterated to everyone (delegates, senators, representatives) our needs for the state and the Town of Edgewood. They seem to be slow getting the funding out to the agencies. Very positive for levels of funding.

B. Jerry Powers, Mayor Pro Tem

Forego my comments tonight.

C. Phil Anaya

Has a concern about where the Town is heading. We had a very heavy meeting that lasted until midnight. I don't want to see us going through meetings like that again, where we are constantly at each other's throats. Everyone has a passion, but we need to start our meetings much earlier. I personally cannot last until midnight without my medication. Under future meetings we are discussing abortion business ordinance, and a bill was passed in the House and Senate and signed by the Governor. It is clear. We took an oath to uphold the laws of New Mexico. We do not need to spend any more money on lawyers. If we go down this path we will lose and it will costs us money that we don't have.

D. Ken Brennan

i. Getting questions on dumpster days. When will we have them? Hopefully starting in May.

E. Sterling Donner

i. I think we should listen to the people about the abortion issue and let them decide what we do. I have had numerous phone calls in support of this. It is not about politics; it is about morals and protecting the lives of unborn children. I don't know why this State has gone down the way it has and taken on issues that are immoral and Fil I am disappointed in you man, claim to be

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this high moral individual that has biblical values, but I don't see it in this issue. We can talk about it next week at the meeting.

VI. MATTERS FROM THE CLERK

A. Have hired Bradyn Burke as Librarian Operations Manager. Have librarian position internally and will post externally this week. and Planning and Zoning Administrative Assistant posted. Have received numerous applications for Planning and Zoning Assistant and will work with Manager and Planning and Zoning Manager to schedule interviews.
Will be going to Albuquerque for an Open Enrollment Benefit meeting April 11th.

VII. MATTERS FROM THE TREASURER

A. The budget cycle is about to begin, what is the Town's history number of or frequency of public hearings, meetings, and process. What has been the practice in the past?

Mayor Jaramillo- The Town historically done in the past has had at a minimum one budget workshop and there was a rocky time when minutes ~~weren't~~were not taken and was not publicized enough. The pattern going forward, the last two years, have it accessible to the public and recorded, to have the minutes taken and placed on agendas. It will probably take two workshops, a public hearing for sure, on the agenda quite a few times and it was interrelated with the ICIP discussions. ICIP can wait until June or July. The inter-budget piece, need department heads to submit their wish lists and had them present a PowerPoint at a workshop. Time~~f F~~rame- Sooner then later. It would be great to get it done in one workshop but probably will take two.

Treasurer Steininger- Department Heads have been given their initial draft [budget] and are due back this Friday. We have already received major impact areas. As soon as the rest are ~~received~~received, he~~I~~ will create a comprehensive list ~~and I~~ will get with the Manager on dates for workshop.

Department of Finance Administration has rolled out a test budget module and he has~~I~~ have volunteered Edgewood to be the test pilot to find the flaws in it.

VIII. MATTERS FROM THE CHIEF OF POLICE

A. To answer the Mayor's question on the Animal Control Report, he~~I~~ will coordinate with Ms. Piazza to start putting the AC report on there. He~~I~~ will make sure that is a routine we do every month.
We are doing the Easter Egg hunt April 1st, this Saturday with the hunt starting at 10:15. Last year there was some confusion.
Bring out the training that we are doing this month. April 6th we are doing mental health training with all the surrounding agencies. We are doing that at the Police

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Department (PD). We have sent some EPD officers to the BCSO (Bernalillo County Sheriff's Office) training. This is important for law enforcement to get the mental health they need. May 1st-2nd will be another Police Officer training in the Town Hall Chambers.
May 11th 2pm-4pm Town Hall Chambers- Narcan Training from the Department of Health for all Town Hall Staff, Volunteers, or anyone that would like to come by. It is important to have this training.

Commissioner Anaya- Requested invitations to events.

IX. MATTERS FROM THE TOWN MANAGER

A. Wastewater treatment plant seems to be in constant crisis for years and years, but we are getting it. Thanks to Commissioner Powers for all he has done to guide the project.
We are building capacity. With the engineers such as Ege, we are bringing stability to the plant. Josh Jantz, Road Crew Supervisor, helped clean with Mike Garcia at the wastewater treatment plant. The process began at 2am and doesn't stop until they are done. It is greatly appreciated.

A great synergy at Town Hall. The community comes in much more frequently to Town Hall to ask questions and help problem solve and offer to help with historical knowledge, which is greatly appreciated. The public knows things that we don't, or I don't, know. Many of the other items we are discussing on the agenda tonight.

X. DISCUSSION AND ACTION ITEMS

A. Santa Fe County Deputy Treasurer Patrick Varela regarding property tax outreach.

April 18th and May 3rd 10:30am - 1pm at Edgewood Satellite Office on Capital Rd~~D~~ [~~(~~Quail Trail~~)~~] for Tax Outreach. He brought~~ave~~ handouts to place in Town Hall. Santa Fe County Treasurer and Assessor aware of Edgewood Soil and Water Conservation Tax Issues.
SFC Treasurer's Office

Commissioner Anaya- requested the information to be put on the Town's website.
Commissioner Powers- also requested it to be on the Town's website and on the Town's Facebook page.

Mayor Jaramillo- let the Deputy Treasurer know about a tax issue happening with Edgewood residents. This relates more to the Assessor's Office, and she has been researching with our Treasurer. It may relate to our infill annexation. People's property tax bills are still not correct, so please let his team know people may be coming in or calling in complaining. They can send people to our Treasurer and to the County's Assessor. This is on our GO Bonds and also the Edgewood Soil and

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Water Conservation District (ESWCD) charging a mil levy inappropriately to our Citizens and should not be.

Deputy Treasurer Varela- confirmed people are asking questions and they are finding out now. Going by lines of latitude and longitude does not work anymore. They are trying to figure out how to do this and they are having a lot of problems. Regarding Air B&B tax the County is having address issues and of course staffing issues as well.

Commissioner Powers- Thanked Deputy Treasurer Varela for coming and reiterated we would get those items on the website.

B. 2022 Audit and Resolution

Chris Gardner presented. Provided the June 30,2022 Audit Results.
PBH handout

Mayor Jaramillo- added that one of the major successes for this year was getting the Town's capital assets listing entirely complete. The Town had a modified, qualified, audit opinion because of this and it contributed to the Town having a fiscal agent. We should be out of that [requirement] with the now "clean" audit opinion. This delayed the audit process a little bit and she thanked Chris for getting everything done in the window and we had a timely audit.

Mr. Garner- agreed and mentioned the Mayor and Clerk had to go over items which they had not been in charge of but rolled up their sleeves and helped them get through the process.

Mayor Pro Tem Powers- Thanked Mayor Jaramillo and Clerk McCracken for the good work; he didn't believe it would happen on time or would be a clean opinion and knew Jaramillo had pushed for many years on this capital assets list so he appreciated all the hard work on this. He asked if we need approval.

Mayor Jaramillo- said yes, we should have a Resolution to approve that goes to DFA.

Mayor Pro Tem Powers- thanked Mr. Garner again for his hard work and coming out. He said we would bring it back.

C. Nomination for appointment of Ryan Evans to the Economic Development Advisory Board.

Mr. Evans introduced himself; he has over 35 years of municipal experience, he was in charge of economic development in Dallas for 20 years, responsible for

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redeveloping downtown and business parks, and helped create 10,000 housing units and much more; he is happy to serve.

Commissioner Filandro Anaya moved to approve Ryan Evans on the Economic Development Advisory Board.
Commissioner Sterling Donner seconded the motion.

Mayor Pro Tem Powers- appreciated him stepping forward with all his experience we could sure use the help.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

D. Approval for Planning and Zoning Commissioners and Planning and Zoning Department to attend NMLZO Semi-Annual Meeting/Workshop.

Brad Hill- This year's program focuses on Commissioners and Quai-Judicial proceedings.

Mayor Jaramillo- Does this need to be a BAR or do we have budget?

Brad Hill- He~~I~~ believed he~~I~~ has~~ve~~ enough in ~~my~~ dues and memberships and ~~that I am~~ under budget.

Treasurer Steininger- Planning and Zoning (PandZ) still has $1,500 dollars. They have only expended 48%. of their budget.

Brad Hill- we may need a slight adjustment.

Commissioner Audrey Jaramillo moved to approve Planning and Zoning Commissioners and Planning and Zoning Department to attend the NMLZO Semi-Annual Meeting and Workshop and approve a ~~bar~~BAR.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*

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Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

E. TPF Application Priority List: Nugent, Venus, Horton.

Mayor Pro Tem Powers recused himself from this item, establishing priorities for road improvements, he doesn't believe he has a conflict, but wanted to err on the side of caution. He lives at the Airpark and has property due to owning land in the airpark and has that could be accessed from Venus.

Mayor Pro Tem Powers left the Commission Chambers.

Mayor Jaramillo asked Manager Perry to walk the Commission through this item.

Manager Perry- Said this relates to the TPF (Transportation Project Fund) application. We have developed a strategy that is multi-pronged with funding sources. You may wonderQuestioned why Nugent has not been on ICIP in the past. It is important due to major utilities and is a very hard road to maintain. He strongly recommends it to be added to the ICIP in the future. Has included due to feedback from Road Supervisor Josh Jantz.

Josh Jantz- Monthly must call 811 for line spot every month. Daily, morning and evening, having to check on Nugent when working on it. Cannot cut road lower than 4 inches due to lines. It is a hassle from Horton to NM Hwy 344.

Mayor Jaramillo- asked Mr. Jantz to clarify for those who may not know it is needing to be marked for the gas line.

Brad Hill- From the land use perspective we only have one road that is main, 344. Only other road is Horton but Nugent to Frost is impassable, if you go down Nugent. We are seeing a lot of development in that area as well.

Commissioner Donner- what is the order that we want to see for this?

Manager Perry- We have gone after funding (MAPs, federal appropriations, TPF, etc.) for roads. ICIP list we have North Horton, Steeplechase, Church, Appaloosa (already funded from General Fund). Knowing we are not neglecting those ICIP roads, the most logical priority is E. ast Venus; there is a lot of traffic and there is development. Hei did talk to DEC and we do not need to rank the roads, we can do three applications. My number 1 priority would be E. Venus; it matches the traffic counts

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done in June 2022 at #2 at 4308 vehicles per day. Church Street was the #1 for counts. Wants Commission's guidance on which to prioritize.

Mayor Jaramillo- we have always ~~done~~ had Venus ~~west~~ West on the list because of the middle school and the fugitive dust. Shouldn't this be for both [Venus East and West]?

Manager Perry- He concurred with that and recommends we~~Lets~~ do both.

Brad Hill- West Venus would complete paving around Section 16 which is obviously important as Town center and we have significant funding for it. East Venus is where a lot of development is happening. We just ~~H~~had a request for a new 36 ~~3600~~ unit subdivision for home development. Horton Road gives access off of 344. All are important.

Commissioner Anaya- What is the length of Nugent?

Brad Hill- 1 mile, a section.

Commissioner Filandro Anaya moved to approve the TPF priority list application to add Venus 1, Horton 2, and Nugent 3.
Commissioner Sterling Donner seconded the motion.

Commissioner Brennan clarified the composition of the roads along with P&Z Manager Hill. Horton is estimated to be over $4 million to complete.

Mayor Jaramillo requested a friendly amendment to add West and East Venus in the motion unless we add East and West in one application.

Manager Perry recommended applying for East and West Venus in one application.

Mayor Jaramillo withdrew the friendly amendment.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Powers	*Recused*

The Motion Carried 4 to 0.

Mayor Pro Tem Powers returned to the room and chairing the meeting.

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F. Approval to go out for procurement for Comp Plan.

Manager Perry recommended we go out to bid for the comp plan. P&Z Manager Hill said this would be in 2024 and the job of the facilitator would work with the P&Z Commission and Governing Body Commission and come up with the Public questions, open process. This is a critical comp plan, we are moving in another direction, we have always just defaulted to MRCOG but the facilitator agencies are a step above.

Commissioner Sterling Donner moved to approve procurement for Comp Plan and giving Manager and Brad the approval ~~permission~~ to do so.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

G. Social Security Vote for Police Department.

Chief Jimenez said this was brought before and approved in June of 2017; however, they don't know what happened to it [why it wasn't implemented]. The police officers are passionate about this, many officers do not pay into Social Security (SS) so this will give them a raise. Clerk and Chief reached out to PERA, Ms. Christine Perea and she put the Referendum and process together. Ms. Perea said there could be two separate votes (PD & Town Staff / majority or divided vote). If the employees opt out, the IRS will refund them up to 3 years of their Social Security payments.

Commissioner Brennan- clarified if did majority vote, it would not be the same for everyone.

Commissioner Powers- clarified it could go by individuals.

Chief Jimenez- said 98% of PD wants to opt out.

Commissioner Brennan- asked if we knew how many in Town Staff want this. The Clerk said we did not know yet; Commissioner Brennan asked to get a pulse on it.

Treasurer Steininger- Pointed out that all new hires would have to pay into SS. This is only for a divided vote.

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Chief Jimenez- believes that is only on the divided vote. There are many Departments that do not pay into SS.

Commissioner Powers- clarified they want permission to have the vote and then bring back the results to the Commission.

Commissioner Brennan made a motion to approve the vote to go forward for the Police Department on the opt out of Social Security.
Commissioner Donner seconded.

Mayor Jaramillo- Recommended holding off until we know more information on if this is a Town-wide vote or just the Police Department vote because as the Treasurer stated that could impact the Town's future employees; this could impact recruiting and the financial impact to the Town should be considered. This should have savings to the Town.

Treasurer Steininger- verified the employees would gain as would the Town for not having to pay the Employer match.

Mayor Jaramillo- Social Insecurity – you never know if it is going to be there in the future. At the same time everyone would need to be prepared for the future, have their own savings. The may not have SS or have less SS depending on the number of quarters they have earned so it would be an education process. We need to know if we would do this for the whole Town, which she is in favor of.

Commissioner Donner- clarified the motion was only for PD.

Mayor Jaramillo- it was all of the Town or just PD.

Treasurer Steininger- said we currently are withholding SS without the authority to do so. So, whichever way we go we will have to involve all of the Town population because they will be impacted one way or the other. Until the vote we do have to continue withholding.

Mayor Jaramillo- her understanding was from Juan [former Clerk/Treasurer] that it was a whole Town vote and has weight because it can't be changed back.

Clerk McCracken- PERA did send two separate emails: for Staff and for PD because there are two separate plans.

Commissioner Brennan- clarified with the Clerk it was two separate votes. She said we could bring it back after clarification.

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Mayor Pro Tem Powers- agreed with getting clarification if there are two separate votes or if one affects the other or not.

Clerk McCracken- said she would send the information to review.

Commissioner Brennan withdrew his motion and table until the next meeting. Mayor Pro Tem Powers verified there was no objection to the withdrawal of the motion.

Mayor Jaramillo- added the IRS would see the Town as one entity with two PERA plans.

Mayor Pro Tem Powers- added the last couple years would be refunded to the employees.
~~Table until next meeting.~~

H. Lodger's Tax Board Items:

Mayor Jaramillo shared the Manager, Clerk, Treasurer and 3 Lodger's Tax Board Members met. We have a large amount of funds to spend. Requesting ~~A~~approval of the Commission to get bids for directional signage and approval to get proposals for video creation of the Town of Edgewood.

Commissioner Anaya- asked if DOT pays for the signs.
Clerk McCracken- said these are specific to Edgewood.
Commissioner Anaya- said we need to get DOT permission to put them up.
P&Z Manager Hill- added we need to be in compliance with the sign ordinance or change it.

Commissioner Jerry Powers moved to approve going out for bids for directional signage and approval to get proposals for video creation of the Town of Edgewood.

Friendly amendment Commissioner Anaya- with approval of NMDOT on placements.
Mayor Pro Tem Powers accepted the friendly amendment.

Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

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The Motion Carried 5 to 0.

I. Approval of MOU with the Bureau of Alcohol, Tobacco, and Firearms.

Chief Jimenez discussed the MOU. It approves use of e-Trace for weapons found in crime scenes or on suspects. Can see if the firearms or bullets were used in other offenses.

Commissioner Powers- clarified it was not to track ownership but to see if the weapons had been used in other crimes. Chief confirmed.
Commissioner Anaya- asked if these weapons and casing would be destroyed later, aren't they for evidence. Chief answered they do a Chain of Custody form when sent for testing to ATF or DPS; then returned to the Town until the case is adjudicated and then destroyed.

Commissioner Kenneth Brennan moved that we approve the MOU with the Bureau of Alcohol, Tobacco, and Firearms.
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

J. Approval for Manager to proceed with exploring possible utility franchise tax.

Manager Perry asked for approval to research this. He has talked about developing a Roads Fund. This is a tax to the utilities, not to the people.

Commissioner Filandro Anaya moved to approve the Manager to proceed with exploring possible utility franchise ~~fee~~tax.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

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K. Call for a Public Hearing for Abandoned and Foreclosed Housing Registry Ordinance.

P&Z Manager Hill said there are actually 60 abandoned and foreclosed properties in the Town. This is the format most municipalities are going to. Legal counsel is working on a draft, and he recommends bringing this to the public at a hearing.

Commissioner Sterling Donner moved to approve the call for a public hearing for Abandoned and Foreclosed Housing Registry Ordinance.
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5~~4~~ to 0.

~~**Commissioner Sterling Donner moved to approve the call for a public hearing for Abandoned and Foreclosed Housing Registry Ordinance on April 25th, 2023.**~~
~~**Commissioner Kenneth Brennan seconded the motion.**~~

~~*Commissioner Kenneth Brennan*~~	~~*Aye*~~
~~*Commissioner Sterling Donner*~~	~~*Aye*~~
~~*Commissioner Audrey Jaramillo*~~	~~*Aye*~~
~~*Commissioner Jerry Powers*~~	~~*Aye*~~

~~**The Motion Carried 4 to 0.**~~

L. Call for Public Hearing for Revision of Grading and Drainage Ordinance 2002-001.

P&Z Manager shared that many roads do not have culverts. We need a protocol for when we do a road improvement process we can require a culvert be placed at the driveway. If the Resident has one we should inspect the culvert. For new development we can require one to protect [the Town's] investment in the road.

~~Commissioner Anaya requested 18in Culvert.~~

~~Josh Jantz- 12 in is enough, due to phone lines and power lines.~~

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Commissioner Sterling Donner moved to approve the call for public hearing for revision of Grading and Drainage Ordinance 2022-001~~. on April 25th, 2023.~~
Commissioner Ken Brennan ~~Filandro Anaya~~ seconded the motion.

Commissioner Anaya- requested 18 inch culverts.
P&Z Manager Hill- verified they are; added the Grading and Drainage Ordinance is a 2002 ordinance and it was updated in 2019. At some point the entire ordinance needs to be redrafted.
Commissioner Anaya- asked if this requires drawings and P&Z Manager Hill said no, it does not require engineering unless the Commission wanted it to. It does require Town review by P&Z Commission and Roads Superintendent.

Roads Superintendent Josh Jantz- 12 inches is enough, due to phone lines and power lines.
Commissioner Anaya- said 18 inches and shared a number of reasons.
Commissioner Brennan- shared another solution.

Mayor Jaramillo said we need to set the public hearing dates for this item [L] and the previous ordinance item [K].
P&Z Manager Hill recommended April 25th.

No objection to hearing from Public Member Ray Seagers; he shared 18 inches is not necessary.

Commissioner Donner added the friendly amendment of April 25, 2023 as the date of the hearings.
Commissioner Brennan accepted the friendly amendment; there were no objections.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

M. ~~Yes~~YES! Program Funding.

Mayor Jaramillo- the YES! Program was very successful last year, and everyone seems to want to continue with it. Even if there are other options, it fits Edgewood very well. Due to State Appropriations ($50k) not coming through asking Commissioners to pull from operational fund and split between fiscal years. $25,000 for this fiscal

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year [FY23] and $25,000 for next fiscal year [FY24] so we can have money to prepare for planning, but we also have the $30,000 from the County [Santa Fe].

Commissioner Anaya- Have you secured the $30,000 from the County [Santa Fe].

Mayor Jaramillo- Yes.

Commissioner Anaya- When did you do that?

Mayor Jaramillo- As soon as I found out it was in question. Yes, I have confirmation that the County [Santa Fe] will continue funding us for the $30,000.

Mayor Pro Tem Powers- Will this require a budget adjustment?

Mayor Jaramillo- I believe it will for Fiscal Year 23, it will not require a budget adjustment for FY24 necessarily as we have not done thatr budget yet.

Commissioner Audrey Jaramillo moved for Ffiscal Yyear 23 the Town do a BAR for youth programming under Parks and Recreation for $25,000 and approve $25,000 for YESes! Program Funding for Fiscal Year 24 budget.
Commissioner Sterling Donner seconded the motion.

Commissioner Anaya- Did you get confirmation or approval from the Commission on the 30,000?

Mayor Jaramillo- No we have never done that.

Commissioner Anaya- So they just send us a check?

Mayor Jaramillo- It is something we have to apply for reimbursement for.

Commissioner Anaya- So it is not guaranteed right now?

Mayor Jaramillo- It is guaranteed right now.

Commissioner Anaya- But we don't have that in writing.

Mayor Jaramillo- If you need to I can look for the text or voicemail.

Treasurer Steininger- asked if this was related to the $30k in a recent email.

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Mayor Jaramillo- verified it was not related to last year's funding, this is for this summer. The County does not have youth programs in the southern part of the county; she was happy they have committed to continuing to support this program.

Mayor Pro Tem Powers- asked if a written agreement is typical.
Mayor Jaramillo- said yes and asked Ms. Burke to confirm.
Ms. Linda Burke- confirmed and answered Mayor Pro Tem Powers that this is the normal process.
Commissioner Anaya- asked if the other was FY22 just submitting for now.
Ms. Linda Burke- clarified it was not, it was for FY23.
Commissioner Donner- said we should fund the program and would like to see in writing about the program.
Ms. Linda Burke- there are things in writing.
Commissioner Powers- offered she could send to Commissioner Donner after the meeting.
Ms. Linda Burke- said it would be the same as last year.

Mayor Jaramillo- clarified it would give the same number of campers and continue with the before and after school care and continue the full days and full eight weeks.

Brandyn Burke- shared that last year space was limited and before/after care was underutilized.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

N. Request to purchase a police vehicle.

Chief Jimenez presented information on purchasing a police vehicle, including Troy Products for building compartments on a vehicle available and Kelly Blue Book information.

Commissioner Anaya- Are we trading in a vehicle for the same mileage?

Chief Jimenez- No we are not. This was only to show Kelly Blue Book Value. 61,000 miles; $30,000; has all the bells and whistles.

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Commissioner Donner made a motion to move forward with the purchase of the 2020 Police utility hybrid model from Troy Products.
Commissioner Brennan seconded.

Mayor Jaramillo- Questioned procurement procedure and budget availability. Our Procurement Ordinance requires the Commission to approve going out for bids/quotes over $20,000 and then we approve the procurement/purchase.

Chief Jimenez- said they were going to use the Communications line item where they have approximately $80,000 of budget. He believes this is a sole source procurement because of the equipment that is in there.

Treasurer Steininger- He shares the mayor's concerns. There are headaches with ~~concerns on~~ purchasing a used vehicle. According to our policy, we need three quotes, and we have one trade in value and then send it to other dealers and ask what they would charge for the equipment. If we go sole source, we have to post advance notice for 30 days before we can accept the bid. Better for three quotes of comparable vehicle.

Mayor Pro Tem Powers- asked if we can obtain quotes for equipped vehicles.
Chief Jimenez- said it would be hard to find a comparable new vehicle.
Treasurer Steininger- recommends breaking out the quote for the equipment.
Mayor Pro Tem Powers- said it sounds like we can approve to go out to equipment tonight and then look at the quotes later that are as comparable as we can get to this unique type of vehicle.
Treasurer Steininger- recommends quotes instead of sole source.
Commissioner Brennan- asked about the Dodge Durango.
Chief Jimenez- went through state contract on that one.
Chief & Treasurer- ok to use quote on Durango equipment from 3 months ago.
Commissioner Anaya- said we could go through state GSA surplus. He can give the phone number.
Chief Jimenez- everyone is hurting for vehicles and equipment right now with backorders. He asked surplus and they would charge $8,000+ for a vehicle with over 200,000 miles on it that would still have to be upfitted.

Mayor Pro Tem Powers- asked for Treasurer's recommendation how to expedite this process.
Treasurer Steininger- sole source is a minimum of 30 days, state law, no way around that. It would be much quicker to find the third source for a quote.

***Mayor Pro Tem Powers-* asked if Commissioner Donner would withdraw his motion.**
Commissioner Donner withdrew his motion; there were no objections (i.e. unanimous consent to withdrawing the motion).

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~~5-minute break at 9:05pm back at 9:08pm.~~

Commissioner Jerry Powers moved to approve procurement for the police vehicle ~~forand all equipment needed~~ over $20,000 and go out for procurement.
Commissioner Audrey Jaramillo seconded the motion.

Mayor Jaramillo- stated she is great with the plan to get one more quote. For budget, we just need a BAR out of communications and into capital assets line item.
Treasurer Steininger- agreed and said he would add this with the YES! Program and it will be at the next meeting.

Commissioner Brennan asked for a friendly amendment for the bells and whistles.
Mayor Pro Tem Powers amended to add to his motion for all the equipment needed.

Commissioner Brennan- 60,000 miles is low mileage for police vehicles and this vehicle was a demo and comes with a warranty.

Mayor Pro Tem Powers- we will wait for Commissioner Anaya who has stepped out of the room.

5-minute comfort break at 9:03pm back at 9:08pm. [Timestamp 2:35 to 2:40 on Facebook video]
Mayor Pro Tem Powers said Commissioner Anaya has an emergency, so we need to proceed with the vote. He restated his motion, including full equipment.

Commissioner Anaya	*Absent*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

O. Incode 10

Treasurer Steininger- provided an update on software upgrade for the general ledger. Migrating may just be "garbage in, garbage out". They asked Tyler for a price on the new INCODE 10, still in the cloud. He and the Finance Manager, Holly, would do the input themselves. Doing this by July 1st would be too difficult. The fee for the software is $27,200 and normal install hours for all the modules is $59,000 up to that amount. He is asking if we are ok to proceed that way; he will need to do a sole source notification and have it ready for January 1, 2024.

Mayor Pro Tem- asked about savings.

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Treasurer- said he and Holly could do a lot of the migration themselves. Tyler is suffering from staffing issues. Includes all core software, general ledger, capital assets, HR, community development (business licensure), utilities (such as solid waste and wastewater) and compatible with the transparency portal the Town has purchased.

Mayor Jaramillo- answered the Treasurer's questions for feedback. She is ok with everything but wondering about the January 1st date because it gives two systems to the auditors. She agrees Tyler will not give the service by July 1st and we could not do this by July 1st.

Treasurer Steininger- agrees it is a problem for the auditor. January 1st is nice because all the payroll resets for 1099s and W2s.

Mayor Pro Tem Powers- asked if the procurement would be over $20,000 and we need to approve the procurement.

Mayor Jaramillo- added they may be a CES vendor. No matter who the procurement vehicle is, the Commission has to approve going out to procurement. She said the administration has a good plan and she appreciates their willingness to get the records corrected and have a clean slate going forward. Glad it will not interfere with the transparency portal for the public.

Commissioner Audrey Jaramillo moved to approve the administration to go out for procurement on Incode 10.
Commissioner Jerry Powers seconded the motion.

Commissioner Anaya- asked if this would be run tandem, two systems at once.

Treasurer- said you would have to hire a person for duplicate entry; he did this once but does not recommend it. He does recommend for utilities but this does not apply to us. He doesn't recommend this for the payroll information.

Commissioner Anaya- asked about tandem and customer support of Tyler. Treasurer added as with many places, they are not as responsive as they used to be.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XI. PUBLIC COMMENTS

DRAFT 5.2.23

Cheryl Huppertz 49 E Hill Ranch RdD- Commented on two lawyers that were here last time. Going off Karen Kiser's comment, it seems like a lot of money to spend. You set off with your decision of mayor last year for two years, her suggestion is to Mmake a decision on one year or two years for Mayor/Mayor Pro Tem and the term shouldthat starts in January for consistency unless there is something she is unaware of. The Ttown seems to be proceeding with the legal fees on the Bassett Case when it's filed by individuals (Tom McGill and Adrian Terry; Powers dropped off). The Town should not be paying the fees.

John Terry- Jules Montgomery, basketball player here Oversees Pro, he runs the RISE basketball School. I ran Knights Basketball School. We can do more together. No real programs or public facilities for kids in the East Mountains. Everyone here is very territorial about what they own. We've created a business plan to have two gym floors with a track around it, with a floor for volleyball, baseball and lacrosse. We have a property on 4th and Menaul. We are limitedlimited and we do not have gym space. Talked to the Economic Development people in Santa Fe and if we have land, we can get funding. Spoke to Edgewood and found there is NM trust land available, and we can build an event center. Could conduct tournaments. 501(c) C3 non-profit is for underserved populations, the East Mountains is underserved. Would like the Town to explore the possibility of a partnership to build an event center.

Mayor Pro Tem Powers- asked about the Edgewood Elementary School South building and mentioned Mr. Terry's plan goes right along with the Town's comp plan for Section 16.

Commissioner Donner- added he is looking to do the same in Albuquerque. He knows the owner of the one in Colorado Springs well and thinks this is a great opportunity. He would not want to see what happened with United in Albuquerque happen here with the Town not being able to utilize the facilities.

Mr. Terry- said there is an Advisory Board for accountability as well.

Mayor Pro Tem Powers- we appreciate it, please stay in touch with our Town Manager and we will see what we can do.

Commissioner Brennan- asked how many acres. Mr. Terry responded 3-5 acres.

Commissioner Anaya left the meeting at 9:31pm for an emergency.

Linda Burke- The Chamber is hosting the Country and Living Expo at EVCA (Estancia Valley Classical Academy) on May 6th 9am-2pm. Would like to see the Town come out and promote events.

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Martha Eden- nonpolitical public interest statement one of our sons. Stuart Seagers is running for the district 1 position for Central New Mexico Electric Coop (NMEC). Election Day is April 22nd at the Estancia High School Gym ~~anyone~~. Anyone with an account at NMEC can vote.

Mayor Jaramillo- clarify election is from 8:00am~~AM~~ until N~~n~~oon at Estancia.

XII. FUTURE MEETINGS

A. Workshop on Abortion Business Ordinance, April 4th, 2023, at 6:30pm~~PM~~

Mayor Pro Tem Powers said Commissioner Anaya had to leave but left comments for him to share. Commissioner Anaya is concerned about the NM Attorney General may sue and doesn't believe we should be doing this.

B. Regular Commission Meeting on April 11th, 2023 @ 6:30~~pm~~pm Edgewood Commission Chambers.
Public Hearing for Tap Room Off-site Liquor License.

C. Regular Commission Meeting on April 25th, 2023 @ 6:30pm ~~PM~~ Edgewood Commission Chambers.
Public Hearing on Abortion Business Ordinance.

XIII. FUTURE EVENTS

A. Easter Hunt April 1st, 2023, 10:00am~~AM~~-1:00pm~~PM~~ at Venus Park.

XIV. FUTURE AGENDA ITEMS

Mayor Jaramillo requested scheduling Strategic Planning. Clerk McCracken said the feedback was to schedule this after May 2023. The Clerk also added Mayor will have Motorcycle Awareness Month Resolution on the next agenda.

XV. CLOSED EXECUTIVE SESSION

A. Pursuant to NMSA 1978 10-15-1 (H) (7) pertaining to threatened or pending litigation in which the public body is or may become a participant; Relating to misuse of Public Funds (2020-2021).

Commissioner Kenneth Brennan moved to go into closed session Pursuant to NMSA 1978 10-15-1 (H) (7) pertaining to threatened or pending litigation in which the public body is or may become a participant; Relating to misuse of Public Funds (2020-2021). ~~at 9:49pm~~

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Commissioner Sterling Donner seconded the motion.

Commissioner Anaya	*Absent*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

The Commission went into Executive Session at 9:49pm.
Commissioner Anaya joined the Executive Session but did not return to Open Session.

Commissioner Sterling Donner moved that we come back into open session.
Commissioner Kenneth Brennan seconded the motion.

Mayor Pro Tem Powers returned the Commission to open session at 10:08pm.

~~Mayor Pro Tem Powers affirms only the items on the agenda were discussed and no decisions were made.~~
~~All Affirmed.~~

Commissioner Anaya	*Absent*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

Mayor Pro Tem Powers affirmed only the items on the agenda were discussed and no decisions were made.
All Affirmed.

XVI. DISCUSSION AND ACTION ITEMS

A. Action Regarding Closed Session Items specified above.

None.

XVII. ADJOURN

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Commissioner Sterling Donner moved to adjourn.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Anaya	*Absent*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 0.

Mayor Pro Tem Powers Adjourned the meeting at 10:10pm.

Passed, Approved, and Adopted on the 23rd of May 2023.

~~Passed, Approved and Adopted on the 11t~~

Audrey J. Jaramillo, CMO, Mayor

ATTEST:

Nina McCracken, Clerk

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Town of Edgewood

Regular **Minutes**

Tuesday, April 11, 2023, 6:30

DRAFT 6.9.23

I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Jaramillo called the meeting to order at 6:33 pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers
Absent:

II. AGENDA APPROVAL

A.

Commissioner Kenneth Brennan moved to approve the agenda for tonight April 11th. Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. CONSENT AGENDA

A. Approve/Amend/Disapprove Minutes

i. July 19, 2023
ii. December 13, 2023
iii. February 24, 2023
iv. February 28, 2023
v. March 14, 2023
vi. March 28, 2023

Commissioner Audrey Jaramillo moved that March 14th, March 28th, and Feb. 28th pulled for work and approve the rest of the consent agenda.

Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo, Mayor

i. Passed on comments.

B. Jerry Powers, Mayor Pro Tem

i. Congratulated the Chief for his appointment by the Santa Fe County Commission to the EOC Task Force.

C. Phil Anaya

i. Passed on comments.

D. Ken Brennan

i. Commissioner Donner and I will be out at training next week. Commissioner Anaya will need to attend RTPO meeting next week. Commissioner Anaya acknowledged and agreed.

E. Sterling Donner

i. Passed on comments.

VI. MATTERS FROM THE CLERK

A. Spring Conference April 18th-21st, 2023- send questions that can be taken to Clerk Institute.
Jobs posted: Wastewater II Operator, Heavy Equipment Operator, Librarian, YES! Program, P and Z Administrator. Have applications for Librarian, YES! Program and P and Z admin has interviews on Thursday.
Public Hearing Posted for 4/25 today in the SFNM.

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Lodger's Tax Board- Looking for 2 members and interested in events that bring in individuals to stay the night, heads in beds.
Friday April 14th, Career Day at Edgewood Middle School 8:30-11:30am.
CABQ Benefit meeting for health benefits tomorrow.

Mayor Jaramillo- Asked about Wastewater II operator, position is contracted out. We can discuss operations later.

Commissioner Powers- When is the Career Day? Interested in talking about Home Builders.

VII. MATTERS FROM THE TREASURER

A. Passed on comments.

VIII. MATTERS FROM THE CHIEF OF POLICE

A. We are getting a lot of calls to Town Hall and Police Department to request officers. The public should call dispatch at 505-428-3700 and not the administrative offices. We will put something on Facebook as well. We have requested help from other agencies for April 25th.

IX. MATTERS FROM THE TOWN MANAGER

A. Celebrate HB 505, we have received 2.5 million dollars for Venus Park.
Wastewater Treatment Plant- spending a lot of time. Identifying high value parts and inventory and making progress. Working with Agie to make an operations checklist. Once we are on top of the day-to-day operations, we will see improvements.
Appaloosa Road- Still getting quotes.
YES! Programs, PSA released, and jobs posted.
Thanks to Michael Steininger and his team to getting our reimbursements for our high-ticket projects.

X. DISCUSSION AND ACTION ITEMS

A. Approval of Route 66 Art Alliance Invoice for Saturday Arts Camp Feb. 4th and 11th, 2023

Commissioner Jerry Powers moved to approve Route 66 Art Alliance Revised Invoice. Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

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Commissioner Jerry Powers *Aye*

The Motion Carried 5 to 0.

B. Route 66 Arts Alliance Programs and Budget for FY 24

Sandra Holzman- Discussed programs, how Arts Alliance works, programs and events that are planned. Discussed working with Linda on YES! Program and discussed Lodger's Tax Grant and wanting the overnight events. Waiting to hear back from Ben and Linda on programs. You will not find a better program for the price. Would like to keep program with Edgewood.

Mayor Jaramillo- You recognize that things were not done correctly in the past. The way we have to do this is to get quotes from entities, may be the only one in the area. We are necessarily not allowed to give Lodger's Tax because of the heads and beds. We are refining the process at this point. Have administration come up with a scope of what they are looking for and get quotes. YES! Program, possibly having arts camp separated from YES! and a different time frame, but something to discuss with Parks and Rec.

Sandra Holzman- We are on a timeline and need to get our registration forms up and ready. How would your recommendation effect the approval of the programs.

Mayor Jaramillo- Since it is under the threshold, the Commission does not have to approve but we do need to get quotes for compliance.

Commissioner Powers- Sounds like there is a timeline looming.

Sandra Holzman- Need to have applications up by May 1st.

Mayor Jaramillo- It is more what the Town wants for its youth and art programs.

Sandra Holzman- We already have our teachers reserved and planned this in February. If we change dates and programs, we will lose everything. If the Town of Edgewood wants to design a program do that next year, just let us do our program for this year.

Commissioner Powers-

Treasurer Steininger- This is for July and need an indication that they can go ahead with the programs, as the budget will be too late. Similar to what we did for the YES! Program.

Mayor Jaramillo- The difference is YES! is a Town program with Town employees, not with a vendor. Need to be careful of anti-donation. We should do our due diligence for getting quote.

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Treasurer Steininger- Perspective was YES! and Route 66 Alliance was the same program. Did not realize until last week that YES! was a separate program.

Commissioner Powers- If it is under $20,000, we do not need commission and if it is over $3,000, we need 3 quotes, or attempt to get quotes.

Commissioner Anaya- Aren't all these programs (YES!, Arts) all runs under Parks and Recreation.

Treasurer Steininger- Yes, they do run under those funds.

Commissioner Anaya- Are they in charge of coordinating these programs.

Treasurer Steininger- I am not comfortable speaking on who runs the programs. I only look at the funds.

Commissioner Anaya- What is the shorted time frame for requesting bids, proposals, and quotes.

Treasurer Steininger- Quotes can be done almost instantaneously.

Commissioner Anaya- Can we follow this program for a scope of work and put that out for quotes.

Treasurer Steininger- Town's Policy requires quotes over $3,000. Would need to contact to see if anyone has quotes. Anyone can write a scope of work.

Mayor Jaramillo- There is procurement code that vendor cannot write scope of work. My recommendation to separate out the Arts Alliance from the YES! Program and keep their autonomy. From feedback received from the YES! Program this would be best.

Sandra Holzman- I need to know tomorrow that we can go forward.

Commissioner Donner- Would if the YES! Program absorbed the activity. In would be in partnership and the YES! Program would run it. We don't have the funding for this.

Sandra Holzman- Skilled teachers, professional teacher to teach art. This is their only art program. You don't get this program without teachers. We don't want to babysit that what the YES! Program is for.

Commissioner Donner- This will be a hard one for us to pass. We have to follow our own code.

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Manager Perry- The Arts Alliance has a great reputation but does go back to procurement, and it was overlooked in the pass. The YES! Program is already solidified and gone out and it would be difficult to work the schedule. this program is $10,000. My suggestion is issuing a $3,000 purchase order. It will take time to get 3 quotes.

Linda Burke- There are a couple differences between the programs. Arts Alliance does great for events. The Arts Alliance come in for one day, kids 5-11. Having as many activities is a little much for some of the kids and they need more outdoor time. The YES! Program does one field trip a week. The YES! Program has a rotation 4 times of 3 groups throughout the day for 4 days when the kids are present at Town Hall.

Linda Burke- Are the 4 classes rotations? YES! considers one of the 4 lunches.

Commissioner Donner- Who does the liability fall on if they are two different programs.

Sandra Holzman- It would be the Towns since it's a Town building.

Mayor Jaramillo-

Commissioner Powers- Question for Linda Burke, does the YES! Program calendar include the Route 66 Arts Alliance? Is it a conflict?

Linda Burke- Yes, the parents might be upset about giving up science or sports. There is the field trip day that many look forward too.

Commissioner Jerry Powers moved allow procurement to go forward and see if the programs can work together.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

C. Resolution 2023-003 Operating

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Commissioner Powers-Will be updated to 2023-016 if passed.

Commissioner Brennan- Is there a way to have public comments after general business? Closed sessions can be at the beginning of the meeting.

Mayor Jaramillo- It is difficult to get here at 5:30 for those that have to commute and want to get something to eat.

Commissioner Donner- Agree with the long meetings. Difficulty getting here at 5:30pm.

Commissioner Powers- We could start at 6pm.

Commissioner Donner- We could have a cut off time. Add in at 10pm or 1030pm we can vote on the meeting.

Mayor Jaramillo- I can do 6.

Commissioner Jerry Powers moved to accept the redline copy 2023-003 to 2023-016 with one change meeting times from 6:30pm to 5:30pm.

Commissioner Donner- Friendly Amendment to 6pm. Commissioner Powers Accepted. Commissioner Anaya accepted.

***Mayor Jaramillo*- Change sponsor to individual(s) instead of Sponsor/Commissioner. Commissioner Powers Accepted. Commissioner Anaya accepted.**
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

D. Resolution 2023-012 Acceptance and Approval of the Fiscal Year 2022 Audit

Commissioner Kenneth Brennan moved approve resolution 2023-012 Acceptance and Approval

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of the Fiscal Year 2022 Audit.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

E. Social Security Vote

Commissioner Jerry Powers moved approve Resolution 2023-014 for referendum for a majority vote on or before May 15th, and Manager Perry is appointed as Agent on behalf of the town.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Commissioner Jerry Powers moved Approve Resolution 2023-015 Social Security for Referendum on or before May 15th and Manager Perry is appointed as Agency for the Town.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

F. Community Center: Locations, fees and scheduling.

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Commissioner Audrey Jaramillo moved for Administration to utilize Old Town Hall for events and what it would require.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

G. Approval of Police Department Explorer Upfit

Commissioner Sterling Donner moved for approval of police cruiser outfit.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Powers- Is the Blue-Sky Outfitter who you are recommending.

Chief Jimenez- We try to use local business and need to be done quicker.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

H. Retroactive Approval for Police Department's disposal and Sales of Guns Last Fall.

Mayor Jaramillo- Question on Heather purchasing.

Treasurer Steininger- Verified only receipt was filled out to Heather but confirmed check had both her and Officer's name.

Commissioner Kenneth Brennan moved approve the retroactive approval for police department's disposal and sales of guns last fall.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*

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Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

I. Incode 10 Purchase Approval.

Steininger- Incode 10 would be better to start fresh. Could clear up a few audit points.

Noah- Windows 11 will not be an issue with Incode 10 (web based). Anyone operating system can use the web based option.

Commissioner Sterling Donner moved approve purchase of incode 10
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Break at 8:37pm returned at 8:47pm

J. Bar #4 Buget Adjustment

Commissioner Sterling Donner moved pass Resolution 2023-013 Bar #4
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

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K. Approval to go out for RFP or review other agency Benefit Plan.

Commissioner Sterling Donner moved approve Clerk McCracken to go out for RFI to review other benefit plans.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XI. PUBLIC HEARING

Taproom Off-site liquor License.

A. Santa Fe New Mexican AD ID 52281

B. Begin 8:51pm

Clerk McCracken presented Small Brewer and Off-site location Application for Replay LLC DBA Juno at 1913 US Route 66, Edgewood, NM 87015 by Jason Marks from NMRLD.

Mayor Jaramillo- Any public comment.

Jason Marks- Applicant- Was here 13 months ago requesting an liquor license. Asking again for approval.

Commissioner Anaya- State his name address for record.

Jason Marks business address is 1501 1st SW Albuquerque, NM 87102, address is

Manager Perry- Recommend acceptance.

close public hearing at 9:01pm

Commissioner Kenneth Brennan moved approve off-sit liquor license.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*

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Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XII. PUBLIC COMMENTS

A. William Bassett- I keep hearing Appaloosa to get paved, young road. Park and Pinion and Church get a lot of traffic. We need to focus on roads that need help. Park and Pinion, our 30 years older. We don't got the order of the roads understood. What is so important on Appaloosa? Appaloosa is small and only has a few houses.
Lets get the sewer completed. When will it go down 344. There is nothing going on South 344 or north 344. Walmart is the business 100s of cars go down Church. Why Square H? It is a young road. Why not Church.

Manager Perry- Church is important. It was overly designed and when you over design with limited funds it creates problems. Appaloosa was on the ICIP list and were able to move forward. 15 roads are on the ICIP list. The only one I haven't seen it Pinion. Let's fund them ourselves. Lets build roads, design roads and not Taj Mahal Roads.

Mayor Jaramillo- A big problem is the drainage.

XIII. FUTURE MEETINGS

A. Regular Commission Meeting April 25, 2023 @ 5:00pm Edgewood Commission Chambers
Public Hearings: 2023-002 Abortion Business Ordinance, 2002-01 Grading and Drainage Ordinance, and 2023-003 Abandoned and Foreclosed Housing Registry Ordinance.

B. Regular Commission Meeting May 9, 2023 @ 6:30pm Edgewood Commission Chambers

C. Regular Commission Meeting May 23, 2023 @ 6:30pm Edgewood Commission Chambers

XIV. FUTURE EVENTS

XV. FUTURE AGENDA ITEMS

A. Resolution for Motorcycle Awareness Month in May

XVI. CLOSED SESSION

A. Pursuant to NMSA 1978 10-15-1 (H) (7) for confidential discussion pertaining to threatened or pending litigation in which the public body is or may become a participant; Specifically, relating to misuse of Public Funds (2020-2021), McGill et. al. v. John Bassett et. al. A-1-CA-39388., and The Town of Edgewood, v. The Moriarty-

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Edgewood School District D-101-CV-2023-00310.

Commissioner Kenneth Brennan moved to closed session Pursuant to NMSA 1978 10-15-1 (H) (7) for confidential discussion pertaining to threatened or pending litigation in which the public body is or may become a participant; Specifically, relating to misuse of Public Funds (2020-2021), McGill et. al. v. John Bassett et. al. A-1-CA-39388., and The Town of Edgewood, v. The Moriarty-Edgewood School District D-101-CV-2023-00310.
at 9:11pm
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Commissioner Sterling Donner moved to come back into session at 9:46pm.
Commissioner Kenneth Brennan seconded the motion.

Mayor Jaramillo Affirmed only those items on the agenda were discussed and no actions were taken. All aye.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0

XVII. ADJOURN

A. **Commissioner Kenneth Brennan moved to adjourn.**
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*

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Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0

Adjourned at 9:47pm

Passed, approved and adopted on the 13th of June 2023.

ATTEST: Audrey J. Jaramillo, CMO, Mayor

Nina McCracken, Clerk

DRAFT 6.9.23

Town of Edgewood

Regular **Minutes**

Tuesday, May 9, 2023, 6:00

DRAFT

I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Jaramillo called the meeting to order at 6:07 pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers
Absent:

II. AGENDA APPROVAL

A. **Mayor Jaramillo moved to approve the agenda with removal of consent agenda. Donner Seconded**.
All Aye

III. PUBLIC COMMENTS ON AGENDA ITEMS

A. *Joel Shirley* - On behalf of Tom Sullivan- The precession of the minutes. Mayor Jaramillo you must know I was serious after my presentation at the PCOS. Provided legal handout. Mr. Powers, I had a made request for historical application three times.

IV. CONSENT AGENDA

A. Approve/Amend/Disapprove Minutes

i. February 28, 2023.
ii. March 14, 2023.
iii. March 28, 2023.
iv. April 4, 2023.
v. April 11, 2023.
vi. April 25, 2023.

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo, Mayor

B. Jerry Powers, Mayor Pro Tem

C. Phil Anaya

Thought about last week, all over an ordinance that won't become law. How are we going to pay for roads, how are we going to pay for wastewater treatment plant. Promised when ran, for sewer line, roads
The government will not work with us because of the lack of trust and experience. We have to pay for attorneys and lawsuit. Chair person will not enforce Robert's Rules equally and have a commissioner leaking information to the press.

D. Ken Brennan

E. Sterling Donner

VI. MATTERS FROM THE CLERK

A. Professional Clerk Week First Week of May.

VII. MATTERS FROM THE TREASURER

A. Holly and Lenora at Tyler Training this week for the conversion process.
Handed over the payroll review to police department with this Friday as a due date to hear back. The deptartment arranged for department heads to meet with Vertus (eye wash stations, first aid kits)
Dates for budget workshop: May 23rd at 5pm start meeting with budget workshop.
Mayor Jaramillo- Historically takes 3 hours, more than one if need too.

VIII. MATTER FROM THE CHIEF OF POLICE

A. May 11th- Narcan Training at Town Hall at 2pm. All volunteers and members of the public are welcome to join.
Police Department will be holding social security vote May 11th.
Sonya Task Force Officer at their Headquarters to sign. Will take pictures for swearing in.
Will be gone this Sunday to Virginia for National Commander's Course and will return on Saturday.
Holly helped get the Phase 4 of the COVID grant. Will not receive until next fiscal year.

IX. MATTERS FROM THE TOWN MANAGER

A. Have several things on the agenda tonight. Many projects are moving forward and need approval.

X. DISCUSSION AND ACTION ITEMS

A. Planning and Zoning Enforcement of Ordinances. (Planning and Zoning Manager Brad Hill).

DRAFT

Brad Hill- Looking to engage the hearing officer and will becoming with a resolution for a part time position. Ms. Paz and I attended the PZ Conference with three of our commissioners. Once we have a code enforcement officer in place will address issue of substandard living conditions.
Want feedback, it is time to enforce the sign ordinance. Out of compliance in Town. It would be fair to announce to the public that code enforcement and planning and zoning will begin enforcing. 30-day notice and will place on the website. As long as the ordinance is on the books should be enforced.

Commissioner Anaya- Have you gone through it and seen if any items need to be changed.

Brad Hill- 2009 ordinance and could be updated, could have a few minor tweaks. There are some signage issue that are out of control. We do have an allowance for directional signs, but we have many that come up without getting a permit.

Commissioner Anaya- You can enforce it now and then tweak it?

Brad Hill- Yes, we are getting away with issuing criminal citations as that is not an effective way to deal with signs. Standard for a criminal signage is beyond reasonable doubt, with a hearing officer is with evidence.

Commissioner Brennan- is this business signs?

Brad Hill- This is yard sale signs, business signs, political signs. Some are in right away. A lot of people complain about the signs being in front of their property.

Mayor Jaramillo- Regarding the public hearing officer, isn't this what the municipal court handled?

Brad Hill- Municipal Court is criminal citations.

Mayor Jaramillo- I've had complaints on the Night Sky Ordinance not being enforced.

Brad Hill- Night Sky Ordinance is state statue. It is very difficult to enforce with criminal citations. Example of a porch light on without a cover. Criminal citations are not effective. Goal of code enforcement is to work with individuals.

Mayor Jaramillo- The clerk has mentioned coming into compliance with the trash requirement.

Brad Hill- Issuing criminal citations has been unsuccessful and will bring job description to the Commission. It is a retired assistant general attorney.

B. Edgewood Wastewater Treatment Plant PER Amendment proposal. Presented by Ege

DRAFT

(Manager Perry)

Manager Perry- The wastewater treatment plant has been a large project. Possible expansion and getting back into running condition. Give Kudos to Ege, Richard and Commissioner Powers for getting Wastewater treatment plant to where it is.

Richard- Described both items on the agenda tonight. Legume systems possibility. Converting existence system.

Manager Perry- time to come to a final recommendation. We have learned about the plant. I am focused in on the operations at this point and what we have a handle on. We need to look at the future goals and we should follow the lead the engineers.

Mayor Jaramillo- It was originally presented in 2017 and glad this is coming back and the process goes quickly. Is there a timeframe?

Richard- 9 months. It is a common timeframe. You will be giving updates all along the way.

Mr. McGill- Meeting professional. Demineralizing the water. Would like to see a test if the water is clean going into the plant. Water hardness was an issue.

Sherry Abraham- During my time I learned more about wastewater treatment plant then I wanted too. It was not functioning properly. I do hope this will not turn out like the last PER. I hope we find something that works and goes all the way.

Commissioner Jerry Powers moved to approve as presented the Edgewood Wastewater Treatment Plant PER Amendment proposal.
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

C. Edgewood Water Quality PER Scope and Fee Proposal. Presented by Ege. (Manager Perry and Mayor Jaramillo)

Richard- Water quality project is another PER is developing an solution to the water hardness problem. The membrane is not working well. There are other ways that would

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have worked better. Developed a scope of work to address water hardness. 1) Treatment Facility, 2) Alternative water source. Looking to see if there is a better water quality source, if that doesn't work a water treatment to curtain wells.

Mayor Jaramillo- Remembered from last August that we had other options storage and wells. Entranosa and EPCOR.

Richard- the location for the treatment plant is part of the plan. The water out here is pretty bad in general. We are looking at the most cost effective way to improve it.

Manager Perry- I believe this PER meets your lead.

Commissioner Audrey Jaramillo moved to approve Edgewood Water Quality PER Scope and Fee Proposal.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

D. Selection Committee for Echo Ridge Bid Award. (Parks and Recreation Manager Ben Wiltbank).

Ben Wiltbank- Would like to get the committee going for recent Echo Ridge Bid Award.

Commissioner Powers and Commissioner Brennan volunteered for committee.

Commissioner Jerry Powers moved to appoint a selection committee for the ECHO Ridge Bid award Commissioner Powers, Commissioner Brennan, Manager Perry, Ben Wiltbank and Parks and Rec Advisory Board Member David Bergstrom
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

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Commissioner Jerry Powers *Aye*

The Motion Carried 5 to 0.

E. Approval of Parks and Recreation Manager Position as Full Time Employment. (Manager Perry).

Manager Perry- We need a led, Mr. Wiltbank has done a great job. He was employed as a part-time employee for the last few years. If you decide to move to a full time employee the expectations would increase. There are a lot of things to plan for we have Memorial day, July 4th, Trunk or Treat, Easter, Tree Lighting, we have the 25 year anniversary, we have the YES! Program, Jr. PD Academy. This is an immense amount of time and we need a full time position. We have it in the budget. We believe we have this in our Parks and Recreation budget.

Mayor Jaramillo- It was suggested to break the position into two positions, one for parks and one for recreations. I don't know if it has been brought up with the board again. It could be effective to break it into two part time positions. They have to like kids and managing projects.

Commissioner Powers- I like it as a single position. Going to a full time position would help with events and make it more efficient.

Linda Burke- In the past there was issues with the parks getting attention and events getting attention. If it is full time everything could get attention. During the winter getting parks ready, during the summer working on events, since it is event season.

Mayor Jaramillo- In the past Roger Holden focused on parks and projects and events with volunteers deputy clerk and maybe the administrators.

Commissioner Brennan- Do we have the pay scall for this position.

Treasurer Steininger- $26.77

Commissioner Brennan- Would this be hourly or salary?

Mayor Jaramillo- Salary may make sense.

Commissioner Sterling Donner moved to approval of Parks and Recreation Manager Position as Full Time Employment.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya *Aye*
Commissioner Kenneth Brennan *Aye*

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Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

F. Approve Ben Wiltbank as Temporary Employee for Project Manager. (Mayor Jaramillo).

Mayor Jaramillo- This came about from discussions with the Town Manager. I think it is important to appoint him as a temporary employee for 6 months.

Ben Wiltbank- The park and recreation manager would be someone else. This is more my skill set. Event planning is not my number one skill set.

Commissioner Anaya- When will you get the bridge done?

Ben Wiltbank- By the end of the year- Bids open in 5 days. It will be started in July.

Manager Perry- June 8th is when the bid will be awarded.

Ben Wiltbank- Can post on our website, BHI is hosting the bridge project.

Major Jaramillo- part of the finance director was to work on the grants and financial (RFR), the project manager work on the projects and manages. Make sure the grants are

Commissioner Audrey Jaramillo moved to approve Ben Wiltbank as temporary employee for project manager.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

G. Approval for Procurement on Road Equipment. (Commissioner Powers)

Commissioner Powers- Chip seal can be used on the roads and cost 1/3 less than what

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is spent.

Commissioner Brennan- If we are doing it on ourselves and the quality of work will be on is. If it is contracted out and the quality of work is not good may be difficult to get someone out again.

Mayor Jaramillo- Do we have a list of equipment? and a funding source?

Commissioner Powers- total amount would be around 700,000. Could take from ARPA, could use town's excess funds.

Commissioner Brennan- Once we get a schedule and caught up would we be able to contract with the county to work on their roads?

Manager Perry- I do not have an answer but can research it.

Commissioner Powers- I know that Torrance County does that.

Manager Perry- Why we came to this plan to build our roads internally. Commissioner Anaya said it best there is historically the state and government will not save us. They will not give us 100% start to ending money. Thanks to our Ex mayor here many roads that were paved were done through a general obligation bond. If we design a road and work on our roads, we can control our own destiny. We are stagnated on many roads because we do not have enough money, but the way to cure ourselves we do it ourselves. The one time purchase will have high yield results. I know it is a big purchase, and we do have stamped engineering plans and take it to contracts and it is expensive.

Mayor Jaramillo- Chip Sealer,

Manager Perry- By ranking 1) Chip Sealer, 2) Front Loader, 3) Sweeper, 4) Dump Truck, 5) PNM Roller.

Josh Jantz- Will have leasing options tomorrow.

Commissioner Powers- We have opportunity to buy used

Manager Perry- We do not have to do this all right now. We can start with the chip sealer and then start down the list.

Commissioner Anaya- The best way to approach that is to lease as much as well can. That way we don't use as much as our assets all up at front. That often includes maintenance. That is the avenue I go as a business man.

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Manager Perry- I don't believe we can use ARPA money for a lease. It is used for fixed assets.

Mayor Jaramillo- Analysis of purchases vs leasing. I don't believe in going into debt. Point me in particular to where it is allowed in ARPA, and other commissioners. List of each item. Conversation with Manager Perry we could begin with the first three. Need procurement list

Commissioner Donner- Correct me if I'm wrong isn't this what the motion is asking for?

Mayor Jaramillo- Yes, but I was giving a list of what we I want to see.

Commissioner Jerry Powers moved to Approve for Procurement on Road Equipment or the option to lease equipment.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

H. Opt-out of County Run Election. (Mayor Jaramillo).

Mayor Jaramillo- You have heard about my comments on this back in January. The Town opted in back in 2018. I always thought it would be better to hold our elections locally. We are allowed to opt out of the County election, we have until June 30th.

Commissioner Powers- As a practical matter. I have concern about the timing of this, the staff is up to their eyeballs. I worry about the workload for Nina. It is not just the elections but referendum elections. There is a requirement per statue that two elections a year are required to opt out. We would need at least 3 staff members. For efficiency and workload. Handed out letter.

Commissioner Brennan- I am all for what the town can do on its own. As Commissioner Powers has already sated we already we have a full docket. I do not think it is a good time right now. We need to revisit it when we meet the statue and things are in a better situation and our staff could better handle it and work it into the budget for the future.

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Mayor Jaramillo- We would have to add it into the budget anyway. Looking at the statue I will remove my motions. We have only had one where Municiple officers were elected. We did approve to send the clerk to election school.

Commissioner Audrey Jaramillo moved to opt-out of the county run election and do them locally here in Edgewood.

rescinded motion.
Commissioner Sterling Donner seconded the motion.

The Motion Carried

I. Call for Public Hearing on Ordinance for Regulation of ATV. (Commissioner Powers)

Commissioner Powers- The current state law is that ATV/OHV cannot drive on the road without local municipality. Many are used during snowstorms.

Commissioner Jerry Powers moved to Call for public hearing on ordinance for regulation of off-highway vehicles and all-terrain vehicles on the streets within the town of Edgewood on June 13th, 2023
Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

J. Revision Resolution 2005-24 Public Improvement District Guidelines. (Commissioner Powers).

Brad Hill- Handout Condensed state statue for Improvement District Guidelines. Originally designed for Campbell Ranch, Police Stations and Road. Imposes a bond for improvement on buildings that benefit from the improvements. It is a tool and be used wisely. There are strict disclosure requirements.

Last major issue tried to bring up, too many private roads, Receive many calls why doesn't the town fix my road? Need long term plan for private roads.

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Mayor Jaramillo- We still don't have parameters to dedicate a road.

Brad Hill- Is real estate to be conveyed. We would need to make offer to residents. If we use this tool they do have to be dedicated to the Town.

Mayor Jaramillo- Is the only major change the threshold?

Commissioner Powers- Yes.

Manager Perry- I recommend to approve.

Commissioner Brennan- This sounds similar to a situation in Wisconsin. Lived on a road dirt road. Everyone was ok with the pavement except one and the town paved all the way up to the house. Had two options to pay all at once or pay over the time with taxes.

Commissioner Jerry Powers moved to approve the revised version redline 2005-24 (now 2023-017) Public Improvement District Guidelines.

Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

K. Assign Specific Legal Issues and Cases to Specific Law Firms. (Commissioner Brennan).

Commissioner Brennan- This is a discussion to give staff the leeway.

Commissioner Jerry Powers moved move item K to after item 15 B.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

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Commissioner Jerry Powers *Aye*

The Motion Carried 5 to 0.

XI. PUBLIC COMMENTS

A. *Cheryl Huppertz* 49 Hill Ranch Rd- On opt out of county. I am glad you did not approve that. Your staff only has so much time. The last agenda Mayor Jaramillo you placed item of funding for mothers and adoption, those should go to the private sector or nonprofit. I didn't get to hear if you approve the minutes. I would hope you can improve on getting minutes approved a little quicker. Commissioner Powers you keep brining up that there was no public comments before, you and Mr. McGill were at the meetings making many comments. Commissioner Anaya, carries over to the public comments. I didn't feel good about you walking out on the public comment during the abortion issues, if you agree or disagree it was unprofessional to not listen to all the comments.

Commissioner Powers- There was a period of time during John Abrams that public comment was removed off the agenda. We cannot take public comment off due to a judge's order.

XII. FUTURE MEETINGS

A. Regular Commission Meeting May 23rd, 2023 @ 6:00pm in the Edgewood Commission Chambers.

B. Regular Commission Meeting June 13th, 2023 @ 6:00pm in the Edgewood Commission Chambers.

XIII. FUTURE EVENTS

A. Memorial Day Event May 29th, 2023.

B. YES! Summer Program June 5th-July 28th, 2023.

C. JR. Police Academy: Session 1 June 13-15 (10-12 years old), Session 2 June 20-22 (13-17 years old).

XIV. CLOSED SESSION

A. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H) ((7) meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant; Specifically, ACLU, Attorney General and Open Meetings Act. (Commissioner Powers).

B. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H)(2) discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; Specifically, Town Clerk Contract. (Commissioner Powers) and Town Treasurer Contract (Mayor Jaramillo)

DRAFT

Commissioner Jerry Powers moved move to closed session as per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H)(7) and Section 10-15-1(H)
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Commissioner Kenneth Brennan moved to come back into session at 9:58PM
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Major Jaramillo affirms only those items on the agenda were discussed and no decisions were made.
All affirm.

XV. DISCUSSION AND ACTION ITEMS

A. Action Regarding Closed Session Items Specified Above.

Commissioner Jerry Powers moved approve the contract for the clerk Nina McCracken as discussed in the closed session.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

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Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Commissioner Audrey Jaramillo moved to allow Mayor Jaramillo and Town Manager to make edits to the Town Treasurer's contract.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XVI. ADJOURN

Commissioner Powers motioned to adjourn. Donner Seconded.
All Aye.

Mayor Jaramillo adjourned at 10:03pm

Passed, approved and adopted on the 13th of June 2023.

ATTEST:

Audrey J. Jaramillo, CMO, Mayor

Nina R. McCracken, Clerk

DRAFT

Town of Edgewood

Workshop **Minutes**

Tuesday, May 23, 2023, 5:00

DRAFT 6.9.23

I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Jaramillo called the meeting to order at 5:04pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers
Absent:

II. AGENDA APPROVAL

Commissioner Brennan moved to approve the agenda. Commissioner Powers Second.
All Aye.

III. PUBLIC COMMENTS ON AGENDA ITEMS

A. *Kathy Adams, 8A Robin Ct*, very difficult to access the property due to condition of the road. McCall RD is the issue and is aware does not belong to the Town. Full of rocks and holes and is causing damage to the vehicle. Pinion is a bypass that can be used but is out of the way. McCall was paved. Capital and Range RD are grated but go a long time without being maintained. Pinion is a ways out of the way. Why all of a sudden can McCall not be maintained by the Town. It is a state road and the state has been contacted. Invited Commissioners to drive down the road to see what it is like. Understand the weather is an obstacle. Maybe police presence would help with speeding.

Josh Jantz- Road Crew Supervisor- Explained the road and jurisdiction. Had reached out to the State and have pushed for maintenance.

Brad Hill- Planning and Zoning Manager- Encourage to call DOT. We do have many roads that need maintenance and are priority. Unfortunately we are in District 5 with Santa Fe.

Mayor Jaramillo- Encouraged Kathy to call the Cabinet Secretary and call DOT.

IV. BUDGET WORKSHOP

A. Police Department

Lt. Lovato

Page 14 of 55
Passed out handout of PowerPoint and presented on behalf of Chief Jimenez.

Mayor Jaramillo- Question for the Clerk regarding benefits with the gym membership.

Clerk McCracken- This is included in the health plan and is $14.00 a month. Can look into a standalone plan.

Mayor Jaramillo- Questioned the generator being approved under COVID grant phase 3.

Clerk McCracken- The generator was rejected from phase 3, not aware of what was approved on Phase 4.

Holly Massey- It was also removed on Phase 4.

B. Animal Control

C. Wastewater

D. Courts

E. Legislative

F. Finance

G. Public Works (Roads)

H. Maintenance

I. Library

Commissioner Donner arrived at 5:51pm.

Brandyn Burke
page 24 of 55
Presented PowerPoint.

J. Planning and Zoning

Page 22 of 55.
Brad Hill presented power point.
Hearing officer should fall under administration and not PandZ.
Requested vehicle.
Code enforcement software.

K. IT

L. Parks and Recreation

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V. PUBLIC COMMENTS

VI. FUTURE MEETINGS

A. Regular Commission Meeting June 13th, 2023 @ 6:00 PM in the Town of Edgewood Commission Chambers.

B. Regular Commission Meeting June 27th, 2023 @ 6:00 PM in the Town of Edgewood Commission Chambers.

VII. ADJOURN

A.

Commissioner Kenneth Brennan moved to adjourn and continue at another meeting. Commissioner Jerry Powers seconded the motion. All Aye

Adjourn at 6:00pm

Passed, approved and adopted this 13th day of June 2023.

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ATTEST:

_____

Audrey J. Jaramillo, CMO, Mayor

_____

Nina R. McCracken, Clerk

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Town of Edgewood

Regular **Minutes**

Tuesday, May 23, 2023, 6:00

DRAFT 6.8.23

I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Jaramillo called the meeting to order at 6:15 pm and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers
Absent:

II. AGENDA APPROVAL ON AGENDA ITEMS

Commissioner Powers moved to approve agenda with adding public comment on agenda item to II and moving closed session 14 A and B. Commissioner. Anaya seconds.

Commissioner Brennan friendly amendment move X O to XV B. Commissioner Powers and Commissioner Anaya accepted.

All Aye.

III. PUBLIC COMMENTS

IV. CONSENT AGENDA

A. Approve/Amend/Disapprove Minutes

i. February 28, 2023.
ii. March 14, 2023.
iii. March 28, 2023.
iv. April 11, 2023
v. May 9, 2023.

B. Department and Advisory Board Reports

i. Police and Animal Control.
ii. Municipal Court
iii. Roads
iv. Library

v. Parks and Recreation

KR Scott- Parks and Recreation Board President-
Discussed TAC and teen members have been picked.
Discussed Memorial Day Event and requested a head count of commissioners of who will be attending.
Edgewood 25- Doodle has been sent for Coordinating Committee; June 6th 4pm-5pm.

vi. Maintenance

vii. Wastewater

viii. IT Technology

ix. Planning & Zoning

x. Finance

Treasurer Steininger- Presented Finacial Reports.

Mayor Audrey Jaramillo moved to approve consent agenda item A 3 redline and remove minutes for review and work. Commissioner Kenneth Brennan seconded the motion.

Commissioner Powers friendly amendment to remove redline for further review.

Mayor Jaramillo removes motion.

No objection.

xi. *Commissioner Anaya*- Questioned why the Mayor is editing the minutes. Asked Treasurer Steininger for help regarding the legal issues of the minutes.

Treasurer Steininger- There are items that need to be approved.

Commissioner Powers- This is for the Treasurer, is there anything that prohibits all the discussion.

Treasurer Steininger- I come from an era where all minutes are verbatim. The New Mexico Municipal League does not teach verbatim but to document who motioned, seconded and how each member voted. Deferred to the Clerk.

Clerk McCracken- New Mexico Municipal League teaches summaries. Summaries can be subjective. Had looked at other municipalities and many do

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not have discussion.

Commissioner Brennan- This won't solve this right now, but hire a stenographer. It works for the courts and should work for us.

Commissioner Powers- We can all look at these minutes in the next three weeks. I don't think we need all of this [verbiage].

Commissioner Audrey Jaramillo moved pull consent agenda A and approve B. Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo, Mayor

B. Jerry Powers, Mayor Pro Tem

C. Phil Anaya

Passed

D. Ken Brennan

E. Sterling Donner

Passed

VI. MATTERS FROM THE CLERK

VII. MATTERS FROM THE TREASURER

A. Holly and Lenora attended training in San Antonio, TX.
Holly is attending Tyler training each week.
End of Month process.

VIII. MATTERS FROM THE CHIEF OF POLICE

A. LT. Lovato, on behalf of Chief Jimenez, vehicle are trickling in. just in time.

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New Mexico Municipal League Audit three-year process.
New lateral officer starting on Tuesday.

IX. MATTERS FROM THE TOWN MANAGER

A. Kudos to staff and getting projects done. Ben Wiltbanks has moved into project management position. There is a lot that was inherited.
Pedestrian bridge. Bohannan Huston is the engineers. Contract awarding June 8th, will see results on that in the summertime. Echo Ridge, RFB has been posted.
Edgewood 7, still waiting for review meeting for the right way mapping. DOT is responsive to us but has many projects. This is one project that has been stuck in gridlock.
HB 505- we were awarded. Venus Park Project for $1.23 million dollars, procuring and construction.
Water Quality PER through CDM Smith- major project and working vigilantly.
Wastewater treatment plant- Commissioner Powers kudos for helping. Egi has the expertise and has tapped into others with expertise.
Revisit Yermal's pay scale and act on it. Increase salary with inflation and ensure staff is at midrange.

X. DISCUSSION AND ACTION ITEMS

A. Approval of laser light show. (K.R. Scott, Parks and Recreation Board President).

K.R. Scott- July 4th- RT 66 Art Alliance will have large event. Tables and inflatables will be up. Tony's Car Show will be out in front of Town Hall. Next year we will have dedication of Echo Ridge.
Need to decide if [the town] will have fireworks or laser light show.
No official quotes tonight; laser light show ranges available. Would like to show Edgewood laser light show. Mini show for July 4th, a bigger show for 25 year, with help of business.
Which direction would the commission like to go? $10,000 will be reasonable but would request a $11,000 limit.

Commissioner Donner- Do you know how much there is in the parks and recreation budget?

KR Scott- Ben assured that there was plenty.

Commissioner Sterling Donner moved to approve the laser light show with $10,000 from the Parks and Recreation budget and $5,000 general fund.

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Commissioner Donner amended motion to $15,000 from Parks and Recreation budget.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Mayor Jaramillo- Intended for Memorial Day to be small to do something bigger for July 4th. The RT 66 Alliance and Car Show are both small events.

KR Scott- We would need volunteers and guidance. A parade would be difficult for the police department.

Commissioner Donner- Could have field day for the families and children.

B. Approval of Hearing Officer Position. (Brad Hill Planning and Zoning Manager/ Manager Jerrett Perry)

Mayor Jaramillo- bach

Commissioner Audrey Jaramillo moved to approve Hearing Officer Position with change of header and education to bachelor's degree or equivalent.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

C. Planning for Town Manager Search. (Mayor Jaramillo).

Mayor Jaramillo- This was brought up in December and in strategic planning. No action needs to be made. The Chief of Police search was done well, like to keep that in

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mind. We know it is coming down the line and do not want too short of time.

Commissioner Donner- Good to be proactive, but no action or discussion needs to be done.

Mayor Jaramillo- Can do this in strategic planning July 8th and 9th.

Manager Perry- This has always been the plan to step in as an interim role. We have made a lot of progress, but it is time to do a search beginning in July.

Recess called at 7:57. Came back into session 8:07pm.

D. Approval of purchase and leasing of Road Equipment (Josh Jantz, Road Crew Supervisor and Manager Jerrett Perry).

Manager Perry- Root cause analysis conducted and plans for roads created but never completed. 2008 Ordinance set gross receipt funds for roads in 310. We can control our own destiny and create our own roads. Many of our issues would be gone. Phase 2 of plan was to create a road fund, but it already exists. Phase 1 buy the road equipment. Do not need to recreate the wheel and not wait 10 years.

Mayor Jaramillo- Asked Treasurer Steininger about fund 310. If aware of GRT going into journal entry.

Treasurer Steininger- Is aware of journal entries for GRT. 311 has 3 million in the fund.

Manager Perry- Decision to be made is to lease or buy. Prices are through CES or State Contract. Requested to finish presentation.

Commissioner Sterling Donner moved to approve the four pieces of equipment.

***Mayor Jaramillo*- Friendly amendment to use ARPA fund on general government service up to 1.5, like roads. Commissioner Donner accepted.**
Mayor Jaramillo seconded.

Commissioner Donner withdraws motion.

Commissioner Donner motioned to approve the purchases of four pieces of equipment from 500k out of ARPA 264k out of 310 account.

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Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

E. Approval of Resolution 2023-018 TPF Horton RD. (Manager Perry).

Commissioner Jerry Powers moved to approve Resolution 2023-018 TPF Horton RD.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

F. Approval of Resolution 2023-019 TPF West Venus RD. (Manager Perry).

Commissioner Kenneth Brennan moved to approve for W. Venus Resolution 2023-019.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

G. Approval of Resolution 2023-020 TPF East Venus RD. (Manager Perry).

Commissioner Powers recused self from vote as he has property in the Airpark and can

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be accessed from E. Venus.

Commissioner Sterling Donner moved to approve Resolution 2023-020 TPF E. Venus.

Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

The Motion Carried 4 to 0.

H. Approval of Resolution 2023-021 TPF Nugent RD. (Manager Perry).

Commissioner Sterling Donner moved to approve Resolution 2023-021 TPF Nugent RD.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

I. Placing of guard rail and signage at curve on Edgewood 7. (Commissioner Brennan)

Commissioner Kenneth Brennan moved that we proceed with adding cautionary signs and guard rail. (Rescind)

Motion to go ahead with signs and reflectors and go out to bid for a guardrail.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

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The Motion Carried 5 to 0.

Commissioner Kenneth Brennan moved to go ahead with signs and reflectors and go out to bid for a guardrail.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

J. MOA with AYSO. (Mayor Jaramillo)

Commissioner Audrey Jaramillo moved approval for Mayor Jaramillo to work with administration on MOA with AYSO for usage of the fields and fields to be built.
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

K. Priorities for Section 16 $1.2 million appropriation (Mayor Jaramillo).

Mayor Jaramillo- The money will be available July 1st. Bathrooms, field.

Commissioner Powers- Many constituents want a dog park but have also had complaints from individuals that use the park because it is used as a dog park.

Commissioner Donner- We need trees.

Mayor Jaramillo- While on council BMX park was approved and would be easy.

set priorities for section 16 $1.2 million 1) bathrooms, 2) lighting, 3) field, 4) parking,

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5) BMX park, 6) dog park . Mayor Jaramillo rescinded motion.

Commissioner Audrey Jaramillo moved set priorities using appropriations 1) bathroom 2) field 3) BMX park 4) dog park 5) parking and concrete pad and 6) lighting.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

L. Quality of life grants. (Mayor Jaramillo)

M. Edgewood 7 trail next steps. (Mayor Jaramillo)

N. Reasonable time limits for Commission Meetings. (Commissioner Powers).

Commissioner Powers- Gave handout and presentation regarding sleep, work hours and work place safety.

Commissioner Jerry Powers moved to set a limit on commission meeting times to adjourn at 9:30pm.

Commissioner Brennan- What if we are in the middle of something? Do we stop or finish?

Commissioner Powers- that is a good question. Depends on how much time is needed to finish discussions but might be good to sleep on decisions.

Commissioner Brennan- I just don't want to stop in the middle of a discussion.

Mayor Jaramillo- We should be able to hear from the public, debate things and give items their diligence. We tried last year in May, June, July, we had a lot more meetings but they were shorter. It was more minutes and more volume of things.

Commissioner Powers- we could just keep our meetings how they are and [everyone] get their points across.

Commissioner Powers- Would like to get these meetings done in a more efficient manner and come to the table refreshed.

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Commissioner Brennan called the question. Commissioner Donner seconded.

Commissioner Filandro Anaya seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Nay*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

O. Attorney budget for each commissioner. (Commissioner Brennan).

Commissioner Kenneth Brennan moved to the next regular meeting.
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

XI. PUBLIC COMMENTS

A. *Mary Hall*- About ending early, start on time, put reports on social media.

Linda Burke- Just a reminder that an invite was sent by the Chambers for Steve Stucker Farewell at Rich Ford 5AM-7AM

XII. FUTURE MEETINGS

A. Regular Commission Meeting June 13th, 2023 @ 6:00 PM in the Town of Edgewood Commission Chambers.

B. Regular Commission Meeting June 27th, 2023 @ 6:00 PM in the Town of Edgewood Commission Chambers.

XIII. FUTURE EVENTS

A. Memorial Day May 29th, 2023 10AM until Noon @ Veteran's Memorial located between Animal Control and Court House

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B. Dumpster Day May 26th and May 27th @ Town Hall Parking Lot.

XIV. CLOSED SESSION

A. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H)(2) discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; Specifically, Town Treasurer Contract (Mayor Jaramillo)

Mayor Jaramillo moved to next meeting.

B. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H) ((7) meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant; Specifically, ACLU, Attorney General and Open Meetings Act. (Commissioner Donner). McGill et. al. v. John Bassett et. al. A-1-CA-39388., and The Town of Edgewood, v. The Moriarty-Edgewood School District D-101-CV-2023-00310. (Mayor Jaramillo).

Commissioner Kenneth Brennan moved move to closed session As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H) ((7) meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant; Specifically, ACLU, Attorney General and Open Meetings Act. (Commissioner Donner). McGill et. al. v. John Bassett et. al. A-1-CA-39388., and The Town of Edgewood, v. The Moriarty-Edgewood School District D-101-CV-2023-00310. (Mayor Jaramillo).

went into executive session at 9:45pm.
Commissioner Audrey Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Nay*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 4 to 1.

Commissioner Kenneth Brennan moved to come back into session at 10:10PM
Commissioner Sterling Donner seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*

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Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Mayor Jaramillo- I affirm only items on executive session item b was discussed and not decisions were made.
All affirm**.**

XV. DISCUSSION AND ACTION ITEMS

A. Action Regarding Closed Session Items Specified Above.

Commissioner Audrey Jaramillo moved to have legal teams discuss mediation with MESD regarding the south building starting in July.
Commissioner Kenneth Brennan seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Nay*

The Motion Carried 4 to 1.

Commissioner Audrey Jaramillo moved at the next meeting call for a public hearing on Ordinance Historic Overly
Commissioner Jerry Powers seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

Commissioner Jerry Powers moved to authorize the Town attorney to proceed with the IPRA claim against MESD.
Commissioner Sterling Donner seconded the motion.

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Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Aye*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 5 to 0.

B. Next Budget meeting Tuesday May 30th 11am

XVI. ADJOURN

Commissioner Donner moves to adjourn. Commissioner Brennan seconded.
Mayor Jaramillo adjourned at 10:19pm.

Passed, approved and adopted on June 13, 2023

ATTEST: Audrey J. Jaramillo, CMO, Mayor

Nina McCracken, Clerk

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Town of Edgewood
Workshop **Minutes**
Tuesday, May 30, 2023, 11:00

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I. WELCOME, INTRODUCTION, & ROLL CALL

Mayor Jaramillo called the meeting to order at 11:? am and welcomed everyone.

Roll Call:
Present: Commissioner Filandro Anaya, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers
Absent: Commissioner Kenneth Brennan and Commissioner Sterling Donner

II. AGENDA APPROVAL

III. PUBLIC COMMENT ON BUDGET

IV. DISCUSSION AND ACTION ITEMS

A. Department Budget Reports

Clerk McCracken joined at 11:10 AM.

Manny Madrid- Maintenance Supervisor- presented.

Noah Miller- IT Administrator- presented.

Josh Jantz- Road Crew Supervisor- presented. Handed out packet.

Mayor Jaramillo motioned to increase $6000 from operational to street fund. Commissioner Powers Seconds.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Absent*
Commissioner Sterling Donner	*Absent*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 3 to 0.

Commissioner Anaya motioned to approve the two implements that were proposed today, grabber and forklift for $40,150. Mayor Jaramillo seconded.

Mayor Jaramillo Friendly amendment come out of 410 account heavy equipment. Commissioner Anaya accepted.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Absent*
Commissioner Sterling Donner	*Absent*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 3 to 0.

Mayor Jaramillo motioned to approve generator for PD from the remaining ARPA funds. Commissioner Anaya Seconded.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Absent*
Commissioner Sterling Donner	*Absent*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 3 to 0.

Manny Madrid- John Deer Tractor, $147,599.24
Lift- $8401.
Woodchipper- $11029.86.
Total all three- $212,755.00

.

Commissioner Anaya motioned to approve the equipment for maintenance: tractor, along with all the implements, genie lift and woodchipper out of 310 and 311. Seconded by Commissioner Powers.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Absent*
Commissioner Sterling Donner	*Absent*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 3 to 0.

Commissioner Brennan joined at 12:30pm. went to break until 12:36 pm.

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Manager Perry left at 12:57pm. Commissioner Powers left at 1pm

Adjourn until 2pm.

Reconvened at 2:10pm
Mayor Jaramillo, Commissioner Brennan, and Commissioner Anaya all present.
Commissioner Donner and Commissioner Powers absent.

Commissioner Anaya moved to address commissioner pay until a future meeting and leave the amount in the budget as is. Mayor Jaramillo seconded the motion.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Aye*
Commissioner Sterling Donner	*Absent*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Absent*

The Motion Carried 3 to 0.

V. ADJOURN

Commissioner Anaya motioned to adjourn. Commissioner Brennan seconded.

Commissioner Filandro Anaya	*Aye*
Commissioner Kenneth Brennan	*Absent*
Commissioner Sterling Donner	*Absent*
Commissioner Audrey Jaramillo	*Aye*
Commissioner Jerry Powers	*Aye*

The Motion Carried 3 to 0.

Mayor Jaramillo adjourned at 2:17pm

Passed, approved and adopted on June 13, 2023

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Audrey J. Jaramillo, CMO, Mayor

ATTEST:

Nina R. McCracken, Clerk

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SPECIAL ELECTION RESOLUTION
TOWN OF EDGEWOOD
Resolution No. 2023-024

WHEREAS, a verified petition under Subsection A of Section 3-14-17 NMSA 1978 was filed with the Town Clerk on April 28, 2023, seeking to call for a special election on Ordinance 2023-002 Requiring Abortion Providers in the Town of Edgewood, New Mexico to Comply with Federal Law: and

WHEREAS, the Clerk has verified that the petition contains a sufficient number of legal signatures, having determined that the petition contains the signatures of at least twenty (20%) of the qualified electors who voted in the last regular municipal election:

BE IT RESOLVED by the Governing Body of the Town of Edgewood, New Mexico that:

1. A Special Election is hereby proclaimed to be held on **August 22nd, 2023,** for the purpose of submitting the following ballot question to the qualified electors of the Town of Edgewood with respect to whether the Town of Edgewood should enact Ordinance 2023-002 Requiring Abortion Providers in the Town of Edgewood, New Mexico to Comply with Federal Law.

"Do you vote for or against the Town of Edgewood Ordinance 2023-002 allowing private citizens to file lawsuits against other private citizens for newly created crime, which with certain limited exceptions:

1. Makes it criminal to prescribe, administer, purchase, sell or receive any instrument, medicine, drug, or any other substance, device, or means to terminate an individual's pregnancy knowing death of an unborn child may result.
2. Makes it a crime to use the mail, common carrier; interactive computer service; express company or other common carrier for carriage in interstate or foreign commerce to send or receive anything advertised or described as usable for producing abortion.
3. Makes it a crime to lead another to use or apply such for producing abortion; and
4. Makes it a crime for any person to aid or abet such activities.
5. Prohibits the Town of Edgewood from enforcing any such actions or provisions of the Ordinance.

Under the ordinance sole enforcement is by private citizens suing Edgewood residents. The Ordinance encourages such private action by providing an opportunity for a private citizen to go to court against an Edgewood resident and collect $10,000 damages for each violation plus costs and attorney fees, all paid for by the Edgewood resident who is sued.

___ ***FOR*** *Ordinance 2023-002.*

___ ***AGAINST*** *Ordinance 2023-002.*

[Voter may only choose one of the above]"

2. The aforesaid Special Election shall be conducted by mailed ballot pursuant to the provisions of the Special Election Act (NMSA 1978 §1-24-1 through §1-24-5).

3. The Clerk is hereby directed to file this resolution with the county clerk of each county containing any precinct in which votes may be cast for or against the aforesaid ballot question.

PASSED, APPROVED and ADOPTED this 13th day of JUNE 2023.

ATTEST: Audrey J. Jaramillo, Mayor, CMO

Nina R. McCracken, Clerk

CONSENSUS PLANNING

Landscape Architecture
Urban Design
Planning Services

302 Eighth St. NW
Albuquerque, NM 87102

(505) 764-9801
Fax 842-5495
cp@consensusplanning.com
www.consensusplanning.com

May 19, 2023

Brad Hill
Planning and Zoning Manager
Town of Edgewood
171-A State Road 344
Edgewood, NM 87015
PZmanager@edgewood-nm.gov

Re: *Proposal to Provide Professional Planning Services for the Update to the Town of Edgewood Comprehensive Plan*

Dear Mr. Hill:

Thank you for your interest in having Consensus Planning provide professional planning services for the update to the Town of Edgewood Comprehensive Plan. We would be honored to provide our services to the Town and are confident that our firm has the necessary expertise, capability, and capacity to successfully complete this project to the satisfaction of the Town and the community as a whole.

I have put together a scope of services that are based on our discussions and the following project approach:

PROJECT APPROACH

Consensus Planning will develop a custom set of techniques to solicit and engage the community as a partner in the preparation of a community vision that guides the Comprehensive Plan update. We believe that a key component to achieving a high level of participation is having elected officials and community leaders act as champions of the process. The update to the Comprehensive Plan should be accessible to all residents and present the story of the Town's future as a vibrant community that reflects the input, vision, and pride of its residents.

Assuming the project will start in mid-June 2023, our approach to updating the Comprehensive Plan is highlighted by the following:

1. The Comprehensive Plan elements will include a description of existing conditions, data analysis, identification of issues, and goals/objectives/strategies that are based on our public engagement process, research and analysis, and our professional planning expertise. Maps, tables, charts, and photos will supplement the narrative sections in each Plan element. An implementation schedule will be organized by Plan element and will list the projected timeline and responsible entity for each implementation strategy. The Town's ICIP will be referenced in the Comprehensive Plan. Capital projects will be incorporated into the Plan elements, as applicable.

PRINCIPALS

James K. Strozier, FAICP
Jacqueline Fishman, AICP

ASSOCIATES

Ken Romig, PLA, ASLA,
LEED SITES AP

2. The Comprehensive Plan elements are anticipated to include:
    - Executive Summary
    - Community Profile
    - Land Use
    - Economic Development
    - Transportation
    - Infrastructure
    - Community Services and Facilities
    - Housing
    - Hazard Mitigation
    - Implementation

3. Public engagement is one of the key elements to a successful planning effort. Consensus Planning proposes a public participation program consisting of:
    - ✓ Project Website – Consensus Planning will develop a project website that provides regular updates on the Comprehensive Plan. The website will include links to the community survey, notices regarding public meetings, survey results, and drafts, and allow viewers to submit comments or questions to the Project Team. We will provide the Town with a link to the project website that can be posted on the Town's website and social media.
    - ✓ Community Survey – A survey will be developed and tailored to generate information to help the Project Team assess the current conditions and desires for the future of the community. The survey will include a range of questions regarding growth and development, transportation, housing, commercial services, public safety, education, parks and recreation, and demographics. Surveys are an excellent way for the Town to receive input from a greater number of residents that may not typically be inclined to attend a public meeting. The survey will be made available on Survey Monkey and in hard copy so that all residents have an opportunity to participate. We will provide a link to the survey and a hard copy that can be distributed at Town Hall, Edgewood Community Library, and Edgewood Senior Center.
    - ✓ Steering Committee – Typical roles of the Steering Committee would include helping to identify issues of the community; reviewing draft materials; helping to prioritize planning implementation steps; getting the word out about the Plan and upcoming meetings; and participating in public meetings. It is anticipated that we will schedule 4-5 Steering Committee meetings for the duration of the project.
    - ✓ Stakeholder Interviews – Consensus Planning will work with the Town of Edgewood on developing a list of stakeholders to meet with during the start of the project. Stakeholders should include a range of business owners, developers, elected officials and Town staff, and other community leaders.
    - ✓ Public Meetings – Public meetings will be held at key milestones during the planning process. This will include a visioning meeting in the beginning of the project; a second meeting to receive input on alternative land use scenarios and draft goals and objectives; and a third meeting to present

strategies and the draft Comprehensive Plan. As discussed, the third meeting could be held at a study session with the Planning & Zoning Commission and the Town Council.

4. The Project Team will review all current development and land use codes, planning documents, and engineering studies related to the Comprehensive Plan. These plans and documents will be summarized in the Comprehensive Plan under the appropriate Plan element.
5. Consensus Planning will use the following resources for information related to population, employment, economic, and housing characteristics: US Census Bureau and American Community Survey; New Mexico Department of Workforce Labor; New Mexico Economic Development Department; New Mexico Taxation and Revenue; Bureau of Business and Economic Research; Bureau of Labor Statistics; etc. We will also summarize data from the Census of Agriculture.
6. Consensus Planning will review and incorporate, as appropriate, projects identified in the Town's Infrastructure Capital Improvement Plan. The projects will be sorted into the appropriate section of the Comprehensive Plan.
7. Consensus Planning will create the implementation element based upon the actions and strategies identified in the Plan. The implementation schedule will be mindful of the Town's fiscal constraints, potential outside funding sources (and their local match requirements), and on-going operational and maintenance costs. It will include tables that indicate the action, responsible entity, and anticipated timeframe. We will also include a comprehensive funding source list in the appendix.
8. Consensus Planning will provide a Technical Memorandum to the Town Project Manager that summarizes the progress made by the end of each major phase of the project.

PROPOSED PROJECT SCOPE

Phase 1: Project Kick-Off, Research, and Public Engagement

1.1 Project Kick-off - Meeting with the Town Project Manager to discuss project milestones, schedule, planning charrette details, project management, and deliverables. This will include the establishment primary points of contact, communications, and identification of key community leaders and stakeholders that we should interview.

1.2 Project Website - Develop a project website to post meeting notices, updates, and drafts throughout the planning process.

1.3 Online Project Folder - Establish an online project folder and share with the Town Project Manager and the Steering Committee.

1.4 Existing Land Use Survey - Complete an existing land use survey to serve as the base for preparing alternative Future Land Use Scenarios. We have reviewed the map provided by the Town and will complete a windshield survey to confirm existing land uses and existing neighborhood conditions. We will create a map in GIS to determine the distribution and relative proportion of existing land uses in Edgewood.

1.5 Research and Analysis - Conduct data collection, research, and analysis of existing conditions relevant to each Plan element, demographics, economic indicators, planning, economic development, engineering studies, etc.

1.6 Community Survey - Design a community survey that includes questions regarding growth and development, economic development, quality of life issues, transportation, housing, etc. The survey will be distributed via Survey Monkey and hard copy. The results will be incorporated into the applicable Comprehensive Plan elements. The community survey will provide email addresses that can be added to the project email list for meeting notification purposes.

1.7 Public Notification - Provide a press release and flyer announcing the first public meeting, the link to the online community survey, and locations where participants can fill out hard copies of the survey.

1.8 Steering Committee Meeting - Review the project scope, committee roles and expectations, project schedule, and public meeting goals and details. We will also conduct a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis with the Steering Committee.

1.9 Identifying Stakeholders - Work with the Town Project Manager on scheduling a series of brief stakeholder interviews with individuals or small groups that we can conduct in person or via a phone meeting, as schedules dictate.

1.10 First Public Meeting – Hold a public meeting to introduce the project and conduct a visioning session with participants.

1.11 Memorandum - Prepare a memo that summarizes the Phase 1 findings and progress.

1.12 Timeframe and Meetings

- Timeframe: Start in mid-June, run through mid-October (4 months)
- Meetings: 1 Project Kick-off meeting; 1 Steering Committee meeting; multiple stakeholder interviews; 1 public meeting

Phase 2: Development of Alternative Concepts

2.1 Draft Goals and Objectives – Review and revision to existing and/or development of new goals and objectives by Plan element based on Phase 1 research, survey results, and public meeting input. Provide draft goals and objectives to the Town Project Manager for review and comment.

2.2 Alternative Future Land Use Scenarios - Develop alternative Future Land Use Scenarios based on community priorities for infill, redevelopment, annexation, gateways, etc. Provide alternative Future Land Use Scenarios to the Town Project Manager for review and comment.

2.3 Steering Committee Meeting - Hold a meeting with the Steering Committee to review alternative concepts and receive input.

2.4 Public Notification - Provide a press release and flyer announcing the date and time of the public meeting to review the draft goals/objectives and alternative Future Land Use Scenarios. Send meeting notice through the project email list.

2.5 Second Public Meeting - Hold a public meeting to review the draft goals/objectives and the alternative Future Land Use Scenarios.

2.6 Project Website - Post the draft goals and objectives, and alternative future land use scenarios on the project website.

2.7 Memorandum - Prepare a memo summarizing the Phase 2 findings and progress.

2.8 Timeframe and Meetings

- Timeframe: October – November (2 months)
- Meetings: 1 Steering Committee meeting; 1 public meeting

Phase 3: Administrative Draft Comprehensive Plan

3.1 Implementation Strategies - Based on our research, analysis, planning charrette, and alternative concepts generated under Phase 1 and 2, Consensus Planning will create implementation strategies for the goals and objectives provided under each Plan element.

3.2 Administrative Draft Comprehensive Plan - Produce the Administrative Draft and provide a digital copy to the Town Project Manager, and subsequently to the Steering Committee, for review and comment.

3.3 Memorandum - Prepare a memo summarizing the Phase 3 findings and progress.

3.4 Timeframe

- Timeframe: September – January (5 months)

Phase 4: Public Draft Comprehensive Plan

4.1 Public Draft Plan - Revise the Comprehensive Plan based on comments from the Town Project Manager and Steering Committee.

4.2 Public Notification - Provide a press release and flyer announcing the date and time of the public meeting to review the Draft Plan. Send meeting notice through the project email list.

4.3 Project Website - Post the Draft Comprehensive Plan on the project website two weeks prior to the public meeting.

4.4 Steering Committee Meeting - Present the draft Comprehensive Plan to the Steering Committee and receive input.

4.5 Public Meeting - Hold a public meeting to present the draft Comprehensive Plan. The public meeting should be held in the early evening to ensure maximum public participation.

4.6 Memorandum - Prepare a memo summarizing the comments received on the public draft and responses from the Project Team.

4.7 Timeframe and Meetings

- Timeframe: February (1 month)
- Meetings: 1 Steering Committee meeting, 1 Public Meeting to present the draft Comprehensive Plan.

CONSENSUS PLANNING

Phase 5: Final Plan and Approval Process

5.1 Final Plan – Revise the Comprehensive Plan based on comments received from the Town Council and provide a digital copy of the Comprehensive Plan for the adoption hearing.

5.2 Resolution - Assist the Town in preparing a resolution for adoption of the Comprehensive Plan.

5.3 Final Deliverable - Provide a digital copy and 10 hard copies of the final adopted Comprehensive Plan.

5.4 Project Website - Post the final Comprehensive Plan on the project website two weeks prior to the Town Council meeting.

5.5 Timeframe and Meetings

- Timeframe: March – April (2 months)
- Meetings: 1 Town Council meeting for adoption of the Comprehensive Plan.

PROJECT FEES & STANDARD HOURLY RATES

Phase 1: Project Kick-off, Research, and Public Engagement	$18,500.00
Phase 2: Development of Alternative Concepts	$6,650.00
Phase 3: Administrative Draft Plan	$27,200.00
Phase 4: Public Draft Plan	$6,700.00
Phase 5: Final Plan and Approval Process	$6,250.00
Subtotal	$65,300.00
NMGRT (.0775%)	$5,060.75
TOTAL (including NMGRT)	**$70,360.75**

Standard Hourly Rates

Principal/President	$200.00
Principal/Vice-President	$175.00
Associate/Landscape Architect	$150.00
Senior Planner II	$125.00
Senior Planner	$110.00
Senior Project Manager	$110.00
Landscape Architect	$110.00
Planner III	$100.00
Landscape Designer III	$100.00
Zoning Specialist	$100.00
Planner II	$90.00
Landscape Designer II	$90.00
Planner I	$80.00
Landscape Designer I	$80.00
Graphics/GIS Tech	$70.00
Administrative	$60.00

**Hourly rates may be adjusted annually; notice will be provided on the first invoice following the adjustment.*

Thank you for the opportunity to work on this project. Consensus Planning is ready to begin work. Please feel free to contact me at 505.764.9801 or fishman@consensusplanning.com for clarification or any additional information that you may need.

Sincerely,

Jacqueline Fishman, AICP
Principal

TOWN OF EDGEWOOD

Resolution No. 20233-02218

A RESOLUTION

ADOPTING THE PROCESS OF ~~FORMULATE~~ FORMULATING THE GOVERNING BODY COMMISSION AGENDA

WHERAS, the Municipality of Edgewood recognizes the importance of setting the process of the formation of the governing body commission agenda for each meeting; and

WHERAS, it is important for the public to recognize the process being used by the governing body; it is necessary to describe such process.

WHERAS, it is important that all representatives of the public have a voice and any minority positions are not denied;

NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPALITY OF EDGEWOOD that:

1. The Municipal Clerk~~/Treasurer~~ will compile the agenda for each of the Commission meetings called for by Resolution or by the Town Manager or by any member of the Governing Body with the date set by the Clerk.

2. The Municipal Cler~~/Treasurer~~ will compile the agenda based on input for the Town Manager or any member of the governing body.

~~2.~~

3. Agenda items will be placed in the order they are received.

~~3.~~4. When an agenda item has been placed on the agenda at the request of the Town Manager or any Governing Body member~~-~~, no one can remove an item from the agenda unless the Clerk~~/Treasurer~~ has received written permission from the individual(s) who have asked that the item be placed on the agenda.

~~4. The Clerk/Treasurer may add or remove items received from the public or committees/boards based on time constraints for each meeting, except as provided in item #3.~~ Public or committees/boards may request items on the agenda through a Commissioner or appointed official.

5. This resolution rescinds Resolution No. ~~2004~~2018-~~07~~018

PASSED, APPROVED and ADOPTED by the governing body at its meeting of June 13th, 2023 ~~July 19, 2022~~

ATTEST:

_____

Audrey J. Jaramillo, Mayor

_____

~~Estefanie Muller~~Nina R. McCracken, ~~CMC~~ Clerk ~~Treasurer~~

NEW MEXICO INTERNET CRIMES AGAINST CHILDREN TASK FORCE

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by and between the Office of the New Mexico Attorney General and the Edgewood Police Department. (Hereinafter referred to as "Agency").

The purpose of the New Mexico Internet Crimes Against Children Task Force is to investigate, prosecute and deter the distribution of child sexual abuse material and the targeting of children for illegal activities via the computer. Where investigations reveal that the safety of a child is at risk, it is of paramount importance that the safety and well-being of the child clearly outweigh any consideration being given to the continued investigation. If necessary, the ongoing investigation should be terminated immediately and steps should be taken to apprehend the offender and provide for the safety of the victim.

I. Task Force Coordinator.

The Task Force Coordinator will be a member of the New Mexico Attorney General's Special Investigations Division, and will be assigned by the Attorney General's Office. The Task Force Coordinator will be available to assist any member of the Task Force conducting on-line investigations to ensure that online investigations are conducted within the New Mexico Attorney General's, ICAC and DOJ guidelines.

II. Record Keeping

A. **Reports.**

The Attorney General's Office will maintain a centralized repository of reports for all investigations conducted by the Attorney General's Investigators. All investigations will be issued sequential numbers by year the investigation is opened. Member agencies will maintain a similar system using their own numbering system.

B. **Screen names.**

The Attorney General's Task Force will use the Department of Justice/OJJDP authorized software for registration and deconfliction of screen names, Internet Protocol Addresses, and origination of investigations. Undercover screen names can be reported to either the DOJ/OJJDP authorized deconfliction site or the National Center for Missing and Exploited Children prior to their use in any investigation.

III. Members of Task Force

A. **Selection.**

Members of the Task Force will be selected from local, state and federal law enforcement agencies within or surrounding the State of New Mexico. Task Force members must be sworn police officers, prosecutors or civilian computer forensic examiners in good standing with their agency. Members will be selected by their parent agency and their names submitted to the Attorney General's Office and recorded as points of contact for the Task Force. Members of the Task Force shall assist with any investigation of child exploitation, child pornography or sexual solicitation of a child, or any case that involves a child in imminent danger that is documented as occurring within their jurisdiction.

B. **Training.**
All Task Force members must attend an approved training class for online investigations prior to conducting any undercover investigations under the auspices of the Task Force. The Attorney General's Office will be responsible for designating approved classes.

IV. Investigative procedures.

The following investigative procedures will be used when initiating an investigation.

A. **Hours.**
Regular working hours will be on-duty hours for each member as designated by their home agency. Cases will only be initiated during those time periods. The Task Force coordinator or their designee will review information received via the Cybertip hotline and refer the appropriate tips to the contact person for each jurisdiction.

B. **Registration of initiation of investigation.**
When an offender has been identified by screen name or internet protocol address, the investigator will register the information within the next 24 hours (business hours) on the approved DOJ/OJJDP deconfliction sites. The investigator will enter the appropriate identifying information and "claim" the investigation on the deconfliction site. A case number will be generated by the reporting person's agency.

C. **Follow-up of initial contact.**
Once an investigation has been registered and logged in the DOJ/OJJDP deconfliction site, contact with the offender may be made at any time of day or night, as long as it is the investigator's assigned duty hours. Compensation for overtime hours will be at the discretion and under the policies of the parent agency employing the Task Force member.

D. **Documentation of contacts with offender.**
All contact with an offender, whether by online, fax, telephone, U.S. Mail or in-person, will be documented by written report. Transcripts of online conversations and electronic mail will be made where possible and preserved. Where it is not possible to make a transcript, due to hardware or software complications, the reason for the failure will be documented. Graphic files will be printed out and preserved as evidence.

E. **Evidence.**

Evidence received by a Task Force member will be documented in a report. Task Force members will follow their agencies' regulations and policies for the handling and preservation of evidence.

F. **Image Pool.**
Each member agency may create an image pool of child images for use during undercover investigations. The images must not be of any real-current child. Images of current sworn police department employees when they were of the appropriate age for the child mentioned in the investigation may be used. No images used by member agencies shall be pornographic or sexually suggestive in nature. See attached waiver for the use of undercover images. A waiver will be signed prior to the use of any image.

G. **Review of open cases.**
The Task Force Coordinator may review any case under investigation by any member of the Task Force at any time to determine the status of the investigation.

H. **Meeting with offenders.**
No member of the Task Force will meet alone in person with any suspected offender. All meetings will be conducted by two Task Force members or a Task Force Member and another sworn peace officer from their agency. No meetings will be conducted without having been reviewed with and having received the approval of the Task Force Coordinator or appropriate supervisor at the Task Force members' home agency.

V. Prosecution.

All cases investigated by Task Force members may be prosecuted in Federal or State Court. The Attorney General's Office shall be available to assist in any prosecution where requested to do so by the State's Attorney or U.S. Attorney. The Attorney General's office will contact and advise the State's Attorneys in whose county the investigation is conducted, or who may have jurisdiction of the offense(s) upon initiation of the investigation and/or Task Force involvement. The Attorney General's office and the affected State's Attorneys will coordinate the investigation, initiation of charges and prosecution of these cases by agreement.

VI. Release of information to the public.

Public information will be coordinated between the Attorney General's Office, the participating State's Attorneys' offices and the participating agencies. No Task Force member will speak to anyone, including the press, concerning operational matters without the prior express approval of the Task Force coordinator.

VII. Training.

All Task Force members will be required to participate in training, coordinated by the Task Force Coordinator. Members of the Task Force will be given priority for registration to ICAC or DOJ sponsored training. Additionally, the New Mexico Attorney General's Task Force will conduct a minimum of two training sessions per year for police officers around the State of New Mexico. These sessions, if possible, will be conducted with the assistance of the Mobile Training Units and any authorized contractor identified by the Department of Justice/OJJDP. If the training requires travel, ICAC

Coordinator will work with affiliate to pay for Training and Lodging. Per Diem for meals will be reimbursed up to $59 per 24 hour period.

VIII. Software.

All software used by any Task Force member will be purchased with full rights to the software documented in a logbook maintained by the member. No shareware versions will be used past the allotted timeline or shared outside the copyright laws. The logbook of the software in use will be maintained and kept current by each member's agency and subject to review at any time by the Task Force Coordinator or the Coordinator's designee.

IX. Equipment.

All equipment, including software and hardware, used by task force members must be purchased or acquired under standard government purchasing guidelines. The equipment can also be acquired under the member's home agency purchase guidelines, donation guidelines, or by forfeiture.

X. Effective date.

This memorandum of understanding shall take effect when signed by the required parties.

XI. Amendment.

No amendment, modification, variation, addition, or deletion of any provision of this Memorandum of Understanding shall be effective unless memorialized in writing and signed by the parties hereto.

I have read this Memorandum of Understanding and request that my agency participate in the New Mexico Internet Child Exploitation Task Force. My agency is committed to abiding by the terms, principles and spirit of the Memorandum. Further, understanding the sensitive nature and subject matter of the investigations conducted by the Task Force, I believe that the investigator(s) listed below possess the appropriate character and judgment to engage in these investigations and I hereby authorize them to participate in the Task Force.

ATTORNEY GENERAL OFFICE	**AGENCY**
_____	_____
BY: Owen Pena **Special Agent in Charge**	**BY:**
DATE: _____	**DATE:** _____

NEW MEXICO INTERNET CHILD EXPLOITATION TASK FORCE

INVESTIGATOR/PROSECUTOR INFORMATION

NAME _____

AGENCY _____

CHIEF/SA NAME _____

AGENCY ADDRESS _____

PHONE _____

CELL _____

EMAIL _____

PLEASE RETURN WITH SIGNED MOU

TOWN OF EDGEWOOD
RESOLUTION NO: 2008-48

RESTRICTION FOR THE USE OF GROSS RECEIPTS TAX DERIVED FROM NEW CONSTRUCTION

WHEREAS, the Town of Edgewood recognizes that new construction activity within the Town is both a source of revenue and a source of cost to the Town; and

WHEREAS, the Town has a need to increase and improve infrastructure as the Town's built environment grows; and

WHEREAS, the Town receives significant gross receipts tax revenue from the construction of buildings; and

WHEREAS, the Council has determined that it is in the best interest of the Town to utilize the revenue generated from the gross receipts taxes, collected from new construction to improve and add to infrastructure needs that may be created by such construction.

THEREFORE, BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE TOWN OF EDGEWOOD:

That henceforth, all new construction gross receipts tax revenue derived by the Town will be set aside exclusively for funding items identified by the Council as capital improvements.

The Town Clerk shall provide regular statements to the Council as to the amount of gross receipts tax revenue collected by the Town, and shall set these funds into a separate account for the express and exclusive purpose of funding projects identified by the Council as capital improvements.

PASSED, APPROVED AND ADOPTED THIS 3rd DAY OF September, 2008.

TOWN OF EDGEWOOD, NEW MEXICO

By _____
Robert Stearley, Mayor

ATTEST:

By _____
Estefanie B. Muller, Town Clerk-Treasurer

RESOLUTION NO. 2017-10

A RESOLUTION TO RECIND RESOLUTION 2008-48, A RESOLUTION RESTRICTING THE USE OF GRT DERIVED FROM NEW CONSTRUCTION

WHEREAS, the Governing Body of the Town of Edgewood, State of New Mexico adopted resolution 2008-48 which set aside the gross receipts tax from new construction within the Town of Edgewood for infrastructure improvements, and

WHEREAS, in times of scarce resources, it is necessary to allocate resources in a manner that best benefits the Town, and

WHEREAS, the Governing Body determines that it is in the best interest of the Town to utilize the revenue generated from the gross receipts taxes collected from new construction to assist in the operation of the Town.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Governing Body of the Town of Edgewood, State of New Mexico hereby adopts Resolution 2017-10 which rescinds Resolution 2008-48.

PASSED, APPROVED and ADOPTED this 21 day of June, 2017.

John Bassett, Mayor

ATTEST:

Juan Torres, Clerk/Treasurer

TOWN OF EDGEWOOD

ORDINANCE NO. 2014-06

An Ordinance Establishing an Animal Welfare Advisory Committee

WHEREAS public hearings have been held regarding the role and need for an Animal Welfare Advisory Committee to make recommendations to the Town on how to best provide for animal welfare and control in the Town of Edgewood; and

WHEREAS the Governing Body has determined that the public interest supports creation of an Animal Welfare Advisory Committee to fill the needs identified in said hearings.

NOW THEREFORE, be it ordained by the Town of Edgewood, by and through its Governing Body as follows:

A. The Governing Body hereby establishes an Animal Welfare Advisory Committee for the following purposes:

1. To review and recommend information regarding how the Town may best provide for animal welfare and control in the Town of Edgewood, whether through education, facilities, or other means;

2. To make recommendations to the Town on how to best provide for animal welfare and control in the Town of Edgewood;

And

3. Assist with events for the benefit of animal welfare and control in the Town of Edgewood, with the approval and supervision of the Chief of Police.

B. Said Committee shall consist of six members and two alternates.

1. Three members and one alternate of the committee shall reside in the incorporated boundaries for the Town of Edgewood and up to three members and one alternate may reside in territory adjacent to the incorporated Town limits, provided their residence does not fall within the limits of any other municipality.

2. The Mayor, with the advice and consent of the Council, initially shall appoint two (2) members to the committee. Each of the four (4) Council members shall nominate one of the remaining four (4) initial members to serve on the committee. Appointments, re-appointments and vacancies shall be filled by Mayoral appointment with Council approval. Vacancies shall be filled for the remainder of the Committee member's unexpired term. The Mayor with the advice and consent of the Council shall nominate the two (2) alternates.

3. The initial terms of office for members of the Committee shall be staggered, with three (3) members and one (1) alternate serving one year, and three (3) members and one (1) alternate serving two (2) years. The length of each initial member's term shall be determined by lot. Upon expiration of the initial term of office for any of the six (6) members and two (2) alternates, the term of office thereafter shall be two (2) years.

4. Advisory Committee Members and Alternates are expected to attend Animal Welfare Advisory Committee meetings in order to be knowledgeable on the issues and for alternates to be able to step into an Advisory Committee Member's position in case of absence.

5. In making nominations and approving appointments, it is the Council's intent that Advisory Committee Members and Alternates shall be appointed from the broadest possible base of the community at large and also shall be made to ensure the Committee members possess the diverse skills, knowledge and expertise necessary to fulfill the purpose of this Ordinance.

6. The Governing Body may remove any Advisory Committee Member or Alternate for cause and may fill any vacancy on the Committee for the balance of the unexpired term.

7. The Committee shall appoint a Chairperson, Vice Chair and a Secretary. Each shall serve for one (1) year. The Chairperson shall preside at Committee meetings and vote in case of a tie. In the absence of the Chairperson, the Vice Chair shall preside at Committee Meetings and vote in case of a tie. In the absence of both Chair and Vice Chair, the remaining members will choose one of their members to act as temporary Chairperson. The Secretary shall keep minutes of the Committee's meetings, including its deliberations and proposed recommendations. The minutes and proposed recommendations of the Committee shall be included in the Animal Control Department reports to the Governing Body.

C. The Committee shall, when it deems itself ready and able to do so, make proposed recommendations to the Animal Control Department by means of a simple majority vote of the Committee. The Committee's proposed recommendations may relate to all aspects of animal welfare and animal control within the local community including issues concerning the long range plans, general policies, shelter programs, and services in the Town, and may include plans for improved facilities and educational outreach.

D. In making proposed recommendations, the Committee shall, at a minimum, review:

1. The Town's animal control ordinance;

2. General policies and existing programs; and

3. Existing animal control facilities and equipment.

E. The Committee may form such subcommittees as are necessary from the public at large to assist the Committee in carrying out its assigned responsibilities. A member of the Committee shall serve as Chairperson of all subcommittees. Subcommittees shall be terminated when their assigned responsibilities have been fulfilled as determined by the Committee.

F. The Chief of Police is directed to act as liaison between the Committee and the Governing Body. In this capacity, the Chief of Police shall:

1. Prepare, distribute and post the Agenda for the Committee meetings;

2. Review, distribute and post Sub-Committee Agendas;

3. Attend said meetings or provide notice of his or her unavailability to so attend;

4. Report to the Governing Body all matters discussed by the Committee at its meetings, and the results of such discussions; and

5. Report to the Committee all matters concerning animal welfare or control discussed or voted upon by the Governing Body, and the results of such discussions or votes.

6. Notwithstanding any other provisions of this Ordinance, the responsibility for making recommendations directly to the Governing Body on animal welfare matters lies with the Chief of Police, who may adopt, modify, or reject proposals from the Committee in reporting

to the Governing Body, but shall nonetheless report fully to the Governing Body on all Committee deliberations and discussions.

7. Committee members shall have no authority to obligate the Town financially. All requests for financial expenditures must be properly presented to the Governing Body for approval. Any financial obligations that have not received prior approval from the Governing Body shall be deemed void and no cause of action shall arise against the Town.

G. The Chief of Police shall at all times remain subject to the supervision of the Mayor and such other employees as properly are delegated by the Mayor or by such Town Ordinances as may be in effect from time to time, and shall not be supervised by the Committee or individual Committee members.

PASSED, APPROVED and ADOPTED this 20th day of AUGUST, 2014.

Honorable Brad E. Hill, Mayor

ATTEST:

Estefanie B. Muller, CMC, Clerk-Treasurer

TOWN OF EDGEWOOD

ORDINANCE NO. 2014-06

An Ordinance Establishing an Animal Welfare Advisory Committee

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WHEREAS the Governing Body has determined that the public interest supports creation of an Animal Welfare Advisory Committee to fill the needs identified in said hearings.

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2. To make recommendations to the Town on how to best provide for animal welfare and control in the Town of Edgewood;

And

3. Assist with events for the benefit of animal welfare and control in the Town of Edgewood, with the approval and supervision of the Chief of Police.

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1. Three members and one alternate of the committee shall reside in the incorporated boundaries for the Town of Edgewood and up to three members and one alternate may reside in territory adjacent to the incorporated Town limits, provided their residence does not fall within the limits of any other municipality.

2. The Mayor, with the advice and consent of the Council, initially shall appoint two (2) members to the committee. Each of the four (4) Council members shall nominate one of the remaining four (4) initial members to serve on the committee. Appointments, re-appointments and vacancies shall be filled by Mayoral appointment with Council approval. Vacancies shall be filled for the remainder of the Committee member's unexpired term. The Mayor with the advice and consent of the Council shall nominate the two (2) alternates.

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C. The Committee shall, when it deems itself ready and able to do so, make proposed recommendations to the Animal Control Department by means of a simple majority vote of the Committee. The Committee's proposed recommendations may relate to all aspects of animal welfare and animal control within the local community including issues concerning the long range plans, general policies, shelter programs, and services in the Town, and may include plans for improved facilities and educational outreach.

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1. The Town's animal control ordinance;

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5. Report to the Committee all matters concerning animal welfare or control discussed or voted upon by the Governing Body, and the results of such discussions or votes.

6. Notwithstanding any other provisions of this Ordinance, the responsibility for making recommendations directly to the Governing Body on animal welfare matters lies with the Chief of Police, who may adopt, modify, or reject proposals from the Committee in reporting

to the Governing Body, but shall nonetheless report fully to the Governing Body on all Committee deliberations and discussions.

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G. The Chief of Police shall at all times remain subject to the supervision of the Mayor and such other employees as properly are delegated by the Mayor or by such Town Ordinances as may be in effect from time to time, and shall not be supervised by the Committee or individual Committee members.

PASSED, APPROVED and ADOPTED this 20th day of AUGUST, 2014.

Honorable Brad E. Hill, Mayor

ATTEST:

Estefanie B. Muller, CMC, Clerk-Treasurer

Nina McCracken

From: Michael Steininger
Sent: Thursday, June 8, 2023 2:50 PM
To: Nina McCracken
Cc: Holly Massey
Subject: Request to Open Local Government Investment Pool Account with the State Treasurer's Office
Attachments: LGIP-Participant-Form-Resolution-Sample.pdf; LGIP-Brochure-July-20-2022.pdf

Finance is requesting permission to open a Local Government Investment Pool (LGIP) account with the NM State Treasurer's Office. The Town used to have a LGIP account, however, it was closed in 2015.

Currently, the Town of Edgewood has a $254,000 Certificate of Deposit (CD) with Wells Fargo earning 0.10% interest. There is also a $5,900 Certificate of Deposit (CD) with Bank of the West earning 0.02% interest.

(Copied directly from the NM State Treasurer's Home Page)

LGIP Participant Rates: June 8, 2023, as of 10:30am MT RATES

LGIP Current Daily Net	5.074%
LGIP Current Daily Gross	5.124%
30-Day Net	5.044%
30-Day Gross	5.094%

In addition to higher interest rates, the pool provides 24-hour liquidity, thereby allowing the Town immediate access to its funds.

As noted on the attached brochure, June 2022, the funds are not guaranteed or insured by any bank, the State of New Mexico, The Federal Deposit Insurance Corporation, the Federal Reserve Board, or any other agency. To my knowledge, the last time the LGIP fund incurred a loss was in 2008 when Lehman Brothers filed for bankruptcy.

Finance is requesting to open the LGIP account to earn a higher interest rate, but also to reduce our collateralization exposure with Wells Fargo Bank.

Thank you for your consideration.

Michael P. Steininger
CMO, CPM, CTO, CCC, CAPE
Treasurer
505-286-4518 Office
505-252-9319 Cell
msteininger@edgewood-nm.gov

"The State Treasurer must have the experience and integrity to be a good steward of the taxpayers' money. I pledge to be a full-time State Treasurer, adhere to a program of best management practices, maintain an accessible and transparent office, and make sound choices that benefit all New Mexicans."

Tim Eichenberg

State Treasurer Tim Eichenberg

Safety, Liquidity, Yield…

…In That Order!

Contact Us

New Mexico State Treasurer's Office
2055 South Pacheco Street
Suites 100 and 200
Santa Fe, NM 87505
(505) 955-1120
nmsto.lgip@state.nm.us
Visit us on the web: www.NMSTO.gov

Participant Coordinator

Felicia Roybal

Investment Transaction Supervisor

Hannah Chavez

Portfolio Managers

Anna Murphy, CFA
Vikki Hanges

State Cash Manager

Steve Marsico, CCM

New Mexico State Treasurer

Local Government Investment Pool

AGENDA ITEM #XI.J.

What is the LGIP?

The New Mexico Local Government Investment Pool (LGIP) is a short-term investment fund managed by the State Treasurer's Office (STO) and made available to local governments ("participants") throughout the State.

The LGIP is professionally managed and directly invests in safe and highly liquid bond and cash investments. This structure enables the LGIP to provide an attractive short-term investment option while providing the freedom to deposit and withdraw funds, without penalty, based upon your own cash needs. Visit our website to learn more:

http://www.NMSTO.gov

New Mexico Local Government Investment Pool (LGIP) deposits are not guaranteed or insured by any bank, the State of New Mexico, the Federal Deposit Insurance Corporation, the Federal Reserve Board, or any other agency.

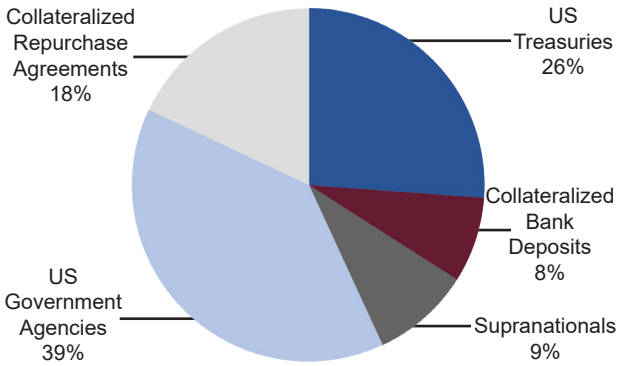
New Mexico LGIP deposits involve certain investment risks. Yield and total return may fluctuate and are not guaranteed.

Why Invest in the LGIP?

- **Save Time and Money**—By leveraging STO's investment professionals and infrastructure, communities can avoid the cost and time commitment associated with managing short-term funds.
- **Safety**—The LGIP is rated AAAm by Standard & Poor's (the highest achievable rating).
- **Liquidity**—Withdrawal requests up to $30 million are processed within one business day.
- **Return**—The LGIP's low-cost structure allows us to pass on more earnings to our participants.
- **Oversight**—LGIP investment activity is reported to (and overseen by) the State Treasurer's Investment Committee. Monthly reporting is also disclosed via STO's website.

LGIP Snapshot

Portfolio Mix (6/30/2022)



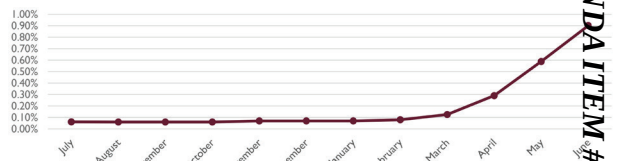
Key Statistics

Net Asset Value Per Share	$0.9995
Total Assets (Billions)	$1.376
S&P Rating	AAAm
30-Day Net Yield	0.90%

Maturities (as of 6/30/2022)

Days to Maturity	0-30	31-90	91-180	180+
% of Total Investments	44%	30%	15%	11%

LGIP 30-Day Net Yield



RESOLUTION AUTHORIZING INVESTMENT OF MONIES IN LOCAL SHORT-TERM INVESTMENT FUND

WHEREAS, LOCAL PUBLIC BODIES IN NEW MEXICO ARE AUTHORIZED TO PARTICIPATE IN THE LOCAL SHORT-TERM INESTMENT FUND, ESTABLISHED PURSUANT TO SECTION 6-10-10-10.1 NMSA 1978, AND OPERATED BY THE NEW MEXICO STATE TREASURER; AND

WHEREAS, Town of Edgewood DESIRES TO PARTICIPATE IN THE SHORT-TERM INVESTMENTS FUND;

NOW THEREFORE, **BE IT RESOLVED** THAT THE Town Commission FOR AND ON BEHALF OF the Town of Edgewood AUTHORIZES THE DEPOSIT AND WITHDRAWAL OF MONIES IN THE LOCAL SHORT-TERM INVESTMENT FUND OPERATED BY THE STATE TREASURER.

BE IT FURTHER RESOLVED THAT THE FOLLOWING OFFICERS OR THEIR SUCCESSORS ARE AUTHORIZED TO ORDER THE DEPOSIT OR WITHDRAWAL OF MONIES IN THE LOCAL SHORT-TERM INESTMENT FUND UNTIL THIS AUTHORITY IS REVOKED BY ACTION OF THE Town Commission AND WRITTEN NOTICE OF SUCH ACTION IS RECEIVED BY THE STATE TREASURER.

Town Manager	Jerrett Perry	
TITLE	**NAME**	**SIGNATURE**
Town Clerk	Nina McCracken	
TITLE	**NAME**	**SIGNATURE**
Mayor	Audrey J. Jaramillo	
TITLE	**NAME**	**SIGNATURE**

PASSED AND ADOPTED BY THE Town of Edgewood,

STATE OF NEW MEXICO, ON June 13, 2023.

New Mexico Local Government Investment Pool (LGIP) deposits are not guaranteed or insured by any bank, the State of New Mexico, the Federal Deposit Insurance Corporation, the Federal Reserve Board, or any other agency. New Mexico LGIP deposits involve certain investment risks. Yield and total return may fluctuate and are not guaranteed.

Town of Edgewood
FY 2023 Salary Plan
Comp 5 - Salary Ranges in Position Class Order

Class Code		Occupational Job Families and Position Classes	Current Salary Range	-- Recommended --			
				Salary Range	Minimum	Midpoint	Maximum
						100%	
		Administrative Management Group					
1002	*	Planning & Zoning Manager	32	50	$25.15	$31.44	$37.72
1005	*	Deputy Clerk	34	41	$20.14	$25.17	$30.21
		Finance Support					
1012	*	Finance Manager	45	57	$29.89	$37.37	$44.84
1015	*	Finance Specialist	38	42	$20.64	$25.80	$30.96
1017	*	Accounting Assistant	24	28	$14.61	$18.26	$21.91
		Human Resources Group					
1022	*	Human Resources Manager	New	53	$27.08	$33.85	$40.63
1025	*	Human Resources Generalist	New	41	$20.14	$25.17	$30.21
1027		Human Resources Assistant	New	35	$17.36	$21.71	$26.05
		Technology Support Group					
1032	*	Information Technology Manager	New	58	$30.64	$38.30	$45.96
1035	*	Information Technology Administrator	New	45	$22.23	$27.79	$33.34
1037	*	Information Technology Technician	New	35	$17.36	$21.71	$26.05
		Administrative Support Group					
1101	*	Court Clerk	24	27	$14.25	$17.82	$21.38
1105	*	Court Adminbistrator	30	36	$17.80	$22.25	$26.70
1102	*	Secretary - Receptionist	18	25	$13.57	$16.96	$20.35
1103	*	Office Assistant	12	23	$12.91	$16.14	$19.37
1107	*	Administrative Assistant	24	31	$15.73	$19.66	$23.60
		Code Compliance Group					
1203	*	Code Compliance Officer	32	35	$17.36	$21.71	$26.05
1204		Code Compliance & Planning Assistant	24	29	$14.97	$18.72	$22.46
		Animal Services Group					
1211	*	Animal Control Program Manager	30	39	$19.17	$23.96	$28.75
1215	*	Animal Control Officer	22	28	$14.61	$18.26	$21.91
1217		Animal Care Technician	New	28	$14.61	$18.26	$21.91
		Public Works Group					
1301	*	Public Works Director	55	61	$33.00	$41.25	$49.50
1302	*	Roads Supervisor	34	42	$20.64	$25.80	$30.96
1305	*	Maintenance Supervisor	New	44	$21.69	$27.11	$32.53
		Road Operations					
1311	*	Heavy Equipment Operator	31	34	$16.94	$21.18	$25.41
1313	*	Equipment Operator	23	28	$14.61	$18.26	$21.91
		Maintenance Group					
1321	*	Maintenance Technician	23	29	$14.97	$18.72	$22.46
1325	*	Maintenance - Custodial Worker	10	22	$12.60	$15.75	$18.90
		Wastewater Group					
1332	*	Wastewater Treatment Plant Chief Operator	New	46	$22.78	$28.48	$34.18
1334	*	Wastewater Treatment Plant Operator	New	33	$16.53	$20.66	$24.79
1338	*	Laborer	New	23	$12.91	$16.14	$19.37
		Police Group					
1404	*	Police Lieutenant	New	63	$34.67	$43.34	$52.00
1405	*	Police Sergeant	43	55	$28.45	$35.57	$42.68
1406		Police Detective	New	50	$25.15	$31.44	$37.72
1407	*	Police Corporal	New	50	$25.15	$31.44	$37.72
1408	*	Certified Police Officer	39	45	$22.23	$27.79	$33.34

* Salary Survey Benchmark Position

Town of Edgewood
FY 2023 Salary Plan
Comp 5 - Salary Ranges in Position Class Order

Class Code		Occupational Job Families and Position Classes	Current Salary Range	-- Recommended --			
				Salary Range	Minimum	Midpoint	Maximum
						100%	
		Police Support Services					
1411	*	Evidence Technician	New	31	$15.73	$19.66	$23.60
1415	*	Records Specialist	New	29	$14.97	$18.72	$22.46
		Community Services Group					
1502	*	Parks & Recreation Program Manager	37	44	$21.69	$27.11	$32.53
1505	*	Recreation Specialist	New	31	$15.73	$19.66	$23.60
		Library Services Group					
1601	*	Library Operations Manager	37	44	$21.69	$27.11	$32.53
1603	*	Library Specialist	24	32	$16.13	$20.16	$24.19
1604	*	Library Assistant	13	22	$12.60	$15.75	$18.90

* Salary Survey Benchmark Position

Chapter 7

MINUTES

Two of the Municipal Clerk's duties listed in § 3-13-1 are to attend all meetings of the governing body and to record all proceedings, ordinances and resolutions of the governing body. Minutes must be taken and approved for all open meetings of the governing body; for closed meetings, see page 7-2.

State law does not require the minutes to be a verbatim transcript of everything that is said in the governing body meeting, and most governing bodies would not want a verbatim transcript of every meeting. Reading them would take nearly as long as the meeting itself did. Most governing bodies prefer a summary of what occurred.

MINUTES OF OPEN MEETINGS

The Opening Meetings Act does set certain minimum requirements for the minutes of open meetings. Section 10-15-1G says that the minutes shall include as a minimum:

1. the date, time and place of the meeting,
2. the names of members in attendance and those absent,
3. the substance of the proposals considered, and
4 a record of any decisions and votes taken which show how each member voted.

In addition to taking notes of the above items, many Clerks also use a tape recorder to make sure that they do not leave anything important, such as motions, seconds and votes, out of the draft minutes. The tape recording is **not** the official record of the meeting; the minutes approved by the governing body is the official record. Many municipalities reuse the tapes after the written minutes are approved; others keep them for a specified time before reuse; others keep them permanently. If you use a tape recorder, you should have your governing body adopt a policy as to what to do with the tape after the minutes have been approved.

Section 10-15-1G also says:

> Draft minutes shall be prepared within 10 working days after the meeting and shall be approved, amended or disapproved at the next meeting where a quorum is present. Minutes shall not become official until approved by the policy-making body.

Once corrected and approved, all minutes are open to public inspection. The approved minutes are a permanent public record of the municipality and should be kept **forever**.

There is nothing to prevent your letting people who request it read the draft minutes before they are approved or to let them have a copy, but you should make them fully aware that they are subject to additions and corrections before they are approved. If you furnish a copy, make sure that the word "Draft" is typed, written or stamped on every page, so that anyone reading them will know they have not yet been approved.

ADDITIONS OR CORRECTIONS

Additions or corrections to the minutes are made at the time the draft minutes are presented to the governing body for approval. What happens many times is that a governing body member feels that something important has been omitted and should be added, or wants to correct a typo or an unclear statement. The change(s) may be made either by motion and vote or by consensus of those present (in other words, if no other member objects to the suggested addition or correction). The minutes are then approved by motion, second and vote, either "as presented" or "as corrected." (Most governing bodies do not have the minutes read aloud, so approval "as read" would be incorrect.)

Striking out matters that were actually discussed, motions that were made or votes that were taken is not permissible; that would clearly violate the Open Meetings Act by deleting items 3 and 4 of what the Act says the minutes **must** contain.

After the minutes are approved, **any approved additions or corrections must be made before they are signed by the Clerk and placed in the official minutes book.** The official minutes are supposed to be the record of that meeting as approved by the governing body, so filing the draft minutes as presented and noting the changes in the minutes of the meeting where they were approved is not sufficient. How would someone reading the minutes of the meeting of the 9th know that to see corrections or additions they must look at the minutes of the meeting of the 23rd? There is no point in going through the approval process unless the official minutes filed as a permanent record are **exactly** as approved by the governing body.

CLOSED MEETINGS

The Open Meetings Act does not require that minutes be taken and approved for any meeting closed under the nine exceptions listed in § 10-15-1H. In fact, to record the substance of what was discussed would defeat the purpose of confidentiality for which the meeting was closed.

However, even a closed meeting requires adequate public notice under the Act. The Municipal League recommends that minimum "skeleton" minutes be made for a closed meeting showing:

1. the date, time and place the meeting was held;
2. the names of members in attendance and those absent;
3. the exception (or exceptions) in § 10-15-1H under which the closed meeting was authorized, worded as closely as possible to how the exception is stated in the statute (e.g., revocation of license, limited personnel matters, discussion of purchase of water rights, etc.); and
4. if the meeting was closed during an open meeting, a record of how each member voted on the motion to go into closed session.

The main reason for this is that neither appointed or elected officials have infallible memories; it may be useful later on to know exactly who was or was not present at a particular closed meeting.

STYLE AND FORMAT

The state statutes do not prescribe any particular style or format for minutes. It is obvious, however, that the minutes should show what occurred in the order it occurred. Some Clerks prepare a sheet which follows the order of the agenda to make notes on. For samples of an agenda (or Order of Business), see pages 5-13 and 5-15.

It is sometimes helpful to use distinguishing verbs for the type of action that was taken, such as "Motion passed" for simple motion, "Ordinance was enacted" for ordinances and "Resolution was adopted" for resolutions. If any of them failed for lack of the majority vote required for that type of action, you would write that the motion, ordinance or resolution "failed." If the motion needed a second and did not get one, you would write "Motion died for lack of a second". If the motion was withdrawn by its sponsor, you would write "Motion withdrawn."

So that it is easier to find an official action, it may be helpful to underline the substance of the motion and whether it passed or failed:

> Burns moved, Couch seconded that the Village advertise for bids for a new grader. Burns - Aye; Couch - Aye; Dreyfuss - No; Early - Aye. Motion passed.

If an amendment was offered, the minutes might look like this:

> Burns moved, Couch seconded that the Village advertise for bids for a new grader. Early moved that the motion be amended to add "if the current grader costs more than $500 to repair." Dreyfuss seconded the amendment. Burns - No; Couch - No; Dreyfuss - Aye; Early - Aye; Mayor Albert - No. Amendment failed. Vote on the original motion: Burns -Aye; Couch - Aye; Dreyfuss - No; Early - Aye. Motion passed.

Other samples:

> Couch moved that the meeting recess for fifteen minutes. Motion died for lack of second.

> Burns moved that the meeting adjourn until 7:00 pm tomorrow night. Early protested that he could not meet tomorrow night. Burns withdrew motion.

Some Clerks use indentation to highlight actions on ordinances or resolutions so that they can enter the number or the subject of the ordinance or resolution. For instance:

> Burns moved, Couch seconded, that the General Nuisance Ordinance (Attachment A) be enacted. Burns - Aye; Couch - Aye; Dreyfuss - Aye;
>
> Ord. # 330 — Early - No. Receiving the affirmative vote of a majority of all members, the ordinance was enacted.
>
> Dreyfuss moved that a resolution congratulating the Alto Vista High girls mud wrestling team on its victory over the boys' team be drafted and
>
> Mud Wrestling Reso. — sent to Coach Ima Mess. Burns seconded. Early questioned whether Village should sanction such activities between boys and girls. Couch agreed. There being no further discussion offered, Mayor Albert called for the vote.
>
> Burns - Aye; Couch - No; Dreyfuss - Aye; Early - No; Mayor Albert - No. Lacking the affirmative vote of a majority of all members, the resolution failed.

Whatever style and format you use for minutes, they should be what the governing body wants and can understand and be clear and concise enough to adequately portray what happened at the meeting to a citizen of average intelligence and reading skill.

Justin S. Greene
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Camilla M. Bustamante
Commissioner, District 3

SANTA FE COUNTY

Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Gregory S. Shaffer
County Manager

May 25, 2023

BY EMAIL AND REGULAR MAIL

The Honorable Audrey Jaramillo
Town of Edgewood
PO Box 3610
Edgewood NM 87015
Email: AJaramillo@edgewood-nm.gov

RE: Potential Donation of 91 and 97 West Frontage Road to the Town of Edgewood

Dear Mayor Jaramillo:

This concerns the potential donation of Santa Fe County (County) property located at 91 and 97 West Frontage Road (Property) to the Town of Edgewood (Town). The County operates and maintains the Edgewood Equestrian Center at the Property. My understanding is that the Town previously operated and maintained the Equestrian Center, but stopped doing so in or about 2020. As a result and in response to constituent concerns, the Board of County Commissioners adopted, via Resolution No. 2020-61, Policies and Procedures for use of the Equestrian Center, pursuant to which the County has been operating the Equestrian Center since that time. Recently, various Town Commissioners have expressed interest in the County donating the Property to the Town. I am writing to explain the process the County would follow to evaluate a formal request made by the Town Commission for such a donation.

Summary of Process. Recent events have highlighted County residents' interest in the potential disposition of County open space. Accordingly, the County would adhere to the following process, which also ensures compliance with State law concerning the disposition of real property:

- A formal request would have to be made by the Town, to include the information and material described below;
- The Town's request would first be evaluated by the County Open Lands, Trails and Parks Advisory Committee (COLTPAC), which may ask for additional information and would make a recommendation to the Board of County Commissioners (BCC or Board);
- Assuming it decided to consider the donation after receiving COLTPAC's recommendation, the BCC would hold one or more public hearings before taking final action on the proposed donation, which, if approved, may include terms and conditions concerning the development and use of the Property; and
- The donation, if approved by the BCC, would also have to be approved by the State Board of Finance.

Contents of Formal Request. The Town's request should include the following:

- A resolution adopted by the Town Commission establishing that the Town Commission desires to have the Property donated to the Town and its commitment to paying the transaction costs associated with the transaction;
- Details of the Town's short, mid, and long-term plans for the Property;
- Evidence that the Town has adequate budgetary resources for the operation and maintenance of the Property and has a plan to fund any further intended development; and
- Any other information the Town feels would be relevant to the County's evaluation of its request.

Submission of Request: The Town's formal request should be submitted to:

Adeline Murthy
Open Space & Trails Planning Team Leader
Santa Fe County
Growth Management Department
PO Box 276
Santa Fe NM 87501
Email: amurthy@santafecountynm.gov

* * *

Please let me know if you have any questions concerning the process the County would follow in evaluating a formal request by the Town Commission for the donation of the Property to the Town.

Sincerely,

Gregory S. Shaffer
County Manager

cc:
Camilla M. Bustamante, County Commissioner, District 3
Adeline Murthy, Open Space & Trails Planning Team Leader

EXIT

SANTA
FREIGHTLINER

E COUNT

GMC
STANLEY

EXIT

Santa Fe County, NM on behalf of Town of Edgewood

6/7/2023

Printing and Mailing Services

CCSD 2023 Special Election

Line	Prod#	Description	Qty.	Unit Price	Total Price
1	NMBallotMail	**Printing and Mailing Services -** 14in single-sided ballot; printed, folded, inserted, and mailed.	4,322	$0.85	$3,673.70
2	NMBalloPack	**Ballot Packet Materials** - carrier envelope (outbound), business reply envelope (inbound), secrecy envelope, and instruction sheet (canary-two color text -red/black)	4,322	$1.98	$8,557.56
3	NMData	**Mailing Data Set-up**	1	$1,995.00	$1,995.00
4	NMABSBOD	**AskED® Absentee Work Station** - Workstation includes a computer, scanner, report printer, and 1-shared ballot printer.	1	$2,899.00	$2,899.00
				Net Services Total	***$17,125.26***
				Total Net Price	$17,125.26
		NM GRT (Edgewood-Santa Fe)		7.9375%	$1,359.32
				Total Price	**$18,484.58**
		**** Postage is Estimated. See note on postage below.**			
5	Postage	**ESTIMATED Outbound Postage at non-Presort rate**	4,322	$ 0.81	$3,500.82
6	PreSort	**ESTIMATED Pre-Sort Discount** (Discount varies by address make-up and current postal rates)		19%	-$665.16
7	BREPostage	**ESTIMATED Inbound Postage** (average estimate) (Only returned ballots will incur cost)	4,322	$ 0.81	$3,500.82
				Net EST Postage Total	**$6,336.48**

Notes

1) Quantaties quoted are estimated based on the current registered voters in the county. Services and materials will be billed based on the actual number of pieces mailed.

2) Notes on postage rates

Outgoing postage: Mail is sent using our USPS permit and is billed at the actual USPS rate charged. Robis uses the latest technology to ensure accuracy and quality. As a registered full-service mail solution provider, Robis utilizes electronic documentation and mail presort procedures and has access to the USPS's lowest possible rates. **This allows mail to be expedited to voters and Robis customers will save approximately 19% on postage by using our services.**

Estimated Postage Rates:

Outgoing absentee ballot material ranges from $0.48-0.50 per mailpiece (for ballot packets up to 2 oz). Individual pieces sent after the main mailing may have a non-presort rate of $.81 per piece. Return ballot mail costs are between $0.36-1.04, depending on the size of the mailing. USPS available piece tracking for all outbound and return ballot mail is included at no additional charge. The County may utilize the State BRE permit to return postage and reimburse the State. If not, Robis will set this up for the County.

3) We reserve the right to cancel orders arising from pricing or other errors.

Customer Acceptance (Accepted By):

Signature:_____

Printed Name: _____

Title:_____

Quote Authorized By:

Aaron Davis, Director of Customer Experience

Robis Elections

Santa Fe County, NM

Prepared by:
Francisco Padilla
francisco.padilla@dominionvoting.com

Q00010005

Budgetary Quote

Product/Service	Description	Part Number	Qty	Unit Price	Extension
Support Services					
Ballot Programmer		S82030	5.0	$820.00	$4,100.00
				Sub-Total	**$4,100.00**

Purchase Sub-Total **$4,100.00**

Purchase Total **$4,100.00**

Terms and Conditions

Signatures

Customer Name (printed)	Title		Signature	Date (MM/DD/YYYY)

Santa Fe County Clerk's Office
100 Catron Street, Santa Fe, NM 87501
505-986-6280 | clerk@santafecountynm.gov

Katharine E. Clark
County Clerk

Evonne J. Gantz
Chief Deputy Clerk

Rosangela Ortiz
Chief Deputy, Bureau of Elections

INVOICE NO: ESTIMATE

SANTA FE COUNTY CLERK

BUREAU OF ELECTIONS

100 Catron St. – PO BOX 1985
SANTA FE, NM 87501
Phone 505 – 986 - 6280
Rosortiz@santafecountynm.gov

DATE: JUNE 7, 2023

Estimate for the cost of a Special Election

PAY TO SANTA FE COUNTY CLERK
PO BOX 1985
SANTA FE, NM 87501
505 – 986 – 6280
Customer INVOICE # 2023-0531

BILL TO MUNICIPAL CLERK/TREASURER
TOWN OF EDGEWOOD
171 A STATE ROAD 344
EDGEWOOD, NM 87015
JTORRES@EDGEWOOD-NM.GOV

TYPE	DESCRIPTION	ACTUAL COST
Absentee Board		
	8 Clerks & Judges 4 days @ $150.00 per day	$4800.00
	1 Presiding Judge 4 days @ $200.00 per day	$800.00
	2 Election Messengers @ $20.00 an hour	$1600.00
	Total	$7200.00

Please contact Rosangela Ortiz, Chief Deputy Bureau of Elections, Santa Fe County Clerk's Office at 505-995-9571 with any questions or comments.

RESOLUTION NO. 2023-025

A RESOLUTION REQUESTING DONATION of 91 and 97 W frontage Rd. Edgewood NM ("the Equestrian Center") From Santa Fe County for Civic and Community purposes

WHEREAS, the Equestrian Center is currently owned and operated by Santa Fe County, and:

WHEREAS, the Town of Edgewood's Citizens, taxpayers, parents, and community organizations have clearly expressed the valuable benefits to the community provided by the use of the Equestrian Center and their desire and need to continue utilizing the facility as an Equestrian Center and

WHEREAS, in prior years the Town of Edgewood has cooperated with Santa Fe County to operate and maintain the Equestrian Center at the Town's expense, and:

WHEREAS, the agreement for the town of Edgewood to maintain the Equestrian Center has since terminated and the burden of operation and maintenance currently rests solely with Santa Fe County and given the distance from Santa Fe and the County's maintenance operations, puts an undue burden on the County, and:

WHEREAS, the Town of Edgewood is willing and desirous of accepting donation of the Equestrian Center and to take full and complete responsibility for the operation and maintenance of the facility as an equestrian center,

NOW THEREFORE BE IT HEREBY RESOLVED that the Governing Body, of the Town of Edgewood, State of New Mexico, hereby requests donation of ownership of the Equestrian Center from Santa Fe County and that the Town will accept full and complete responsibility for the operation, maintenance and costs thereof.

PASSED, APPROVED and ADOPTED this 13th DAY OF JUNE 2023

Audrey J.Jaramillo, CMO, Mayor

Attest:

Nina McCracken, Clerk

TOWN OF EDGEWOOD GOVERNING BODY OPERATING RESOLUTION NO: 2023-026 ~~2023-003~~

An Annual Resolution Providing for Rules Governing the Operation and Conduct of Meetings of the Governing Body of the Town of Edgewood

Whereas, Resolution 2023-026 ~~2023-003~~ will replace and repeal and update ~~-~~Resolution ~~2022-03~~ 2023-003 and

Whereas, Section 3-14-11 of the NM Statutes provides, in part that "The governing body of a municipality having a Commission/Manager form of government shall hold meetings at least twice a month. Meetings shall be open to the public and the official records of the meetings shall be open to inspection at all times; and,

Whereas, the Governing Body recognizes the need for rules of procedure for the efficient and effective conduct of meetings of the Governing Body of the Town of Edgewood;

NOW THEREFORE, be it resolved that the following rules are established for the transaction of business before the Governing Body this 7th day of February 2023:

A. Definitions For purposes of this Resolution, the terms set forth below shall be defined as follows:

1) "Chair" means the Mayor, the Mayor Pro Tem or any other member of the Governing Body lawfully charged with conducting a meeting of the Governing Body.
2) "Clerk means the Town employee serving as Clerk for the Town of Edgewood.
3) "Deputy Clerk" means the Town employee serving as Deputy Clerk for the Town of Edgewood.
4) "Treasurer" means the Town employee serving as Treasurer for the Town of Edgewood
5) "Commissioner means any duly elected or appointed member of the Town Commission of Edgewood.
6) "Governing Body" includes all Commissioners including the Commissioner appointed as ceremonial Mayor.

7) "Mayor" means the Commissioner elected by the other commissioners to preside over meetings as Chair. The Mayor/Commissioner serves as the ceremonial head of the municipality. The Mayor does not hire, fire, or supervise municipal employees. Per 314-10 NMSA 1978, the Mayor has all powers and duties of a commissioner, including the right to vote upon all questions considered by the commission. The Mayor is the official head of the municipality for all ceremonial purposes, for the purpose of civil process and for military purposes. During their absence or disability, their duties shall be performed by another member of the commission, appointed by a majority of the commission and designated as mayor pro tem.
8) "Mayor Pro Tem" means the Commissioner chosen by the Commission to perform duties of the Mayor, in the Mayor's absence.
9) "Quasi-Judicial Public Hearing" means any Public Hearing required under State Law to be held by the Governing Body to adjudicate individual rights or responsibilities, including specifically but not limited to, zoning decisions, appeals from zoning decisions, subdivision plat approvals, or personnel matters, provided that this does not include matters related to approval of proposed contracts, agreements, or purchases by the Governing Body.

10) **"Speaker"** means any person who is recognized by the Chair to speak at a meeting, whether a Commission Member, the Clerk, the Treasurer, the Town Manager, the Town Attorney, an employee, staff member, committee member or other person associated with Town government, or a member of the public.

11) **"Town Attorney"** means the attorney hired by the Commission to provide legal counsel.

12) "Appointee(s)" Appointee means The Town Manager, Treasurer, Clerk, Police Chief, and any other person appointed to any position by the Governing Body. Appointees may only be directed by a motion and vote of the Governing Body and not by any single member of the Governing Body whether Mayor or Commissioner. While not supervised by the Town Manager, Appointees should work closely with and alongside the Town Manager to insure the smooth and efficient operation of the Town government. -

B. Meetings.

As provided for in Section 10-15-1 of the New Mexico Open Meetings Act, all regular, special, and emergency meetings will be held as follows:

1) **Regular Meetings** are held on the second and fourth Tuesday of each month, beginning March 14, 2023 at the Town of Edgewood Commission Chambers, Edgewood Town Hall 171A State Road 344 at ~~6:30~~6:00 ~~pm~~PM~~.~~ and shall adjourn at 9:30 PM or earlier.

2) **Special Meetings and Emergency Meetings** may be called by any member of the Commission for a time and date certain at a location fully accessible to the public in the Town of Edgewood.

3) **Meeting Notices** of regular and special meetings of the Commission shall specify the date, time, location, and subject matter of the meeting...

a. Where notice requirements are not otherwise specified by Ordinance, notices of regular meetings are posted a minimum of three (3) calendar days in advance of the meeting date and in accordance with the Open Meetings Act of the New Mexico Statutes.

b. Where notice requirements are not otherwise specified by Ordinance, notice of special meetings are posted a minimum of three (3) calendar days in advance of the meeting date and in accordance with the Open Meetings Act of the New Mexico Statutes .

c. Notices for regular and special meetings are posted at the following places within the Town of Edgewood:

—. Municipal Offices

—. Edgewood Community Library

—. Mr. Gas Mart

—. Edgewood Community Center

—. Mail & Copy Business Center

—. Town of Edgewood Website

—. Electronic sign at Chili Hills

http://www.edgewood-nm.gov/

Eastbound 1-40 on-ramp

4. Minutes. Minutes are prepared by the Clerk or Clerk's administrative assistant under the Clerk's supervision using notes, electronic recordings or other media recordings taken at the meetings. The minutes include the following: the date, time and place of the meeting; the names of the Governing Body in attendance and those absent; the names of Town Staff present; the agenda items; a brief synopsisi of the substance of matters discussed; names of citizens who address the Governing Body and ~~substance~~ brief synopsis of their comments; ~~and~~ a record of any decisions and votes taken which show how each member voted.

Draft minutes may only be amended or modified during public meetings by a motion and vote of the Commission. Any Commissioner moving to modify or amend the minutes must provide the timestamp of the Facebook video recording of the portion of the meeting where the exact and correct verbiage is spoken. The Clerk will confirm the wording change from the video and make the change. If the Clerk cannot confirm the proposed wording change from the video, no change will be made and the matter will be brought before the Commission for review. The minutes are not intended to be a verbatim transcript of the meeting proceedings. Draft minutes shall be prepared within ten working days after the meeting. Meeting minutes can be found on the Town website under Agendas and Minutes.

C. Conduct of Meetings: Robert's Rules of Order, newly revised, is hereby adopted for the governance of the Governing Body only, in cases not otherwise provided for in these rules.

D. Distribution of Materials to Governing Body: Agenda and other written materials assembled for distribution to the Governing Body shall be provided electronically via Town e-mail and copies placed in the cabinet provided for that purpose outside the Municipal Offices. It is the responsibility of each member of the Governing Body to check their name slot periodically, to remove materials for preparation in advance of meetings.

1) Draft Agendas will be provided to the Commissioners one week before each meeting, to allow for suggestions and changes by the Commissioners before the Agenda is posted within 72 hours of the meetings.

2) All written material needed for preparation for discussion and/or decision-making by the Governing Body shall be distributed at least three (3) working days prior to regular or special meetings, except in unusual circumstances.

E. Electronic Devices: All electronic devices shall be silenced for the duration of public meetings. This information shall be included in all agendas published by the Town of Edgewood. As a courtesy to the public, a reminder will be given at the beginning of all town meetings. 1) Nothing in this section shall prohibit the arrangements necessary to allow for participation of a Town Official by telephone or electronic device provided that all present at the meeting can hear the Speaker who is participating, and the person on the phone can also hear what is said by the other Speakers. 2) Recording devices used by the public will be required to be turned off if they interfere with the quality of the sound of the meeting.

F. Provision of Rules Governing the Conduct of Meetings Generally. 1) The provisions of this Resolution shall be applied with common sense in order to affect the purpose of this Resolution. The policy of the Town of Edgewood is that meetings of the Governing Body shall be conducted in a professional and courteous manner without personal attacks. 2) Commission Members are expected to be personally present at all meetings of the Governing Body of the Town of Edgewood. In the event it is otherwise difficult or impossible for the Commission Member to attend the meeting in person, Commission Members may participate in meetings of the Governing Body by means of a conference telephone, electronic device, or other similar communications equipment, provided that the requirements of the Open Meetings Act, NMSA (1978), § 10-15-1, et seq. are met. 3) The agenda for meetings of the Governing Body shall be set as provided by Resolution No. 2004-07. Each Commissioner has the right to add Agenda items for Discussion and/or Action, provided that each Commissioner shall, supply Agenda-ready language for each item, only add Agenda items for themselves, not for other Commissioners and shall provide any supporting documentation needed for that item for the meeting packet.

4) The Chair shall have the primary authority and responsibility to determine whether discussion at a meeting of the Governing Body is proceeding properly within the scope of items set forth in the agenda for that meeting.

5) Any person wishing to participate as a Speaker at a meeting of the Governing Body shall first ask to be recognized by the Chair.

6) The Chair shall have authority to determine the order in which Speakers shall be recognized and determine when discussion on a matter appears to have concluded, subject to the other provisions of this Resolution.

7) Should the Chair determine that any Speaker is or will be addressing matters that are

not properly within the scope of items set forth in the agenda, or is otherwise in violation of this Resolution, the Chair is authorized to declare the Speaker out of order.

8) Should the Chair determine that any discussion addresses matters that are not properly within the scope of items set forth in the agenda, has concluded, or is otherwise in violation of this Resolution, the Chair is authorized to declare further discussion on said subject out of order.
9) Any Speaker who is determined to be out of order by the Chair shall cease speaking immediately upon said determination. If any discussion is determined by the Chair to be out of order, said discussion shall immediately cease.
10) A Commission Member other than the Chair may seek to allow a Speaker to resume speaking or to reopen a discussion after the Chair has ruled the Speaker or discussion is out of order by making a motion to reopen discussion. The Speaker may resume speaking or discussion may be resumed if said motion is seconded and a majority of the quorum present vote in favor of the motion.
11) Multiple motions to reopen discussion are not favored. Upon denial of a motion to reopen discussion, discussion may be reopened (a) at a subsequent meeting where the matter at issue is properly included on the agenda, and (b) upon a showing by a Commission Member that additional facts or circumstances exist to justify reopening discussion. After a Commission Member has explained the grounds to reopen discussion under this subsection, the Governing Body shall vote whether to reopen discussion or to table the agenda item. A majority of the quorum present shall determine whether to reopen discussion under this subsection.
12) A Commission Member, the Town Manager, the Clerk, Treasurer, or the Town Attorney may seek a determination that a Speaker or discussion is out of order by bringing the matter to the attention of the Chair by raising a Point of Order. The Chair shall then determine whether the Point of Order is well taken or not well taken and shall determine whether a Speaker is out of order.
13) The Chair shall recognize any Commission Member who wishes to speak, unless under the circumstances said Commission Member's speech would be out of order under or otherwise in violation of this Resolution.
14) If the Clerk, Treasurer, the Town Attorney, an employee, staff member, committee member or other person associated with Town government asks to be recognized on a matter involving that individual's area of special knowledge or expertise, or work on behalf of the Town, that person shall be recognized, unless the Chair determines that the proposed Speaker would be out of order under or otherwise in violation of this Resolution.
15) Members of the general public who ask to speak shall be recognized to speak during appropriate portions of a meeting of the Governing Body for specific lengths of time as set out below. This includes specifically (a) individuals who have been invited to present information to the Governing Body with regards to particular agenda items, *five* minutes (b) members of the public during public comment segments of the

agenda, two minutes, and (c) members of the public during public comment segments of the agenda may yield their two minutes to another speaker, and (d) members of the public at hearings on a proposed ordinance after a motion is properly made and seconded by the Governing Body to approve said ordinance and prior to the vote on said proposed ordinance, five minutes.

16) Notwithstanding the provisions of subsection 14, the Chair retains authority to determine that a member of the public who wishes to participate as a Speaker is out of order or otherwise in violation of this Resolution. The provisions of Subsection 14 do not apply to Quasi-judicial public hearings, which shall be governed as provided by Section H below.

17) If a member of the Governing Body wishes to hear from a member of the Public seated in the audience, the ~~Mayor~~ Chair will ask the remainder of the Governing Body whether they wish to hear from the individual. If there is a majority vote, the member of the Public will be heard from.
18) In any procedural matter not otherwise covered by this Resolution, the most current edition of Robert's Rules of Order shall apply, provided such rules will be interpreted in a commonsense fashion to affect the purpose of this Resolution.

G. Provision of Rules Governing Motions Commission Members.

1) When an agenda item contains a provision for action to be taken by the Governing Body, it shall be the prerogative of Commission members to make proper motions for action related to that agenda item. Motions framed in the positive, so that an affirmative vote will serve to approve a proposed action. A motion to deny an action is also considered a positive motion.

2) Upon the Chair's determination that reasonable discussion has completed on a pending motion, and in the absence of a proper motion to reopen discussion, the Chair shall call for a vote. A proper motion to reopen discussion shall be decided before any additional discussion or action takes place.
3) A motion on an action item may be withdrawn by the Commission member who made the motion at any time before it is seconded. After it has been seconded a motion may be withdrawn with the consent of a majority of the quorum present. There is no need to obtain the floor to second the motion.
4) During the time that a motion has been made and seconded is pending, no other motion shall be recognized by the Chair, other than a motion to amend the pending motion or a motion to reopen discussion as provided in subsection 2.
5) Friendly amendments to a pending motion shall be allowed upon the consent of the Commission member who made the motion and said consent shall constitute a seconding of the motion as amended thereby.
6) Other amendments to a pending motion shall be allowed if seconded and if a majority of the quorum present affirmatively votes to allow the amendment. Such an affirmative vote shall have no effect other than to amend the motion on the floor

and shall not constitute a vote to approve either the original motion or the amended motion.
7) Whenever the Governing Body has voted upon a matter listed in the agenda, it shall be presumed that further discussion by a Speaker regarding that matter is out of order, Provided, however, that this provision shall not limit the prerogative of a
Commission member to propose an alternative motion unless upon Motion by the Chair, a majority of the quorum present determine said alternative motion to be out of order.
8) The Chair (Mayor or Mayor Pro Tem) controls access to the floor. It is Out of Order to speak unless granted the floor except for 1) Point of Order and 2) Certain Privileged Motions.
9) Traditionally, the person making the motion initiates discussion/debate on the matter at hand. Debate/discussion must be confined to the Question before the Body. Debate should be addressed to the Chair and not to the members. One member should not interrogate another member or person speaking from the public except through the Chair.
10) The Chair (or the Governing Body) may set reasonable time limits in debate. Time

may be extended or limited upon a majority vote of the Body. 11) It is the right of every member who notices a breach of the rules to insist on their enforcement thereby calling upon the Chair for a ruling and enforcement.

H. Provision of Rules Governing the Conduct of Quasi-Judicial Public Hearings. 1) When a matter comes before the Governing Body for determination that, under State Law, is to be determined by the Governing Body acting in a quasi-judicial capacity, only Commission Members, the Town Attorney, or witnesses who are determined by the Chair to have testimony relevant to the matter under consideration shall be qualified to participate as Speakers in that matter. 2) The Rules of Evidence shall not apply to the conduct of such hearings, provided that the Governing Body shall base its decision on evidence that constitutes adequate factual grounds to support its decision under applicable law. Comments by Speakers who are properly determined to be out of order shall not be relied upon as grounds upon which the Governing Body bases its decision. 3) All witnesses shall be required to take an oath as provided by law. 4) The Chair shall be responsible for the general conduct of proceedings on matters to be heard under this Section, provided that in the Chair's discretion, the Town Attorney may provide advice to the Chair regarding the procedures to be followed. 5) If a party to the matter at issue is represented by an attorney at the meeting, the attorney of that party may conduct a direct examination of any witness presenting testimony in support of the party's position, provided that the Chair retains the authority to exercise reasonable control over the manner, extent, and subject of such questioning and testimony so long as the party is reasonably able to place into evidence the facts necessary to support its position. 6) If a party is not represented by an attorney, a witness who wishes to present testimony on behalf of that party shall be allowed to present in narrative form the facts which, to the witness' personal knowledge, support that party's position. Provided, however, that the Chair retains authority to exercise reasonable control over such testimony.

7) Following the completion of direct testimony by any witness as provided above, Commission Members or, at the Chair's discretion, the Town Attorney shall be allowed to ask such additional questions as may be reasonably necessary to allow the Governing Body to reach its decision. Provided, however, that the Chair retains authority to exercise reasonable control over such questioning and testimony.

8) Following questioning by the Commission members and/or the Town Attorney, any other party who has a legally cognizable interest in the matter shall be allowed to ask questions of the witness. An attorney representing the cross-examining party may conduct such questioning on behalf of the cross-examining party. Provided, however, that the Chair retains authority to exercise reasonable control over such questioning and testimony.

9) Following any questioning by the party, the party's attorney, Commission Members, the Town Attorney, and another party or that party's attorney, further questions will be allowed only upon a determination by the Chair that such questions are reasonably necessary to allow for a full and fair determination of the matter at hand.

10) In addition to testimony, a party with a legally cognizable interest in a matter to be determined shall be allowed to present other evidence, including maps, plans,

photographs, or other physical evidence that may reasonably aid the Governing Body in making a full and fair determination of the matter at hand. Provided, however, that the Chair retains authority to exercise reasonable control over the presentation of such evidence.

11) The Chair may require a party wishing to present physical evidence to provide testimony sufficient to establish that the evidence is genuine and relates to the matter to be determined. A Commission Member or the Town Attorney may, by point of order, request the Chair to require the presentation of such foundational evidence.
12) After a party with a legally cognizable interest in the matter to be determined has completed the presentation of evidence in support of its position, any other party with a legally cognizable interest in said matter shall be allowed to present its evidence. The Chair shall determine the order of the parties presenting evidence.
13) Rebuttal evidence shall be allowed upon request of a party if it is determined by the Chair that said evidence is necessary to a full and fair determination of the matter at issue.
14) After the presentation of all evidence to be presented upon the matter to be determined under this Section, any party having a legally cognizable interest in the outcome of the hearing, or that party's attorney, shall be allowed to make a closing statement. At the Chair's discretion, the Town Attorney may also present a summary of the facts and law in evidence before the Governing Body in order to aid it in reaching a full and fair determination of the matter at issue. The Chair retains authority to exercise reasonable control over closing statements.
15) Upon the presentation of all evidence and closing statements, the matter shall be decided in a manner consistent with the Open Meetings Act. If the Governing Body engages in further public discussion prior to voting on the matter at hand, the Chair shall not recognize members of the public as competent Speakers in such discussion.
16) Provisions of Sections F and G above that are not inconsistent with the provisions of Section H shall also apply to quasi-judicial public hearings, including specifically (a) the obligation of speakers to comply with a determination by the Chair that they are out of order, (b) the prerogative of Commissioners or the Town Attorney to raise a point of order, and (c) provisions regarding the making of motions. A Commission Member other than the Chair may seek to override a determination made by the Chair pursuant to Section H of this Resolution.

I. Site Visits: Whenever the Governing Body takes up an appeal of a decision by the Planning & Zoning Commission, it may vote to conduct properly noticed meetings for the purpose of site visits. The objective of the site visit is to provide the Governing Body with a geographic orientation. Members of the public may attend; however, no public testimony, substantive discussion of the issues, or exchange of evidence will be allowed. Visual observations by the Governing Body illustrate the evidence introduced by the parties in the hearing but are not evidence themselves. Independent evidence introduced by a party is required to support any finding.

1) A site visit may be placed on the agenda at the request of a member of the Governing Body. 2) Whenever possible, a site visit should be scheduled to take place on the same day as the regular meeting during which the matter appears on the agenda. 3) Prior to the site visit, a regular or special meeting of the Governing Body shall be called to order, at the place and time as advertised on the agenda.

4) If a site visit is approved by vote of the Governing Body, the meeting will be adjourned for that purpose after the Mayor or Mayor Pro Tem reviews the procedure for site visits.

5) The Governing Body will conduct all site visits as a group; no member of the Governing Body acting apart from the entire group shall enter a property in order to conduct a site visit.

6) The merits of the application are not to be discussed while traveling to and from a site visit; ideally each member of the Governing Body will travel to the site individually.

7) Members of the Governing Body shall not engage in conversation with the press, members of the public, the applicant(s), or their representative(s). 8) Upon completion of the site visit, the Governing Body shall return to the location of the meeting and reconvene.

9) The merits of the application are to be discussed only after the Governing Body has reconvened the public meeting in the customary meeting place announced on the agenda.

10) Following a confirmation that no deliberations of the merits of the application took place and no votes were taken, the meeting will continue onto other agenda items or adjourned if the sole reason for the meeting was to conduct the site visit.

J. Conduct of Closed Meetings. 1) When a meeting is closed pursuant to the Open Meetings Act, no discussion shall take place during the Closed Session other than regarding the matter or matters identified in the motion to go into Closed Session. 2) No vote shall take place during Closed Session unless otherwise authorized by the Open Meetings Act, except that the Governing Body may take a procedural vote to reopen discussion should the Chair determine that a speaker or discussion in the Closed Session is out of order. 3) If a procedural motion takes place in Closed Session, the fact that a motion occurred in Closed Session shall be reported to the public when the Governing Body resumes Open Session and the motion and roll-call vote therein shall be recorded in the minutes of the Governing Body. The obligation to report the occurrence of a procedural motion occurring during Closed Session shall not include an obligation to report details regarding the discussion that, under the Open Meetings Act, were properly allowed to take place in Closed Session. 4) Participants in a Closed Session must be physically or electronically present and comprise a quorum of the Governing Body. 5) In order to enter into a Closed Session at an open meeting, a majority of a quorum of the Governing Body shall approve a motion to enter into a Closed Session, which motion shall identify the authority for closure under the Open Meetings Act and state the subject to be discussed with reasonable specificity; the vote shall take place in an open meeting and the vote of each member of the Governing Body shall be recorded in the minutes. 6) When the Closed Session is completed and upon reconvening of the open meeting, a statement shall be made affirming that the matters discussed in the Closed Session were limited to those stated in the motion to close, which statement shall be approved by the Governing Body as part of the minutes.

7) The agenda for a regular, special, or emergency meeting that contains an agenda item where a Closed Session will be called for shall identify the authority for closure under the Open Meetings Act and state the subject to be discussed with reasonable specificity. The agenda item shall be reviewed by the Town Attorney prior to posting the agenda for compliance with the provisions of the Open Meetings Act with respect to the closure.

K. Enforcement and Penalties

1) Should any Speaker violate the provisions of this Resolution, said Speaker shall be subject to public reprimand upon a majority vote of the Commission. Said reprimand shall be recorded in the minutes of the Governing Body.
2) Should a commissioned law enforcement officer be present at a meeting of the Governing Body, the Chair is authorized to request that said officer act as the Sergeant at Arms in cases where it appears to the Chair that assistance is required to restore order. A Sergeant at Arms is authorized to use lawful force to remove a Speaker from a meeting if the Speaker refuses to comply with a lawful directive of the Sergeant at Arms. The Sergeant at Arms must understand and agree the directive is in compliance with the law.
3) If a Commission member violates this Resolution in such a manner or with such frequency that said violation or violations constitute a violation of the Town's Code of Ethics or of State Law, the Governing Body may take appropriate action in addition to or instead of issuing a public reprimand. Such action may include but is not limited to, referring the matter to a Hearing Officer as provided by the Ethics Code.
4) Nothing herein shall constitute a waiver of any other remedies as may be provided by law for misconduct occurring during a meeting of the Governing Body, including contractual remedies or remedies provided by the Personnel Ordinance.

This Resolution repeals and replaces in its entirety Resolution 2022-03

PASSED, APPROVED and ADOPTED THIS 13th DAY of June 2023.

_Audrey Jaramillo, Mayor CMO_____

ATTEST:

Nina R. McCracken, Clerk

O

ORDINANCE NO. 2023-006
AN ORDINANCE ALLOWING THE USE AND REGULATION OF OFF-HIGHWAY AND ALL-TERRAIN VEHICLES ON THE STREETS WITHIN THE TOWN OF EDGEWOOD

WHEREAS the New Mexico Legislature amended the Off -Highway Motor Vehicle Act ("Act") (Section 66-3-1001 through 66-3-1020, NMSA 1978) during the 2016 Legislative Session permitting the operation of off-highway motor vehicles on streets; and

WHEREAS the amendment to the Act went into effect on May 18, 2016; and

WHEREAS, With the passing of NM Senate Bill 270 during the 2016 state legislative session, local authorities and the state transportation commission have the authority to pass resolutions or ordinances to designate certain paved roads as open to specific ATV or ROV travel within their respective communities.

WHEREAS It is presently illegal to operate an ATV or ROV on a paved road ***unless*** a local authority or the state transportation commission has passed an ordinance allowing such use on specific roads in specific communities.

WHEREAS, the Act allows a Local Authorities, by ordinance or resolution, to authorize off-highway motor vehicles to be operated on a gravel, a paved, or a dirt street owned or controlled by the Local Authorities and permits the Local Authorities to enact the use of off-highway motor vehicles in a way that fits with the community; and

WHEREAS the Town of Edgewood wishes to improve the quality of life for its residents by enabling access to Edgewood residents, both locally and remote, recreational and utility use opportunities such as non-commercial snow plowing, neighbor mowing, or during severe weather conditions access to residences, stores, or emergency facilities.

WHEREAS, authorizing off-highway vehicles to be operated on streets and roads owned or controlled by the Town of Edgewood will benefit neighborhood residents in support of these additional benefits.

WHEREAS the Town of Edgewood desires to authorize the operation of recreational off-highway vehicles on streets and roads owned or controlled by the Town of Edgewood; and

NOW THEREFORE BE IT ORDAINED BY THE TOWN OF EDGEWOOD GOVERNING BODY THAT:

SECTION 1. PURPOSE - The purpose of this Ordinance is to allow the operation of off-highway vehicles (OHV) on a graveled road, paved street, or highway owned and controlled by the Town of Edgewood, as authorized in this Ordinance.

SECTION 2. DEFINITIONS - As used in this chapter, the following definitions shall apply:

OFF HIGHWAY VEHICLE (OHV) - A motor vehicle designed by the manufacturer.

for operation exclusively off the highway or road and includes:

(A) ALL-TERRAIN VEHICLE (ATV) - A motor vehicle fifty inches or less in width, having a unladed dry weight of one thousand pounds or less, traveling on three or more low-pressure tires and having a seat designed to be straddled by the operator and handlebar-type steering control;

(B) RECREATIONAL OFF-HIGHWAY VEHICLE (ROV) - A motor vehicle designed for travel on four or more non-highway tires, for recreational or utility use (non-commercial snow plowing, mowing, or access to residences, stores, or emergency facilities during severe weather conditions), and having:

a) A steering wheel for steering control;
b) Non-straddle seating;
c) Maximum speed capability greater than thirty-five miles per hour;
d) Gross vehicle weight rating no greater than one thousand seven hundred fifty pounds;
e) Less than eighty inches in overall width. exclusive of accessories;
f) Engine displacement of no more than one thousand cubic centimeter; and
g) Identification by means of a seventeen-character vehicle identification number; or

(C) By rule of the New Mexico Department of Game & Fish, any other vehicles that may enter the market that fit the general profile of vehicles operated off the highway for recreational purposes.

(D) LIMITED ACCESS HIGHWAYS OR FREEWAYS – Limited Access highways are roads that have been built to allow traffic to move more freely. These roads include interstates and freeways that connect major cities, as well as state highways that connect smaller towns and cities. The term “limited access” means that there are no intersections on these roads.

SECTION 3. OPERATION ON STREETS OR HIGHWAYS - An off-highway motor vehicle that is in compliance with the following requirements may be operated on any street or highway owned and controlled by the city when:

(A) The vehicle has one or more headlights and one or more taillights that comply with the Off-Highway Motor Vehicle Act. Sec 66-3-1001 thought 66-3-1021. NMSA 1978;
(B) The vehicle has brakes, mirrors and mufflers;
(C) The operator has a valid driver's license, instruction permit or provisional license and a off-highway motor vehicle safety permit;
(D) The operator is insured in compliance with the provisions of the Mandatory Financial Responsibility Act, Sec 66-4-201 thought 66-5-248 NMSA 1978;
(E) OHV operators who are New Mexican residents who operate their vehicles on paved streets within the Town of Edgewood boundaries must have the the standardized special off-highway motor vehicle paved road sticker and vehicle license plate in accordance with this Ordinance and the Off-Highway Motor Vehicle Act
(F) The Vehicle is currently registered in this state or another state pursuant to the provisions of NMSA 1978, 66-3-1004: and
(G) The operator of the vehicle is wearing eye protection, or the vehicle provides eye protection by a full windshield. Half or partial windshields do not qualify as eye protection; and

(H) The operator and all passengers of the OHV are properly secured by safety belts including compliance with 2006 New Mexico Statutes 66-7-369 Child Passenger Restraint;
(I) No more than two persons are permitted on any saddle seat vehicle;
(J) A person operating a recreational off-highway vehicle shall ride only upon the permanent and regular seat attached thereto and such not carry any other person nor shall any other person ride on a recreational off-highway vehicle unless such vehicle is designed to carry more than one person, in which event a passenger may ride upon the permanent and regular seat. No operator shall carry any person, nor shall any person ride, in a position that will interfere with the operation of the off-highway motor vehicle or the view of the operator.

SECTION 4. TOWN OF EDGEWOOD OHV OBEDIENCE TO TRAFIC LAWS REQUIREMENTS

a) Any person operating an off-highway motor vehicle shall obey all traffic laws, rules and Regulations.
b) The speed limit for ATVs operated within the Town of Edgewood shall be the posted speed limit. If the posted speed limit is higher than 35 miles per hour, the operator shall operate the ATV on the extreme right-hand side of the roadway.
c) The speed limit for recreational OHVs and ATVs, operated within the Town of Edgewood shall be the posted speed limit.

SECTION 5. TOWN OF EDGEWOOD PROHIBITED AREAS

A person shall not operate an off-highway motor vehicle on any:
(1) limited access highway or freeway at any time;
(2) walking trails;
(3) parks owned or maintained by the Town of Edgewood
(4) Off-highway motor vehicles may cross streets or highways, except limited access highways or freeways, if the crossings are made after coming to a complete stop, prior to entering the roadway. Off-highway motor vehicles shall yield the right-of-way to oncoming traffic and shall begin a crossing only when it can be executed safely. Off-highway motor vehicles shall cross streets or highways in the most direct manner as close to a perpendicular angle as possible.

PASSED, ADOPTED, AND APPROVED this _____day of June 2023

_____
Audrey Jaramillo, Mayor CMO

ATTEST:

_____
Nina McCracken, Clerk