

VILLAGE OF LOS LUNAS
REGULAR COUNCIL MEETING AGENDA
THURSDAY, OCTOBER 7, 2021- 6:00 PM
COUNCIL CHAMBERS - 660 MAIN STREET
LOS LUNAS, NM 87031

ATTENTION:

While we are in compliance and following NMDOH guidelines - we are now conducting council meetings in the Council Chambers located in the Administration Building. We are also streaming our meetings live via Webex. You may connect with codes that are available on our website (www.loslunasnm.gov) and/or <https://www.loslunasnm.gov/meeting>.

Please note: Social distancing will still be practiced – facemasks are required for everyone in attendance.

PLEASE TURN OFF OR MUTE ALL ELECTRONIC DEVICES DURING MEETING
YOUR COOPERATION IS APPRECIATED

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

ERIN CALLAHAN

1. EASEMENT VACATION APPROVAL FOR SUBD: LAND OF ERNEST & SUNDAY CORDOVA TRACT: B1B1 .50 AC B-5-28 2001 REV.

TAB 1.

ACTION REQUESTED OF COUNCIL:

Hold public hearing. Approve or disapprove.

BACKGROUND AND RATIONALE:

The Mariano Chavez Family Partnership has requested plat vacation approval for a 10' public utility easement at Subd: Land of Ernest & Sunday Cordova Tract: B1B1 .50 AC B-5-28 2001 Rev. The property is located south of Sichler Rd SW and west of Amistad Rd SW.

ERIN CALLAHAN

2. FINAL PLAT APPROVAL FOR SUBD: LANDS OF HUNING LIMITED PARTNERSHIP TRACT: 1 922.02 ACRES PLAT M-491.

TAB 2.

ACTION REQUESTED OF COUNCIL:

HOLD PUBLIC HEARING. Approve or Disapprove.

BACKGROUND AND RATIONALE:

Josh Rogers of BH Devco, acting agent for Huning Limited Partnership, has requested final plat approval to subdivide Subd: Lands of Huning Limited Partnership Tract: 1 922.02 Acres Plat M-491 for a proposed commercial development. The property is located north of Main St NW and West of Lower Levee Rd NW.

GREGORY D. MARTIN

3. DESTRUCTION OF OUTDATED IPRA REQUESTS.

TAB 3.

ACTION REQUESTED OF COUNCIL:

Approve or disapprove.

BACKGROUND AND RATIONALE:

State Statute 18.01.039 – IPRA/Public Records Files: records concerning requests to provide records (one year after file closed). Staff requesting permission to destroy outdated IPRA documents dated September 20, 2019 to December 19, 2019 and purge electronic IPRA requests dated September 18, 2013 thru October 6, 2020.

GREGORY D. MARTIN

4. REQUEST FOR PROPOSALS (RFP) FOR HYDROGEOLOGICAL WATER SUPPLY AND WATER RIGHTS CONSULTING SERVICES.

TAB 4.

ACTION REQUESTED OF COUNCIL:

Approve or disapprove.

BACKGROUND AND RATIONALE:

The current contract for Hydrogeological Water Supply and Water Rights Consulting Services ended June 30, 2021, and was extended on a month-to-month basis until the completion of an RFP process. Per state purchasing requirements, we are required to advertise for RFP for these services due to the past and projected annual costs. The Village of Los Lunas advertised for RFPs for Hydrogeological Water Supply and Water Rights Consulting

Services in August/September 2021. One proposal was received and ranked by a staff evaluation committee of five. The recommendation of the committee is to award the proposal to the firm that submitted a proposal, which meets the qualifications of the RFP, and move forward with longer-term contract negotiations.

<u>Firm</u>	<u>Total (575 points possible)</u>	<u>Average (115 points possible)</u>
Lee Wilson and Associates	497	99.4

MICHAEL JARAMILLO **5. RESOLUTION 21-22 – SUBMIT NMDOT APPLICATION FOR TAP/RTP FUNDING 2023/2024.**

TAB

5.

ACTION REQUESTED OF COUNCIL:

Approve or disapprove.

BACKGROUND AND RATIONALE:

The Village of Los Lunas is responding to an invitation by submitting a project proposal to the New Mexico Highway and Transportation Department, District Three, Albuquerque, New Mexico. The Village is submitting an application for Federal Fiscal Year 2023/2024 (23/24) New Mexico TAP funds in the amount of \$2,805,000, as set forth by federal legislation, Fixing America’s Surface Transportation (FAST) Act, and as outlined in the FY23/24 New Mexico TAP/RTP Guide. NM 6 (Main Street) to Morris Road Trail named in the TAP application is an eligible project under New Mexico TAP and the FAST Act. The Village of Los Lunas acknowledges availability of the required local match of 14% and the availability of funds to pay all costs up front, as TAP is a cost reimbursement program.

CHARLENE ASHBURN **6. CONVERT FINANCIAL ANALYST POSITION TO ACCOUNTANT ON THE VILLAGE GRADE ORDER LIST AND**
REBEKAH KLEIN **RECLASSIFY TO GRADE K.**

TAB

6.

ACTION REQUESTED OF COUNCIL:

Approve or disapprove.

BACKGROUND AND RATIONALE:

The current Financial Analyst position recently became vacant. According to standard procedure, staff have reviewed the Job Description Questionnaire and are recommending converting the Financial Analyst position to an Accountant position, and reclassifying the position from Grade I to Grade K on the approved Grade Order List (GOL), based on increased educational requirements, and to better fit with the current and future needs of the Village. In the event we are unable to attract qualified candidates for the full-time Accountant position, staff recommends hiring up to two (2) part-time Accounting Interns for up to twenty (20) hours per week each to accomplish the work needed, until one or the other meets the minimum qualifications (i.e. obtains the required degree) for possible promotion to Accountant in the future.

7. EXECUTIVE SESSION – pursuant to NMSA 1978 Section 10-15-1(H), the following matters may be discussed in closed session:

TAB

7.

- a)** Hire FT Police Officer – Police Department.
- b)** Hire FT Water/Sewer Superintendent – Water/Sewer Division – Public Works Department.
- c)** Hire Utility Billing Clerk/Cashier – Administration Department.

8. APPROVAL OF MINUTES.

TAB

8.

- a)** Minutes from September 23, 2021, Council Meeting.

9. ADJOURNMENT.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Deputy Clerk five (5) days prior to council meeting at 839-3840.