

1 **VILLAGE OF QUESTA**
 2 **REGULAR MEETING MINUTES**
 3 **TUESDAY, FEBRUARY 13, 2018**
 4 **VILLAGE OF QUESTA COUNCIL CHAMBERS**
 5 **6:00PM**

7 I. **CALL TO ORDER BY MAYOR MARK L. GALLEGOS**

8
 9 Mayor Gallegos called the meeting to order at 6:04 pm.

11 II. **ROLL CALL**

12 Mayor Gallegos asked Village Clerk Renee Martinez to take roll.

15 Present:

- 16 Councilor John Anthony Ortega
- 17 Councilor Lawrence Ortega
- 18 Councilor Brent Jaramillo

20 Not Present:

- 21 Councilor Julian Cisneros

23 Also Present:

- 24 Administrator Nicholas Maestas
- 25 Village Clerk Renee Martinez
- 26 Finance Director Karen Shannon
- 27 Attorney Lance Hough

29 III. **PLEDGE OF ALLEGIANCE**

31 Mr. Gabe Herrera led the Pledge of Allegiance.

33 IV. **APPROVAL OF AGENDA**

35 Motion: Councilor Lawrence Ortega
 36 Second: Councilor Brent Jaramillo

38 Roll Call:

- 39 Councilor John Ortega YES
- 40 Councilor Lawrence Ortega YES
- 41 Councilor Brent Jaramillo YES

43 In Favor: All
 44 Opposed: None

46 To approve the agenda as presented. All voted yes. Motion carried.

48 V. **APPROVAL OF MINUTES –**

- Work Study, January 23, 2018

51 Motion: Councilor John Ortega
 52 Second: Councilor Lawrence Ortega

53

54 In Favor: All
 55 Opposed: None

56

57 To approve the Work Study minutes of January 23, 2018 as presented. All voted yes. Motion carried.

58

- 59 • Regular Meeting, January 23, 2018

60

61 Motion: Councilor Lawrence Ortega
 62 Second: Councilor Brent Jaramillo

63

64 In Favor: All
 65 Opposed: None

66

67 To approve the Regular meeting minutes of January 23, 2018 as presented. All voted yes. Motion carried.

68

69 VI. **PUBLIC COMMENTS** - (It is the policy of the Governing Body to accept public comment. Because
 70 your particular issue is not on the agenda the Governing Body cannot respond immediately, but may direct staff
 71 to address issues at a future Council Meeting. Public comments are limited to a maximum of three minutes.)

72

- 73 • Mr. Jamie Archuleta – Former Village of Questa Employee – Thanked the Governing Body for
 74 the opportunity given to him as an employee for the past 5 years. Stated his last day was Friday.
 75 Expressed his concerns with the administration. Asked that the Governing Body look into safety
 76 issues as well as the public works vehicles, tools and equipment.
- 77 • Phyllis Zimmerman, Questa Quilt Guild - formed in 1997 – Meet twice a week and make a quilt
 78 annually and raffle it off. All proceeds go back into the community. They received a letter from
 79 the Village with a contract to charge \$60.00 a month for the use of the Youth Center. They use
 80 the building on Mondays and Wednesdays from 10:00am to 2:00pm. They don't use much
 81 electricity, they do use the restrooms. One of the members used to clean and they have bought
 82 supplies. They took care of the building when they used it. They cannot afford the \$60.00 a
 83 month. When they spoke with the Administrator, he suggested they do some in kind services.
 84 They can clean the restrooms and the floors. We are senior citizens and some of us have some
 85 health issues. She asked when the Youth Center rental discussion is held later in the meeting to
 86 please consider this. They have never been charged for using the building in the past. The
 87 Youth Center was built for community use. She understands that the Village needs to generate
 88 some revenue, but she also feels like they pay taxes. They would like to continue using the
 89 building and would like to work something out.

90

91 VII. **PRESENTATIONS / UPDATES**

92 A) Mr. Daniel Trujillo, Kubiak & Melton – Presentation of Final Audit FY 2017

93

94 Mr. Daniel Trujillo presented the Fiscal Year 2017 audit. There are 4 levels of a financial statement opinion.
 95 They are (from worst to best):

- 96 • Disclaimer
- 97 • Adverse
- 98 • Qualified
- 99 • Unmodified

100 The Village received a qualified opinion. The reason we could not give a full unmodified opinion was because
 101 the capital asset listing and depreciation schedule needs to be completed. It is a huge task, the Village will need
 102 more resources to get it done. Mr. Trujillo stated that he would like to work with the Village to move forward.

103 Mr. Trujillo went over the following findings:
104

- 105 1. Capital Asset Depreciation Schedule – Material Weakness - (Repeated finding) Originated in 2011
- 106
- 107 2. Capital Asset Inventory – Material Noncompliance – (Repeated finding) Originated in 2014
- 108
- 109 3. Payments made under existing contracts – Material Weakness – (Repeated finding) Originated in 2016
- 110 Attorney Services regarding Chevron and Geotechnical Services need to be procured.
- 111
- 112 4. Utility Billing – During test work there were 2 instances where commercial customers were not being
- 113 billed in accordance with the utility ordinance.
- 114

115 Status of Prior Year findings:
116

- 117 1. Capital Asset Depreciation Schedule – **Repeated**
- 118 2. Segregation of Duties - **Resolved**
- 119 3. Capital Asset Inventory - **Repeated**
- 120 4. Internal Controls over Receipts and Deposits - **Resolved**
- 121 5. Payments made under existing contracts - **Repeated**
- 122

123 Mr. Trujillo reiterated that the Governing Body make a move on allocating the resources to get the capital asset
124 schedule completed as soon as possible. A couple of options to consider are that they could get the Village in
125 touch with a couple of firms that would like to help or Kubiak can submit a quote as long as management is
126 knowledgeable and have the skills and experience to take responsibility for the procedures the firm performs,
127 they can remain independent in order to do the audit. He would really like to see the Village get an unmodified
128 audit. He stood for questions.

29

130 Councilor Lawrence Ortega – Asked for a brief definition of material weakness. Mr. Trujillo stated that there
131 are 3 levels – deficiency, significant deficiency and material weakness. The definition of material weakness is
132 that a misstatement could occur. If a material weakness remains undetected and unresolved, a material
133 misstatement could eventually occur in the financial statements.

134

135 Councilor Brent Jaramillo – Should the Utility Billing finding have been found the year before? Mr. Trujillo
136 stated that it could have been; however different tests are performed in different years.

137

138 Mayor Gallegos thanked Mr. Trujillo for the work his firm has done for the Village. Mr. Trujillo thanked the
139 staff for stepping up and working hard on resolving the findings and moving forward. Councilor Lawrence
140 Ortega asked Mr. Maestas if he believes he can get the resources we need to in order to get the asset issue
141 completed by June. Mr. Maestas stated that he believes we will have to be creative in finding the funding for
142 securing professional services; a lot of the homework has already been done to be able to set us up in order to
143 get someone on board. Councilor Lawrence Ortega stated that we need to do whatever we have to, to get it done
144 and believes the Governing Body supports this. Councilor Brent Jaramillo stated that if Mr. Maestas can come
145 to the Governing Body in two weeks with a recommendation of which way he wants to go the Council will
146 support it, and whatever BAR needs to be made.

147

148 **B) Mr. Gabe Herrera, Project Manager - Options regarding the Tailing Pipeline on Embargo Road**
149

150 Mr. Gabe Herrera stated that he is here to revisit the two options for the pipeline that passes underneath Embargo
151 Road. One option involves excavating and removing pipe and the other option involves filling the pipe with
152 grout and leaving it in place. Mr. Herrera described the impacts of each option.

3

154 Mr. Herrera stated the pipe is about 13-14 feet deep near the entrance to Embargo and tapers down to 7-10 feet.
155 The 811 utility locates identified a 6 inch gas line that runs on the south side of SR 522 and branches off along
156 Embargo Road where it meets the distribution station. A 4 inch line comes back along that same stretch and
157 heads back over to the Village where it serves the Village residents and in addition continues west.

158
159 Councilor Brent Jaramillo asked when this project would begin, for either option. Mr. Herrera stated that the
160 project would take about 6-7 months for the first option – they would like to start in the month of March, of any
161 given year and run through September. 2019 would be the earliest date. For the second option, the project could
162 probably be completed this year. Councilor Brent Jaramillo asked if the pipeline would be taken out of the Rael
163 property or would it be capped and grouted as well. Mr. Herrera stated that the intent is to remove the pipe from
164 the property.

165
166 Councilor John Ortega asked if the pipe was going to be removed from under SR 522. Mr. Herrera stated that it
167 can be removed if there is enough room in that specific area and if they find an area that is safe and agreeable to
168 all parties. Councilor Brent Jaramillo stated that if we said, remove the pipe under Embargo Road, would you
169 just grout the portion under SR 522. Mr. Herrera stated that he had not considered that, he would have to think
170 about that. They have been looking at completely removing or completely grouting; not a combination of both.
171 Councilor John Ortega stated that this will impact traffic. Mr. Herrera stated yes, it would cause us to detour
172 traffic. Mayor Gallegos stated that he is sure that someone has already had this conversation with NMDOT.
173 Mayor Gallegos is concerned with the relocation of the material during the hydro excavation. Councilor
174 Lawrence Ortega asked what 14 inch TS asphalt is. Mr. Herrera stated that he believes it is 14 inch thick asphalt.
175 Councilor Lawrence Ortega asked if there was a schedule they would like to adhere to in order to move forward
176 or is there some flexibility. Mr. Herrera stated that they are flexible, but ideally they would like to begin planning
177 for whatever option is decided upon; maybe having a decision by June or July.

178
179 Councilor John Ortega asked how the rest of the pipeline removal is going. Mr. Herrera stated that they have
180 completed stage 1 of the removal which is at the tailings facility. They have advanced from the entrance of the
181 tailings facility down Mountain View Road.

182
183 Mayor Gallegos thanked Mr. Herrera for the update.

184
185 **VIII. DISCUSSION ITEM**

186 **A) C.A. Cisneros Youth & Family Center Rental**

187
188 Mr. Maestas presented the two agreements currently in place for the use of the Youth Center. Both groups pay
189 \$60.00 per month. The Questa Library also uses the facility for different events. He stated that he had the
190 opportunity to sit down with the Questa Quilting Guild regarding the use of the facility. He drafted an agreement
191 for them which included sweeping the entryway and wiping down the bathrooms as well as keeping the larger
192 room clean; picking after themselves. The user fee was reduced to \$20.00. It was sent over to the group and we
193 have not received any type of response. He would like to eventually hire someone to be there with a community
194 center type of environment. He would like to look at this during our budget process to see if this will be feasible.

195
196 Mayor Gallegos stated that our working relationship with the Questa School District is a priority, with their 4
197 day schedule, should be at no charge as entity to entity. He stated that it should be the same fee from everyone
198 who has an agreement.

199
200 Councilor John Ortega stated that he is disappointed that this is the first time that we see these documents. Before
201 we started charging for the use of the facility it should have been brought to our attention. I know a decision
202 had to be made and we do not want to micro manage but the Council approves the budget and anything that
203 affects the budget should come before us. He stated that he was very disappointed when he found out during the
204 weekend that the 4-H Club has to pay for the use of the facility; they are a non-profit group. The quilting guild
205 is a non-profit group. The agreements with the AA and Non Violence Works; they are government funded.

206 Councilor Brent Jaramillo stated that in order to avoid the anti-donation, there would have to be a contract or
 207 agreement in place with any entity that does not meet fair market value or can provide a service to the benefit of
 208 the community at large. The school district is government to government. We have to make sure that our
 209 attorney can draft a sound agreement that will pass the audit test.
 210

211 Councilor Lawrence Ortega asked how the use of the Youth Center differs from the use of the park. We don't
 212 charge a fee for people to use the park. Attorney Lance Hough stated that there is a difference. The park is a
 213 facility that the public has access to at any time, unless the park is closed. The Youth Center is a facility that is
 214 not open all the time and is not always accessible to the public as well as the extra costs of operating the building.
 215 He would like the opportunity to research this issue and put it together in a memorandum.
 216

217 Ms. Jennifer Vialpando stated that her issue is that the school board and superintendent have banned them from
 218 the use of the building after hours. Our kids need services. This is the reason she had come to the Village. If
 219 they start a program, and they get a professional to come and do a class, how would that work? She does not
 220 want the Village to get into any trouble. She is also seeking grants so that none of the groups have to pay a fee.
 221 She would like more clarity.
 222

223 Ms. Phyllis Zimmerman stated that there has not been a charge for 20 years and now all of a sudden they want
 224 to charge when it is supposed to be for the youth and families of Questa.
 225

226 Councilor John Ortega stated we need to do something for the youth of this community. It would be worth it to
 227 look into some programs and organizations in for the youth.
 228

229 Mr. Daniel Trujillo (Kubiak & Melton) stated that what they really look for regarding anti donation is their
 230 consideration. Consideration can be anything, other than 'free'. The facility could maybe be re-purposed as a
 231 multi-use community center and have someone there and open regular hours.
 2

233 Ms. Jennifer Vialpando asked if the Council would like to hear a proposal from her in the future of what she and
 234 a couple of other colleagues have in mind. It was agreed by the Council that they are interested in seeing a
 235 presentation.
 236

237 Attorney Lance Hough will provide the necessary information for next meeting.
 238

239 Ms. Kim Santistevan asked if the Little League and the Village Council could come to an agreement in getting
 240 the baseball field ready for the season.
 241

242 IX. **ACTION ITEMS**

243 A) Discussion, Consideration & Decision regarding the selection of a member to serve on the Nominating
 244 Committee for a one year term for Holy Cross Hospital Board
 245

246 After a brief discussion, it was decided that Village Administrator Nicholas Maestas serve on the nominating
 247 committee for a one year term.
 248

249 Motion: Councilor Brent Jaramillo
 250 Second: Councilor Lawrence Ortega
 251

252 Roll Call:
 253

254 Councilor Lawrence Ortega YES

255 Councilor Brent Jaramillo YES

6 Councilor John Ortega YES

257 To approve Village Administrator Nicholas Maestas serve on the nominating committee for a one year term.

258 All voted yes. Motion carried.

9

260 **B) Discussion, Consideration & Decision regarding Resolution 2018-03 – NMFA Grant Resolution**

261

262 Mr. Maestas stated that this Resolution is required from NMFA authorizing and approving the submission of an
 263 application for financial assistance for a planning grant for a Preliminary Engineering Report and Waste Water
 264 Master Plan. This was a recommendation from the environment department for the Village to find some planning
 265 money. Councilor Brent Jaramillo asked for an explanation regarding the waste water master plan. Mr., Maestas
 266 stated that the idea for this is to understand the current capacity level of our waste water treatment plant with its
 267 current customer load and capacity for new customers. Councilor Lawrence Ortega asked if this master plan
 268 would include the collection system also or just the treatment system. Mr. Maestas stated that we will have the
 269 opportunity, once we acquire the grant, to tailor it for what we need, depending on the cost.

270

271 Councilor Lawrence Ortega suggested that we include collection system in the description as well as show what
 272 areas in the community need sewer lines. Councilor Brent Jaramillo suggested re-wording it to consider the
 273 NRDA money.

274

275 Motion: Councilor Lawrence Ortega – with additions to the application as mentioned above.

276 Second: Councilor Brent Jaramillo

277

278 Roll Call:

279

280 Councilor Lawrence Ortega YES

281 Councilor Brent Jaramillo YES

282 Councilor John Ortega YES

283

284 To approve the NMFA grant Resolution 2018-03. All voted yes. Motion carried.

285

286 X. **FINANCIALS** – Ms. Karen Shannon, Finance Director

287 **A) Discussion, Consideration & Decision regarding the approval of Unpaid Vouchers**

288

289 Ms. Shannon stated that included in their packet was a budget timeline.

290

291 Ms. Shannon stated that the Vouchers presented are as of February 9, 2018 and stood for questions.

292

293 Councilor Lawrence Ortega – Inquired about Invoice 4123 – NM State University – Ms. Shannon stated that it
 294 is for the Public Procurement Training and test for Mr. Maestas. Policy states that the procurement officer is the
 295 administrator or their designee. Invoice for OSE – Mr. Maestas stated this was for the application for the water
 296 rights purchase for the 3 grandchildren of Mr. Lino Trujillo.

297

298 Councilor John Ortega - Inquired about the Amazon invoice and if these are things we can't buy locally. Ms.
 299 Shannon stated that the items are supplies that we get 3 quotes on and they are the best price. Councilor John
 300 Ortega asked if we are required to get 3 quotes on these items. Ms. Shannon stated that we do for office supplies
 301 because it is several different items. We get quotes on all the items on the list. Councilor John Ortega stated
 302 that he believes we are doing our local businesses some injustice; Amazon may be cheaper but do they pay the
 303 Village any gross receipts. Councilor Brent Jaramillo agreed and stated that we have discussed this before. There
 304 are many items that could be purchased at Family Dollar and at the Questa Lumber & Hardware. Councilor
 305 Brent Jaramillo would like the Council to revisit the procurement regarding the 3 price quotes because we're
 306 killing the staff with this process; if they are doing their due diligence and we don't have it in policy that they
 307 need 3 quotes, we should allow them to purchase it. If this is killing employee moral we need to address it.

308 Councilor Lawrence Ortega agreed with purchasing from local businesses, especially for small items such as

309 these. Mayor Gallegos stated that hopefully the staff will follow this direction from this point forward in trying
 310 to support local businesses as much as possible.

311

312 Motion: Councilor John Ortega

313 Second: Councilor Lawrence Ortega

314

315 In Favor: All

316 Opposed: None

317

318 To approve the vouchers as presented. All voted yes. Motion carried.

319

320 **B) Discussion, Consideration & Decision regarding the approval of Out of State Travel**

321

322 Ms. Shannon stated that this travel is for Councilor Brent Jaramillo and Administrator Nicholas Maestas to attend
 323 the Congressional Cities conference in Washington, DC. - March 7-14.

324

325 Mr. Maestas stated that he will not be able to make it to the conference because of the election. He would like
 326 to be here for the transition and is withdrawing his name from the travel request. If there is a Governing Body
 327 member that wishes to go we have until February 16th to cancel. Councilor Brent Jaramillo stated that he will
 328 be attending March 10-14. He also stated that he is requesting to go on actuals. Ms. Shannon stated that the
 329 policy states that the council has to approve the higher rate because it is above the straight per diem.

330

331 Motion: Councilor John Ortega – approve out of state travel as well as actuals.

332 Second: Councilor Lawrence Ortega

333

334 In Favor: All

335 Opposed: None

336

337 To approve the out of state travel as well as actuals for Councilor Brent Jaramillo. All voted yes. Motion carried.

338

339 XI. **EXECUTIVE SESSION** - (The Governing Body may convene into Executive Session at this time
 340 pursuant to the NM Open Meetings Act NMSA 1978 10-15-1)

341 **A) Limited Personnel Matters (§ 10-15-1(H) (2)) – Public Works Department and Questa Public Library**

342 **B) Pending or Threatening Litigation (§ 10-15-1(H) (7)) - 2015 CDBG Project**

343 **C) Real Property and Water Rights (§ 10-15-1(H) (8)) – North Tailing Access Road**

344

345 A motion to enter into Executive Session was made by Councilor John Ortega, seconded by Councilor Lawrence
 346 Ortega.

347

348 Roll Call:

349 Councilor John Ortega YES

350 Councilor Lawrence Ortega YES

351 Councilor Brent Jaramillo YES

352

353 Mayor Gallegos stated that the Governing Body will go into Executive Session to discuss only the items listed.
 354 The Governing Body entered into Executive Session at 8:01pm.

355

356 A motion was made to reconvene from Executive Session at 9:05pm by Councilor John Ortega, seconded by
 357 Councilor Lawrence Ortega.

358

359 Roll Call:

360

361 Councilor Lawrence Ortega YES
 362 Councilor Brent Jaramillo YES
 363 Councilor John Ortega YES

364

365 Mayor Gallegos stated that only the item listed were discussed during closed session. There was no action taken.

366

367 XII. **ACTION ITEM**

368 A) Discussion, Consideration & Decision regarding Possible Close-Out of 2015 CDBG Project

369

370 Motion: Councilor Brent Jaramillo – To direct staff to close-out the 2015 CDBG Project

371 Second: Councilor Lawrence Ortega

372

373 Roll Call:

374

375 Councilor Lawrence Ortega YES

376 Councilor Brent Jaramillo YES

377 Councilor John Ortega YES

378

379 In Favor: All

380 Opposed: None

381

382 To move forward with closing out the 2015 CDBG project. All voted yes. Motion carried.

383

384 XII. **MATTERS FROM ATTORNEY**

385 A) North Tailing Access Road

386

387 XIII. **MATTERS FROM ADMINISTRATOR** – Mr. Nicholas Maestas

388 Mr. Maestas submitted a written report and informed the Governing Body on the following:

389

390 • IGC meeting on Thursday in Taos.

391 • Street Light project is complete; there is only one light that is an issue.

392 • Questa/Red River Trail meeting is scheduled for March 6th at the Red River Visitors Center.

393 • NMML District Meeting at Taos Ski Valley on March 27th – Please let us know if you would like to attend so we can register you.

394 • Early Voting begins tomorrow here at the Village Council Chambers from 8:00am - 5:00pm, open through the lunch hour. Councilor John Ortega asked if we will be able to open on a Saturday for early voting. Ms. Martinez stated that we do not normally open but we can. It was decided to offer early voting on Saturday, February 24th. Councilor John Ortega stated that he was able to see the early voting machine get certified.

400 • Met with Ms. Christine Martinez, owner of the White Dove Laundromat. She is fine with the classification of her business. The question she had was the water rates increased to one level and the sewer rates were increased higher than the water rates. She will be drafting a letter for the Council.

403

404 Councilor Brent Jaramillo requested Mr. Maestas state his plans for the Little League. Mr. Maestas stated that he sat down with Questa Little League President, Ms. Kim Santistevan regarding the use of Molycorp Field for the little league season. Some items discussed were the use of the concession stand, fundraising, restrooms, cleaning, trash pickup and electricity. There is one fence area that needs to be addressed.

408

409 Ms. Santistevan addressed the Governing Body regarding the concession area. In the past, she would take her own grill and other items. She is very concerned about food safety and needs an enclosed area. She offered to donate a gate if needed, to keep the field enclosed. Councilor John Ortega stated that we need to look into purchasing a gate to protect the playing field. Councilor Lawrence Ortega stated that we also need to look into

412

413 the tree issue since it is a safety concern. Mr. Maestas stated that knowing that we are going to have community
414 members utilizing the park, we need to address the safety concerns. He did speak with Mr. Robinson regarding
415 the trees.

416
417 Mayor Gallegos stated that it he appreciate that the league is coming back. We need to look into the lighting for
418 security, we have a building we have not been able to occupy because of vandalism. We need to meet with the
419 Police Department regarding some kind of game cameras that we can monitor. Past President Mr. David Trujillo
420 had stated that if we provided the tools, they would be able to help with some of the maintenance; he is not sure
421 if this is still on the table for discussion or not. We need to look for funding for immediate safety issues.
422 Councilor John Ortega stated that the gate used be closed on the west end so there was no access to the park
423 area. Ms. Santistevan stated that there is a way to get on to the field through the top of the right field. Mayor
424 Gallegos stated that we can do a sight visit and prepare the field as best as we can.

425
426 **XIV. MATTERS FROM MAYOR AND COUNCIL**

427
428 Councilor Lawrence Ortega inquired about Mr. Dale Cisneros’s request for a waiver on his bill. Mayor Gallegos
429 stated that Mr. Cisneros was supposed to come before the Council regarding this issue prior to Mr. Maestas
430 arrival. He stated that he and Ms. Trujillo worked on the issue. He stated that he and Mr. Maestas will review
431 some of the accounts that need to be brought to the Council and have them at the next meeting.

432
433 Councilor Lawrence Ortega stated that a brief discussion was held with Mr. Joe Moore regarding the Cabresto
434 Road paving. He stated at this meeting that the project would include the paving from State Road 38 all the way
435 up the hill to Cabresto Road. It has since been eliminated. How did this change come about? Mayor Gallegos
436 stated that he does not know how this happened. Councilor Lawrence Ortega stated that the MAP project requires
437 that the project connects to a state road. Councilor Brent Jaramillo stated that there was supposed to also be a
438 public meeting for this project to invite all the Cabresto residents. Mayor Gallegos suggested getting Wilson &
439 Company up here after the election to do a presentation on this project for the Council. Councilor Lawrence
440 Ortega stated for the public too.

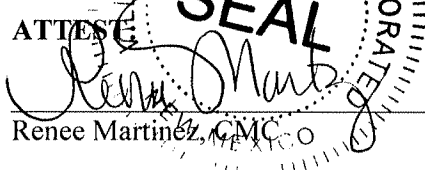
441
442 Councilor John Ortega inquired about the moving of a water line on Mr. Lino Garcia’s property. Mr. Maestas
443 stated that he is aware of this project and did reach out to Mr. Garcia and had a meeting with him and his wife.
444 It was at the beginning of winter. He sent Mr. Garcia a letter notifying him that we would be doing that project
445 as soon as we can the beginning of this year. Mayor Gallegos stated that it was supposed to get done since last
446 year but the Mr. Trujillo did not get it scheduled. It needs to get done. Another project needs to get done on
447 South Kiowa also. Councilor Lawrence Ortega has the map and easement for this. Councilor Lawrence Ortega
448 inquired about the Administrator evaluation and when it has been scheduled. Mr. Mestas stated that we will
449 have it on the next agenda for Executive Session.

450
451 **XV. ADJOURNMENT**

452
453 Motion: Councilor John Ortega
454 Second: Councilor Brent Jaramillo

455
456 In Favor: All
457 Opposed: None

458
459 There being no further business to discuss, the meeting was adjourned at 9:34pm.

460
461 ATTEST
462 
463 Renee Martinez, GMC
464

APPROVED:

Mark Gallegos, Mayor