

# VILLAGE OF BOSQUE FARMS

Post Office Box 660  
Peralta, NM 87042

1455 West Bosque Loop  
Bosque Farms, NM 87068

Phone: (505) 869-2358  
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Chris Gillespie, Mayor

Council:  
Ronita Wood  
Michael Cheromiah  
Erica DeSmet  
Tim Baughman

**THE GOVERNING BODY OF THE VILLAGE OF BOSQUE FARMS WILL HOLD ITS  
REGULAR MEETING ON THURSDAY, MAY 15<sup>TH</sup>, 2025 IN THE COUNCIL  
CHAMBERS, 1455 WEST BOSQUE LOOP, BOSQUE FARMS, NM AT 6:00PM.**

*The Village of Bosque Farms Regular Council Meeting can also be viewed and participated via  
Microsoft Teams. The link to join/view the meeting can be found by clicking here:*

**Microsoft Teams Meeting Link**

1. **CALL TO ORDER & ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **EXECUTIVE SESSION PURSUANT TO 10-15-(2) NMSA, 1978 HIRING OF AN  
POLICE OFFICER AND A WATER/WASTEWATER UTILITY OPERATOR.**
4. **APPROVAL OF AGENDA**
5. **PUBLIC COMMENT FOR NON-AGENDA ITEMS**  
*(Comments are limited to 1 ½ Minutes, time cannot be distributed to peers in attendance)*
6. **DEPARTMENTAL REPORTS**
7. **MAYOR & COUNCIL REPORTS**
8. **COUNCIL TO REVIEW AND TAKE ACTION ON TREASURER'S REPORT**
9. **COUNCIL TO REVIEW & TAKE ACTION PREVIOUS MINUTES**  
Attachment A- 04-17-25 Regular Meeting Minutes.pdf  
Attachment B- 04-29-25 Water/Wastewater Workshop Minutes.pdf  
Attachment C- 04-30-25 Special Meeting Minutes.pdf
10. **COUNCIL TO REVIEW AND TAKE ACTION ON RESOLUTION 1070-25**  
**APPROVAL OF BUDGET ADJUSTMENTS RELATED TO VRECC**  
Attachment D- Budget Adjustment Resolution 1070-25.pdf

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**11. COUNCIL TO REVIEW AND TAKE ACTION ON WATER RIGHTS AGREEMENT WITH JANET MILLER.**

Attachment E- Water Rights Agreement Janet Miller FY29 end.pdf

**12. COUNCIL TO REVIEW AND TAKE ACTION ON APPROVAL OF WE ARE WINNERS GROUP CONTRACT.**

Attachment F - We are winners Contract Bosque Farms.pdf

**13. COUNCIL TO REVIEW AND TAKE ACTION ON APPROVAL OF HIRING OF A POLICE OFFICER.**

**14. COUNCIL TO REVIEW AND TAKE ACTION ON APPROVAL OF HIRING OF A WATER / WASTEWATER UTILITY OPERATOR.**

**15. COUNCIL TO REVIEW AND DISCUSS MATTERS RELATED TO THE EMS DEPARTMENT OF THE VILLAGE OF BOSQUE FARMS**

**TIME AND PLACE OF NEXT MEETING**

**THE NEXT MEETING OF THE VILLAGE OF BOSQUE FARMS VILLAGE COUNCIL WILL BE HELD ON THURSDAY, JUNE 26<sup>TH</sup>, 2025.**

**ADJOURNMENT**

**PLEASE NOTE: The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who needs a reader, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at (505) 991-6611 at least three (3) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Bosque Farms strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk/administrator for more information.**

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Christopher Gillespie  
Mayor



Andrew Owen  
Chief of Police

## Village of Bosque Farms

### MONTHLY REPORT FOR APRIL 2025

#### CALLS FOR SERVICE

Bosque Farms: 154  
Peralta: 129  
TOTAL: 283  
2% Decrease

#### TRAFFIC STOPS

Bosque Farms: 38  
Peralta: 72  
TOTAL: 110  
37% Decrease

#### CITATIONS

Bosque Farms: 44  
Peralta: 51  
TOTAL: 95  
21% Decrease

#### ARRESTS

Bosque Farms: 3  
Peralta: 5  
TOTAL: 8  
Same

#### REPORTS

Bosque Farms: 42  
Peralta: 27  
TOTAL: 69  
35% Increase

#### DUI ARRESTS

Bosque Farms: 0  
Peralta: 1  
TOTAL: 1  
66% Decrease



Christopher Gillespie  
Mayor



Andrew Owen  
Chief of Police

# Village of Bosque Farms

## Statistical Breakdown by Jurisdiction

CRIME	BOSQUE FARMS	PERALTA
DOMESTIC VIOLENCE	1	0
MISSING PERSON/RUNAWAY	1	1
CHILD ABUSE/NEGLECT	0	1
CYFD REFERRAL/SCI REPORT	1	3
ASSAULT/BETTERY PEACE OFFICER	0	0
ASSAULT/BATTERY CITIZEN	4	2
TRAFFIC CRASH NO INJURY	9	3
TRAFFIC CRASH INJURY	0	0
DUI	0	1
SUSPENDED/REVOKED DL	0	0
ROBBERY	0	0
FRAUD/EMBEZZLEMENT	2	0
LARCENY	0	0
SHOPLIFTING	3	0
IDENTITY THEFT	0	0
BURGLARY (RESIDENTIAL)	0	1
BURGLARY (COMMERCIAL)	0	0
BURGLARY (AUTO)	0	1
CRIMINAL DAMAGE TO PROPERTY	3	2
STOLEN VEHICLE	0	0
RECOVERED STOLEN VEHICLE	0	2
TOWED VEHICLE	2	2
DRUG OFFENSE	1	0
WARRANT ARREST	2	2
SUSPICIOUS ACTIVITY	2	4
ASSIST OTHER AGENCY	35	1
SWAT CALL OUTS	0	0
MENTAL/MEDICAL HEALTH CALLS	8	7
NATURAL DEATH	0	0
OTHER CALLS	80	96



Christopher Gillespie  
Mayor



Andrew Owen  
Chief of Police

## Village of Bosque Farms

### Evidence & Property:

- Routine evidence intake – 11 new items entered into evidence
- Provided DA's office with discovery upon request.
- Assisted with IPRA and discovery requests of officer BWC footage.
- 677 total items were disposed: 42 drug items, 16 firearms, 619 general items.
- Created evidence packaging manual and updated evidence forms and training guides
- SAFE Evidence Tracker software is being used to enter all evidence items.
- An audit of the evidence room was started and still ongoing.

### Advanced Training:

- Officer Burns completed Certificate by Waiver
- Cadet Romero continues at the CNM Basic Academy
- Officer Carrasco attended Taser Instructor training
- Sgt. Gutierrez attended the Women's LE Conference.

### Significant Events:

- Assisted with Rio Grande Fire – day of incident
- Conducted additional patrols and citizen support after fire incident.
- Located VIN switched vehicle, identified suspects and reunited vehicle with owner in Santa Fe.
- Assisted with house fire in Peralta
- Went LIVE with the new IR9000

### Special Events:

- Sgt. Adams and ACO Otero attended the Pups at the park event
- Detective Gurule attended the 1<sup>st</sup> Baptist Church Easter Egg Hunt
- Sgt. Adams and ACO Otero attended the Animal Care EXPO

### Admin/Additional:

- Started Lexipol SOP verification department wide



Andrew M. Owen

Chief of Police

# **BOSQUE FARMS POLICE DEPT. APRIL 2025 MONTHLY REPORT**

## **DETECTIVE MARK GURULE**



- Total Cases Assigned – 4
- Total Cases Closed – 2
- Active Cases – 2
- Total Reports – 3
- Supplemental Reports – 2
- Felony Arrest –
- Misdemeanor Arrest - 2
- Arrest Warrants –
- Search Warrants –
- Returned Stolen Property –
- SCI Reports – 4
- Safehouse Interviews –
- Total Citations – (BF) / (P)
- DWI Arrest -

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### **BOSQUE FARMS**

**BFPD25000080:** Assisted patrol with an unattended death scene. I located drug paraphernalia that was consistent with the most likely cause of death. I exchanged information with the OMI investigator and requested the autopsy report when it is complete. It could take a substantial amount of time to receive this documentation.

**BFPD25000080:** Received an update from OMI over the phone confirming multiple substances tested positive in the deceased. I will receive the full report once it is complete.

**BFPD25000107:** Coordinated with CYFD on a foster juvenile involved in this case. Juvenile is being relocated from the home to another out of jurisdiction.

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### **PERALTA**

**PPD25000060:** Assisted patrol with a criminal damage to property report. No further investigation is necessary from CID at this time.

**PPD25000066:** Initial report by Sgt Duran. Followed up with CYFD regarding a Sci Intake. I was advised the incident occurred in Albuquerque and the child would be staying locally with grandparents who are state certified foster parents. No further law enforcement action is required at this time.

**PPD25000068:** Received information from patrol of a recovered stolen vehicle. This case is active pending lab results.

**PPD25000071:** While covering dayshift. I made a traffic stop in which the driver was arrested for outstanding warrants. Resolved without incident.

**PPD25000080:** Assisted potential arson with the State Fire Investigators. While on scene I located some stolen property that was recovered and entered into evidence. Case is pending results from the fire lab.

**BOSQUE FARMS POLICE DEPT. APRIL 2025 MONTHLY**  
**REPORT**  
**DETECTIVE MARK GURULE**

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**SCI REPORT(S):**

**SCI Intake 2045334:** Screen out- Contact made with CYFD. No LE necessary at this time.

**SCI Intake 2046519:** Priority 2- Contact was made with the family and CYFD. The original incident is an Albuquerque PD case, and the child will remain here locally on orders by CYFD. The child is being cared for by family members. No further law enforcement action is needed at this time.

**SCI Intake 2048585:** Regarding physical neglect and lack of supervision. Conducted a home visit with CYFD. All children were healthy and taken care of. Services were offered and accepted by all parties. No further law enforcement action is necessary.

**SCI Intake 2048956:** Regarding physical neglect/emotional abuse. This is a new report on a previously reported family. CYFD is currently in the process of assigning it to a caseworker.

**SCI Intake 2048594:** Screen out report. CYFD does not need law enforcement action at this time as the report does not allege any type of abuse.

**Training / Additional Services:**

4/2 Swat training. Vehicle assaults and movement.

4/4 Turned in completed applicant background.

4/8 Monthly MDT Meeting

4/10 Assisted in the search for a wanted individual from Arkansas. He was located elsewhere in the county by VCSO.

4/12 Worked the Easter egg event at the First Baptist Church.

**BOSQUE FARMS POLICE DEPT. APRIL 2025 MONTHLY**  
**REPORT**

**DETECTIVE MARK GURULE**

4/12 Covered the second half of dayshift.

4/14 Covered Night Shift

4/15 Covered Night Shift

4/17 Vehicle maintenance at State of Emergency

4/17 Received and turned in officer background.

4/17 Assisted with containing the Bosque Fire and evacuations.

4/22 Assisted State Fire Investigators with possible arson fire.

4/22 Evidence Training

4/29 Assisted Isleta Probation and Parole with a home visit in the Village.





Chris Gillespie  
Mayor

## Village of Bosque Farms



Andrew Owen  
Chief of Police

### **Animal Control Monthly Report**

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**APRIL - 2025**

<b>Calls for Service/Phone Calls</b>	<b>85</b>
<b>After Hours Dispatch Calls</b>	<b>3</b>
<b>Citations Issued</b>	<b>15</b>
<b>Verbal/Written Warnings</b>	<b>6</b>
<b>Impounded Animals</b>	<b>0</b>
<b>Animals Taken to VC Shelter</b>	<b>0</b>
<b>Animals Rehomed/Returned</b>	<b>0</b>
<b>Cats caught in Traps by Residents</b>	<b>0</b>
<b>Animals Euthanized</b>	<b>0</b>

**SPECIAL EVENTS:**

**TRAINING:**

## Fine Fee Summary

From 04/01/2025 12:00 AM to 04/30/2025 11:59 PM  
All Case Types and Sub-Types  
All Clerks

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**Receipts**

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**Case Payment**

Animal Control	725.00
Corrections Fee	100.00
Corrections Fee PA	30.00
Court Automation Fee	30.00
Fine	2,850.00
Judicial Education Fee	15.00
PD Equipment Fund 1	30.00
PD Equipment Fund 2	45.00

Subtotal:	<u>3,825.00</u>
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<b>Total Receipts:</b>	<u>3,825.00</u>
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<b>Report Total:</b>	<b>3,825.00</b>
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**Bosque Farms**

User: CINDY

**Monthly Activity Report**

April 2025

Citations and Non-Citations By Issued Date

Financial Type: Fines and Fees

Cases With and Without Disposition

<b>Citations</b>	<b>Last Month</b>	<b>This Month</b>	<b>Change</b>	<b>Last YTD</b>	<b>This YTD</b>	<b>Change</b>
Animal Control	2	27	25	31	38	7
DUR	1	0	-1	2	3	1
Miscellaneous	1	0	-1	1	2	1
NON TRAFFIC	0	0	0	1	1	0
Planning & Zoning	1	1	0	3	3	0
SEAT BELTS	6	9	3	17	18	1
TRAFFIC	41	25	-16	181	119	-62
<b>Totals:</b>	<b>52</b>	<b>62</b>	<b>10</b>	<b>236</b>	<b>184</b>	<b>-52</b>
<b>Non-Citations</b>						
Animal Control	0	1	1	0	1	1
<b>Totals:</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Fines and Fees</b>						
Animal Control	502.00	725.00	223.00	175.00	1,552.00	1,377.00
Corrections Fee	20.00	100.00	80.00	2,460.00	320.00	(2,140.00)
Corrections Fee PA	30.00	30.00	0.00	548.29	210.00	(338.29)
Court Automation Fee	6.00	30.00	24.00	739.00	96.00	(643.00)
Fine	4,102.00	2,875.00	(1,227.00)	14,536.67	17,360.00	2,823.33
Judicial Education Fee	3.00	15.00	12.00	367.00	48.00	(319.00)
PD Equipment Fund 1	40.00	30.00	(10.00)	568.29	220.00	(348.29)
PD Equipment Fund 2	90.00	45.00	(45.00)	822.42	360.00	(462.42)
<b>Totals:</b>	<b>\$4,793.00</b>	<b>\$3,850.00</b>	<b>\$(943.00)</b>	<b>\$20,216.67</b>	<b>\$20,166.00</b>	<b>\$(50.67)</b>

Receipt By Date Summary  
 From 04/01/2025 11:20 AM to 04/30/2025 11:59 PM  
 All Case Types and Sub-Types  
 All Clerks

Date	Number	Payer	Case	Transaction Type	Amount
<b>04/10/2025</b>					
	<b>2025/04/10</b>		<b>Count: 6</b>	<b>Day Sub Total:</b>	<b>455.00</b>
<b>04/11/2025</b>					
	AC47345	Carillo, Ana	202555245	Case Payment	200.00 Voided
	AC47345a	Carillo, Ana	202555245	Case Payment	200.00
	47344	Hammer, William	202555302	Case Payment	110.00
	47345	Carillo, Ana	202555245	Case Payment	200.00 Voided
	47346	Jojola, Josiah	202454907	Case Payment	100.00
	47347	Jaramillo, Francisco Melquiades	202555270	Case Payment	25.00
	47348	Abeita, Jayson	202555294	Case Payment	100.00
	<b>2025/04/11</b>		<b>Count: 7</b>	<b>Day Sub Total:</b>	<b>935.00</b>
<b>04/14/2025</b>					
	47349	Cardoza Gomez, Alejandro	202555291	Case Payment	100.00
	47350	Montoya, Jesus	202455202	Case Payment	100.00
	47351	Gamboa, Carlos	202555273	Case Payment	200.00
	<b>2025/04/14</b>		<b>Count: 3</b>	<b>Day Sub Total:</b>	<b>400.00</b>
<b>04/15/2025</b>					
	47352	Ruiz Saenz, Jemsem	202555305	Case Payment	285.00
	<b>2025/04/15</b>		<b>Count: 1</b>	<b>Day Sub Total:</b>	<b>285.00</b>
<b>04/17/2025</b>					
	PZ47353	Hamilton, James	202555282	Case Payment	100.00
	47353	Hamilton, James	202555282	Case Payment	100.00 Voided
	<b>2025/04/17</b>		<b>Count: 2</b>	<b>Day Sub Total:</b>	<b>200.00</b>
<b>04/22/2025</b>					
	47354	Gemmer, Guy	202354336	Case Payment	380.00
	47355	Tays, Stanley	202555247	Case Payment	40.00
	47356	Avila, Ivonne	202555267	Case Payment	120.00
	47357	Jaramillo, Francisco Melquiades	202555270	Case Payment	25.00
	<b>2025/04/22</b>		<b>Count: 4</b>	<b>Day Sub Total:</b>	<b>565.00</b>
<b>04/23/2025</b>					
	47358	Palmer, Samirah	202555319	Case Payment	25.00
	<b>2025/04/23</b>		<b>Count: 1</b>	<b>Day Sub Total:</b>	<b>25.00</b>
<b>04/25/2025</b>					
	47359	Tays, Stanley	202555247	Case Payment	25.00 Voided
	47360	Carillo, Ana	202555245	Case Payment	100.00
	AC47359	Tays, Stanley	202555247	Case Payment	25.00
	<b>2025/04/25</b>		<b>Count: 3</b>	<b>Day Sub Total:</b>	<b>150.00</b>
<b>04/30/2025</b>					
	AC47361	Gamboa, Roberto or Victoria	202555249	Case Payment	100.00 Voided

## Receipt By Date Summary

From 04/01/2025 11:20 AM to 04/30/2025 11:59 PM

All Case Types and Sub-Types  
All Clerks

Date	Number	Payer	Case	Transaction Type	Amount
<b>04/01/2025</b>					
	47327	Felts, Isaiah	202454767	Case Payment	180.00
	<b>2025/04/01</b>		<b>Count: 1</b>	<b>Day Sub Total:</b>	<b>180.00</b>
<b>04/02/2025</b>					
	PZ47328	Beller, Scott	202455114	Case Payment	100.00 Voided
	PZ947328	Beller, Scott	202455114	Case Payment	100.00
	47328	Beller, Scott	202455114	Case Payment	100.00 Voided
	AC47329	Trujillo, Andrea	202555307	Case Payment	25.00
	47329	Trujillo, Andrea	202555307	Case Payment	25.00 Voided
	<b>2025/04/02</b>		<b>Count: 5</b>	<b>Day Sub Total:</b>	<b>350.00</b>
<b>04/03/2025</b>					
	47330	Cabrera Yanez, Francisco	202454842	Case Payment	200.00
	47331	Romano, Joshua	202555300	Case Payment	110.00
	<b>2025/04/03</b>		<b>Count: 2</b>	<b>Day Sub Total:</b>	<b>310.00</b>
<b>04/04/2025</b>					
	47332	Tawyesva, Lachelle	202455228	Case Payment	70.00
	47333	Wade Chacon	202555308	Case Payment	50.00 Voided
	AC47333	Wade Chacon	202555308	Case Payment	50.00
	47334	Jaramillo, Francisco Melquiades	202555270	Case Payment	25.00
	<b>2025/04/04</b>		<b>Count: 4</b>	<b>Day Sub Total:</b>	<b>195.00</b>
<b>04/07/2025</b>					
	AC47335	Tays, Stanley	202555247	Case Payment	40.00
	47335	Tays, Stanley	202555247	Case Payment	40.00 Voided
	<b>2025/04/07</b>		<b>Count: 2</b>	<b>Day Sub Total:</b>	<b>80.00</b>
<b>04/08/2025</b>					
	47336	Scanland, Noah	202455219	Case Payment	50.00
	47337	Rodarte Holguin, Oscar	202555281	Case Payment	100.00
	<b>2025/04/08</b>		<b>Count: 2</b>	<b>Day Sub Total:</b>	<b>150.00</b>
<b>04/09/2025</b>					
	9947338	Carl, Zack	202555295	Case Payment	350.00
	47338	Carl, Zack	202555295	Case Payment	350.00 Voided
	<b>2025/04/09</b>		<b>Count: 2</b>	<b>Day Sub Total:</b>	<b>700.00</b>
<b>04/10/2025</b>					
	AC47342	Tays, Stanley	202555247	Case Payment	40.00
	47339	Alderete Rodriguez, Marco	202555286	Case Payment	100.00
	47340	Chavez, Detrae	202555292	Case Payment	75.00
	47341	Guerrero, Yolanda	202555293	Case Payment	150.00
	47342	Tays, Stanley	202555247	Case Payment	40.00 Voided
	47343	Edwards Jacobs, Raynard Michael	202555280	Case Payment	50.00

Receipt By Date Summary  
 From 04/01/2025 11:20 AM to 04/30/2025 11:59 PM  
 All Case Types and Sub-Types  
 All Clerks

Date	Number	Payer	Case	Transaction Type	Amount
<b>04/30/2025</b>					
	AC473610	Gamboa, Roberto or Victoria	202555249	Case Payment	100.00
	47361	Gamboa, Roberto or Victoria	202555249	Case Payment	100.00 Voided
<b>2025/04/30</b>			<b>Count: 3</b>	<b>Day Sub Total:</b>	<b>300.00</b>
			<b>Count: 48</b>	<b>Total:</b>	<b>\$5,280.00</b>

# VILLAGE OF BOSQUE FARMS

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Peralta, NM 87042

1455 West Bosque Loop  
Bosque Farms, NM 87068

Phone: (505) 869-2358  
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Chris Gillespie, Mayor

Council:  
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## Clerk Notes for May Regular Meeting

- Molzen & Corbin are preparing cost estimates for the following requests for the Clerk Administrator now that the on-call agreement has been approved: A scope of price and total workload for a road critically index (This is a road analysis for Bosque Farms that will establish a listing of road repair based on need rather than desire.) This is a tool that can be used for current administration and future Bosque Farms leadership. Secondly a scope of price and workload for updated digital mapping of fire hydrants and zoning maps has been requested. Current Bosque Farms zoning maps are only available via physical data and is not easily accessible to the public. This information will aid the public with zoning questions and the mapping of hydrants will be beneficial for the Volunteer Fire department when assessing needs in the field and our Water operators for tracking of needed repairs. The last scope of price and workload is the updates needed to the comprehensive master plan and land use study performed in 2023. (Updates to Public priorities and Governing body input is needed, again a pool was the focal point of the plan and given current infrastructure needs and plans this should be overhauled to better suit Village needs when asking for federal funding.)
- Desert Fox final invoice and payment has been mailed via CES for the culvert project performed. This project should be finalized with Molzen soon.
- The Clerk's office would like to retain Mr. Gardner's services at the next council meeting in June the auditor's contract will be up for extension, The clerk would like to thank the efforts of his staff, especially Yvonne who led this year's audit which helped the Village remove 3 audit findings from the previous fiscal. Resolution has been provided to DFA for approval and closeout.
- Trenching Safety training and CPR field training has been scheduled via the New Mexico Municipal League for the dates of May 29<sup>th</sup> and June 3<sup>rd</sup>. Our crews will be on limited availability those days as training is approximately 6 hours however our Field Supervisor Sanchez will be seeking aid from Prodigy for coverage those days.
- Prodigy has provided the Clerk's office with the needed quotes from the Water – wastewater workshop and those have been sent off for obligation as of 5/8/25.
- The Council will notice that ARPA funding is not on today's agenda for obligation. This is due to recent communications with LeAndra Garcia of DFA. LeAndra informed the Clerk's office that we as the Village of Bosque Farms can reallocate funding designated for premium pay to other eligible categories under the SLFRF program. It is now within the clerk's discretion and goals to have 2 projects related to infrastructure up for proposed

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spending at the June Meeting. The Clerk's office is pending a final proposal meeting/ agreement with Bixby Electric the repair of the lights along 47 and Esperanza will be the focal point and project 1. Secondly the Village is pending close out amounts with TLC for Cole Green Sewer installation, the Clerk's office will follow up with TLC regarding what is missing to complete the project and follow up with estimates for this project as well. Lastly after the total of these two projects have been estimated the Clerk's office would still like to utilize some funds from ARPA for the retainment of employees, which is allowed use with the SLFRF program.

- Supervisor evaluations are being processed by the Clerk Administrator, Hourly evaluations are pending review from the Mayor and the Clerk's evaluation will be distributed to the staff May 19th for Council's review in executive session in the June meeting. The delay in this process is due to the hospitalization of the Clerk Administrator.
- The Clerk's office has received two information requests that require email research over previous fiscal years. Our IT is having issues with isolation of emails and data required. The Clerk administrator is currently performing his own data storage and research since IT currently lacks this accessibility.
- The Clerk's office is still performing Outreach for GIS services no nearby agencies such as the county have provided an update, conversation with County Manager may need to be had with Clerk Administrator as the need for addressing properties is growing and county staff have been unsupportive or unresponsive.
- The Clerk's office is hosting weekly meetings with Prodigy Builders, Communication on staff needs and updates are on-going and proving productive for management of operations.

### **Planning & Zoning May Regular Meeting**

- Kelly Liquors has requested the right to sell another regulated substance such as tobacco at its location. With the current interpretation of Village ordinance, the owner has two options wait for the renewal of his liquor license in the year of 2026 to add this stipulation to his business or renew manually in the current fiscal but pay a total of \$2000 dollars to renew his current liquor license and the addition of tobacco. The Clerk administrator has attempted to contact the property owner, however, has been unsuccessful but will continue to reach out.
- The investigation of 1290 Truchas Trail will resume this week. The clerk is currently finishing correspondence that he will submit for review with the Village attorney this week and send via certified mail to the property owner so that Code enforcement can begin investigating. The Clerk's office apologizes for this delay, The Clerk Administrator was recently in hospital which delay
- Two new business licenses will need to come before the review of the planning and zoning commission at the upcoming June meeting. An applicant by the name of Carlos B Salcedo Varela would like an appliance sale and repair shop at 600 Bosque farms Blvd. It is the understanding of the Clerk's office that in ordinance this would qualify mechanical repair therefore being a regulated business. The Clerk's office has reached out to the business owner via email however, it has no hearing back regarding application and lease info needed. Once acquired and proper notice is posted this will

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appear on an agenda. Also a daycare has been proposed for the old motor pros building, the Clerk administrator has contacted the owner and informed her of the requirements needed to operate such business at that location.

- 6 Permits were filed in the month of April, and they were for the following properties:
- 1. 715 Calle Del Sol is remodeling an existing fence, through conversation and review of
- the owner's property they own the fence line within their boundaries and can remodel
- without approval of neighbor.
- 2. 1135 Lillie drive is having an expansion of the master bedroom.
- 3. 1715 pearl loop is replacing broken down fencing with a new panel.
- 4. 1664 Todd Place is establishing a new barn.
- 5. 635 Foxcroft pulled a permit for installation of solar panels.
- 6. 1955 Shore Drive is replacing fencing on the property.

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**MINUTES**  
**VILLAGE OF BOSQUE FARMS**  
**REGULAR COUNCIL MEETING**  
**THURSDAY, APRIL 15<sup>TH</sup>, 2025 AT 6:00 P.M.**  
**COUNCIL CHAMBERS**

1. **Call to Order**

Meeting called to order at 6:15
---------------------------------

2. **Pledge of Allegiance**

Mayor Gilliespie led those in attendance in the pledge of allegiance.

3. **Roll Call/Determination of Quorum**

RW	✓	MC	✓	ED	X	TB	✓
Quorum present		Yes	No				

4. **Approval of Agenda**

A C T I O N	Motion	Approval of the Agenda with removal of the Treasurer's Report and the ARPA Funding		
	Made by:	Baughman		Councilor Wood-Yes Councilor Cheromiah-Yes Councilor DeSmet-Absent Councilor Baughman-Yes
	Second by:	Wood		
	Motion carried?	PASSED	FAILED	

5. **Public Comment**

Girl Scout Troop 91(Debra Spokeswoman) stated the troop would like to donate cookies to staff and the Council for the efforts and kindness of the allowing them to host an event recently with the Village facilities.

Rick Babcock stated he had questions regarding wastewater funding and what the latest efforts are by the Council to communicate or issue investments within the past 8 months sent the last workshop with Prodigy.

Councilor Baughman stated the Clerk's office has not provided any updates to the Council regarding the efforts of Prodigy.

Deputy Clerk Shaline Lopez shared updates regarding some expenditure items such as grinder pumps to Mr. Babcock.

## 6. **Mayor & Council Reports**

*(Mayor and the Council began conversations with their respective reports first as several department heads were missing due to the response to active fires in the area)*

### Council

- i. Mayor stated he has received emergency communications that the active fire is not currently contained and he will look to provide updates as he receives them.
- ii. Councilor Cheromiah stated he had communications with Councilor DeSmet who was not attending due to the Fires happening in the Rio Grande and affecting Bosque Farms properties. Councilor Cheromiah commended Councilor DeSmet for her efforts in assisting with the community. Councilor Cheromiah stated that he believes the Village should look to keep the fire department in their collective thoughts and prayers.
- iii. Councilor Baughman shared updates regarding his frustrations with the Clerk's office and how information is not being provided to the Council in a timely manner regarding several issues not just wastewater. Councilor Baughman believes this has created frustration with staff at WWTP and wants the information quickly to assemble to the Council.
- iv. In response prior to updates the Clerk Administrator responded to the comments made by Councilor Baughman and resident Babcock. The statement was as follows:
- v. The Clerk's office is aware of funding priorities and Prodigy goals of operations as much as the Council and public are currently aware. All funding resources have been recapped and made public, per recommendation of Clerk's office if Council is having one on one discussions with Prodigy the Clerk's office should be made aware so that Chain of command is properly followed. The Clerk Administrator has experienced several issues where the contractor has been avoiding communication with staff and instead requesting purchasing or project direction from the governing body, which would be a direct violation of Article 3.

## 7. Departmental Reports

Clerk- Clerk Limon shared the following updates:

- On April 7<sup>th</sup> the Clerk's office notified Margaret Haynes of NMDOT of issues with stop lights not fully functional along the North Loop and South Loop. Estevan Gonzales of signal & Bobby Anaya were dispatched and stated the issue was related to PNM and that there were no further efforts they could perform. The Clerk's office will continue to work with PNM & DOT contacts to identify issues and establish proper maintenance protocols.
- In the month of January Clerk Administrator met with Los Lunas School District regarding a special event request to hang graduating senior flyers on the poles along 47. The Clerk Administrator informed the superintendent that the Village has no issue with the event and would allow its maintenance crew to assist within our jurisdiction of Highway 47. It was emphasized to the school superintendent that she would need to file the event permit with NMDOT, and the Village would offer support. When checking in with Margaret Haynes about the stops lights the Clerk's also inquired if any permit had been filed regarding their jurisdiction to which we were informed they did not have record. The Clerk's will once again reach out to the superintendent to see if they need further support or if they have abandoned the idea altogether.
- An increase in new property developments is occurring for homes in Bosque Farms, currently 3 residents and 1 business have inquired about GIS and rural addressing. The current administration does not have the software or certifications/training to assign addresses within our current jurisdiction. The Clerk's office has reached out the Valencia County to discuss an MOU to help with this matter until The Clerk or the Code enforcement officer could attend courses in August. Also, the Clerk's office has reached out to Mr. Sanchez at VRECC regarding his GIS software if it is something through joint powers or modification of his current fiscal agent agreement that we could utilize.
- The Clerk's office conducted interviews for a wastewater/water operator in the beginning of April, prior to bringing the applicant who was selected to council he is pending his background release and investigation. Once submitted and completed the individual will be brought before Council.
- Prodigy has scheduled a meeting with the Village Council and has a workshop regarding their agreements/contracts. This will take place on April 29<sup>th</sup>, 2025, at 1PM. Physical notice has been posted on the Village digital notices will go out Monday.
- The Village will need to host a special meeting prior to April 28<sup>th</sup> due to a request from the Office of the State Auditor. They are requesting that this year the municipalities provide a resolution and drafted minutes regarding the Village's annual Audit. The Clerk's office has reached out to Pattillo, Brown & Hill LLP (our auditing firm) to schedule the presentation in which they will go over our audit findings. Please be mindful of emails regarding this notice.
- The Clerk's office is scheduled to speak with the NMML regarding the request for annexation of land from the town of Peralta, however this meeting was cancelled due to scheduling conflicts of ongoing municipal league training. The contact Rebecca Martinez has asked the Clerk's office to reschedule the meeting in which she can provide information related to state statues that the Village may find helpful and provide clarity to some of the Clerk's comments made in the last hearing. Once this meeting is concluded and information provided to Council the Clerk intends to have a joint workshop with the town of Peralta governing body and the village of bosque farms so the two entities could

discuss and answer one another's requests, concerns or legal questions with legal counsel present.

- The Clerk Administrator completed the overhaul of the Village website. Document links are no longer broken and updated documents related to current operations are visible. One page related to the Volunteer Fire department is pending updates of listed members, but the Fire Chief and Natalie are currently working on providing this information once provided this too will be updated. The Clerk even included links to voter registration and how and where to identify rights of the public in the election tab.
- Clerk's office is expanding its search for an EMS Director and has been made aware that the town of Peralta would like to aid in a joint powers agreement if the Village is unable to locate a director in time before funds are to be returned to the state(Fire/EMS Retention funds) Leading the charge on these discussions is the Fire Chief and his assistant chiefs. the Clerks will look to discuss further with Clerk of the Town of Peralta once more headway and logistics have been made.
- The Clerk's office has reached out to Fred Black regarding declaring an emergency need for funding for our wastewater treatment plant. The need for the emergency is that the Village's funding amounts have been promised and taken back several years in a row now while our facility continues to operate at high demand. The Emergency declaration is in hopes that members of the legislature or the Governor herself will finally begin to take Bosque Farms seriously that those funds are needed to maintain not only our own facility but the safety and well-being of residents and members along the Rio Grande.
- The Clerk's office at the end of the month will be creating RFP for engineering for clean water state revolving fund loans and grants. The Clerk Administrator has reached out to several municipalities for draft RFPs however none are to the level of detail the Clerk would like to have for this project therefore an RFP would be designed from scratch by the Clerk Administrator and posted prior to May 15<sup>th</sup>.
- Megan Price, one of our newly onboarded members of our Wastewater treatment plant, has achieved her CDL and will begin hauling sludge for Village saving us costs of outside vendors. Megan's efforts in achieving above and beyond what was originally tasked for her is showcased at the highest level and appreciation of her peers. Megan is an excellent asset to the Village and is an excellent representation of the new employees brought on this Fiscal.
- Evaluations for Exempt employees in the front office and the maintenance team have been reviewed by the Clerk Administrator and provided to the Mayor, Mayor Pro Tempore and Treasurer for review. Once approved the Clerk will schedule dates of sit downs with employees to begin the one-on-one process. Earlier today Reviews for supervisors were sent out for those employees to begin self-evaluating. The Clerk has asked for those to be completed no later than April 28<sup>th</sup>. The Clerk's evaluation is scheduled for May 15<sup>th</sup> in an executive session where the council will be able to review staff comments about the Clerk's performance and review his scores rated by his peers. Should the review not be prepared prior Council will be made aware via email.
- In the month of May, the Village Council will be asked by the Deputy Clerk to update our ICIP requests as the due date for submission will be later that month.

#### **Planning & Zoning updates for April 17, 2025**

- Eight building permits for the timespan of March 25<sup>th</sup> – April 16 have been filed.
  1. 1700 Carpenter Drive is a barn.

2. 2115 Murray loop requested a storage shed.
  3. 2435 Brian Lane requested a accessory structure.
  4. 1430 Caballo lane is replacing existing fencing.
  5. 2095 Murray Loop is adding an accessory structure.
  6. 9913 Green Avenue requested property expansion.
  7. 1715 Pearl loop is removing and replacing exiting fencing.
  8. 715 Calle Del sol has requested to replace the existing fencing, however, is having boundary issues with her neighbor. The Clerk Administrator has a scheduled call for after the holiday with Chavez engineering to help service the matter.
- The Planning & Zoning Commission has enacted Ordinance 10-1-23 Section B Instruction of Code Enforcement & Planning and Zoning Administrator to investigate a property suspected of holding a salvage yard. The Clerk Administrator is typing up correspondence to provide to the property owner of 1290 Truchas trail in which he will be served with a request by code enforcement to examine his property to ensure no violation of ordinances have occurred.
  - A new business license will need to come before the review of the planning and zoning commission at the upcoming May meeting. An applicant by the name of Carlos B Salcedo Varela would like an appliance sale and repair shop at 600 Bosque farms Blvd. It is the understanding of the Clerk's office that in ordinance this would qualify mechanical repair therefore being a regulated business. The Clerk's office has reached out to the business owner via email however, it has no hearing back regarding application and lease info needed. Once acquired and proper notice is posted this will appear on an agenda.

Judge Eldridge provided updates regarding court operations for the month of April.

**8. Council to Review and Take Action on Treasurer's Report**

**9. Council to Review and Take Action on Previous Minutes.**

A C T I O N	Motion	Approval of Minutes.	
	Made by:	Cheromiah	Councilor Wood-Yes Councilor Cheromiah- Yes Councilor DeSmet- Absent Councilor Baughman- Yes
	Second by:	Baughman	
	Motion carried?	PASSED    FAILED	

**10. Council to Review and Take action on Purchase of Two Command Units for Bosque Farms Volunteer Fire Department.**

Deputy Clerk stated that the Bosque Farms Fire Chief followed all procurement law and sought permissions from the state correctly and has no further comments other than asking for the item to be passed as is.

A C T I O N	Motion	Approval of Purchase	
	Made by:	Wood	Councilor Wood-Yes Councilor Cheromiah- Yes Councilor DeSmet- Absent Councilor Baughman- Yes
	Second by:	Cheromiah	
	Motion carried?	PASSED FAILED	

# **11. Council to Review and Take Action on Resolution 1068-25** **Updated Log and Authorization to Dispose of Police Vehicles via** **Auction.**

Clerk Limon recapped that the maintenance team needs an updated resolution to dispose of vehicles that inventory has been misplaced via the previous administration. Clerk Limon went further to describe the details, listening to them as former PD units so no other department's former vehicles would be improperly disposed of.

A C T I O N	Motion	Approval of Resolution 1068	
	Made by:	Baughman	Councilor Wood- Yes Councilor Cheromiah- Yes Councilor DeSmet-Absent Councilor Baughman-Yes
	Second by:	Cheromiah	
	Motion carried?	PASSED FAILED	

# **12. Council to Review and Take Action on Approval of Expenditure** **of ARPA Funding**

## **ADJOURNMENT** **7:16PM**

The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who is in need of a reader, 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 office of the Village Clerk at (505) 991-6611 at least four (4) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Bosque Farms strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk/administrator for more information.

# VILLAGE OF BOSQUE FARMS

Post Office Box 660  
Peralta, NM 87042

1455 West Bosque Loop  
Bosque Farms, NM 87068

Phone: (505) 869-2358  
Fax: (505) 869-3342  
Email: Clerkadmin@bosquefarmsnm.gov



Chris Gillespie, Mayor

Council:  
Ronita Wood  
Michael Cheromiah  
Erica DeSmet  
Tim Baughman

## RE: Water Wells Facility Updates

- Wastewater capital Improvements Prodigy currently has some contact with Molzen but not consistent. Drew (Prodigy) has concerns regarding funding and decision making of when an issue is an emergency and when one is not.
- Arsenic removal – Drew (Prodigy) states the Village is almost compliant due to manual blending.
- 460,000 is currently available for arsenic funding according to the deputy clerk. The latest 60k is from capital outlay. (Will be available in fall.)
- Drew (Prodigy) states the Village currently does not have certified staff to certify arsenic removal. Joseph Sanchez is a current water operator level 2 and is testing for his level 3 within the coming weeks.
- Drew (Prodigy) had a private meeting with the Volunteer Fire Chiefs of Peralta/Bosque Farms, Councilor DeSmet regarding Fire hydrant testing.
- Booster Pump Well 1 has a surge protection issue that can cause the pump to need to be manually turned on. (Surge protection can be fixed -) current SCADA systems involved at the site (recently installed by Prodigy when onboard detected low pressure in system).
- Uconn is at station 1 – Anderson Controls is at Booster 2. (Two different companies are both non-existent)
- Molzen Corbin (Engineer) questions if the inputs in the booster's communication are programmed correctly? Drew (Prodigy) states the communication is limited to what the system could do.
- Quote for VFD at well one provided by prodigy is currently at \$10,000(when upgrading the VFD we should look to convert to one system/one brand) Multiple exist currently on sight. Booster Pumps and VFD need to be on ICIP as well as generators.
- This expense for the 400k for these mechanical needs could be justified due to the blending performed by Well 1.
- Back in November when the information regarding the booster pumps and VFDS was provided Prodigy states at the time it was provided solely for information purposes not looking for direction however the need has risen now.
- Prodigy states there is a long lead time in workload and scheduling and pricing. Prodigy states they currently do not have the bandwidth to search for additional quotes.
- Treasurer recommendation for the Council if they wish to expedite funding for this process then the Village should look to declare an emergency and have that posted to the state procurement office.

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- Drew (Prodigy) states that current quotes would not be provided by someone on state contract.
- Sole Source funding does take additional time however to avoid violating procurement. The Deputy Clerk would rather pursue that avenue than risk violating the law.
- The Deputy Clerk goes into detail regarding grant function and distribution and how the Village will not be reimbursed if procurement is not followed. Notice of obligation must always be done prior. Costs Estimate /Scope of Work -updating file with letters that no other quotes have come up.
- Current Well sites are under maintenance and do not require an engineer of record. (Gerry) Molzen Corbin – a Major remodel of the system would require an engineer of record.
- **The quote will be provided by Monday. 5/5/25**

#### **Wastewater Facility Updates**

- The mission system for wastewater treatment facilities has arrived.
- For installation the Village of Bosque Farms needs quotes to get reimbursement from SAP. The Line-Item budget has already been submitted to EPA.
- \$10 million was pulled this year once again. NMED advised that more loans and grants were available. The village is currently limited to 4.9 million people that is already in possession.
- Gerry (Molzen Corbin) is advising the Village to request a bid as soon as possible if the 10 million was available.
- Headworks design could take place, Drew (Prodigy) would recommend sludge remove to be a priority.
- A grading plan and safety improvements design meeting will happen separately between Molzen & Prodigy. (Teams Meeting)
- **Prodigy is requesting assistance from the Village of Bosque Farms to put out a state contract need for operations and integration categories. This would aid municipalities who are also in shortfall of operations and costs. The New Mexico Municipal league may be able to assist.**
- The Deputy Clerk and Roberta (Prodigy) have scheduled standing meetings to be able to discuss budget and spending limitations to better communication between staff and the contractor. Shaline (Deputy Clerk) will be able to provide spending reports for Prodigy.

#### **Well 2 issues**

- Councilor DeSmet questioned if Councilors should be involved in the searching for quotes process and will it hinder operations of Prodigy builders. Deputy Clerk Lopez stated that in previous municipalities Councilors have offered to assist in operations however never fully take part in day to day. It is encouraged that Bosque Farms Council continue communications through the Clerk's office and allow them to instruct staff or make billing changes required for projects and operations.
- Chlorine gas is being used to sterilize water at well 2. This is a highly dangerous process that Prodigy has made the Volunteer Fire Department aware of. Training is needed in how to handle gas and what to do in case of leaks or spills.

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- **Recommendation per prodigy is to install a generator to oxidize arsenic. 8-13 weeks is the lead time to build and install well 1.**
- **A stop gap solution exists where gas could be removed, and solutions be placed.**
- **Ordering the pump would be needed to begin the process of removing gas. Pump costs would be around \$5000.**
- **Emergency coordinator position for the Village should look to be re-established. This position should detail training of hazards potential to bosque farms and detail and proceed with evacuation detail.**

#### **Grinder Pumps**

- Prodigy stated they have inventory and warranty issues with the last 200 grinder pumps that were installed by Village staff.
- Joseph (Field supervisor for Bosque Farms) stated that in his communications with JCH the warranty would be honored regardless of the control panel that was there in time of installation.
- Field supervisor stated that grinder pumps information is tracked via a spreadsheet that is managed via Roberta of Prodigy.
- Roberta of Prodigy stated that she herself does not have a dedicated tracking system that could locate grinder pumps via address in property home. (Incode tracks work orders) according to Melissa (Water Utility Clerk)
- Prodigy's system(tracking) details both the grinder pump and the control panel. Pigtailes refer to a tie in system to allow a new JCH pump to work with older panel models.
- Prodigy is under the assumption that JCH will look to not honor the warranty on given Bosque Farms setup given previous history.
- E1 in November provided training for staff for installation. All current staff underwent that training. (Recommendation by Village staff to contact E1 for additional training in dealing with grinder pumps)
- **Prodigy has a proposal for having a 3<sup>rd</sup> party install and transfer out panel. One proposal could be for one call and the other during regular hours.**
- New Mexico Administrative Code Compliance is a concern. Prodigy is looking to bridge the gap between communications between the consultant and the Village employees.
- Prodigy advises the Council to begin looking at Wages and salary benefits to be more competitive.

**Meeting Duration 2 hours and 45 minutes.**

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**MINUTES**  
**VILLAGE OF BOSQUE FARMS**  
**SPECIAL COUNCIL MEETING**  
**WEDNESDAY, APRIL 30<sup>TH</sup>, 2025 AT 2:30 P.M.**  
**COUNCIL CHAMBERS**

1. **Call to Order**

Meeting called order at 2:30
------------------------------

2. **Pledge of Allegiance**

Councilor Wood led those in attendance in the pledge of allegiance.

3. **Roll Call/Determination of Quorum**

RW	✓	MC	X	ED	✓	TB	✓
Quorum present		Yes	No				

Clerk Administrator Limon was not present at this meeting due to illness  
 Mayor Gilliespie was also not in attendance.

4. **Approval of Agenda**

A C T I O N	Motion	Approval of the Agenda with amendments to order and correction to the listed date, and removal of public comment				
	Made by:	DeSmet		Councilor Wood-Yes Councilor Cheromiah-Absent Councilor DeSmet-Yes Councilor Baughman-Yes		
	Second by:	Baughman				
	Motion carried?	PASSED	FAILED			

5. **Council to Review and Take Action On Agreement for On Call Engineering Services with Molzen & Corbin.**

Attorney Mark Jarmie stated he has had extensive conversations with Molzen and Corbin that have resulted in the agreement that is before Council today.

Kevin Eades of Molzen Corbin presented himself to Council.

Attorney Mark Jarne stated his concerns with the limited liability section of the contract.

Kevin Eades stated that this liability clause is standard for all previous and current Molzen & Corbin Contracts.

Councilor DeSmet questioned in example “When Molzen & Corbin provide plans to a contractor does their liability end at that point of the process.” To which Kevin Eades of Molzen & Corbin stated that it does not.

Clarification provided by Kevin Eades of Molzen & Corbin stated this liability is for the On-Call specification of the operations. Other liability would be had in example of plans for a wastewater treatment facility would be discussed and disclosed by the funding agency.

A C T I O N	Motion	Approval of entering on call agreement as written	
	Made by:	Baughman	Councilor Wood- Yes Councilor Cheromiah- Absent Councilor DeSmet-Yes Councilor Baughman- Yes
	Second by:	DeSmet	
	Motion carried?	PASSED	FAILED

6. **Council to Review the Annual Financial Report for the Year ended June 30<sup>th</sup>, 2024, Performed by Business Consultants Patillo, Brown & Hill, LLP.**

Auditor Chris Garner went over highlights of the final closeout audit. Mr. Garner stated firms’ goal is to review of internal controls and transactions to provide an opinion on the Village’s Financials.

Mr. Garner went on to explain that his firm had no difficulty reviewing the Village’s Financials and believes the financial records are being well maintained by the Village staff.

Mr. Garner additionally stated that the numbers are an excellent reflection of accuracy as his firm did not have to adjust, so his communication to Council would be to trust the reporting by Village staff.

Mr. Garner stated there were two findings this year, these findings are other issues not related to significant deficiencies. In other states these two items would not need to be reported however New Mexico demands more transparency.

Those two findings were cash deposits performed daily and gas receipts.

The Village went from 5 audit findings in 2023 down to 2 in 2024.

7. **Council to Review and Take Action on Resolution 1069-25**  
**Review Direction and Acceptance of Village of Bosque Farms**  
**Annual Audit Executed by Pattillo, Brown, & Hill, LLP.**

A C T I O N	Motion	Approval of Resolution 1069-25		
	Made by:	DeSmet	Councilor Wood- Yes Councilor Cheromiah- Absent Councilor DeSmet- Yes Councilor Baughman- Yes	
	Second by:	Baughman		
	Motion carried?	PASSED		

## **ADJOURNMENT**

**3:03 PM**

The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who is in need of a reader, 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 office of the Village Clerk at (505) 991-6611 at least four (4) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Bosque Farms strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk/administrator for more information.

**RESOLUTION 1070-25**

**A RESOLUTION AMENDING THE 2025-2026 VILLAGE BUDGET.**

**207 VRECC**

**WHEREAS** The Village of Bosque Farms operates as the Fiscal Agent for Valencia Regional Emergency Communications Center, and.

**WHEREAS** The Village of Bosque Farms maintains and tracks all adjustments for operations for Valencia Regional Emergency Communications Center; and

**WHEREAS** The Village of Bosque Farms approves the following required adjustments so that Valencia Regional Emergency Communications Center can track and adjust required budget increases and decreases due to changes in revenue estimates and expenditures

**WHEREAS** The required adjustments can be seen in the provided attachment (view attachment named Resolution No. 2025-05 VRECC Midyear adjustment )

**NOW, THEREFORE, BE IT RESOLVED** The Governing Body of the Village of Bosque Farms respectfully requests the Department of Finance & Administration, local Government Division to approve these budget adjustments.

**PASSED, ADOPTED AND APPROVED** this day May 15<sup>th</sup>, 2025.

---

Chris Gillespie, Mayor

ATTEST:

---

Michael Angelo Limon Clerk Administrator

# VALENCIA REGIONAL EMERGENCY COMMUNICATIONS CENTER

Resolution No. 2025-05

## A Resolution to Adjust the Fiscal Year 2025 Budget

The Valencia Regional Emergency Communications Center 911 Board is informed that:

WHEREAS, the Valencia Regional Emergency Communications Center 911 Board completed an interim budget review, and;

WHEREAS, the following line items required budget increases and decreases due to changes in revenue estimates and expenditures:

### Revenues

Account Number	Account Title		From	To	Change Increase (Decrease)
207-00-32420	E-911 GRT	\$	2,520,000	2,660,000	140,000
Total Increase (Decrease) in Revenues					140,000

### Expenditures

Account Number	Account Title		From	To	Change Increase (Decrease)
207-00-45901	Radio Service Contract	\$	125,000	247,000	122,000
207-00-48102	Capital Outlay/GE UPS Replacement		0	21,041	21,041
207-00-48103	Capital Outlay/PowerPhone API		0	63,738	63,738
Total Increase (Decrease) in Expenditures					206,779
Total Increase (Decrease) in VRECC Fund Balance					(66,779)

NOW, THEREFORE, BE IT RESOLVED that the Valencia Regional Emergency Communications Center 911 Board respectfully requests the Department of Finance, Local Government Division to approve these budget adjustments.

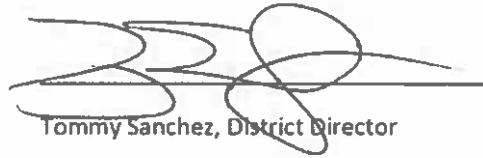
Passed, Approved, Signed, and Adopted this 24th day of April 2025.

APPROVED:

A handwritten signature in black ink, appearing to read 'Andrew Owen', written over a horizontal line.

Andrew Owen, 911 Board Chair

ATTEST:

A handwritten signature in black ink, appearing to read 'Tommy Sanchez', written over a horizontal line.

Tommy Sanchez, District Director



FY25 VRECC

LOCAL (INTERNAL) BAR

GL Account	Title	Annual Budget	Increase/Decrease	NEW Annual Budget	YTD Actuals/Encumb	NEW Budget Balance
207-00-43030	Gas and Oil	2000	300	2300	1427	873
207-00-43031	Vehicle Lubricants	500	(300)	200	0	200
207-00-42050	Employee Insurance	459282	(66,500)	392782	236370	156,412
207-00-42090	Tuition Reimbursement	10000	(6,000)	4000	0	4,000
207-00-44010	Maintenance - Building/Structures	34000	5,354	39354	28,603	10,751
207-00-44042	Computer Maintenance & Repair	381025	66,000	447025	420,732	26,293
207-00-45020	Attorney Fees	7500	500	8000	6,575	1,425
207-00-45030	Professional Services	30,000	(6,000)	24,000	16,677	7,323
207-00-45900	Other Contractual Services	35,000	(15,000)	20,000	6,632	13,368
207-00-46010	Office Supplies	15,000	4,000	19,000	10,887	8,113
207-00-47070	Postage	500	300	800	602	198
207-00-47080	Printing & Publications	500	596	1,096	1,096	0
207-00-47121	Lease Payments	190,000	13,250	203,250	166,720	36,530
207-00-47041	Training Supplies	1,500	(500)	1,000	544	456
207-00-47017	Janitorial Supplies	12,000	(2,000)	10,000	4,632	5,368
207-00-47040	Employee Training	30,000	5,500	35,500	33,176	2,324
207-00-47140	Dues & Subscriptions	8,000	(1,000)	7,000	3,662	3,338
207-00-42040	Life Insurance Premiums	4,107	1,500	5,607	3,514	2,093

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## LEASE AGREEMENT

### BETWEEN THE VILLAGE OF BOSQUE FARMS AND JANET MILLER

This Agreement, entered by and between the Village of Bosque Farms, whose address is P. O. Box 660, Peralta, New Mexico 87042, hereafter referred to as "Village" and Janet Miller, whose address is 4603 Inspiration Dr., SE, Albuquerque, New Mexico 87108, herein after referred to as "Miller".

**WHEREAS** the Village owns pre-1907 surface water rights allocated to municipal water supply purposes more than its current needs and the Village is willing to lease a portion of those rights to Miller for consideration upon the terms and conditions hereafter set forth.

**WHEREAS** Miller is desirous of leasing from the Village a portion of the Village's pre-1907 surface water rights allocated to municipal water supply purposes to meet Miller's needs.

**NOW, THEREFORE**, in consideration of the mutual independent covenants herein contained, it is hereby mutually agreed by the parties hereto as follows:

1. **Term of Agreement and Amount of Consumptive Use.** Subject to the terms of this lease, the Village leases to Miller, and Miller leases from the Village two (2) acre-feet of consumptive use pre-1907 water right per year, for a period of four (4) years, beginning **January 1, 2026 and ending December 31, 2029** such water rights to be more specifically identified by the Village prior to filing an application with the New Mexico Office of the State Engineer ("OSE") for temporary transfer of the water rights to Miller's property. In addition, Miller has the right to extend this agreement for an additional four (4) years on the same terms and conditions. This agreement may be terminated at any time subject to the terms set forth below in Item #5.

2. **Compensation.** Miller will pay **\$75.00** per acre-foot per 2 of consumptive use water rights transferred to Miller's property, for a total of **\$150.00** per year.

3. **Costs to Be Paid by Miller.** Miller, at Miller's expense, will seek to temporarily transfer the place and purpose of use of the two (2) acre-feet of leased water rights to a location selected by Miller. This transfer shall be in accordance with the New Mexico Water-Use Leasing Act, NMSA 1978, §§ 72-6-1 thru 72-6-7. The Village agrees to cooperate in whatever manner necessary to aid in this transfer process, including execution of all written documents deemed necessary by Miller. If the application is denied by the OSE, this lease shall terminate, and neither party shall have any further rights or obligations hereunder. Miller, at Miller's expense will be responsible for paying any and all fees and costs associated with applying to the OSE to temporarily transfer the two (2) acre-feet of consumptive use water rights.

4. **Annual Lease Payment.** Miller will pay the initial lease payment of **\$150.00** to the Village upon issuance of the legal notice for publication and subsequent preliminary lease approval by the OSE granting the use of the leased water to be effective until final approval of the temporary lease application. All subsequent annual lease payments shall be due on or before January 30 of each year of the term of this lease.

5. **Termination of Agreement.** Miller may terminate the lease due to an anticipated change in water needs or because of any action by the OSE or any other action beyond Miller's control by notifying the Village in writing of its intent to terminate the lease at least thirty (30) days prior to January 30 of an upcoming year. The Village may terminate the lease if a change in water demand occurs such that the Village requires the water for municipal purposes by notifying Miller in writing of its intent to terminate the lease at least thirty (30) days prior to January 30 of an upcoming year. If the agreement is not terminated by either of the parties hereto, it will automatically renew for the following year, pursuant to the same terms and conditions until December 31, 2029, when this lease agreement shall expire. If the lease is terminated by either party for any reason, the parties agree that there shall be no damages claimed by either party or can either party bring any action for breach of this lease agreement. The sole remedy, if any, for termination of this lease for any cause shall be the provision of the rental amount.

6. **Unforeseeable Termination of the Agreement.** In addition to the option to terminate this lease provided in Item #5, either the Village or Miller may terminate the lease by giving the other party at least thirty (30) days written notice due to a sudden and unexpected increase in water demand by the Village or due to equipment and/or crop failure by Miller or other unexpected action making it impractical for Miller to use the water rights. If this lease is terminated pursuant to this paragraph, the Village will refund the remaining balance of the year's lease payment prorated through the date of termination.

7. **Warranty of the Village.** The Village warrants that the water rights under this lease are valid pre-1907 surface rights available for lease in accordance with the New Mexico Water-Use Leasing Act, NMSA 1978 §§ 72-6-1 thru 72-6-7. The Village understands that if the water rights are determined to not be transferable, then Miller has no obligation for transfer, and all of Miller's obligations under this lease are null and void.

8. **Notices.** Written notices, demands or requests hereunder may be made in person, by courier, overnight mail, or United State Postal Service. Written notices shall be considered duly delivered when mailed postage pre-paid and registered or certified, to the addresses listed above. In all cases of emergency, such notice as is feasible shall be given by email or telephone and confirmed by written notice as herein provided.

9. **Assignment of Lease Agreement.** This lease agreement cannot be transferred or assigned to a third party and is exclusive to the parties hereto.

10. **Governing Law.** This lease shall be governed by and interpreted under the laws of the State of New Mexico.

11. **Entire Agreement.** This agreement constitutes the entire agreement of the parties and may be amended only by an instrument in writing signed by the parties. There are no terms or conditions other than those contained in this agreement.

**IN WITNESS WHEREOF**, the parties hereto have caused this agreement to be executed as of the date of signing of both parties.

**Date:** \_\_\_\_\_

**Village of Bosque Farms**

**By:** \_\_\_\_\_

**Chris Gilliespie, Mayor of Village of Bosque Farms**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Janet Miller**



## UWS WE are WINNERS! YOUTH PARTNERSHIP PROGRAM

### SERVICE AGREEMENT

AGREEMENT is by and the Village of Bosque Farms, New Mexico (Village) and  
(name of group) \_\_\_\_\_ of Bosque Farms, New Mexico (Contractor).

### AUTHORITY AND RECITALS

1. Under the provisions of NMSA 1978 §3-17-1, the Village is empowered to provide for the safety and welfare of its inhabitants, which would include the provision of juvenile-related services.
2. As part of its authority, the Village contracts for various services directed toward the reduction of litter in Village of Bosque Farms and such contracts may include youth-related activities funded by Universal Waste Systems, Inc.'s We are Winners! Youth Partnership Program.
3. The Contractor, as a result of its organization and membership, can provide services to the Village for the benefit of youth in school-related programs and activities.

### IT IS, THEREFORE, AGREED BY THE PARTIES AS FOLLOWS:

1. SERVICE. The Contractor, acting through and by its members, shall provide public awareness and litter cleanup services for the Village area to be determined by the Administrator of the We are Winners Youth Partnership Program. The Contractor and its agents shall always act in a cautious and safe manner at all times. Services will be provided in accordance with the schedule described in Exhibit A attached hereto in terms of minimum requirements.
2. SUPERVISION & PARTICIPANTS. At all times, when services are provided under this agreement, the Contractor shall have a minimum of **one adult (over age 25) supervisor for every six participants**. An employee from the Bosque Farms Police Department, Bosque Farms Public Works Department, or other designated employee of the Village of Bosque Farms is required to supervise the cleanup. Requests to schedule a cleanup must be made at least ten days prior to the desired date of service.
3. TERM. This contract shall terminate on (date of cleanup completion) \_\_\_\_\_.
4. COMPENSATION. The Village shall pay the Contractor the sum of \$ \_\_\_\_\_ from annual funding provided by Universal Waste Systems, Inc. for services based upon Exhibit A and the Activity Report. Activity reports will be submitted by supervising employee of the Village of Bosque Farms to the Program Administrator detailing this information. The Contractor and its members shall reimburse the Village through the completion of a specific activity involving community improvement. All compensation paid is to be applied strictly to the benefit of functions of the contracting group and shall not insure to the benefit of any individual. The Village, as part of this agreement, shall provide the materials required by the service.
5. STATUS AND INDEMNIFICATION. The Contractor and its members are not employees or agents of the Village and are collectively considered independent contractors. The Contractor, its officers, and members, as the case may be, hereby indemnify and hold harmless the Village for any claim, loss, damages, or liabilities arising out of the purposes described in this agreement.

VILLAGE OF BOSQUE FARMS

By \_\_\_\_\_  
Contractor

By \_\_\_\_\_  
Village of Bosque Farms; UWS We are Winners Youth Partnership Program

Exhibit A

**SERVICE SCHEDULE**

Date of Cleanup: \_\_\_\_\_

Contractor: \_\_\_\_\_

**SCOPE of WORK**

Participate in one contracted fundraising community clean up and one annual community cleanup, such as the Great American Cleanup, the Toss No Mas, or other local cleanup effort.

Assignment: \_\_\_\_\_

Location: \_\_\_\_\_

Please contact \_\_\_\_\_ at \_\_\_\_\_ if you have any questions or issues.

Thank you for your participation in the UWS We are Winners! Youth Partnership Program.  
Together, we CAN make a difference!

\_\_\_\_\_  
Village of Bosque Farms We are Winners! Administrator

## UWS We are Winners! Youth Partnership Program

### CLEANUP ACTIVITY REPORT

Date of Form Submission:

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Contractor Name:

---

Date of Cleanup Activity:

---

Cleanup Beginning and Completion Time:

---

Supervisor:

---

Number of Participants (please attach sign in sheet)

---

Cleanup Location:

---

Number of Bags Filled (litter):

---

Number of Tires Removed (if applicable):

---

Number of Bags Filled (weeds):

---

Comments:

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*I certify that the above information, to my knowledge, is true and correct.*

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Contractor Supervisor

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Village of Bosque Farms Activity Supervisor

*Universal Waste Systems, Inc. and the Village of Bosque Farms believe that litter reduction programs may be combined with other positive youth programs that promote character, commitment, healthy physical and social growth, positive adult interaction, and a sense of belonging,*

*Engaging our youth in environmental efforts promotes litter awareness, community ownership, and a sense of accomplishment that comes from earning the funds through an activity that benefits their community.*

*Thank you for participating. Together, we CAN make a difference!*