

THE BOARD OF COUNTY COMMISSIONERS OF
SANTA FE COUNTY
RESOLUTION NO. 2016- 21

A RESOLUTION TO ESTABLISH A COMMUNITY ORGANIZATION FOR
THE TESUQUE VALLEY COMMUNITY PLANNING AREA

WHEREAS, on October 27, 2015, the Board of County Commissioners adopted the Sustainable Growth Management Plan (SGMP) and designated it as the comprehensive plan for Santa Fe County as prescribed by New Mexico law, including but not limited to NMSA 1978, Section 3-21-5;

WHEREAS, the SGMP provides that the County will establish Community Organizations (CO) "for communities and community-oriented organizations to have an improved public participation process to meet community needs and to make recommendations with respect to development projects and community development issues;"

WHEREAS, the Tesuque Valley Community Plan has been adopted as an amendment to the SGMP, which identifies the Tesuque Valley Community Planning Area;

WHEREAS, on December 8, 2015, the Board of County Commissioners adopted the Sustainable Land Development Code (SLDC), which governs land use and development throughout the unincorporated areas of the County;

WHEREAS, the SLDC establishes the creation of COs and sets out the application and approval process;

WHEREAS, the Tesuque Valley Community Association has applied to become a CO to represent the Tesuque Valley Community Planning Area.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Tesuque Valley Community Association is hereby recognized as the CO for the Tesuque Valley Community Planning Area.

APPROVED, ADOPTED AND PASSED this 23rd day February, 2016.

BOARD OF COUNTY COMMISSIONERS

Miguel M. Chavez
Miguel M. Chavez, Chairman

Attest:



Geraldine Salazar
Geraldine Salazar, Santa Fe County Clerk

Approved As To Form:

Gregory Shaffer
Gregory Shaffer, County Attorney

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

BCC RESOLUTIONS
PAGES: 13

I Hereby Certify That This Instrument Was Filed for
Record On The 24TH Day Of February, 2016 at 10:37:57 AM
and Was Duly Recorded as Instrument # **1787135**
of The Records Of Santa Fe County

Deputy *Laura Hernandez* Witness My Hand And Seal Of Office
Geraldine Salazar
County Clerk, Santa Fe, NM



SFC CLERK RECORDED 02/24/2016

Community Organization Checklist



A Community Organization is a new or pre-existing association or organization that is recognized by resolution of the Board to represent a specified geographical area within the County.

- Attend a Pre-Application Meeting with Staff to discuss boundaries, and topics of interest.

At this meeting staff will help the applicant create boundaries, maps, answer questions and complete application. Please contact: Amy Rincon at (505) 992-9857 or email at amrincon@santafecountynm.gov to set up a date and time for the meeting or with any questions.

Once the completed application is returned to the Planning Division the Administrator will review the application and make a recommendation to the Board of County Commissioners (BCC). The BCC may approve the application, deny or approve with conditions. This process will take a few weeks.

Please turn in the following items to the Planning Department on the first floor of the County Administration Building at 102 Grant Avenue, Santa Fe, NM 87504.

- Name, address, telephone number and email address of designated contact for the organization.
- Map or description of the geographical boundaries or geographical areas of interest (attach to the application, staff will help produce this map during the pre-application meeting)
- List of officers of the organization
- Signed copy of relevant organizing documents for the Community Organization (attach to application)
- Organization's regular meeting location time and date
- Date of the founding of the organization
- Number of organization members



Community Organization Application

Community Organization Name: Tesuque Valley Community Assn

Community Contact Persons

Name:	Lynn Pickard	Margo Cutler
Address:	44 Big Tesuque Canyon Santa Fe NM 87506	41 Big Tesuque Canyon Santa Fe NM 87506
Telephone number:	310-1395	992-1700
Email address:	lynnpickard1@yahoo.com	margo@margocutler.com

List of Officers

Name/position: Lynn Pickard, TVCA co-chair

Name/position: Stephanie Pippin, TVCA co-chair

Name/position: Jeanne Boyles, TVCA Treasurer

Name/position: Margo Cutler

Name/position: Sue Barnum, TVCA Board Member, Valley Floor Rep

Name/position: Rebecca Bradshaw, - Non-profits Rep

Name/Position: JD Damron, Tesuque Station Fire Chief

Name/position: David Dougherty, - Acequia Coordinator

Name/position: Cam Duncan, TVCA Board Member

Meeting Location: Tesuque Elementary School

Meeting Date and time: quarterly

Date for the founding of the organization: June 2010

Number of organization members: 240

Santa Fe County Tesuque Community Planning Area

Legend

 Santa Fe County

Municipalities

 Municipality

 Municipal Annexation Area

Tesuque Community Planning Area



Parcels



Roads

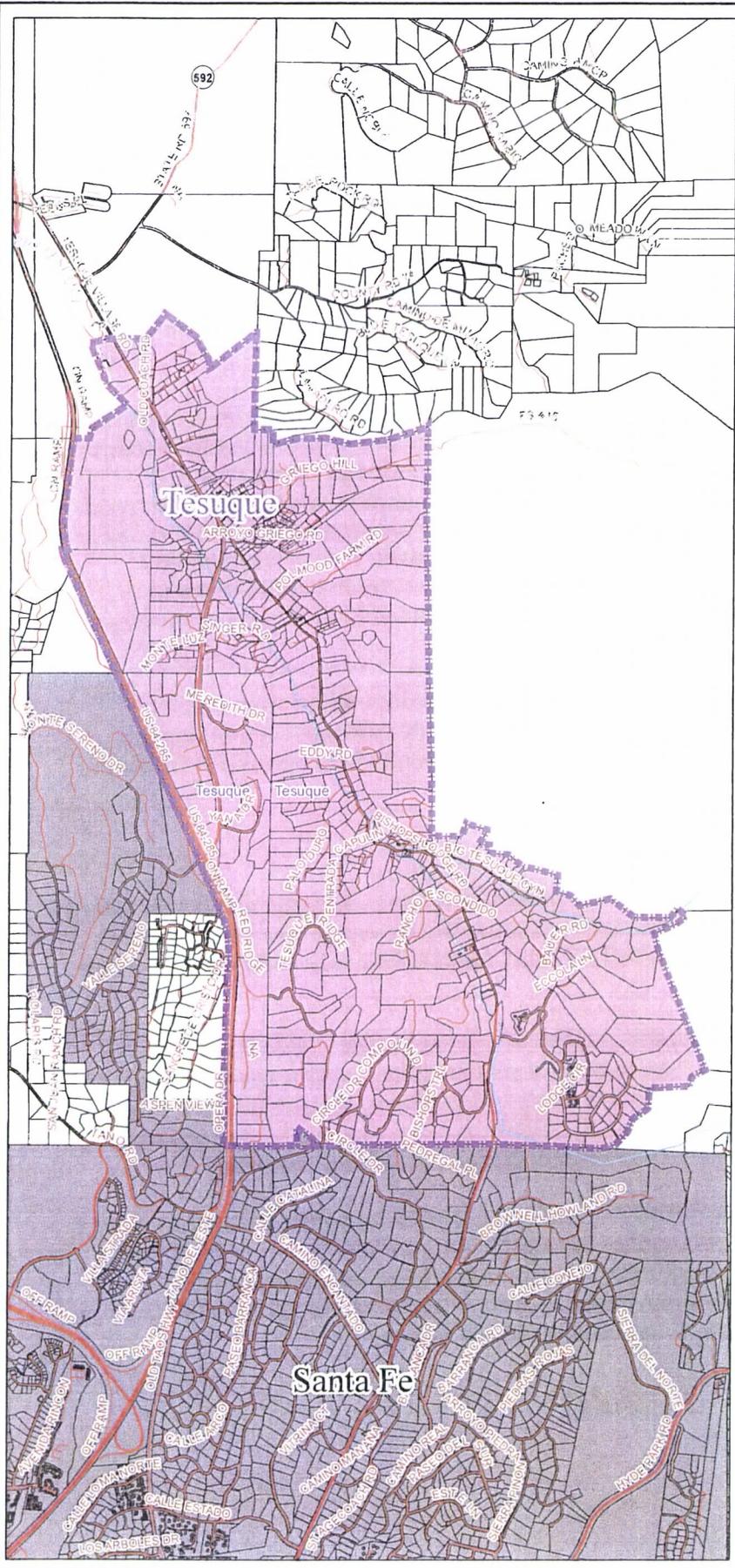
 Major Roads

 Minor Roads

Railroad Lines



Major Streams and Arroyos



This information is for reference only. Santa Fe County assumes no liability for errors associated with the use of these data. Users are solely responsible for confirming data accuracy when necessary.



Santa Fe County
Growth Management
Department
Planning Division

Feb. 9, 2016
tesuque_community_district_revised.mxd

**Bylaws of
Tesuque Valley Community Association**
[Approved by the General Membership as of June 29, 2010.]

ARTICLE I.

NAME OF ORGANIZATION: The name of the organization shall be The Tesuque Valley Community Association and shall be referred to in these bylaws as TVCA.

ARTICLE II. PURPOSE: The Tesuque Valley Community Association is a non-profit membership of residents and businesses of the Tesuque Valley area whose purpose is to monitor and guide the development of the Tesuque Valley to insure that this development is orderly and consistent with the rural residential character of the area. The TVCA seeks to provide a forum of mutual interest including communicating local current events, neighborhood crime watch, communication with county and city government, road safety and maintenance, area beautification, natural resource conservation and protection, and other matters of common interest which may develop from time to time.

ARTICLE III. BOUNDARIES: Boundaries of the Tesuque Valley Community Association shall be defined as the historic community described in the Tesuque Traditional Village Ordinance. Its eastern boundary extends to the Santa Fe National Forest.

ARTICLE IV. MEMBERSHIP:

Section 1. Qualifications: Membership in the Community Association shall be open to all residents, property owners, and holders of a business license located within the boundaries as defined in ARTICLE III of these Bylaws who indicate their intent in writing to be a member.

Section 2. Voting: All members as defined above shall have one vote each to be cast during attendance at any general or special meeting. One representative from each business shall have the same privilege as the residents listed above. Unless otherwise specified in these Bylaws, decisions of the Community Association shall be made by a majority vote of those members present at any meeting.

ARTICLE V. FINANCIAL SUPPORT -- The Board of Directors will set the amount of annual dues payable to the Association by participating members. No one will be refused for inability to pay. Any change in the dues amount must be approved by a majority vote of members at a duly called meeting. Voluntary contributions will also be accepted and fund raising may be authorized by the Board.

ARTICLE VI. MEMBERSHIP MEETINGS:

Section 1. Annual Meeting: The Annual Meeting of the members of TVCA shall be held at such time and place as designated by the Board of Directors, however, no later than the last day of December, for the purpose of electing Directors and for the transaction of such other business as may come before the membership.

Section 2. General Membership Meetings: There shall be quarterly general membership meetings each year. The meetings shall be convened upon any day decided upon by majority vote of the Board. Notification shall be by mail, newsletter, telephone calls, electronic mail lists or any other appropriate means of communication apt to reach a majority of the members. Notification shall require a minimum of 7 days notice for all active members and to the general public.

Section 3. Special or Non-Regular Meetings: Special meetings of the membership, board or committees may be called by the Chair or by majority vote of the Board as deemed necessary. Notification shall be by mail, newsletter, telephone calls, electronic mail lists or any other appropriate means of communication apt to reach a majority of the members. Notification shall require a minimum of 7 days notice for all active members, board or committee members and to the general public.

Section 4. Agenda: Subject to the approval of the Board, the Chair shall prepare the agenda for general and special meetings of the membership. Any person may add an item to the agenda by:

- a.) submitting the item in writing (including by email) to the Board at least seven (7) days in advance of the meeting or,
- b.) making a motion to the Board to add an item to the meeting agenda at the respective meeting.

Section 5. Quorum: A quorum for any general or special meeting of the Community Association is 15. A duly executed proxy will be considered as the member present for purposes of constituting a quorum.

Section 6. Participation: Any general, special, Board, or committee meeting is open to any person and all who may wish to be heard regarding any item on the agenda. Only members will be eligible to vote. All actions or recommendations of the general or special meetings shall be communicated to all affected parties, including minority opinion reports.

Section 7. Procedures: The TVCA will strive to make decisions by consensus. This process is designed to achieve long lasting decisions that are best for the whole organization and to promote a sense of community and trust among members. In the absence of consensus, Roberts Rules of Order will prevail.

Section 8. Proxies: At any meeting of members, a member entitled to vote may vote in person or may vote by proxy. Such proxy may be granted by the member to any other voting member of the Association or may be executed by mail or email to the Board prior to the vote of the meeting. The proxy shall be executed in writing, shall be valid only for the meeting designated, and must be filed with the Secretary or the Chair of the meeting before the meeting begins.

ARTICLE VII. BOARD OF DIRECTORS:

Section 1. Number of Board Members: The Board shall determine the exact numbers of Board positions annually. There shall be at least five and no more than 11 Board members, and the number shall be an odd number. A majority of the Board shall constitute a quorum for the transaction of business at any meeting of the Board.

Section 2. Eligibility for Board Service: Only TVCA members shall be qualified to hold an elected or appointed position.

Section 3. Election of Board Members: Board members shall be elected annually by a vote of the membership at the annual meeting. The names of all candidates for the Board shall be placed in nomination by a nominating committee or by any member of the Community Association. Election requires a majority vote of the members, either present or by proxy. A member of the Board who fails to attend three consecutive regular meetings of the Board shall be deemed to have resigned.

Section 4. Terms of Office: Terms of office are staggered. The initial appointments for one (1) year terms and for two (2) year terms will be determined by the Board at their first meeting. Upon expiration of initial terms of office, all re-appointments would be for two (2) year terms.

Section 5. Board Vacancies: The Board may fill any vacancy on the Board or committees by majority vote of the remaining Directors, though less than a quorum of the Board. A member appointed to fill a vacancy shall serve the remainder of the unexpired term and until his or her successor is elected.

Section 6. Duties of Board Members: The Board shall have following responsibilities:

- a. Manage the daily affairs of the Community Association.
- b. Make decisions and represent the interests of the Community Association on all matters for which it is impractical to present to the membership in advance. All such actions shall be reported to the membership at the next regular meeting.

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SFC CLERK RECORDED 02/24/2016

- c. Appoint committees to perform necessary functions and represent the Community Association on specified topics.
- d. Establish a yearly work plan of priority issues and projects for maintaining and encouraging involvement in the Community Association.

Section 7. Election of Officers: Board members shall meet after the annual meeting and, by majority vote of the Board members present, elect Officers of the Association.

Section 8. Board Meetings:

a. Regular Board Meetings: There shall be 12 regular Board meetings each year. The meetings shall be convened upon any day decided upon by the majority vote of the Board. Notification shall be by telephone calls, electronic mail lists or any other appropriate means of communication apt to reach a majority of the members. Special meetings of the Board may be called by the Chair or by majority vote of the Board as deemed necessary. Notification for either type of meeting shall require seven days advance notice to all Board members.

b. Quorum: A quorum for board meetings is a majority of the members of the Board.

Section 9. Termination for non-attendance: Board members failing to attend three consecutive Board meetings may be terminated from the Board upon written notice.

Section 10. Action Without Meeting: Any action required or permitted to be taken at a meeting of the Board, or of any Committee, may be taken without a meeting if consent in writing setting forth the action to be taken is signed by two-thirds of the Directors or members entitled to vote.

ARTICLE VIII. COMMITTEES: There may be standing committees as designated by the Board. Committees must have at least one Board member on them.

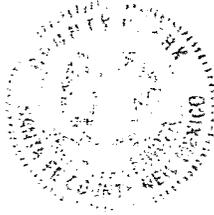
ARTICLE IX. CONFLICT OF INTEREST PROCEDURES: A Board member of the Association who has a financial interest which may be affected by an official act of the Board shall declare such interest prior to discussion and voting, and that declaration shall be entered into the minutes of the meeting of the Board. The Board member who has stated his or her conflict of interest shall abstain from voting on that issue.

ARTICLE X. NONDISCRIMINATION: The Community Association will not discriminate against individuals or groups on the basis of race, religion, color, sex, sexual orientation, gender identity, age, disability, legal citizenship, national origin, income, or political affiliation in any of its policies, recommendations or actions.

ARTICLE XI. ADOPTION AND AMENDMENT OF BYLAWS:

All amendments to these bylaws must be proposed in writing and submitted to members for a reading at a general meeting before voting on their adoption may proceed at a later general meeting. Notice of a proposal to amend the bylaws, specifying the date, time and place for consideration, must be provided to all members a minimum of seven (7) days before voting. Adoption of and amendments to these bylaws shall require a two-thirds (2/3) vote by the members present at a general meeting.

■



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

STATEMENT
PAGES: 8

I Hereby Certify That This Instrument Was Filed for
Record On The 22ND Day Of December, 2010 at 01:40:35 PM
And Was Duly Recorded as Instrument # 1620942
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Valerie Espinoza
Deputy Valerie Espinoza County Clerk, Santa Fe, NM

REC'D
COUNTY CLERK
SANTA FE
12/22/10

STATEMENT PURSUANT TO NMSA 1978, SECTION 53-10-1

I - NAME

The name of the association shall be the Tesuque Valley Community Association (TVCA).

II - OBJECTS AND PURPOSES

The TVCA is a non-profit membership of residents and businesses of the Tesuque Valley area whose purpose is to monitor and guide the development of the Tesuque Valley to insure that this development is orderly and consistent with the rural residential character of the area. It also seeks to provide a forum of mutual interest including communicating local current events, neighborhood crime watch, communication with county and city government, road safety and maintenance, area beautification, natural resource conservation and protection, and other matters of common interest which may develop from time to time.

III - NAMES AND ADDRESSES OF PERSONS FORMING THE ASSOCIATION

The TVCA was formed by an Interim Steering Committee consisting of Cameron Duncan, 6 Oso Court, Santa Fe, NM, 87506; Sue Barnum, 5 Tesuque Meadow, Santa Fe, NM, 87506; and Veronica Kraus, 1345 Bishop's Lodge Road, Santa Fe, NM, 87506.

After the adoption of the bylaws of the TVCA at a general membership meeting on June 29, 2010, which bylaws are attached hereto, the initial directors were elected and they, in turn, elected the following as officers: Cameron Duncan, co-chair; Lynn Pickard, 44 Big Tesuque Cyn, Santa Fe, NM, 87506, co-chair; Sue Barnum, secretary; and Richard Reynaldo, 224 Tesuque Village Road, Santa Fe, NM, 87506, treasurer.

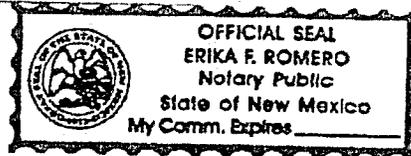
Signed in Tesuque this 15th day of November, 2010.

Cameron Duncan
Cameron Duncan

Lynn Pickard
Lynn Pickard

Sue Barnum
Sue Barnum

Richard Reynaldo
Reynaldo



State of New Mexico } ss
County of Santa Fe }

Subscribed, sworn to and acknowledged before me by Lynn Pickard on this 22 day of December 2010.

Erika Romero
notary Exp. 1-8-11

SFC CLERK RECORDED 02/24/2016

STATE OF NEW MEXICO
COUNTY OF SANTA FE
NOTARY PUBLIC
ERIKA F. ROMERO
12/22/2010

ARTICLES OF ASSOCIATION

Article I

Name and Organization

The name of this association is the Tesuque Valley Community Association (TVCA). TVCA is designated an unincorporated nonprofit association created under the laws of the State of New Mexico.

Article II

Intent and Purpose

The TVCA is a non-profit membership of residents and businesses of the Tesuque Valley area whose purpose is to monitor and guide the development of the Tesuque Valley to insure that this development is orderly and consistent with the rural residential character of the area. It also seeks to provide a forum of mutual interest including communicating local current events, neighborhood crime watch, communication with county and city government, road safety and maintenance, area beautification, natural resource conservation and protection, and other matters of common interest which may develop from time to time.

TVCA may engage in any and all other charitable activities permitted to an organization exempt from federal income tax under Section 501(c)(4) of the Code or corresponding future provisions of the federal tax law. To these ends, TVCA may do and engage in any and all lawful activities that may be incidental or reasonably necessary to any of these purposes, and it shall have and may exercise all other powers and authority now or hereafter conferred upon unincorporated nonprofit associations in the State of New Mexico.

Article III

Office and Duration

1. The office of TVCA shall be located at the address at which the Chair, one of the Co-Chairs, or the Treasurer resides or at such place as the directors may from time to time determine, or as the business of TVCA may require.
2. The duration of TVCA shall be perpetual.
3. The death, removal, or resignation of any member of TVCA shall not result in its dissolution.

STATE OF TEXAS
COUNTY OF ...
NOV 15 2010

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Article IV
Structure, Membership, and Leadership

The structure, membership, and leadership of the TVCA are outlined in its bylaws adopted on June 29, 2010, and attached hereto and incorporated herein.

Article V
Accounting and Records

The fiscal year of TVCA shall be January 1 through December 31 of each year. All minute books, correspondence, and other records of TVCA shall be preserved by the Officers. Records that have ceased to be of use for the conduct of the affairs of TVCA may be turned over for preservation to a depository designated by it, or discarded.

Article VI
Dissolution

In the event of the dissolution of TVCA, its property, funds, and other assets shall be transferred to whatever organization or organizations operated exclusively for charitable, educational, and/or scientific purposes as TVCA may determine, provided such organization or organizations qualify as tax-exempt under the Internal Revenue Code of the United States.

IN WITNESS WHEREOF, the undersigned have executed these Articles of Association on this 15th day of November, 2010.



Co-Chair



Co-Chair

ATTEST:



Treasurer