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6 **BOARD OF TRUSTEES AND THE PLANNING, ZONING AND HISTORICAL APPROPRIATENES**  
7 **COMMISSION**  
8 **TOWN OF MESILLA**  
9 **JOINT WORK SESSION**  
10 **MONDAY, JANUARY 28, 2019**  
11 **5:00 P.M.**  
12  
13

14 **TRUSTEES:** Nora L. Barraza, Mayor  
15 Jesus Caro, Mayor Pro Tem  
16 Carlos Arzabal, Trustee  
17 Veronica S. Garcia, Trustee  
18 Stephanie Johnson-Burick, Trustee  
19  
20 **STAFF:** Cynthia Stoehner-Hernandez, Town Clerk/Treasurer  
21 Larry Shannon, Community Development  
22 Gloria Maya, Recorder  
23  
24 **PUBLIC:** Susan Krueger  
25  
26

27 1. Discussion on revising Ordinance 18.65 Signs.  
28 Mayor Barraza opened worksession at 5:02 p.m.  
29

30 Mayor Barraza reviewed concerns and questions:  
31 -06.22.219 Public Input meeting with six business owners in attendance  
32 -emails have been received from other businesses  
33 -ordinance should reflect the historic character of Mesilla  
34 -referred to Yguado Plan  
35 -understands problems businesses are encountering due to growth  
36 -businesses need to draw customers  
37 -directory signage on Ave de Mesilla  
38 -La Hacienda is more than what she would have approved  
39 -fences should not be over 6 ft. high  
40 -directory signage has created issues  
41 -Ocate Plaza would like to update signage  
42 -maps need to be kept current (plaza, town hall & parking lot)  
43 -public restrooms and post office needs signage  
44 -signage for businesses off the plaza  
45 -signage welcoming people to the plaza  
46 -size of signage  
47 -sandwich signs  
48

49 Mr. Shannon stated there are parts of the current ordinance that are contradictory. Ocate Plaza would like  
50 to remove business names that are no longer in the plaza but with the current ordinance the sign would

1 need to be taken down completely because it is non-conforming. Businesses on Highway 28 cannot  
2 compete with the Las Cruces businesses due to the sign restrictions.

3  
4 Chairperson Hernandez stated businesses are concerned with getting people into their stores and off  
5 premises signage. He reviewed the inconsistencies of 18.65.160.

6  
7 Mayor Barraza asked what the difference is between a free-standing sign and a ground bases sign as  
8 referred to in 18.65.160 (c and e).

9  
10 Mr. Shannon stated he is unsure; seems to be the same thing.

11  
12 Mr. Hernandez reviewed concerns:

- 13 -page 5 temporary signs
- 14 -page 8 recommends changing candidate signage from 30 days to 90 days to match the county
- 15 -page 8 (j) asked why is it 1/3
- 16 -page 8 (o) include non-profit signs
- 17 -revisit Permit Fees; one straight fee
- 18 -page 10 setting no limit on temporary signs
- 19 -revisit sandwich board signs
- 20 -sandwich board signs should be allowed in historical zoning
- 21 -issue on offsite wall signs
- 22 -sign should be 25 sq. ft. for businesses being listed
- 23 -reconsider back lit lettering illumination 18.65.180
- 24 -ground set projecting illumination
- 25 -alter number of exterior signs 18.65.220
- 26 -verbiage changed for off premise signs in 18.65.230

27  
28 Trustee Arzabal stated we need to take the businesses concerns into consideration. Andele's has been  
29 trying to fix her sign for years. The board needs to help the businesses.

30  
31 Mayor Barraza stated it is challenging to revise ordinances. The board needs to be cautious where off site  
32 signage can be placed. We need to keep the town's historic character and ambience in place. Residents  
33 feel there are already too many signs on the plaza. Things have changed since the 1970's. We can work  
34 with Ms. Schneider regarding the sign at Onate Plaza. The sidewalks around the plaza are uneven which  
35 limits where a sandwich sign can be placed which affects ADA compliance; do we pick and choose.  
36 There are gray areas in the ordinance.

37  
38 Allowing more temporary signs would open it up to having more banners and sandwich signs making it  
39 distracting. The ambience and character of Mesilla is what attracts tourist.

40  
41 Mayor Pro Tem Caro stated signs are being placed which blocks traffic view.

42  
43 Trustee Johnson-Burick stated we need to support the businesses but does not want to see the core littered  
44 with signage. The commercial area has an opportunity for additional signage.  
45 She does not want to take away from the integrity from the plaza. She would like to find a balance to  
46 support the businesses.

47  
48 Trustee Arzabal stated we have a responsibility to invest in a sign welcoming people to Mesilla.

49  
50 Mayor Barraza stated there are currently welcome signs on Highway 292 and Ave de Mesilla. She asked

1 the trustees how they feel about allowing more temporary signs.  
2  
3 Mayor Pro Tem Caro responded there are a lot of signs in Santa Fe which distracts.  
4  
5 Mayor Barraza stated do we want to decorate the plaza with temporary signs/banners. Do we want our  
6 community to look like Santa Fe? The current signage in the core is done in good taste. We do need to  
7 come up with something for the side businesses. She agrees something needs to be done in the Mercado  
8 area. There needs to be a plan, long term solutions, since businesses do not own the property the signs  
9 would be on. There is a business in the Mercado area by Emerald Isle that did not want to participate in  
10 the sign due to the cost, so he attached a feather sign to his vehicle.  
11  
12 Mr. Hernandez stated it is the responsibility of the businesses to come up with a plan. The town as well  
13 must set guidelines as to what we expect of them and what we will allow.  
14  
15 Mayor Barraza stated we need to address the concerns and obstacles now so not to affect future  
16 administrations. She agrees political signs need to be revisited.  
17  
18 Mr. Shannon responded signs cannot be regulated on contents.  
19  
20 Mayor Barraza stated the items mentioned will be revisited.  
21  
22 Trustee Johnson-Burick stated businesses that sit on the plaza get most of the traffic. We need to help the  
23 businesses outside of the core than would benefit from the signage.  
24  
25 Mayor Pro Tem Caro recommended changing 18.65.218 to read “will not be permitted”; removing shall.  
26  
27 Mayor Barraza stated everyone must get into compliance.  
28  
29 Trustee Garcia agreed that they need to help all the businesses.  
30  
31 Chairperson Hernandez asked what the timeframe is something is deemed historical. We should look at  
32 things at being historically appropriate. The Garcia Honey Farm has been there for many years. La Posta  
33 has a tall sign that is not in compliance.  
34  
35 Mayor Barraza responded based on the Yguado Plan there is a guideline shows to be deemed historical  
36 fixtures. We have been going off that list created by our forefathers. She recommends adding existing  
37 signs section. The Onate Plaza sign has been there since the Pic Quik was in that location. The La Posta  
38 sign is over 60 years old.  
39  
40 Commissioner Lucero stated Ms. Schneider, Andele’s, told her she wants to tear it down.  
41  
42 Mayor Barraza responded Ms. Schneider has indicated she now does not want to bring it down.  
43  
44 Trustee Johnson-Burick stated Ms. Schneider does not want to pay to bring it down and Mr. Binns, owner  
45 of the property, will not pay to bring it down.  
46  
47 Mayor Barraza stated Mr. Shannon will be asked to take pictures of what is currently out in the town.  
48 The board will come up with a draft and will hold another worksession to discuss and find a compromise.  
49 She knows how important the GRT is to the town. Las Cruces does not have the character and  
50 uniqueness the Town of Mesilla has to attract tourist.

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Commissioner Lucero stated we need to help the businesses in Mesilla and to have recognition for them.

Mayor Barraza responded it is our goal to work with the businesses to help them succeed which will include the Mercado commercial area.

Closed worksession 6:00 p.m.

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**BOARD OF TRUSTEES  
TOWN OF MESILLA  
REGULAR MEETING  
MONDAY, JANUARY 28, 2019  
6:00 P.M.**

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**TRUSTEES:** Nora L. Barraza, Mayor  
Jesus Caro, Mayor Pro Tem  
Carlos Arzabal, Trustee  
Veronica S. Garcia, Trustee  
Stephanie Johnson-Burick, Trustee

**STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer  
K.C. Alberg, Marshal  
Kevin Hoban, Fire Chief  
Rod McGillivray, Public Works Director  
Larry Shannon, Community Development  
Gloria Maya, Recorder

**PUBLIC:** Stefan Schaefer Pat Taylor  
Susan Krueger Morgan Switzer  
Eric Sanchez Teresa Sanchez  
Gilbert Madrid

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27

**1. PLEDGE OF ALLEGIANCE**

28 Mayor Barraza led the Pledge of Allegiance.  
29

30

**2. ROLL CALL & DETERMINATION OF A QUORUM**

31

**Roll Call:**

32 **Present:** Mayor Barraza, Mayor Pro Tem Caro, Trustee Arzabal, Trustee Garcia, Trustee Johnson-  
33 Burick.  
34

35 Mayor Barraza held a Moment of Silence for Officer John Paul Duffy.  
36

37

**3. CHANGES TO THE AGENDA & APPROVAL**

38 **Motion:** To approve agenda, **Moved by** Trustee Johnson-Burick, **Seconded by** Trustee Arzabal.  
39

40 **Roll Call Vote: Motion passed (summary: Yes=4)**

41 **Mayor Pro Tem Caro Yes**

42 **Trustee Arzabal Yes**

43 **Trustee Garcia Yes**

44 **Trustee Johnson-Burick Yes**  
45

46

**4. PUBLIC INPUT –** The public is invited to address the Board for up to 3 minutes.

47 Ms. Krueger stated she likes Trustee Johnson-Burick idea that the plaza has its own draw and that focus  
48 should be on the Mercado area.  
49

1 Ms. Switzer-McGinley stated her new business, New Mexico Vintage, sells products that showcase a  
2 small sampling from our great state. The Las Cruces Public School Board wants to write a letter to the  
3 state contesting our application to move our tasting room to this location. This is a violation of the Open  
4 Meeting Act as they were not informed but the information shared was inaccurate. They were not asked  
5 to participate. It was not on the agenda that they would be writing a letter. Everything done that night  
6 was inappropriate. We do not have an application in with the state currently. If or when we decide to do  
7 an application, it will be done through the proper channels. She hopes the town will not let  
8 misinformation shared by the Las Cruces Public School Board impact that hearing.  
9

10 Dr. Schaefer stated he was born and raised in Mesilla. He opposed the bricks installed during the  
11 modification of the plaza; that is not historical. He gave the board a draft of things he wants changed  
12 regarding the proposed sign ordinance. Ground based sign limited to 4 ft. does not have much exposure;  
13 free standing signs are elevated on posts should be limited to 15 ft. The changes made should help the  
14 businesses. He does not have a timeline to move forward; time is of an essence for businesses that are  
15 struggling.  
16

17 **5. \*APPROVAL OF CONSENT AGENDA – The Board will be asked to approve by one**  
18 **motion the following items of recurring or routine business. The Consent Agenda is**  
19 **marked with an asterisk \*:**

20 **Motion:** To approve consent agenda, **Moved by** Trustee Arzabal, **Seconded by** Trustee Garcia.  
21

22 **Mayor Pro Tem Caro Yes**

23 **Trustee Arzabal Yes**

24 **Trustee Garcia Yes**

25 **Trustee Johnson-Burick Yes**  
26

27 **A. \*BOT Minutes** – Minutes of a Work Session and a Regular meeting of January 14, 2019.  
28 *Approved by consent agenda*

29 **B. \*PZHAC Case 060834** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez; a  
30 request for a demolition permit for the removal of a wooden porch and metal carport behind  
31 a dwelling at this address. Zoned: Historical Residential (HR). *Approved by consent*  
32 *agenda*

33 **C. \*PZHAC Case 060835** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez; a  
34 request for a zoning permit to allow part of the rear of a dwelling at this address to be  
35 remodeled. Zoned: Historical Residential (HR). *Approved by consent agenda*

36 **D. \*PZHAC Case 060837** – 2341 Calle de Arroyo, submitted by Michael R. Taylor; a request  
37 for a zoning permit to allow the replacement of a bedroom window on a dwelling at this  
38 address. Zoned: Historical Commercial (HC). *Approved by consent agenda*  
39

40 **6. NEW BUSINESS:**

41 **A. For Approval:** A Cooperative Project Agreement between the New Mexico Department  
42 of Transportation and the Town of Mesilla for construction of the Town of Mesilla Calle  
43 Del Norte Multi-Use Path in the total amount of \$564,079. – **Rod McGillivray, Public**  
44 **Works Director.**

45 Mr. Gillivray stated a formal approval on this agreement is needed.  
46

47 Mayor Barraza stated we are hoping the legislators will fund the town's match of \$82K needed for this  
48 project.  
49

50 **Motion:** To approve a Cooperative Project Agreement between the New Mexico Department of

1 Transportation and the Town of Mesilla for construction of the Town of Mesilla Calle del Norte Multi-  
2 Use Path in the total amount of \$564,079., **Moved by** Trustee Arzabal, **Seconded by** Trustee Johnson-  
3 Burick.

4  
5 Trustee Arzabal asked what will happen if we do not receive the match money for this project.  
6

7 Ms. Stoechner-Hernandez responded we have half of the money needed and may need to seek a loan for  
8 the remainder.  
9

10 Mayor Barraza stated Representative Cadena is 100% behind this #1 priority Project.  
11

12 **Mayor Pro Tem Caro Yes**

13 **Trustee Arzabal Yes**

14 **Trustee Garcia Yes**

15 **Trustee Johnson-Burick Yes**  
16

17 **B. For Approval:** Award of McDowell Sewer Project Re-Bid for construction. – **Rod**  
18 **McGillivray, Public Works Director. (added 1/25/19 at 3:09 p.m.)**

19 Mr. McGillivray stated bid opening was held on January 25<sup>th</sup>. The bid document was revised to phase  
20 work. J29 was the low bidder for the project. We are asking the board to tentatively award the  
21 construction contract as we are waiting for the funding agency to concur.  
22

23 Mayor Barraza stated it is waiting on approval from the New Mexico Environmental Department.  
24

25 **Motion:** To approve Award of McDowell Sewer Project Re-Bid for construction, **Moved by** Trustee  
26 Arzabal, **Seconded by** Trustee Johnson-Burick.  
27

28 Trustee Johnson-Burick stated she is concerned tentatively awarding something that has not received final  
29 approval with Souder-Miller and Associates.  
30

31 Mayor Barraza responded Souder-Miller and Associates did approve it.  
32

33 Trustee Johnson-Burick stated they are investigating their experience. She asked why we must tentatively  
34 approve it if everything has been done.  
35

36 Ms. Stoechner-Hernandez responded it is not tentative it is an award pending funding approval as  
37 everything must be run by and approved by Mr. Deal from NMED. Once we receive his approval we can  
38 move forward on this project.  
39

40 Mr. McGillivray stated we are on a strict timeline.  
41

42 Mayor Barraza stated this project has been a nightmare; there have been a lot of delays. We have 14  
43 residents that will be hooking up. When the final numbers came in there was not enough funding from  
44 Capital Outlay for the complete project, so it will need to be phased out. Money must be utilized by the  
45 end of June. It will come back to the Board of Trustees if it is not approved by NMED.  
46

47 Trustee Johnson-Burick responded this project has been a long process with a lot of delays.  
48

49 **Mayor Pro Tem Caro Yes**

50 **Trustee Arzabal Yes**

1 **Trustee Garcia Yes**  
2 **Trustee Johnson-Burick Yes**

3  
4 **7. BOARD OF TRUSTEE COMMITTEE REPORTS**

5 Trustee Johnson-Burick stated the next MPO meeting will be February 13<sup>th</sup>.

6  
7 Trustee Arzabal stated he will be attending the next Chief Elected Meeting on March 15<sup>th</sup> in Magdalena,  
8 New Mexico

9  
10 Mayor Barraza stated she attended the RTD meeting on January 23<sup>rd</sup>; will be requesting 3 busses from  
11 Capital Outlay.

12  
13 **8. BOARD OF TRUSTEE/STAFF COMMENTS**

14 Trustee Arzabal stated it makes it challenging to vote on items when we receive things at the meeting.

15  
16 Trustee Johnson-Burick stated she would appreciate receiving information prior to the meeting so that we  
17 may be prepared; recommended via email. Thanked the businesses that are working with Planning and  
18 Zoning Commission and the Board of Trustees on the sign ordinance. She thanked Ms. Switzer for the  
19 information; she was not aware of the situation. Welcomed Mr. Gillivray to the Town of Mesilla.

20  
21 Mayor Pro Tem Caro thanked Public Works for taking care of the problems he brought forth at the last  
22 meeting. He thanked Chairperson Hernandez for the good points he brought to the worksession.

23  
24 Mayor Barraza thanked the business for their input. She is looking at having a draft in the next 2 months  
25 for review at a worksession. The final plan will go the attorney for review. A Public Hearing will need to  
26 be held. She is getting feedback regarding the parking on Calle de Santiago. There are complaints with  
27 cars parking from Ave de Mesilla to Calle de San Albino especially during events making it difficult for  
28 cars turning off Ave de Mesilla without backing up or tearing up the curb. She asked what the required  
29 footage is for no parking from the end of a street. We will be looking at limiting parking or making it a  
30 no parking area. This is a safety issue.

31  
32 Ms. Switzer inaudible

33  
34 Marshal Alberg responded the distance, provided by State Law, is 15 ft. to a fire hydrant, 20 ft. to a  
35 crosswalk or intersection, 30 ft. upon approach to a flashing beacon or stop sign.

36  
37 Mayor Barraza stated we will be looking at those issues. She reminded trustees residents are to call 911  
38 or MRVDA, 575.526.0795, so there is documentation.

39  
40 Trustee Garcia stated not allowing parking in that area will hurt the businesses.

41  
42 Mayor Barraza responded that area is not parking spaces for the businesses. She encourages the  
43 businesses to place a sign showing parking at the Town Hall and at the parking lot.

44  
45 Ms. Switzer stated it will not be ADA friendly; feels there should be a discussion regarding this. She  
46 does not want anyone hurt; at the same time, she does not want the businesses hurt.

47  
48 Mayor Barraza responded we have looked at different ways of closing off the plaza. The town is looking  
49 at obtaining additional property to provide public parking. Staff is 100% in favor of no parking due to  
50 safety issues. There is a constant battle between the businesses and Basilica de Mesilla. In the Yguado



1 Plan it has a walking plaza like in Santa Fe and Albuquerque. State Law requires 30 ft. from an  
2 intersection, which we are not adhering to.

3  
4 Trustee Garcia responded 2 cars length is not all the way to Mrs. Gallegos'. She feels they should wait  
5 and look at the plaza as well instead of targeting one area.

6  
7 **9. ADJOURNMENT**

8 **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-4)**

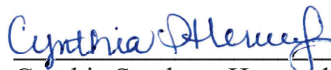
9  
10 **MEETING ADJOURNED AT 6:46 P.M.**

11  
12 **APPROVED THIS 11TH DAY OF FEBRUARY 2019.**

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16  
17 Nora L. Barraza  
18 Mayor

19  
20  
21 **ATTEST:**

22  
23 

24  
25 Cynthia Stoeher-Hernandez  
26 Town Clerk/Treasurer

