



**BOARD OF TRUSTEES
TOWN OF MESILLA
WORK SESSION
MONDAY, MAY 13, 2019
5:00 P.M.**

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

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
K.C. Alberg, Marshal
Kevin Hoban, Fire Chief
Gloria Maya, Recorder

PUBLIC:

- Discussion of the Town of Mesilla Preliminary Budget for FY 2019/2020 – **Cynthia Stoechner-Hernandez, Clerk/Treasurer.**

Mayor Barraza opened the Work Session at 5:07 pm

Ms. Stoechner-Hernandez reviewed the Preliminary Budget for FY 2019-2020

- Preliminary Budget Due to DFA by June 1st
- Final Budget due July 31st
- 5% increase on all medical benefits
- .25% increase on employer PERA contribution
- \$12K approximate increase in employee benefits
- Up 8% in GRT over all this year
- Projecting 3% GRT increase for FY 2019-2020 which equates to around \$39K
- Legislators passed minimum wage bill for \$12.00 an hour by 2021 for the entire state
- 1% increase for CBA employees - still in negotiations
- Recommended a .50 (\$1,040 per employee) increase to employees, not including CBA or court employees
- Impact the General Fund
- Court did not request salary increases as of this date
- Departments requested budget increases – however, they will remain the same
- Finance Department increases due contract agreements

1 - CPI, which was adopted by ordinance in 2013, will increase utilities 2%, senior rates remain the
2 same
3 - We need to look at increasing Property Tax, GRT, Mercado rates, Fiesta Rental rates, Court Fines
4
5 Trustee Caro asked if monitoring can be done from the office.
6
7 Trustee Garcia asked if Public Work vehicles will have GPS.
8
9 Ms. Stoechner-Hernandez responded Public Works will be rolling out next fiscal year, through the
10 Enterprise Fund as well as Finance vehicles soon.
11
12 Trustee Garcia asked what the cost is for the GPS.
13
14 Ms. Stoechner-Hernandez responded the cost annually is around \$1,000.00.
15
16 Trustee Caro inaudible
17
18 Trustee Arzabal asked what the Business License Fees are in other parts of the state.
19
20 Ms. Stoechner-Hernandez responded that is \$35 across the state; Alcohol Licenses are \$250.
21
22 Mayor Barraza stated Mercado Vendors pay \$135 for Business License and plaza maintenance.
23
24 Trustee Arzabal stated vendors think they own the parking.
25
26 Mayor Barraza stated there is a designated unloading and loading area. We are looking at increasing fees
27 to help with the operational budget. We need to be creative in generating more revenue to address the
28 demands.
29
30 Mayor Pro Tem asked if the increases will apply to the Community Center.
31
32 Mayor Barraza responded those were just increased. We are looking at increasing monthly rent to the
33 agencies that are there; those rents are based on dollar per square feet.
34
35 Trustee Garcia asked if the \$100 fee for Mercado Vendors is used to cover expenses.
36
37 Trustee Arzabal stated he hopes we continue to support with the Meals on Wheels.
38
39 Ms. Stoechner-Hernandez responded we negotiate with them as it is an organization we support.
40
41 Trustee Arzabal stated some vendors make millions of dollars; who sets the \$35 fee.
42
43 Ms. Stoechner-Hernandez responded the fees are set by the State.
44
45 Mayor Barraza stated Mesilla's property taxes are the lowest. They should be made comparable to other
46 areas in the state.
47
48 Trustee Arzabal asked how the inspections will be done.
49

1 Fire Chief Hoban responded there are 3 types of inspections; scheduled, new business, and complaint.
2 Through State Guidelines we can only charge new business inspections. State Law needs to be reviewed
3 regarding impact fees as well. Legislative change has not taken place in decades.
4
5 Mayor Barraza opened for suggestions
6
7 Trustee Arzabal reviewed the recommended increases.
8
9 Ms. Stoechner-Hernandez stated a .25% increase in GRT will max us out and would generate \$90K a year.
10
11 Mayor Barraza stated the trustees would need to vote on a property tax increase in the next Fiscal Year.
12 We are hoping those revenues will go to the General Fund to help the departments with their operational
13 budget which has not been increased in 7 years. We still need to see how we can address the town's
14 infrastructure needs.
15
16 Ms. Stoechner-Hernandez stated we would need to go out for a GO Bond to cover our infrastructure needs
17 which would need to go to the voters.
18
19 Mayor Pro Tem Johnson-Burick recommended bringing back discussion on Colonias designation.
20
21 Mayor Barraza responded that will be coming forth at the next board meeting.
22
23 Mayor Pro Tem Johnson-Burick stated we are so limited on where we can go to find additional revenue.
24
25 Mayor Barraza stated we are a community that does not have factories, corporations, etc. We will be
26 looking at the fees charged for connections; we are not even cover costs.
27
28 Trustee Caro stated we have pecan orchards in Mesilla who sell out of country and we get nothing. He
29 asked if anything can be done at the state level.
30
31 Mayor Barraza responded she is not sure if that can be done. Agriculture land gets tax breaks.
32
33 Ms. Stoechner-Hernandez stated the preliminary budget must be voted on at the next Board of
34 Trustee's meeting, May 28th.
35
36 Mayor Pro Tem Johnson-Burick requested getting the document in advance and submit questions to Ms.
37 Stoechner-Hernandez.
38
39 Ms. Stoechner-Hernandez recommended a Special Meeting on the 20th or a work session on the 28th with
40 approval at the Board Meeting.
41
42 Mayor Barraza scheduled a work session on the 20th at 4:00 p.m.
43
44 Trustee Arzabal stated he will not be available on the 28th.
45
46 Mayor Barraza closed the work session at 5:44 p.m.
47
48
49
50

1 **BOARD OF TRUSTEES**
2 **TOWN OF MESILLA**
3 **REGULAR MEETING**
4 **MONDAY, MAY 13, 2019**
5 **6:00 P.M.**
6

7 **TRUSTEES:** Nora L. Barraza, Mayor
8 Stephanie Johnson-Burick, Mayor Pro Tem
9 Carlos Arzabal, Trustee
10 Jesus Caro, Trustee
11 Veronica Garcia, Trustee
12

13 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
14 Kevin Hoban, Fire Chief
15 Gloria Maya, Recorder
16

17 **PUBLIC:** Gerard Nevarez Susan Krueger
18 Trina Witter Celina Ernig
19 Greg & Crystal Whited Humberto Manriquez
20 Nicolas Navarro Tabitha Rissner
21 John Chavez Ron Burick
22
23

24 **1. PLEDGE OF ALLEGIANCE**

25 Mayor Barraza led the Pledge of Allegiance.
26

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

28 **Roll Call.**

29 **Present:** Mayor Pro Tem Johnson-Burick, Trustee Arzabal, Trustee Caro, Trustee Garcia.
30

31 Mayor Barraza held a Moment of Silence for Mrs. Nora Alvillar and Ms. Eva Padilla.
32

33 Mayor Barraza thanked everyone for their well wishes. Thanked Mayor Pro Tem Johnson-Burick for
34 standing in for her and she also had surgery
35

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

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

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

40 Mayor Pro Tem Johnson-Burick Yes

41 Trustee Arzabal Yes

42 Trustee Caro Yes

43 Trustee Garcia Yes

1
2 **4. PROCLAMATIONS:**

3 **A.** A Proclamation Declaring May 12 – May 18, 2019 as “*National Police Week*” in the Town
4 of Mesilla.

5 Lieutenant Salas read Proclamation Declaring May 12-May 18, 2019 as “National Police Week” in the
6 Town of Mesilla.

7
8 **B.** A Proclamation Declaring May 19 – May 25, 2019 as “*Emergency Medical Services*
9 *Week*” in the Town of Mesilla.

10 Fire Chief Hoban read Proclamation Declaring May 19-May 25, 2019 as “Emergency Medical Services
11 Week” in the Town of Mesilla.

12
13 Mayor Pro Tem Johnson-Burick stated she is always honored to recognize the departments who
14 participate in the Fallen Peace Memorial events. She thanked Fire Chief Hoban who is always stepping
15 up to do whatever is needed. Thank you to Sergeant Shepan and Lieutenant Salas for their participation.

16
17 Mayor Barraza thanked them for their service.

18
19 Fire Chief Hoban promoted Greg Whited to rank of Deputy Fire Marshal who has done an outstanding
20 job with inspections and preventions.

21
22 **5. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

23 Ms. Trina Whitter invited everyone to the Ride of Silence on Wednesday at the plaza.
24

25 **6. *APPROVAL OF CONSENT AGENDA – The Board will be asked to approve by one**
26 **motion the following items of recurring or routine business. The Consent Agenda is**
27 **marked with an asterisk *:**

28 Trustee Arzabal requested placing, under new business, items a, b, and d on the consent agenda.
29

30 Mayor Barraza corrected the agreement amount with Matt Lee to read \$16,080.
31

32 **Original Motion:** To approve consent agenda as amended, **Moved by** Trustee Arzabal, **Seconded by**
33 Trustee Caro.

34
35 Mayor Barraza stated there will be a double fine imposed if Case 060884 has been started prior to being
36 approved.

37
38 Mayor Pro Tem Johnson-Burick asked if any of the recommended Summer Recreation staff members are
39 returning employees.

40
41 Mayor Barraza responded Ms. Gloria Garza is a returning employee.
42

43 Mayor Pro Tem Johnson-Burick stated she wants to ensure they have been vetted.
44

45 **Amended Motion:** To remove under new business item d from the consent agenda, **Moved by** Trustee
46 Johnson-Burick, **Second by** Trustee Garcia.

47 **Amended Motion Roll Call Vote:** Motion passed (**summary:** Yes =4).

48 Mayor Pro Tem Johnson-Burick Yes

1 Trustee Arzabal Yes
2 Trustee Caro Yes
3 Trustee Garcia Yes
4

5 **Original Motion Roll Call Vote:** Motion passed (**summary:** Yes =4).

6 Mayor Pro Tem Johnson-Burick Yes
7 Trustee Arzabal Yes
8 Trustee Caro Yes
9 Trustee Garcia Yes

- 10 **A. *BOT Minutes** – Minutes of a Regular meeting of April 22, 2019. *Approved by consent*
11 *agenda*
- 12 **B. *PZHAC Case 060883** – 2518 Boldt Street, submitted by Celina Einig; request for a
13 zoning permit to allow construction of a 20 foot by 25-foot workshop at the rear of a
14 residential property this address. **Zoned: Historical Residential (HR).** *Approved by*
15 *consent agenda*
- 16 **C. *PZHAC Case 060884** – 2631 Calle Tercera, submitted by Francisco Torres; a request for
17 a zoning permit to all construction of a 24-foot by 45-foot wood frame carport on a concrete
18 slab on a property located at this address. **Zoned: Historical Residential (HR).** *Approved*
19 *by consent agenda***
- 20 **D. *PZHAC Case 060885** - 2305 Calle de Colon, submitted by Gerard Nevarez; a request for
21 a zoning permit to construction of a bedroom addition to a dwelling at this address. **Zoned:**
22 **Historical Residential (HR)** *Approved by consent agenda*
- 23 **E. *PZHAC Case 060887** – 2138 Calle del Sur, submitted by Matthew Davidson; a request
24 for a zoning permit to allow part of an existing detached garage at this address to be
25 converted into a 535 square-foot guest house. **Zoned: Historical Residential (HR).**
26 *Approved by consent agenda*
- 27 **F. *PZHAC Case 060888** – 2755 Boldt Street, submitted by Teresa Griffith and Dan Jones; a
28 request for a zoning permit to allow the repainting of metal fences on the left and right sides
29 of a dwelling at this address. **Zoned: Historical Residential (HR).** *Approved by consent*
30 *agenda*
- 31 **G. *PZHAC Case 060889** – 2523 Calle del Norte, submitted by Michele Rasch; a request for
32 a zoning permit to allow the addition of wrought iron gates to an exterior yard wall at this
33 address. **Zoned: Historical Residential (HR).** *Approved by consent agenda*
- 34 **H. *PZHAC Case 060891** – 2355 Calle de Guadalupe, submitted by Heather Salopek; a
35 request for a zoning permit to allow the repainting of a door, door jamb, and window frame
36 on a store at this address. **Zoned: Historical Commercial (HC).** *Approved by consent*
37 *agenda*
- 38 **I. *For Approval:** the hiring of three (3) temporary employees for the Summer Recreation
39 program. *Approved by consent agenda*

40
41 **7. NEW BUSINESS:**

- 42 **A. For approval:** an agreement between the Town of Mesilla and Entomology Consultants,
43 LLC. For vector control services within the Town of Mesilla for two-years. – **Rod**
44 **McGillivray, Public Works Director.** *Approved by consent agenda*
- 45 **B. For approval:** A Cooperative Agreement (MES2019-04) with the City of Las Cruces for
46 the City to do upgrades to their utility lines under Bowman St. during the Town’s

1 reconstruction project. – **Rod McGillivray, Public Works Director.** *Approved by*
2 *consent agenda*

3
4 **C. For approval:** An automatic aid agreement (between the Town of Mesilla and Dona Ana
5 County for Fire Protection and Emergency Services Response. – **Kevin Hoban, Fire Chief.**

6
7 Fire Chief Hoban stated a mutual agreement provides services to each other in times of need. This a
8 change in wording as well as a change as how the agreement is handled. ISO desires mutual aid
9 agreements. The costs are absorbed through the Fire Protection Fund. The Automatic Aid has been
10 reviewed by our attorney. There is an agreement to hold the entities harmless. By approving this
11 agreement reflects on our ISO evaluation.

12
13 **Motion:** To approve an automatic aid agreement (between the Town of Mesilla and Dona Ana County)
14 for Fire Protection and Emergency Services Response, **Moved by** Mayor Pro Tem Johnson-Burick,
15 **Seconded by** Trustee Arzabal.

16
17 **Roll Call Vote:** Motion passed (**summary:** Yes =4).

18 Mayor Pro Tem Johnson-Burick Yes

19 Trustee Arzabal Yes

20 Trustee Caro Yes

21 Trustee Garcia Yes

22
23 **D. For approval:** an audit contract for the FY 18/19 fiscal year, with the option of two
24 additional years. – **Cynthia Stoehner-Hernandez, Clerk/Treasurer.** **Approved by**
25 **consent agenda**

26 Mayor Pro Tem Johnson-Burick asked how long the contract with previous auditor was.

27
28 Ms. Stoehner-Hernandez responded we are required to go out for RFP every 3 years for up to 6 years.
29 This is for the next fiscal year; we can add additional years if needed.

30
31 Mayor Pro Tem Johnson-Burick stated she was impressed with their proposal.

32
33 Mayor Barraza stated there are letter of references from other entities.

34
35 **Motion:** To approve an audit contract for the FY 18/19 fiscal year, with the option of two additional
36 years, **Moved by** Trustee Arzabal, **Seconded by** Trustee Garcia.

37
38 **Roll Call Vote:** Motion passed (**summary:** Yes =4).

39 Mayor Pro Tem Johnson-Burick Yes

40 Trustee Arzabal Yes

41 Trustee Caro Yes

42 Trustee Garcia Yes

43
44
45 **8. *STAFF REPORTS:**
46 Community Development

- 1 Community Programs
- 2 Finance Department
- 3 Fire Department
- 4 Marshal's Department
- 5 Public Works Department

6 **9. BOARD OF TRUSTEE COMMITTEE REPORTS**

7 Trustee Garcia stated she approved the budget at the RTD meeting on Wednesday pending upgrades on
8 employees. She attended the NMML Planning & Zoning. We have until June 1st to file an extension for
9 the MPO.

10

11 Trustee Arzabal stated he will attend the CFO meeting on June 21st.

12

13 Mayor Pro Tem Johnson-Burick stated the MPO has given an extension for Calle de Norte.

14

15 Mayor Barraza stated she asked Trustee Garcia to represent her at the RTD meeting on May 22nd at 1:30
16 p.m. The MPO cannot complete trail from the Mesilla lateral as previously planned. The proposal is to go
17 from the river to Calle de Paisano with the funding that is available. Department of Transportation (DOT)
18 is supporting our request. University Avenue project was to include sidewalks and bike path.
19 Department of Transportation did a study and we are now on phase b, c and d. Thursday, May 16th 2-3:30
20 p.m. there will be a meeting at the NMDOT office to discuss the phases. We need to get the word out
21 regarding the 2020 Census.

22

23 **10. BOARD OF TRUSTEE/STAFF COMMENTS**

24 Fire Chief Hoban thanked the board for their continued support of the departments.

25

26 Trustee Caro stated he thought work had been done on Bowman. The fiesta was nice. He asked if there
27 are rules on how tall you can be to participate in the grease pole contest.

28

29 Mayor Barraza responded there is information in your packets regarding Bowman.

30

31 Mayor Pro Tem Johnson-Burick thanked the Fire and Marshal Departments for their participation. The
32 fiesta was successful. Thanked Mr. Lee for the good work he does for the town.

33

34 Trustee Garcia agreed the fiesta was successful.

35

36 Trustee Arzabal asked if the business owners have been notified that the plaza will be closed for the
37 Artisan Market.

38

39 Mayor Barraza responded the parking in front of the church and El Patio will remain open. She
40 encourages the trustees to participate in the Ride of Silence at 6:00 p.m. in honor of Mayor Aranda. She

1 congratulated Deputy Fire Marshal Whited. Thanked everyone for the well wishes and prayers.

2

3 **11. ADJOURNMENT**

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


5

6 **MEETING ADJOURNED AT 6:55 P.M.**

7

8 **APPROVED THIS 28th DAY OF MAY, 2019.**

9

10 
11 _____
12 Nora L. Barraza
13 Mayor

10

11

12

13

14

15


16

16 **ATTEST:**

17

18

19

19 
20 _____
21 Cynthia Stoehner-Hernandez
22 Town Clerk/Treasurer

20

21

22

23

