



**BOARD OF TRUSTEES
TOWN OF MESILLA
WORK SESSION
MONDAY, JULY 9, 2018
5:30 P.M.
BOARD ROOM**

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

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

PUBLIC: Teresa Sanchez Gilbert Madrid
Eric Sanchez Susan Krueger

- Discussion regarding increasing the rental fees for the Community Center and Kitchen, Town Hall, Plaza and Film permits. – **Irene Parra, Special Events.**

Mayor Barraza opened Worksession at 5:30 p.m.

Ms. Parra reviewed the current and proposed rates for use of the Community Center and Kitchen, Town Hall, Plaza and Film permits. She indicated the increases would help with the associated cost for facility upkeep. Mesilla's rates are considerably less than what the City of Las Cruces charges for use of facilities.

Trustee Johnson-Burick stated she had said in the past the fees were too low. She expressed concern with the increase to the resident fees.

Ms. Parra stated there will be a \$25 an hour increase in the fees for residents.

Mayor Barraza asked about the non-profit fees.

Ms. Parra responded the non-profit fees may need to be removed or increased significantly.

Mayor Barraza responded there are non-profits that just want to do a 5K and there are some that want a three day event.

Mayor Pro Tem Caro stated he would like to keep non-profit at a flat rate.

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Trustee Johnson-Burick stated there could be a flat fee based on the hours that will be used.

Mayor Barraza stated a non-profit organization must provide a 501(c)(3).

Ms. Parra stated the street closure fee will help recoup some administrative costs.

Trustee Arzabal understands it would cost a non-profit organization to use the plaza \$50 plus \$250 for the street closure.

Mayor Barraza asked if this would apply to Mesilla Elementary who wants to use the plaza for a 5K.

Ms. Parra responded she does not believe Mesilla Elementary is non-profit. In the past we have waived fees for these types of organizations.

Trustee Garcia stated Mesilla Elementary could be charged the resident fee.

Mayor Barraza responded we are here to help our community such as churches and schools.

Trustee Arzabal stated organization would come to the board for a fee waiver.

Mayor Barraza responded that is why we came up with a fee structure to avoid picking and choosing.

Mayor Pro Tem Caro stated Mesilla schools and churches should be in a category by themselves.

Ms. Parra stated we can be a good neighbor but at the same time look at being fiscally responsible.

Mayor Barraza stated we are in agreement on increasing the resident fee from \$25 to \$50 an hour; non-residents increasing from \$50 to \$100 an hour and \$250 street closure fee. The non-profit will be discussed further and brought forth at the next meeting.

Mayor Barraza closed Worksession at 6:00 p.m.

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**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR BOARD MEETING
MONDAY, JULY 9, 2018
6:00 P.M.
BOARD ROOM**

16 **TRUSTEES:** Nora L. Barraza, Mayor
17 Jesus Caro, Mayor Pro Tem
18 Carlos Arzabal, Trustee
19 Veronica Garcia, Trustee
20 Stephanie Johnson-Burick, Trustee
21

22 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
23 K.C. Alberg, Marshal
24 Kevin Hoban, Fire Chief
25 Debbie Lujan, Public Works Director
26 Gloria Maya, Recorder
27

28 **PUBLIC:** Teresa Sanchez Gilbert Madrid
29 Erick Sanchez Susan Krueger
30
31

32 **1. PLEDGE OF ALLEGIANCE**

33 Mayor Barraza led the Pledge of Allegiance.
34

35 **1. ROLL CALL & DETERMINATION OF A QUORUM**

36 **Roll Call.**

37 **Present: Mayor Barraza, Mayor Pro Tem Caro, Trustee Arzabal, Trustee Garcia, Trustee**
38 **Johnson-Burick.**
39

40 **2. PRESENTATIONS:**

41 **A.** Certificates of Appreciation for donations and support at the 2018 Mesilla Block Party held
42 June 22, 2018.

43 Mayor Barraza stated the Block Party was successful. Thanked Sergeant Shepan for his hard work.
44

45 Sergeant Shepan recognized the businesses that donated to the event.

46 Marshal Alberg recognized Sergeant Shepan and Mr. Travis Shepan.
47

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

1 Ms. Krueger asked the board to remove Resolution 2018-08 from the consent agenda. She asked what the
2 SCCOG did for the Town last fiscal year and what is planned for this fiscal year.

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

5 Trustee Arzabal asked to postpone item c until the next Board of Trustee meeting.

6
7 **Motion:** To approve agenda as amended, **Moved by** Trustee Johnson-Burick, **Seconded** Trustee Garcia.

8
9 **Roll Call Vote: Motion passed (summary: Yes = 4).**

10 **Mayor Pro Tem Caro Yes**

11 **Trustee Arzabal Yes**

12 **Trustee Garcia Yes**

13 **Trustee Johnson-Burick Yes**

14
15 **5. *APPROVAL OF CONSENT AGENDA – The Board will be asked to approve by one**
16 **motion the following items of recurring or routine business. The Consent Agenda is**
17 **marked with an asterisk *:**

18 Trustee Garcia asked if PZHAC Case 060738 is adding a door.

19
20 Mayor Barraza responded the door is not part of the application, that was an old door that had been
21 covered up. Not part of the work that they will be doing.

22
23 **Motion:** To approve consent agenda, **Moved by** Trustee Arzabal, **Seconded** Mayor Pro Tem Caro.

24
25 **Roll Call Vote: Motion passed (summary: Yes = 4).**

26 **Mayor Pro Tem Caro Yes**

27 **Trustee Arzabal Yes**

28 **Trustee Garcia Yes**

29 **Trustee Johnson-Burick Yes**

30
31 **A. *BOT Minutes – Regular meeting of June 25, 2018. *Approved by consent agenda***

32 **B. *PZHAC Case 060738 - 2231 Calle de Parian, submitted by Gilbert Madrid for Eric and**
33 **Teresa Sanchez, a request for a building permit to repair windows, doors, lintels, vigas, and**
34 **stucco; and repaint a historic dwelling at this address. **Zoned: Historic Residential (HR).****
35 ***Approved by consent agenda***

36 **C. *PZHAC Case 060742: 2222 Avenida de Mesilla, submitted by Patrizia Gregory for**
37 **“Kneading to Heal”; a request for a building permit to allow the installation of a six square**
38 **foot sign on the front of a commercial structure at this address. **Zoned: Historical****
39 ****Commercial (HC).** *Approved by consent agenda***

40 **D. *PZHAC Case 060743: 2222 Avenida de Mesilla, submitted by Kirstie Robles for “A Hair**
41 **and Body Shop”; a request for a building permit to allow the installation of a 4.5 square foot**
42 **sign on the front of a commercial structure at this address. **Zoned: Historical Commercial****
43 ****(HC).** *Approved by consent agenda***

44 **E. *PZHAC Case 060744: 2350 Calle de Principal, submitted by Marianne Schweers for**
45 **“Heart of the Desert Pistachios & Wines;” a request for a sign permit to install an oval sign,**
46 **15 sq. ft., at their business. **Zoned: Historic Commercial (HC).** *Approved by consent***
47 ***agenda***

1 F. * **Resolution 2018-08:** Approving Participation in the Program of the South Central
2 Council of Governments, Inc. for Fiscal Year 2018-2019. *Approved by consent agenda*
3

4 **6. NEW BUSINESS:**

5 **A.** Update to the Board of Trustees on blocking off the plaza for special events. – **Irene**
6 **Parra, Special Events Coordinator.**

7 Ms. Parra stated event request continue to grow and with that comes the request of closing off the plaza.
8 The Spanish Market was hosted last year by the City of Las Cruces whose requirements were too
9 stringent which eliminated many local artists. A committee, Bellas de Artes, will be holding an event to
10 show off local artist on August 25 & 26 and have requested to close off the plaza. Tequila Fest event
11 will be held in September and have requested for the plaza to be closed off. They will comply with the
12 regulations that come with serving alcohol. Currently the plaza is closed off for the town's 10 to 12
13 annual events.

14
15 Trustee Arzabal stated he has a problem with closing off the plaza. He wants to ensure we do a better
16 job in informing businesses.

17
18 Ms. Parra responded she would be happy to do it.
19

20 Mayor Pro Tem Caro stated we have had too many complaints regarding closing the plaza. He asked to
21 find a way for these events to take place without closing the plaza.
22

23 Ms. Parra responded the decision to close the plaza is not taken lightly. The first thing taken into
24 consideration is safety; creating a safe environment for attendees. Businesses are informed when the
25 plaza is going to be closed. The Tequila Fest coordinators are collaborating with the businesses.
26

27 Mayor Barraza stated the number of attendees and cars along the street makes it difficult for emergency
28 vehicles to enter the area. We put public safety as our first priority.
29

30 Trustee Arzabal stated street closures should come to the board for a vote as in the past. Reiterated he
31 wants to ensure businesses are notified.
32

33 Mayor Barraza responded businesses can be notified by email or going door to door.
34

35 Mayor Pro Tem Caro stated we have to answer to the businesses so we should make the decision on the
36 events.
37

38 Mayor Barraza stated businesses should be referred to the office.
39

40 Ms. Parra stated she receives several requests and not every request is granted.
41

42 Mayor Barraza stated the proposed rate for street closure might dictate closure of the plaza. If we feel
43 there is a safety issue the applicant will be required to pay the street closure fee.
44

1 Fire Chief Hoban stated staff evaluates the impact of the fiestas. Decisions are not made lightly. He
2 asked the board to bring complaints to the attention of the mayor and department heads in order to get to
3 the whole picture.

4
5 Mayor Barraza stated a comment was made that nothing has happened so far; she wants to keep it that
6 way.

7
8 Trustee Arzabal asked if Food Trucks will be added to those events.

9
10 Ms. Parra responded yes.

11
12 **B. For discussion/approval:** to allow a stipend be paid to Gloria Maya to do Accounts
13 Payables on top of her regular job duties. – **Cynthia Stoechner-Hernandez,**
14 **Clerk/Treasurer**

15 Ms. Stoechner-Hernandez stated Ms. Maya has picked up the extra duties to ensure bills are paid. She is
16 proposing to pay a stipend of \$4,000 with no increase to the budget. If she feels at any time she cannot
17 continue the duties the position will be posted.

18
19 Mayor Barraza stated we will leave the position vacant in the event that Ms. Maya becomes
20 overwhelmed.

21
22 **Motion:** To approve a stipend to be paid to Gloria Maya to do Accounts Payables on top of her regular
23 job duties, **Moved by Trustee Arzabal, Seconded by Trustee Johnson-Burick.**

24
25 Trustee Johnson-Burick stated she has no doubt Ms. Maya can do the job.

26
27 **Roll Call Vote: Motion passed (summary: Yes = 4).**

28 **Mayor Pro Tem Caro Yes**

29 **Trustee Arzabal Yes**

30 **Trustee Garcia Yes**

31 **Trustee Johnson-Burick Yes**

32
33 **C. Resolution 2018-09:** A resolution establishing new rental rates for the Mesilla
34 Community Center and Kitchen, Town Hall, Plaza and Establishing new rates for film
35 permits. – **Irene Parra, Special Events Coordinator. *Postponed to next meeting***

36
37 **7. *STAFF REPORTS:**

38 Community Development

39 Community Programs

40 Finance Department

41 Fire Department

42 Marshal's Department

43 Public Works Department

44 **8. BOARD OF TRUSTEE COMMITTEE REPORTS**

45 Mayor Barraza attended a RTD meeting where the budget for the upcoming year was approved. She

1 attended the SCCOG meeting on Friday and was re-elected as chairperson; Filming in New Mexico made
2 a presentation. An inventory of what communities have to offer will be available to producers and
3 directors. The Town of Mesilla will have to come up with a portfolio to add to the inventory.

4 5 **9. BOARD OF TRUSTEE/STAFF COMMENTS**

6 Fire Chief Hoban stated one of the fire department volunteers has her own photography studio and has
7 been working on a portfolio with the City of Las Cruces. We had 8 fires, 10 contacts dealing with issues
8 on the 4th of July. This year everyone was very cooperative.

9
10 Mayor Barraza asked how many animals were in the facility?

11
12 Marshal Alberg responded very busy in animal control. Animals have been sequestered; quarantine.
13 There is a cost to the resident which defraying the cost to the town.

14
15 Trustee Johnson-Burick asked if SCCOG could make a presentation to the Board. Summer Music Series
16 has been wonderful. Stores do not take the opportunity to stay open. Thanked staff for what they do for
17 the town. She also thanked staff for the beautiful arrangement sent to her family.

18
19 Mayor Pro Tem Caro asked about vector control due to mosquito issues.

20
21 Mayor Barraza responded Mr. Lee is already on a schedule and has been spraying regularly.

22
23 Trustee Arzabal stated at one time street closures would come to the board for a vote; does not know why
24 it does not anymore. We would like to know why they are requesting the street closure.

25
26 Mayor Barraza stated she would like to have a committee for animal facility to fundraise to build a shelter
27 to protect the dogs from the weather. Pet licensing is \$3 and must be done; grace period until January 1st.
28 She met with the attorney regarding the Lending Library who recommends having an MOU approved by
29 the board. SCCOG has a film on the website which talks about the different communities. Mesilla will
30 participate in an Open Forum Border Summit, 9:30 a.m. 1:00 p.m. to collaborate in promoting our
31 communities. She will attend a farewell ceremony at La Posta for General Sanchez on July 11th. Staff
32 will be attending the NMML Resolution Final Committee next week.

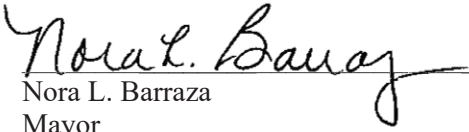
33 **10. ADJOURNMENT**

34
35 **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-4)**


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37 **MEETING ADJOURNED AT 7:05 P.M.**

1 APPROVED THIS 23rd DAY OF JULY, 2018.

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Nora L. Barraza
Mayor

ATTEST:


Cynthia Stoehner-Hernandez
Town Clerk/Treasurer

