



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, MAY 14, 2018 AT 5:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL.

- Discussion of the Town of Mesilla Preliminary Budget for FY 2018/2019. – **Cynthia Stoechner-Hernandez, Clerk/Treasurer.**

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR BOARD MEETING ON MONDAY, MAY 14, 2018 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL & DETERMINATION OF A QUORUM

3. PROCLAMATIONS:

- A. A Proclamation Declaring May 13 – May 19, 2018 as National Police Week in the Town of Mesilla. – **K.C. Alberg, Marshal.**
- B. A Proclamation Declaring May 20 – May 26, 2018 as Emergency Medical Services Week in the Town of Mesilla. – **Kevin Hoban, Fire Chief**

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

5. CHANGES TO THE AGENDA & APPROVAL

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

- A. *BOT MINUTES – Regular Meeting & Work Session of April 23, 2018.
- B. *PZHAC Case 060722 – 2909A La Mesilla Circle, submitted by Rafael Morones, Jr., a request for a building permit to allow an existing carport to be converted into a garage on a dwelling at this address. Zoned: Historical Residential (HR).
- C. *PZHAC Case 060724 W/CONDITIONS – 2490 Calle de Guadalupe, submitted by Artie Fountain; a request for a building permit to construct an awning over an exterior door on the east side of a commercial building at this address. Zoned: Historical Commercial (HC).
- D. *PZHAC Case 060682 – 2417 and 2419 Calle de Parian, submitted by Davie and Kelly Salas; a request for a modification to a building permit to allow changes to plans for an adobe and latia wall across the front of two properties at these addresses. Zoned: Historical Residential (HR).

7. NEW BUSINESS:

**** A public hearing must be held prior to action on Item a****

- A. PZHAC Case Z18-001 – 2331 Calle de Parian, submitted by Eric Sanchez; a request for a Zone change from Historical Commercial (HC) to Historical Residential (HR) for a 0.2 acre parcel containing a residence at this address. – **Larry Shannon, Community Development Coordinator.**
- B. For approval: the Town of Mesilla Preliminary Budget for FY 2018/2019. – **Cynthia Stoechner-Hernandez, Clerk/Treasurer.**
- C. For approval: Agreement MES2017-06 between the Town of Mesilla and Dona Ana Community College for Clinical Experience – Fire Science Program. – **Kevin Hoban, Fire Chief.**
- D. For Acceptance: a grant from PETCO Foundation in the amount of \$5,000 for support of the Town of Mesilla State Farm Arson Dog. – **K.C. Alberg, Marshal.**
- E. For approval: the Town of Mesilla's participation in the Federal 1033 program for miscellaneous equipment to support the Marshal's Department. – **K.C. Alberg, Marshal.**

8. *STAFF REPORTS:

Community Development
Community Programs
Finance Department
Fire Department
Marshal's Department
Public Works Department

9. BOARD OF TRUSTEE COMMITTEE REPORTS

10. BOARD OF TRUSTEE/STAFF COMMENTS

11. ADJOURNMENT

NOTICE

If you need an accommodation for a disability to enable you to fully participate in the hearing or meeting, please contact us at 524-3262 at least 48 hours prior to the meeting. The Mayor and Trustees request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Board Room to respond to or to conduct a phone conversation. A copy of this agenda can be found online at www.mesillanm.gov. You may request to be added to the Mesilla Agenda E-Mailing list by calling or e-mailing Cynthia Stoechner-Hernandez, Clerk/Treasurer, at 524-3262 or cynthias-h@mesillanm.gov.

Posted 5/10/18 at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristramnn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



PROCLAMATION

DECLARING MAY 13 THROUGH MAY 19, 2018

NATIONAL POLICE WEEK

In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week; and

WHEREAS, the members of the law enforcement agency of the Town of Mesilla play an important role in safeguarding the rights and freedoms of the citizens of our community; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our department recognize their duty to serve the people by safeguarding life and property, protecting them against violence or disorder, and protecting the innocent against deception and the weak against oppression or intimidation; and


WHEREAS, our police department has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service; and

WHEREAS, our own police department has lost two of their own in the line of duty.

THEREFORE, I, Mayor Nora L. Barraza, Mayor of the Town of Mesilla, urge our citizens to join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their communities, have established for themselves the rights and security of all citizens.

NOW, THEREFORE, I, Nora L. Barraza, Mayor of the Town of Mesilla, Dona Ana County, New Mexico, do hereby proclaim the week of May 13 through May 19, 2018 as National Police Week in the Town of Mesilla.

Passed this 14th day of May 2018.



Nora L. Barraza
Mayor of the Town of Mesilla





Mesilla Marshal's Office



[Deputy Marshal Philip Olivas](#)

Mesilla Marshal's Office, NM

EOW: Tuesday, September 1, 1992

Cause: Struck by vehicle



[Sergeant Thomas Arlen Richmond](#)

Mesilla Marshal's Office, NM

EOW: Wednesday, July 13, 1988

Cause: Gunfire



PROCLAMATION FOR EMS WEEK 2018

Whereas, emergency medical services are a vital public service; and

Whereas, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

Whereas, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

Whereas, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

Whereas, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

Whereas, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

Whereas, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

Therefore, I, Nora L. Barraza, in recognition of this event do hereby proclaim the week of May 20-26, 2018, as:

EMERGENCY MEDICAL SERVICES WEEK

With the theme, ***EMS Strong: Stronger Together***, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

In Witness Whereof, I have hereunto set my hand this 14th day of May 2018.

Approved:



Nora L. Barraza

Mayor for the Town of Mesilla



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6 **BOARD OF TRUSTEES**
7 **TOWN OF MESILLA**
8 **WORK SESSION**
9 **MONDAY, APRIL 23, 2018**
10 **4:30 P.M.**

11
12 **TRUSTEES:** Nora L. Barraza, Mayor
13 Jesus Caro, Mayor Pro Tem
14 Carlos Arzabal, Trustee
15 Veronica S. Garcia, Trustee
16 Stephanie Johnson-Burick, Trustee

17
18 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
19 K.C. Albert, Marshal
20 Debbie Lujan, Public Works Director
21 Irene Parra, Special Events Coordinator
22 Gloria Maya, Recorder
23
24
25

26 **1.** The unveiling of photos donated to the Town of Mesilla in the Visitor's Center.
27 Mayor Barraza unveiled the photos donated to the Town of Mesilla: a portrait of Mr. John Paul Taylor
28 painted by Ms. Ouida Touchon, a picture of Mr. Johnny Flores and Isabel, and a picture of Parque de
29 Conmemorativo.

30
31 **2.** Discussion on the Town of Mesilla Preliminary Budget for FY 2018/2019. – **Cynthia Stoechner-**
32 **Hernandez, Clerk/Treasurer.**
33 Mayor Barraza opened the worksession at 5:07 p.m.

34
35 Ms. Stoechner-Hernandez gave a presentation of the Town of Mesilla Preliminary Budget for FY 2018-19.

36
37 Trustee Caro asked if we are still letting the Border Patrol use the Community Center rent free. There is a
38 lot of wear and tear as well as an increase in utilities; does not feel we should be allowing that. The
39 Border Patrol has money galore and is able to rent the facility also there are other facilities in the area that
40 they could use. They should not have it rent free just because some of our staff receives training. He
41 does not feel it is fair.

42
43 Mayor Barraza referred to page 8 Court General Fund; budget is being kept the same dollar amount.
44 Money will be moved from the operating expenses to cover Ms. Carbajal's overtime salary.

45
46 Ms. Stoechner-Hernandez stated that any changes to the numbers approved tonight will change these
47 numbers.

48
49 Mayor Pro Tem Caro stated he understood from the last meeting Judge Frietze did not want the \$1,000.

50
51 Ms. Stoechner-Hernandez responded Judge Frietze had requested increasing his overall budget by \$1,000.
52 She explained to Judge Frietze that moving from one line item to another was not an increase to his

1 overall budget and it could be done internally. He decided to move money internally so it did not have to
2 come to the board.
3
4 Mayor Barraza responded Judge Frietze had a surplus in his operating budget so he was able to cover the
5 overtime request.
6
7 Trustee Johnson-Burick stated there was something said that the court had been operating in a deficit the
8 last four years.
9
10 Ms. Stoechner-Hernandez stated Judge Frietze' letter does say under the court was operating under budget.
11
12 Mayor Barraza stated the terminology was not right. He was referring to having money left over. Money
13 left over at the end of the year reverts back to the General Fund.
14
15 Mayor Pro Tem Caro stated he understood he did not have enough money.
16
17 Mayor Barraza responded if any department does not use all the money budgeted for that fiscal year the
18 balance reverts back to the General Fund. For example if the budget is for \$5,000 and the department
19 spends \$3,000 the \$2,000 remaining will go to the General Fund. Public Works has exceeded their
20 budget due to unforeseen circumstances, so the money left over from other departments will be used to
21 cover the deficit.
22
23 Mayor Pro Tem Caro responded he remembers that happening at White Sands so everyone would spend
24 their monies and not to be shorted the next year.
25
26 Mayor Barraza stated we have not had to come to the board to increase our budgets. We have been able to
27 cover the negatives from within that fund.
28
29 Trustee Arzabal asked if they speak to the Judge during the budget process. He has heard six negatives
30 and he understands the court's budget will be decreased in order to give the increase. He asked if
31 everyone's budget is being decreased as to give Ms. Parra and Mr. Shannon their increase. You are not
32 his boss. I can't stand this. This is an extremely challenging thing if we are not playing the right ball
33 field.
34
35 Ms. Stoechner-Hernandez stated everyone's budget was cut to cover the employee increases. She cut her
36 budget to cover increases to Ms. Parra and Mr. Shannon.
37
38 Mayor Barraza reviewed the budget process.
39
40 Trustee Arzabal stated he recommends having the court pay rent. We are separated for some things and
41 for some things we are not. This just does not make sense.
42
43 Mayor Barraza stated the officers' union will be renegotiating in May and does not know what they are
44 proposing.
45
46 Mayor Pro Tem Caro asked who will be taking part in the renegotiating meeting.
47
48 Mayor Barraza responded the attorney, their union representative and possibly the gentleman from the
49 state department as well as Ms. Stoechner-Hernandez and herself.
50
51 Mayor Pro Tem Caro stated he will write something to be submitted for the next meeting.
52
53 Trustee Arzabal asked how often the renegotiating is and if all employees have been given the
54 opportunity to join the union.

1
2 Mayor Barraza responded it is every two years. The employees are aware of the union.

3
4 Ms. Stoechner-Hernandez responded there must be a posting done which reads all employees are given the
5 opportunity and this was done at the time of the Union formation.

6
7 Mayor Barraza stated they had to get a certain percentage of employees that wanted to be unionized in
8 order to proceed. There also was an election which involved five people.

9
10 Mayor Barraza stated it has been brought to her attention that VRBO should be paying Gross Receipt
11 Tax. They need to be identified in order collect Gross Receipt Taxes.

12
13 Ms. Stoechner-Hernandez stated there are quite a few around the Town of Mesilla.

14
15 Mayor Barraza responded a meeting should be scheduled for further discussion.

16
17 Ms. Stoechner-Hernandez stated it also depends on the number of rooms.

18
19 Mayor Barraza reiterated we need to follow up on this.

20
21 Trustee Arzabal asked if Marshal Alberg's request for a 1% increase (from the Las Cruces Public
22 Schools) for Officer Cortez will need to go to the union.

23
24 Ms. Stoechner-Hernandez responded the contract for the SRO is covered by Las Cruces Public Schools
25 (LCPS) and must go to the School Board for approval. Once approved, we will get the contract for the
26 SRO.

27
28 Mayor Barraza responded the SRO is a town employee and a member of the union.

29
30 Trustee Arzabal asked what will happen if LCPS denies it.

31
32 Ms. Stoechner-Hernandez responded she will then change the numbers and the town will pick up the rest
33 of the salary.

34
35 Marshal Alberg stated he understands the LCPS do not want to give an increase to the SRO.

36
37 Mayor Barraza stated we have met with LCPS, a few of their board members, Mr. Gregory and Mr.
38 Vasquez.

39
40 Marshal Alberg stated we are asking for more money from programs within the SRO Program.

41
42 Mayor Barraza stated Ms. Stoechner-Hernandez did a very good job on the budget. She encouraged the
43 trustees to review the preliminary budget and to call her with questions or to meet with Ms. Stoechner-
44 Hernandez.

45
46 Mayor Pro Tem Caro thanked Ms. Stoechner-Hernandez.

47
48 Trustee Johnson-Burick thanked Ms. Stoechner-Hernandez; you represent us well.

49
50 Worksession ended at 5:42 p.m.

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**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, APRIL 23, 2018
6:00 P.M.**

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
Debbie Lujan, Public Works Director
Irene Parra, Special Events Coordinator
Gloria Maya, Recorder

PUBLIC: Michael Delzer Jerry Harrell
Arturo Jurado Buddy Ritter
Susan Krueger Tom Hutchinson
Rolo Minjarez Ester Gonzalez
Yolanda Lucero Dara Pancer
Kevin Hoban Morgan Switzer
Mary Helen Ratje Joseph Cervantes
Xavier Jurado Pete Jurado

1. PLEDGE OF ALLEGIANCE

Mayor Barraza and students led the Pledge of Allegiance.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

Present: Mayor Barraza, Mayor Pro Tem Caro, Trustee Arzabal, Trustee Garcia, Trustee Johnson-Burick.

Ms. Ashley Curry read Proclamation declaring May 8th National Ride to School Day in the Town of Mesilla. She invited everyone to join the students on Tuesday, May 8th.

Mayor Barraza thanked Ms. Curry for all that she does for the students of Mesilla and for her commitment and dedication. She thanked the children for attending.

3. CLOSED SESSION – pursuant to NMSA 1978 Chapter 10-15-1(H)(7): discussion related to threatened or pending litigation: Nancy Byres V. Town of Mesilla – Nora L. Barraza, Mayor.

Motion: To enter Closed Session - pursuant to NMSA 1978 Chapter 10-15-1(H)(7): discussion related to threatened or pending litigation: Nancy Byres V. Town of Mesilla, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Caro.

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

Mayor Pro Tem Caro Yes

Trustee Arzabal Yes

Trustee Garcia Yes

1 **Trustee Johnson-Burick Yes**

2
3 **Entered Closed Session at 6:13 p.m.**

4
5 **Motion: To enter Closed Session after limited discussion pursuant to NMSA 1978 Chapter 10-15-**
6 **1(H)(7) related to threatened or pending litigation: Nancy Byres V. Town of Mesilla; no action**
7 **taken, Moved by Mayor Pro Tem Caro, Seconded by Trustee Johnson-Burick.**

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 **Enter Regular Meeting at 6:27 p.m.**

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17
18 **4. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

19 Mr. Hutchinson stated he made comments the last time he visited with the board regarding food trucks.
20 He does not have issues with food trucks. We have been mindful the impact food trucks have on brick
21 and mortar businesses. To a large extent food trucks are located in areas that do not directly compete with
22 existing restaurant. When we established the Farm's Market it was done with conditions one was to
23 exclude food vendors and vendors that would not compete with businesses around the plaza. He asked
24 that the board revisit their thinking on how that has evolved. He spends 10's of thousands of dollars in
25 marketing La Posta and Hacienda to bring people to his establishments as well as to Mesilla. He is
26 concerned that he is attracting people to the town when the town is introducing competition. He hopes the
27 trustees understand the food truck is a good idea; this parking lot is good location for that event.
28 Someone made the comment that food trucks were a cost effective option; that is not the case. Food
29 trucks can be expensive.

30
31 Mr. Russell Hernandez stated there are 20 food and drink establishments in and around Mesilla who
32 contribute in enhancing the experience. We are looking at creating an experience and supporting each
33 other as businesses. We are looking at revising the Mesilla Merchant Organization but are focusing on
34 the food and beverage aspect. We will be launching Experience Mesilla on May 5 with 19 restaurants,
35 coffee shops, and bars will be participating. We will have a booth at the fiesta where we will be selling
36 glasses with the businesses listed on it to help support the programing. Patrons that purchase the glass
37 will receive a discount at the businesses listed on the glass. This will be posted on social media and on
38 the website. This is a start in enhancing what is available in Mesilla. His heart is in Mesilla and is
39 looking at enhancing it. There are businesses that are drawn to Las Cruces. He thanked Ms. Parra for her
40 assistance. The Experience Mesilla website should be launched by the end of the week. Other shops will
41 have an opportunity to post on the website. We need to look at what impact the food trucks bring to
42 Mesilla. He has spoken to administrative staff regarding the food truck ordinance. He looks forward in
43 launching Experience Mesilla.

44
45 Mr. Jurado stated they always follow procedure when starting a new business, etc.; they do it right. We
46 are very proud of that. He does not understand why he constantly needs to come here and listen when
47 they had already been approved. The towers are essential as mentioned at the last meeting. We have
48 been harassed by two members of this community and he is tired of it. He has lost a lot of money. He
49 asked the board to consider that. We have always tried to do what is right for Mesilla.

50
51 **5. CHANGES TO THE AGENDA & APPROVAL**

52 Mayor Barraza asked to move item f - Resolution: 2018-06 to item b under New Business.

1
2 **Motion: To approve agenda as amended, Moved by** Trustee Arzabal, **Seconded by** Mayor Pro Tem
3 Caro.

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

6 **Mayor Pro Tem Caro Yes**

7 **Trustee Arzabal Yes**

8 **Trustee Garcia Yes**

9 **Trustee Johnson-Burick Yes**

- 10
11 **6. *APPROVAL OF CONSENT AGENDA – The Board will be asked to approve by one**
12 **motion the following items of recurring or routine business. The Consent Agenda is marked**
13 **with an asterisk *:**

14
15 **Motion: To enter approve Consent Agenda, Moved by** Trustee Arzabal, **Seconded by** Trustee
16 Johnson-Burick.

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

19 **Mayor Pro Tem Caro Yes**

20 **Trustee Arzabal Yes**

21 **Trustee Garcia Yes**

22 **Trustee Johnson-Burick Yes**

23
24
25 **A. *BOT MINUTES – Work Session & Regular Meeting of April 9, 2018. *Approved by***
26 ***consent agenda***

27 **B. *PZHAC Case 060709 - 2650 Calle del Oeste, submitted by Henry Gil; a request for a**
28 **building permit to install fascia boards on part of a **porch** and to allow the porch to be**
29 **enclosed to block winds from the west; and to repair and repaint the trim and stucco on the**
30 **dwelling at this address. Zoned: Historical Residential (HR). *Approved by consent agenda***

31
32 **7. OLD BUSINESS:**

33 **A. *BOT MINUTES – Regular Meeting of March 26, 2018. *Approved by consent agenda***

34
35 **8. NEW BUSINESS:**

36 **A. A presentation/discussion by Mr. Buddy Ritter against the Food Truck Fiestas on the Plaza.**
37 **Mr. Ritter read his opposition on Food Trucks Fiestas.**

38
39 Ms. Parra stated when she first started working with the Town of Mesilla her first and important goal was
40 to find a way to do it better. The brochure at the time had less than half the businesses in it since some of
41 the small businesses could not afford to purchase an ad. She wanted to find a way to better promote all
42 the businesses in Mesilla not just those that could afford to purchase an ad or a billboard. We also now
43 have a nice and new user friendly website. The 2nd official Visitor Guide has just been produced and
44 features every single Town of Mesilla business. We continue to make improvements. She is always
45 getting feedback from the businesses, staff, and residents on how we can continue to market all of
46 Mesilla. We have increased the number of events and dollars that we put forth promotion. We are now
47 seeing the return in our investments because we understood that in order to grow we need to spend
48 money. The attendance has increased at our events as well.

1 Ms. Parra continued: This year we will be hosting the First Spanish Market, we also first the First Annual
2 Pecan Festival. Her job as the Special Event Coordinator includes promotions. When she hears that she
3 is not promoting the businesses or the Town of Mesilla it may be because they are not aware of what she
4 is doing. She is more than happy to sit down to go over the long list of areas where she is doing the
5 promoting. Today she renewed a contract for advertisements in two brochures. There are a number of
6 things that people are not aware of that we are doing to promote the Town of Mesilla. There have been
7 oppositions in regards to the food trucks which the board and staff took seriously. We now have an
8 official ordinance that deals with the food trucks. We have it controlled and have a specific process for
9 the food trucks in place. We took the businesses into consideration when planning the Food Truck
10 Fiestas. We did it on a day that we believe there is not a lot of business in Mesilla. The event is only
11 twice a year as it is not event that fits in Mesilla on a weekly basis or monthly basis. She does not believe
12 that this event has a long permanent, detrimental effect on Mesilla. She hopes we continue this discussion
13 and the ones opposed understand that it is possible to support the food trucks and the businesses. We do
14 see people going into the local restaurants on those nights. Parking will always be an issue in Mesilla.
15 Safety is our first concern when closing the plaza.

16
17 Ms. Krueger stated the first time she saw the Mesilla plaza she was amazed. Her thought was that when
18 she brings people to the plaza she does not want them to look at the architecture, buildings, and
19 businesses and to have it blocked by food trucks. It is an excellent idea to move the food trucks to
20 another location. That event blocks a lot of beauty.

21
22 Trustee Arzabal stated he asked Ms. Parra if the businesses knew about the fiesta and the street closures.
23 He does see the plaza closed often. The board used to vote on closing the plaza in the past and should
24 vote on it now. He is unsure as to why that stopped.

25
26 Mayor Pro Tem Caro stated there should be suggestions on the locations of the events. The Car Shows
27 are best suited at the Town Hall rather than the plaza. We should come up with a compromise, a good
28 medium.

29
30 Mayor Barraza responded we need to focus tonight on the food trucks on the plaza.

31
32 Trustee Garcia asked how hard is it to move the Food Truck Fiesta to another location?

33
34 Mayor Barraza responded there is no electricity elsewhere.

35
36 Trustee Garcia asked what happens if one of the trucks catches on fire. She understands they need to go
37 through inspections just like the restaurants but they can still catch on fire. Is it going to be a domino
38 effect if one truck catches on fire?

39
40 Fire Chief Hoban responded there is an inspection program in collaboration with the City of Las Cruces
41 and Dona Ana County fire departments for food trucks. We apply the code as applicable to these food
42 trucks, i.e. fire extinguishers, business licenses. Trustee Garcia's concern is well thought out. We do
43 have a plan called portable standpipes. The danger is not the food trucks but the building themselves as
44 they share wall space. Training is an important part to fire prevention. It has helped one of our local
45 restaurants in preventing a fire from recurring.

1 Trustee Garcia stated our structures are so old and can catch on fire if a food truck is on fire. The Town
2 Hall parking lot would be better area for the event since it is an open area.

3
4 Fire Chief stated we have a defensible space and that is why they are parked on the plaza side and not on
5 the building side. We have never had a fire on a food truck. If they do not have an inspection, the proper
6 equipment they will not be allowed to open. We try to do our best also there is about 17 ft. between the
7 facade of the buildings and the food trucks. The biggest thing we do is prevention. We apply the same
8 knowledge and standards to all events. Accidents do occur and that is why he does not allow firework
9 vendors on the plaza. In his tenure we have not had a fire in a vendor on the plaza during an event.

10
11 Mayor Barraza stated Ms. Parra has done a great job in presenting. There is a process that is followed for
12 an event request. We sit at the table to discuss the pros and cons and possibilities. We look at how the
13 town will benefit from these events. She feels the events bring in more tourism which reflects on our
14 Gross Receipt Tax. Our goal is to continue to promote the Town of Mesilla. People enjoy sitting at the
15 plaza and being entertained. When she travels she looks at what other entities do to bring in revenue to
16 their municipality. The food truck is only twice a year for one to two hours in the evenings. Most of the
17 shops close at 6:00 p.m. As she walks in the evenings she sees the activity that goes on in and around the
18 plaza; most evenings are very quiet. Last night she saw people taking photographs around the plaza. She
19 has not seen a negative impact from the food trucks the last two years. She saw people walk into El Patio,
20 Double Eagle and La Posta as the crowd starts to dwindle around 7:00 p.m.

21
22 **B. For discussion: the cell towers on the property of an approved Commercial property at 1971**
23 **Union Avenue.**

24 Mayor Barraza stated the property belong to the Jurado's at 1971 Union was approved for rezoning from
25 Rural Farm to Commercial. The owner has a long term lease with the cell tower company; there are two
26 towers on the property. One of the towers was approved prior to the ordinance and one was after. The
27 questions is does the applicant need to go through the Special Use Permit again to keep the cell towers.
28

29 Mr. Cervantes responded the answer is no they do not. He looked at the minutes from the last meeting
30 where there was a lot of discussion. He was asked to do an analysis as to whether the zone change
31 constitutes Spot Zoning. He looked back at the 2004 minutes; motion and action to see if conditions were
32 placed. There were no conditions on the Special Use Permit triggered by the zone change. There is
33 nothing in the law that would trigger a rescission of the Special Use Permit by virtue of a zone change.
34 The Special Use Permit passed by the board in 2004 was done by resolution. You cannot undo the action
35 of the board without following the same formality. The term grandfathering is for a non-conforming use.
36 Reviewed the case of Rio Rancho vs Logan. There was discussion of the cell towers ordinance. There
37 was no ordinance in place in 2002 for the first tower. When the request for the second tower came forth
38 the board realized they did not have an ordinance so there was a delay until an ordinance was written. In
39 2004 the applicant was approved for a Special Use Permit and a variance which indicates there was no
40 dispute. Reviewed Mesilla Town code sections 18.54.030;18.05.160;18.55. All the zoning in the town
41 code are set up to articulate what are the permitted uses and to articulate what are not the permitted uses
42 with some gray areas in between. Courts go to the more specific provisions of the code rather than the
43 sections of facilities. The proper section for cell phone towers is what we call Unclassified Special Uses
44 which was followed in 2004.

45
46 Mayor Barraza stated there is nothing legal the applicant needs to do at this point.

47
48 Mr. Cervantes responded there is nothing that rescinds a Special Use Permit with regards to a zone
49 change.
50

1 Trustee Johnson-Burick stated Mr. Cervantes indicated if a third tower would come in it would have to go
2 through a Special Use Permit. According to our ordinances Special Use Permits are not allowed in the
3 Commercial Zone.

4
5 Mr. Cervantes responded that would have to be up to the trustees; they are always in a position to change
6 that as the governing body.

7
8 Mayor Barraza stated she hopes this will be put to rest and that the Jurado's are happy with the outcome.
9 If this is challenged in court we have the documentation to back it up.

10
11 Mr. Cervantes stated he cannot assure that the town will not be sued but he can assure that the town will
12 prevail.

13 **B. For discussion/approval: approving the use of Reserve Deputies per Mesilla Town Code**
14 **2.45.040 to cover shifts due to an employee being activated by the National Guard. – K.C.**
15 **Alberg, Marshal. (added 4/20/18 at 10:23 am)**

16 Mayor Barraza stated at the last meeting we were informed that Deputy Madson had been activated by the
17 National Guard. As mayor she had the authority to approve 5 days for Deputy Gennrich. We would like
18 approval from the board to allow Reserve Deputy Gennrich to fill in until Deputy Madson returns.

19
20 **Motion: To approve the use of Reserve Deputies per Mesilla Town Code 2.45.040 to cover shifts due**
21 **to an employee being activated by the National Guard, Moved by Trustee Arzabal, Seconded by**
22 **Trustee Johnson-Burick.**

23
24 **Roll Call Vote: Motion passed (summary: Yes = 3; No=2).**

25 **Mayor Pro Tem Caro No**

26 **Trustee Arzabal Yes**

27 **Trustee Garcia No**

28 **Trustee Johnson-Burick Yes**

29 **Mayor Barraza Yes**

30
31 **C. For discussion/possible approval: a request by Judge Frieze for a pay increase for the Court**
32 **Clerk.**

33 Mayor Barraza read letter from Judge Frieze addressing the pay increase request.

34
35 Judge Frieze asked why he has to come to the board for with this request. The court is a separate entity.
36 Once the budget is approved he can do what he wishes without coming to the board.

37
38 Trustee Arzabal responded he would agree but that is not the way it works since we are the Finance
39 Board. If the board is going to do this then the employee needs to follow the town's process. The judge
40 is in charge of the employee not the mayor. The employee does not clock in like the rest of the
41 employees because she does not have to. If we are going to give someone a 2% raise there needs to be
42 some balance. This is a hard; he wishes the court had their own budget and signed their checks and we
43 have nothing to do with it. But it is not set up that way. That is not a good thing for this Finance Board.

44
45 Judge Frieze stated Trustee Arzabal just stated that all town employees clock in; he asked Marshal
46 Alberg if this staff clocks in.

1 Marshal Alberg responded they clock in on the radio, through Central Dispatch.
2
3 Trustee Arzabal stated Andrea is not a salaried employee; she is an hourly waged employee.
4
5 Mayor Pro Tem Caro stated the court is its own entity and does not see why Judge Frietze should not give
6 his employee a raise. He goes along with giving the raise.
7
8 Trustee Johnson-Burick stated the judge gets his own budget and do with it as he sees fit. She read the
9 article from the New Mexico Municipal League. Her concern is that Andrea will be getting the 5%
10 longevity increase as an employee of the town but she is not treated as an employee of the town. She gets
11 different vacation and follows different policies. Picking and choosing what policies she is going to
12 follow will open it up for liability. We have discussed Andrea getting two weeks off for Christmas when
13 town employees do not. She recommends giving him his budget and him do as he sees fit but she does
14 not want to give Andrea the 5% longevity increase. Why would we give an increase like this just before
15 budget time?
16
17 Trustee Garcia stated she is currently earning \$13.20 and would increase to \$15.00. That is still within his
18 budget of \$5,000. At the last meeting the court was \$5,000 under budget, he transferred \$1,000 which left
19 him \$4,000 under budget.
20
21 Ms. Stoechner-Hernandez responded monies were moved from operations to salaries.
22
23 Trustee Garcia stated so he would still be in budget. Andrea told her she paid for her own certifications;
24 she was not reimbursed.
25
26 Judge Frietze stated even with the pay raise we would be under budget. Andrea paid for her own
27 certifications.
28
29 Trustee Garcia stated he will still have money even with the pay increase and still be within his budget.
30
31 Trustee Johnson-Burick stated she does not see that the board needs to approve an increase in her rate of
32 pay. This person does not follow our town ordinances.
33
34 Mayor Barraza stated she needs to follow the Personnel Rules and Regulations Manual. Judge Frietze has
35 his own Personnel Handbook. She is not sure if the 5% increase is in their handbook. If she is not
36 following the town's handbook than she is not entitled to the 5% increase. She sees the pros and the cons.
37 She asked if by doing this will it be open for any department with money left in their budget to come to
38 the board to request to give their staff an increase. We all work under one building and employees see
39 what is going on daily. One set of employees come in at whatever hour they want. She tells the town
40 employees that it is not the town's business but when there are customers that are upset, who yell at the
41 employees across the hall when there is no one to help them take care of business, at that point it does
42 affect our employees. We need to find a medium to be able to work together because we share a building.
43
44 Trustee Garcia asked if Ms. Lujan worked her staff's pay increase into her budget.
45 Ms. Lujan responded yes.
46

1 Trustee Garcia stated so why can't the judge give his pay increase that is within his budget.
2
3 Judge Frieze stated the court is a separate branch of the government. There was an agreement with the
4 previous mayor that the court would be separate. He did not want interference from the other side. He
5 has tried to maintain the court *inaudible*. If you think you hear yelling *inaudible*.
6
7 Trustee Arzabal asked if legally the judge has to come to the board.
8
9 Mayor Barraza responded the budget comes to the Board of Finance which is the only thing that connects
10 us with judicial. We must by law submit our budget to the Department of Finance.
11
12 Trustee Arzabal stated the court moved \$1,000 and it did not come to the board.
13
14 Mayor Barraza responded that did not increase his overall budget.
15
16 Trustee Arzabal stated this is within his budget as well so why does he come to the board with this
17 request.
18
19 Ms. Stohner-Hernandez responded she is unsure and nodded toward Mr. Cervantes.
20
21 Mr. Cervantes stated this goes back decades. The court is independent from the municipalities but if there
22 is a court employee that is unhappy they are going to sue the town and not the court. The trustee is the
23 Board of Finance.
24
25 Mayor Barraza stated the question is why Judge Frieze has to come to the board to give his clerk an
26 increase when he has money in his budget.
27
28 Mr. Cervantes responded he may not need to come to the board. The town should cooperate with each
29 other.
30
31 Mayor Pro Tem Caro stated he is a separate government branch of municipal government. Once his
32 budget has been approved he can work and do with his budget as he wishes.
33
34 Mayor Barraza asked Mr. Cervantes if the 5% longevity increase and the 2% COLA would be applicable
35 to the court employee since they have their own handbook. He would have to put into his budget; we
36 would not have to do it.
37
38 Mr. Cervantes responded the court can do their own structuring. The board as a governing body has a
39 responsibility of the town. He stated they should not modify the budget for an increase.
40
41 Mayor Barraza stated that if adjustments are done within his budget he would need to make Ms. Stohner-
42 Hernandez aware of those adjustments as she is the one that reports to Department of Finance.
43

1 Mr. Cervantes stated there are a lot of gray areas. *Inaudible*

2
3 Trustee Johnson-Burick stated the judge has an approved budget so he can do what he wants. We are not
4 entitled to give the 5% or the 2%. He will need to come to the board for budget adjustments.

5
6 Mayor Barraza responded Judge Frieze will need to go to Ms. Stoechner-Hernandez unless he is
7 increasing his overall budget, then it comes to the Board.

8
9 Trustee Arzabal stated he understands the only time the judge will have to come to the board is if he runs
10 out of money. We have to look at morale. It is what it is.

11
12 Mayor Barraza stated as per Mr. Cervantes' comment the board will not need to take any action on this.
13 Judge Frieze will need to present the paperwork to Ms. Stoechner-Hernandez so she can make the
14 adjustments he is requesting.

15
16 Judge Frieze asked that if the town is going to take money from the Corrections Fund to let them know
17 as we do not know when we may need it. This was done when Mayor Barraza came into office.

18
19 Mayor Barraza stated she does not remember and they will look at the minutes. Any transfer would have
20 to go to the Board of Trustees as they have control of the budget.

21
22 Judge Frieze referred to State Statute. The town is entitled to the interest on the Corrections Fund, but
23 not the money itself.

24
25 **Motion: To approve a request by Judge Frieze for a pay increase for the Court Clerk, Moved by**
26 **Trustee Arzabal, Seconded by Trustee Johnson-Burick.**

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

29 **Mayor Pro Tem Caro Yes**

30 **Trustee Arzabal Yes**

31 **Trustee Garcia Yes**

32 **Trustee Johnson-Burick Yes**

33
34 **D. Resolution 2018-05:** A resolution authorizing the execution and delivery of a loan agreement
35 between the Town of Mesilla and the New Mexico Finance Authority in the principal amount
36 of \$169,949 for financing the purchase of Public Works Utility Vehicles and related
37 equipment (lightbars). – **Debbie Lujan, Public Works Director.**

38 **Motion: To enter approve Resolution 2018-05: A resolution authorizing the execution and delivery**
39 **of a loan agreement between the Town of Mesilla and the New Mexico Finance Authority in the**
40 **principal amount of \$169,949 for financing the purchase of Public Works Utility Vehicles and**
41 **related equipment (lightbars), Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Caro**

42
43 Ms. Lujan stated this came to the board in February and was approved at that time. Reviewed the history
44 of the vehicles.

45
46 Mr. Younker stated most of the vehicles are in disrepair with one inoperable. He gets complaints since he
47 sends out multi workers in single vehicles. The needed repairs increase our fuel consumption. There is
48 also a safety issue with these vehicles.

1 **Roll Call Vote: Motion passed (summary: Yes = 3; No=1).**

2 **Mayor Pro Tem Caro No**

3 **Trustee Arzabal Yes**

4 **Trustee Garcia Yes**

5 **Trustee Johnson-Burick Yes**

6
7 **E. Resolution 2018-06:** A resolution affirming support for the White Sands National Park
8 Establishment Act. – **Nora L. Barraza, Mayor. Moved to item B.**

9 Ms. Dara Parker made a presentation regarding the White Sands National Park Establishment Act.

10
11 Mayor Barraza stated this is very informative. There has been a lot of time and research done between
12 the different entities. She cannot see a reason why the Town of Mesilla would not support this resolution.

13
14 **Motion: To enter approve Resolution 2018-06: A resolution affirming support of the White Sands**
15 **National Park Establishment Act, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Caro.**

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

18 **Mayor Pro Tem Caro Yes**

19 **Trustee Arzabal Yes**

20 **Trustee Garcia Yes**

21 **Trustee Johnson-Burick Yes**

22
23 **9. BOARD OF TRUSTEE COMMITTEE REPORTS**

24 Mayor Barraza stated she will be attending a mandatory safety meeting so Trustee Garcia will represent
25 the Town of Mesilla at the South Central RTD meeting on Wednesday.

26
27 **10. BOARD OF TRUSTEE/STAFF COMMENTS**

28 Trustee Garcia stated she hopes Public Work staff keeps and uses the new vehicles in the Town of
29 Mesilla. She hopes there is a log to monitor the vehicles and their locations. She sees every Mesilla
30 vehicle, but not in Mesilla. She hopes they take care of the vehicles. She hopes they got warranties.
31 She hopes they got some oil changes. She hopes they get something out of it instead of just spending the
32 money and not getting anything in return. When she buys a vehicle she wants to get a year of oil
33 changes out of it. She hopes there is bumper to bumper coverage which comes from the dealership. She
34 hopes they take care of them and they stay in the Town of Mesilla limits. There are no vehicles in Mesilla
35 and there are a lot of residents complaining about that.

36
37 Mayor Barraza encouraged the residents that when they see a vehicle out of jurisdiction to report it. If we
38 don't have it documented, we cannot follow up on that. Many times staff needs to go into town to get
39 supplies and fuel as it is cheaper outside of Mesilla.

40
41 Trustee Garcia stated she saw a town vehicle at the Pic Quik; she sat there, and he was there for 30
42 minutes not doing anything. She saw them in the middle of the night on Friday night; she was the one
43 that brought them Gatorade. She checked on them to see if they were okay because no one had checked
44 up on them; only one person. She checked on them because the vehicle did not have a back light. No one
45 watched their back. Law Enforcement checked on them once but they were not around. No one is around
46 to take care of the residents in Mesilla. Our neighbors take care of each other. Nobody goes down the
47 streets in Mesilla. She can tell you where they are at 3:00 a.m., 5:00 and at 7:00; look at the river, car
48 wash. She hopes the vehicles stay in Mesilla.

1
2 Trustee Arzabal stated he will not be surprised if at the next meeting department heads they come for a
3 two dollar raise for their staff. He feels the budget will change. It is a learning thing.

4
5 Trustee Johnson-Burick no comments.

6
7 Mayor Pro Tem Caro stated the same thing goes for the Fire and Marshal Department. He always sees
8 the town vehicles all over the county. Due to an increase in fuel staff needs to maintain and stay in town.
9 This is an abuse of vehicle; vehicles are to be for government use only.

10
11 Mayor Barraza stated she will be in Santa Fe Thursday and Friday. Wednesday she will be at mandatory
12 yearly Safety Training. C.D. Construction gave the town two checks due to arbitration. ESA will
13 complete the work at the Public Safety Building. She was happy to hear the merchants are working
14 together again. It takes the community coming together and working together. We are not the solution
15 for everything. Cinco de Mayo will be held on May 5th and 6th and encourages everyone to attend the
16 fiesta. Planning and Zoning will attend the Semi Annual Conference in Clovis next week. The British
17 Car Show will be held on the 28th on the plaza. Next meeting is scheduled for Monday, May 14th.

18
19 Trustee Johnson-Burick asked if we need to be on the plaza on Saturday, May 5th at 12:00 noon.

20
21 Mayor Barraza responded yes. She thanked everyone for their comments.

22
23 **11. ADJOURNMENT**

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

25
26 **MEETING ADJOURNED AT 8:36 P.M.**

27
28 **APPROVED THIS 14th DAY OF MAY 2018.**

29
30
31
32 _____
33 Nora L. Barraza
34 Mayor

35
36 **ATTEST:**

37
38
39 _____
40 Cynthia Stoechner-Hernandez
41 Town Clerk/Treasurer

MAY 9, 2018 PZHAC CASES TO THE BOT

1. **Case 060722** – 2909A La Mesilla Circle, submitted by Rafael Morones, Jr.; a request for a building permit to allow an existing carport to be converted into a garage on a dwelling at this address. Zoned: Historical Residential (HR). **(Discussed during Work Session – Item 3)**
2. **Case 060724 W/CONDITIONS** – 2490 Calle de Guadalupe, submitted by Artie Fountain; a request for a building permit to construct an awning over an exterior door on the east side of a commercial building at this address. Zoned: Historical Commercial (HC). **(Discussed during Work Session – Item 4)**
3. **Case 060682** – 2417 and 2419 Calle de Parian, submitted by Davie and Kelly Salas; a request for a modification to a building permit to allow changes to plans for an adobe and latia wall across the front of two properties at these addresses. Zoned: Historical Residential (HR). **(Discussed during Work Session – Item 6).**

PZHAC ACTION FORM
BUILDING PERMIT 060722
[PZHAC REVIEW – 5/9/2018]
STAFF ANALYSIS

(Decision was based on information presented during the Work Session – Item 3)

Item:

Case 060722 – 2909A La Mesilla Circle, submitted by Rafael Morones, Jr.; a request for a building permit to allow an existing carport to be converted into a garage on a dwelling at this address. Zoned: Historical Residential (HR).

Staff Analysis:

The proposed work was discussed in the PZHAC Work Session held prior to this meeting. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the proposed alterations to the dwelling are architecturally appropriate or acceptable for the zoning of the area as proposed, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

If, on the other hand, it is determined that the proposed alterations to the structure would not be architecturally appropriate or acceptable to the zoning of the area, and no other solution can be reached, then the PZHAC should either postpone the request further until the applicant can return with a proposal that meets the standards set forth by the PZHAC; or the PZHAC should deny the request based on the request not meeting any or all of the Findings as listed.

Estimated Cost: @ \$5,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed alterations, when finished, will be consistent with the development of land in the HR zoning district. Additionally, the request appears to meet all other development and application requirements of the Code.

The PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of converting an open patio to a garage on a dwelling at this address.
- The PZHAC has determined that the proposed alterations meet all applicable Code requirements.

PZHAC OPTIONS:

1. Recommend approval of the building permit to the BOT.
2. Recommend approval of the building to the BOT with conditions.
3. Reject the permit.

PZHAC ACTION:

The PZHAC determined that the proposed garage enclosure is compatible with the dwelling and the development zone and meets the Code, and voted 3 – 0 to recommend APPROVAL of the requested permit to the BOT.

BOT OPTIONS:

1. Approve the proposed changes as approved by the PZHAC.
2. Approve the proposed changes with conditions.
3. Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Numbe

Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401583](#)

Parcel Number: 4006138255091

Owner: MORONES RAFAEL JR

Mail Address: 2909A LA MESILLA CIR

Subdivision: DEL SUR SUB REPLAT

AFFIDAVIT OF CORRECTION OF LOT 5
(BK 22 PG 726 -0920153)

Property Address: 2909 LA MESILLA
CIR #UNIT A

Acres: 0.26198347



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060722

Fee \$ 39.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060722 ZONE: UR CODE: ACM APPLICATION DATE: 4/11/18

Rafael Morones Jr. 575 642-6261
 Name of Applicant/Owner Applicant's Telephone Number

PO. Box 574 Mesilla NM 88046
 Applicant's/Owner's Mailing Address City State Zip Code

rmorones@zicnet.com
 Applicant's/Owner's E-mail Address

JNR Builders GC Rigo de la Pensa 7225 Brahman Rd, SE, NM 88012
 Contractor's Name & Address (If none, indicate Self)

575 640-9450 #057892
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

2909A Lamesilla Circle, Mesilla, NM 88046
 Address of Proposed Work:

Enlarge Carport to Garage
 Description of Proposed Work:

\$18,500.00 Rafael Morones 4-11-18
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: Rafael Morones

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: YES ___ NO ___ SEE CONDITIONS

CONDITIONS: PZHAC REVIEW ' BOT FINAL APPROVAL REQUIRED.

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

- This Application will include the following, if checked:
- Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 - Site Plan with dimensions and details.
 - Proof of legal access to the property.
 - Drainage plan.
 - Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
 - Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 - Other information as necessary or required by the City Code or Community Development:

**PZHAC WORK SESSION
MAY - , 2018
ITEM 3**

Submitted by Rafael Morones, Jr.; a request to discuss plans to convert an existing carport into a garage on a dwelling at 2909A La Mesilla Circle. Zoned: Historical Residential (HR). (Case 060722)

The applicant has an open carport on the east side of the dwelling at this address (see attached photos). Although the front of the dwelling faces La Mesilla Circle, the driveway to the carport has access across the east side of the property to the south to Calle del Sur (see attached site diagram). Currently, the carport, which appears to be an integral part of the dwelling, is open on three sides to the weather. The applicant would like to close the three walls and turn the carport into a garage. The walls used to enclose the carport will be completed as extensions of the dwelling walls on each of the three sides to be enclosed, with the addition of garage doors on the side facing Calle del Sur (see attached plans).

The subject residence was built after the inventory of structures in the Town was done, and therefore does not appear in the Historic Register for the Town. The dwelling is not a historic structure, but does fit in architecturally with the other dwellings in the area. Several of these dwellings have enclosed garages.

The request as proposed will not change the size or footprint of the structure, nor will it change the overall style of the structure. Also, the proposed garage does not appear to be out of character or incompatible with the other dwellings in the area.

The applicant will be present at the work session to provide further details about the proposed shed, and will be available to answer any questions that may arise.

At the work session, the applicant stated that The reason for the enclosure was to protect the garage area from the winds that blow through the area. There were no issues with the proposal. The dwelling will be similar to other dwellings in the immediate area that have enclosed garages.

Rigo de la Pena
7225 Brahman Rd
Las Cruces, NM 88012

Phone: 575-640-9450
Email:
jnrbuildersgc@gmail.com

JNR Builders

General Construction



Lic # 057892 Est. 1996
Proposal-revised

Date: April 6, 2018

Submitted To:
Rafael Morones
2909 A La Mesilla Circle
Mesilla, NM 88046
575-642-6261

Work to be performed at:
2909 A La Mesilla Circle
Mesilla, NM 88046

Description:

Carport garage conversion:

- Frame and in close existing carport with 2" x 4" walls.
- Install two 3' x 5' single hung existing windows from living room at east wall.
- Install a 7' x 12' garage door with motor at east end bay.
- Install a 7' x 9' garage door with motor at west end bay.
- Install a new 3' x 6' 8" six panel exterior steel door.
- Provide two power outlets at ceiling for garage door openers.
- Install four (4) 8" solar tubs.
- Install ½" drywall on new framed walls. Tape and texture new walls to match existing ceiling. Prep and paint new walls and existing ceiling.
- Install C-100 paint grade baseboard at new wall perimeter.
- Paper and wire new exterior walls. Apply Sto-OCS brown coat.
- Apply top coat Sto power flex 281 (color as per owner).
- Remove two existing windows and install new 6' x 6' 8" vinyl sliding Glass door unit with privacy blinds.

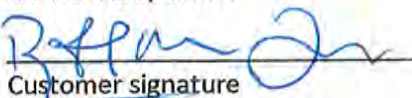
Subtotal: \$ 18,500.00

Tax: \$ 1,554.37

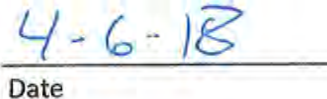
Total: \$ 20,054.37

ACCEPTANCE AGREEMENT

The above cost, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.


Customer signature

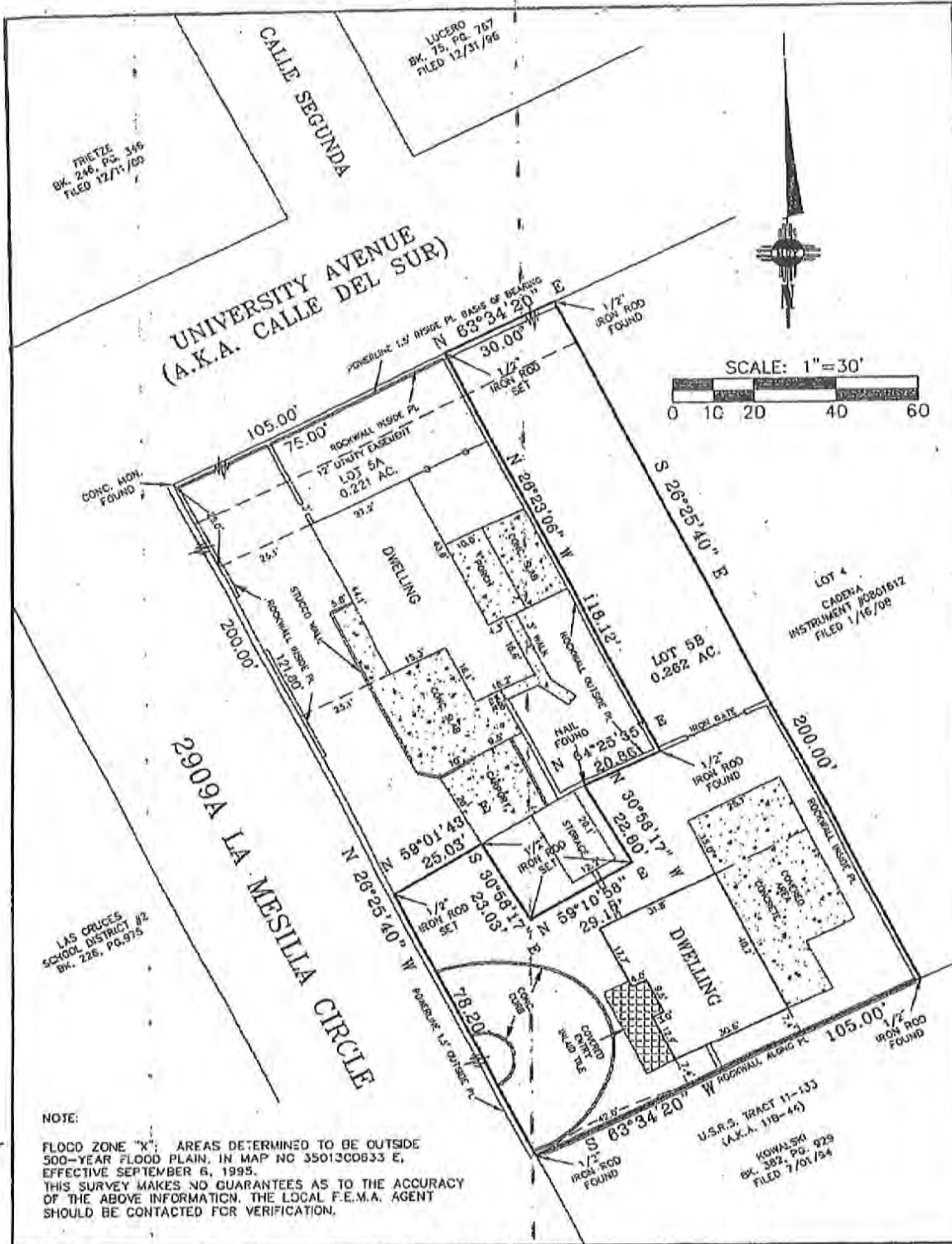
Rigo de la Pena


Date


Date

From: Mr. Rafael morones

To: Embes



NOTE:

FLOOD ZONE "X": AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOOD PLAIN, IN MAP NO 35013C0833 E, EFFECTIVE SEPTEMBER 6, 1995.
 THIS SURVEY MAKES NO GUARANTEES AS TO THE ACCURACY OF THE ABOVE INFORMATION. THE LOCAL F.E.M.A. AGENT SHOULD BE CONTACTED FOR VERIFICATION.



PLAT OF SURVEY
 SHOWING THE LOCATION OF IMPROVEMENTS
 ON LOT 5B, AFFIDAVIT OF CORRECTION
 DEL SUR SUBDIVISION, REPLAT OF LOT 5
 FILED JULY 21, 2009, IN BOOK 22
 PAGE 726, DONA ANA COUNTY RECORDS
 TOWN OF MESILLA
 DONA ANA COUNTY
 NEW MEXICO

I, JORGE MOY, A NEW MEXICO PROFESSIONAL SURVEYOR CERTIFY THAT I CONDUCTED THIS SURVEY, THAT THIS SURVEY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND THAT THIS SURVEY AND PLAT MEET THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO.

Jorge Moy
 N.M.P.S. 5939



MOY SURVEYING INC.

414 N. DOWNTOWN MALL
 LAS CRUCES, NEW MEXICO
 89001

PHONE: (505) 525-9683
 FAX: (505) 524-3238

JOB NO. 09-0638
 DRAWN BY JUAN GARCIA
 FIELD BY PETE/ANTCN
 DATE 7/24/09 SCALE: 1"=30'

Mr. Morales
 9909 A. La Mesilla Cir
 Mesilla, NM 88046
 575 682 6261

3'0" x 5'0" SH

3'0" x 5'0" SH

CLT

11' 3"

11' 3"

NEW WALLS
 2x4 WALLS

8" SOLID
 TUBS

10' x 7'0" GANGE DOOR

12' 1"

1' 12"

3'0" x 6'0" RH
 SIX PANEL

CLG
 OUTLETS

PATIO

9'0" x 7'0" GANGE DOOR

6'0" x 6'0" 11'0" VINYL

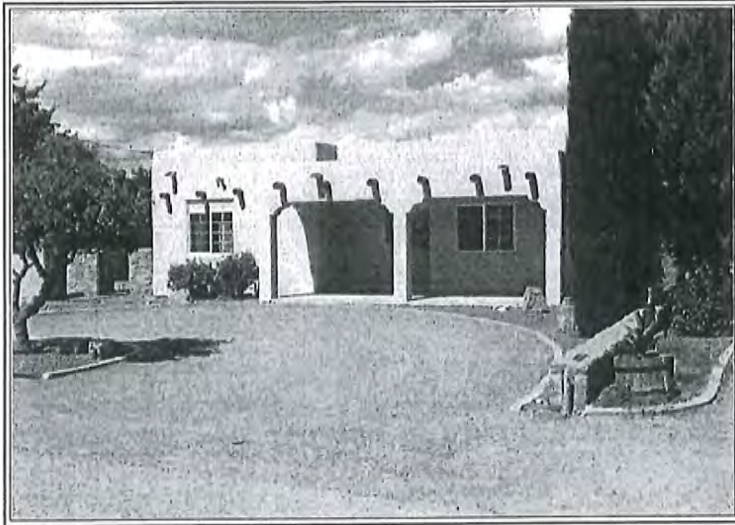
3'0" x 5'0" SH

House



SUBJECT PROPERTY PHOTO ADDENDUM

Borrower: any qualified Veteran	File No. 15-09VA
Property Address: 2909 A La Mesilla Circle	Case No.: 40-40-6-0202344
City: La Mesilla	State: NM
Lender: Department of Veterans Affairs	Zip: 88046*



**FRONT VIEW OF
SUBJECT PROPERTY**

Appraised Date: July 21, 2009
Appraised Value: \$ 187,000



**REAR VIEW OF
SUBJECT PROPERTY**



STREET SCENE

VIEWS OF THE SUBJECT PROPERTY FROM THE NORTHEAST SHOWING CARPORT TO BE ENCLOSED



VIEW OF THE SUBJECT PROPERTY FROM CALLE DEL SUR SHOWING CARPORT



VIEW OF THE SUBJECT PROPERTY FROM LA MESILLA CIRCLE



VIEW OF THE SUBJECT PROPERTY FROM LA MESILLA CIRCLE SHOWING CARPORT



PZHAC ACTION FORM
BUILDING PERMIT 060724
[PZHAC REVIEW – 5/9/2018]
STAFF ANALYSIS

(Decision was based on information presented during the Work Session – Item 4)

Item:

Case 060724 – 2490 Calle de Guadalupe, submitted by Artie Fountain; a request for a building permit to construct an awning over an exterior door on the east side of a commercial building at this address. Zoned: Historical Commercial (HC).

Staff Analysis:

The proposed work was discussed in the PZHAC Work Session held prior to this meeting. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the proposed awning is architecturally appropriate or acceptable for the zoning of the area as proposed, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

If, on the other hand, it is determined that the proposed awning would not be architecturally appropriate or acceptable to the zoning of the area, and no other solution can be reached, then the PZHAC should either postpone the request further until the applicant can return with a proposal that meets the standards set forth by the PZHAC; or the PZHAC should deny the request based on the request not meeting any or all of the Findings as listed.

Estimated Cost: @ \$200.00

Consistency with the Code:

The PZHAC will need to determine that the proposed awning, when finished, will be consistent with the development of land in the HRC zoning district. Additionally, the request appears to meet all other development and application requirements of the Code.

The PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of constructing an awning over a door on the structure on the property.
- The PZHAC has determined that the proposed awning will meet all applicable Code requirements.

PZHAC OPTIONS:

1. Recommend approval of the building permit to the BOT.
2. Recommend approval of the building to the BOT with conditions.
3. Reject the permit.

PZHAC ACTION:

The PZHAC determined that the current plans for the wall meet the Code provided that the wall does not extend onto Town or DOT property, and voted 3 – 0 to recommend APPROVAL of this request to the BOT with the following CONDITION:

The wood frame supporting the awning will be made of 4” by 4” sections of rough hewn stained wood.

BOT OPTIONS:

1. Approve the proposed changes as approved by the PZHAC.
2. Approve the proposed changes with conditions.
3. Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

Map Help

Doña Ana County

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Number

Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401209](#)

Parcel Number: 4006137253477

Owner: ARTIEFOUNT LLC

Mail Address: PO BOX 259

Subdivision: FOUNTAIN ACRES SUB

(BK 24 PG 283 - 1730368)

Property Address: 1660 W Boutz RD

Acres: 0.22878788



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR
 OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:
 Case # 060724
 Fee \$ 0.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060724 ZONE: UC CODE: M1 APPLICATION DATE: 4/20/18

Name of Applicant/Owner: Arthur Fountain Applicant's Telephone Number: 575 528 8143

Applicant's/Owner's Mailing Address: Box 259 Mesilla NM 88046

Applicant's/Owner's E-mail Address: artiefount@gmail.com

Contractor's Name & Address (If none, indicate Self): - self -

Contractor's Telephone Number: N/A Contractor's Tax ID Number: N/A Contractor's License Number: N/A

Address of Proposed Work: 2490 Calle de Guadalupe

Description of Proposed Work: installation of an awning over exterior door on east side of building. Purpose to protect door from rain fall

Estimated Cost: \$ 200.00 Signature of Applicant: [Signature] Date: 4/20/2018

Signature of property owner if applicant is not the property owner: _____

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____ **BOT** Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: YES ___ NO ___ SEE CONDITIONS

CONDITIONS: PZHAC REVIEW & BOT FINAL APPROVAL REQUIRED

PERMISSION ISSUED/DENIED BY: _____ **ISSUE DATE:** _____

- This Application will include the following, if checked:
1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 2. ___ Site Plan with dimensions and details.
 3. ___ Proof of legal access to the property.
 4. ___ Drainage plan.
 5. ___ Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
 6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 7. ___ Other information as necessary or required by the City Code or Community Development:

**PZHAC WORK SESSION
MAY - 2018
ITEM 4**

Submitted by Artie Fountain; a request to discuss plans to install an awning over an exterior door on the east side of a commercial building at 2490 Calle de Guadalupe (**Case 060724**). Zoned: Historical Commercial (HC).

The applicant would like to install a wood frame awning with a red clay corrugated onduras covering over a doorway on the east side of the structure (see attached plans, and photo of door). The purpose is to protect the doorway from the sun and rain. The awning will be set seven feet from the ground on a 2" x 4" or 4" x 4" wood frame that will be stained to match the door. The awning will be 40' wide above the door.

The structure is listed in the historical Register for the Town (see attached sheets). Although the east side of the structure was built out of adobe in the 1850's or slightly later as part of the "transportation district" of the Town, it appears that the portion of the structure the awning will be attached to was built in the 1940's out of concrete block as a dwelling unit. The proposed awning does not appear to be out of style or character with the type of construction for the period in which this part of the structure was built.

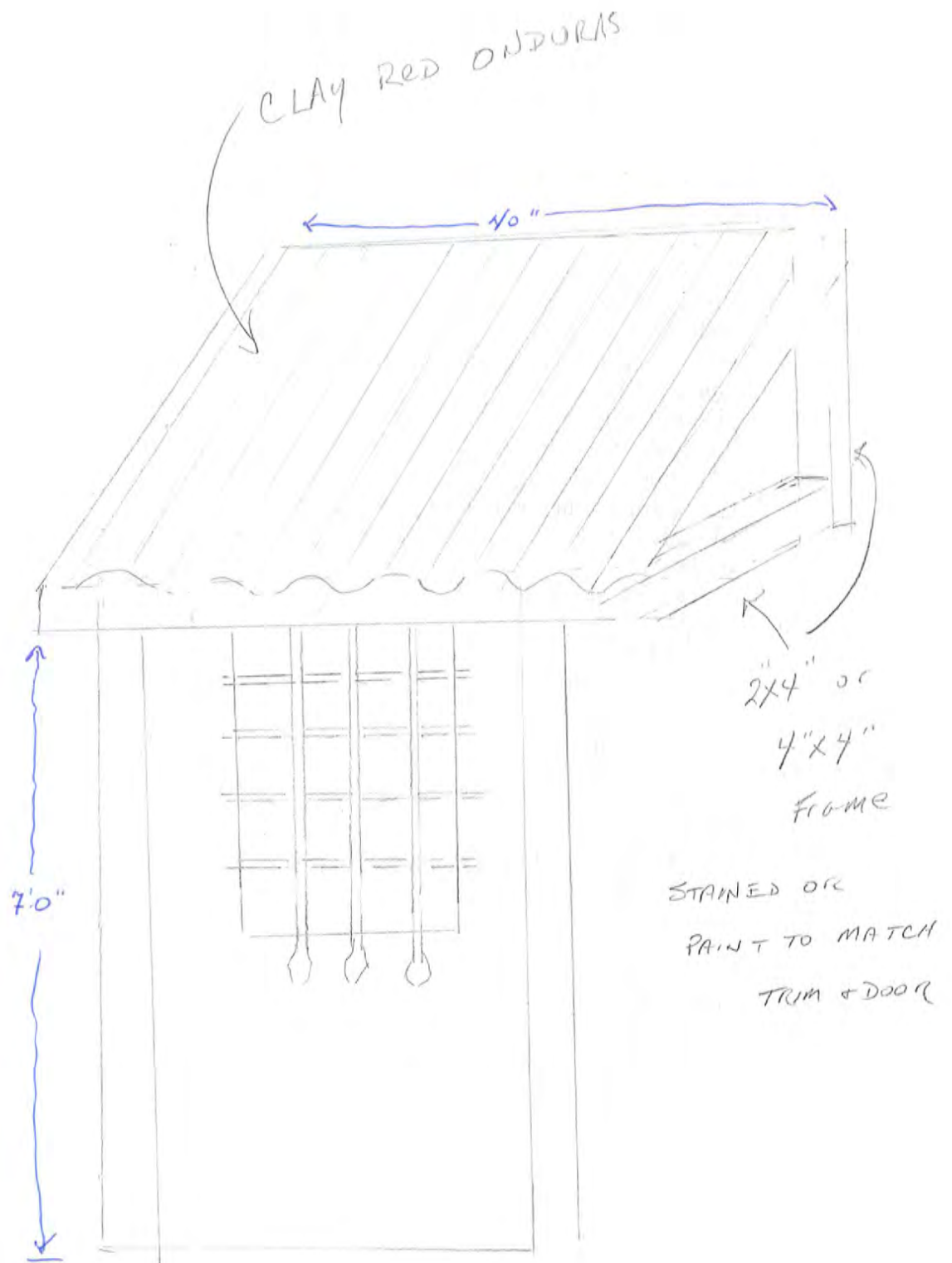
The applicant will be present at the work session to provide further details about the proposed shed, and will be available to answer any questions that may arise.

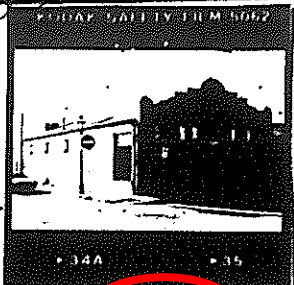
At the work session, the applicant stated that the principal reason for the awning was to keep rain and run-off from damaging the door and leaking into the structure. There were to be no changes to the structure itself. The wood frame supporting the awning will be made of 4" by 4" sections of rough hewn stained wood. The awning will be covered with a corrugated onduras covering in brick red.

It was brought up that the structure was built in the 1940's as an addition to a historic structure built in the 1800's, and was historic in nature. There were no other issues discussed.

PHOTO OF PROPOSED LOCATION OF AWNING (ABOVE DOOR)





1. ALERT SHEET? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		NEW MEXICO HISTORIC BUILDING INVENTORY FORM 1: BUILDINGS & STRUCTURES 6-6-79							
2. SURVEY DATE 1/11/80	3. BY MRT	4. CHECK DATE	5. BY	6. COMPUTER DATE	7. BY	8. FILE DATE	9. BY	10. REVISION DATE	11. BY
2. COUNTY Doña Ana		13. FIELD MAP 2189		14. NUMBER		15. UTM REFERENCE NUMBER 13 331000 3572000 ZONE EASTING NORTHING			
16. SPECIFIC LOCATION SW corner of Calle Pasion and Calle de Guadalupe. Structure faces the plaza.				17. CITY/TOWN Merrill		18. ZIP		20. I.D. # #199	
20. LEGAL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION 1/4 1/4 1/4				19. LAND GRANT OR RESERVATION Merrill Civil Colony Grant		22. ROLL # 36		23. NEG # ?	
25. ARCHITECTURAL STYLE Brick Plaster / Mission Parapet				26. NUMBER OF STORIES 1					
27. FOUNDATION MATERIAL(S)									
28. EXTERIOR WALL SURFACE(S) Exposed brick on facade, white stucco on the side.									
29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS, SILLS, ARRANGEMENTS) - large fixed plate glass windows - wood casement windows, one lite per leaf, deeply recessed, placed near roof level									
30. DOOR ENTRANCE (TYPE/SURROUNDS) Double leaf metal door with large lite in each leaf									
31. ROOF(S) (NUMBER/SHAPE/MATERIAL/DETAILS) Medium gable covered by corrugated tin. Parapet on front is mission style, made of concrete block and finished by red brick. Wood bouvered air vent with rounded top.									
32. CHIMNEY(S) (NUMBER/EXTERIOR-INTERIOR/MATERIALS) - none observed									
33. EXTERIOR DETAILS Facade is faced with brick. Large fixed windows take up most of facade. A horiz line of what was once rectangular vertical lites spans the width of facade above the windows and doorway. These lites have been replaced by multi-colored wood panels.									
34. COMMENTS Find out correct dates on this place, and what was here prior to its construction. The Fountains have the original blueprints for this building.									
DATE OF CONSTRUCTION					45. IMMEDIATE SURROUNDINGS				
35. ESTIMATED 1930					36. ACTUAL				
37. SOURCE OF DATE					46. RELATION TO SURROUNDINGS <input checked="" type="checkbox"/> SIMILAR <input type="checkbox"/> NOT SIMILAR				
38. ARCHITECT/ENGINEER/BUILDER					47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS <input checked="" type="checkbox"/> PLUS <input type="checkbox"/> NEUTRAL <input type="checkbox"/> MINUS				
39. SOURCE OF INFORMATION					48. OVERALL SIGNIFICANCE <input type="checkbox"/> NATIONAL <input type="checkbox"/> STATE <input checked="" type="checkbox"/> LOCAL <input type="checkbox"/> NONE				
40. NAME "The Albert Fountain Store"					49. ASSOCIATED BUILDINGS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				
41. PRESENT USE empty					50. WHAT TYPE?				
42. HISTORIC USE Grocery					51. IF INVENTORIED, LIST I.D. #'S				
CONDITION <input type="checkbox"/> EXCELLENT <input checked="" type="checkbox"/> GOOD <input type="checkbox"/> FAIR <input type="checkbox"/> DETERIORATED					52. SEE BACK? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
44. DEGREE OF REMODELING <input checked="" type="checkbox"/> MINOR <input type="checkbox"/> MODERATE <input type="checkbox"/> MAJOR									

Adjacent to, and at the back of this store is a low adobe
ruining south to the entrance to the plaza. This section has
4/4 d. pine, wood sashes, plain wood surrounds, a horiz paneled door with
plain wood surrounds.

was once Albert + Mary Fountain grocery store and post office (?)
up until about 1965. Then became the Mercantile wine + food
store run by the Fritzes. Their lease expired on New Place Ave
first of 1980. Arthur Fountain, son of Albert Fountain
is the current owner.

Floor plan of building surveyed (rough)

low adobe in back

double leaf door

El Patio

Plaza

Store built in 1929-31. Was built on the site of
old adobe that had suffered a fire probably around
the turn of the century. Post office was here from
1931-1959. run by Marie Maria

into from
Arthur Fountain

- 197 This is a two story building that was constructed in the 1950's by Tito Lucero. An old adobe structure that was contiguous with the rest of this historic block was torn down to make room for this building. It is adjacent to the building to the west and fronts the street. It is stuccoed, has a flat roof with a parapet capped by brick coping, and has metal frame windows. It is currently used as gift shops. (N)
- 198 This portion of the block housed the county court house, jail, and school rooms during the 1860's, 70's and 80's. Billy the Kid, a ruthless murderer of legendary fame, was tried and sentenced to hang here in the 1880's. A stuccoed adobe building, it fronts the street on Calle de Parian and Calle de Guadalupe (facing the plaza). The roof is flat with a parapet capped by a dentiled brick coping. Windows are of wood frame and glass block. The SW corner is chamfered and both the south and west sides have canales. Some of the original walls date from the early 1850's. The building is currently used for gift shops. (S)
- 199 "The transportation block", probably the most historic block of Mesilla, is an entire block that faces north onto the plaza. The Arthur Fountain family has owned this property since the turn of the century. In the 1850's, Guadalupe Miranda, the regional land commissioner, had a "dram shop" (saloon) in the north end of the property where the El Patio Bar is now. Later, Sam Bean Jr. ran a saloon in this same spot. To the south of the bar where the El Patio Restaurant operates today, were the offices and waiting rooms of the first San Antonio Mail in 1857, then the Butterfield Overland Mail from 1858-1861, and eventually the Wells Fargo line. In this same portion of the block Joshua Sledd had a billiard room and bar where fine wines, lobster, salmon, and fresh pineapple were served to the hundreds of travelers coming off the stages. During the 1860's and 70's The Mesilla Times, a Confederate newspaper, and later the Mesilla News, were published out of this block. Antonio Garcia, who later ran the El Meson restaurant and hotel down the street, ran a blacksmith shop out of the south eastern portion of the block. Today many of the original walls and features of this block date from the earliest days of Mesilla's settlement. In an early deed, the structure was noted as "the building with the hollow square", corresponding to the patio which still exists today. The block fronts the street on all four sides. It is one contiguous structure of stuccoed adobe, and because of such extensive use since the 1850's, it is hard to determine which walls date from the 1850's and which have been built since. The southern portion of the block was remodeled and built onto in the 1940's to

cont.

- 199 be used as the Fountain residence. The northeast portion of the block suffered a fire in the early 1900's, and as a result, a store was built with a Mission parapet brick facade. The Mission parapets of the northwest portion of the block were added at this time also. Portales protect portions of the north and west sides, having been built recently in a contributing style. Windows range from wood frame, to metal casement to glass block. (S)
- 200 This is a long, low line of adjacent adobe rooms fronting the street. At one time this structure made up portions of residences behind the stores that front the plaza. Now this building is being used as gift shops. This is a stuccoed adobe building with a flat roof, parapet, wood frame windows with varying numbers of lites and numerous wood doors, all fairly recent. Viga ends are visible, showing the level of low ceiling; rough timbered lintels are evident. A porch spans the facade of the building and is made from vigas and latillas. est. 1850's. (S)
- 201 Mexican soldiers are said to have been garrisoned in this building, thus making it one of the oldest buildings in town, dating from the early 1850's. The Frietze family has been operating a store with an adjacent residence in this building for a number of generations. This stuccoed adobe building is in the shape of a "U" with a patio between the two back wings. It fronts the street; has a flat roof, parapet, viga ends visible on the facade, and massive rounded buttress on the northwest corner. est. 1850. (S)
- 202 The post office building is of stuccoed adobe, has a squared floor plan and a flat roof with stepped parapet. It has just recently undergone an addition that fits well with the rest of the building and contributes to the character of the district. est. 1950. (N)
- 203 This Territorial Style building has recently had rooms added that fit extremely well with the style of the original building. This residence is a stuccoed adobe with a flat roof, lipped parapet, and windows with wood surrounds and pedimented lintels. est. 1880. (S)
- 204 "Guerra's Blacksmith Shop" was built in about 1930 by Simon Guerra, a blacksmith and judge of Mesilla. The building is a small rectangular-plan, has adobe walls which are unplastered, and a flat roof with stepped parapet. There is a large corrugated tin slide door on the facade. The building sits cattie corner to the intersection. (S)
- 205 This is a small, square-plan stuccoed house with a low gabled roof and metal casement windows. est. 1955. (N)

PZHAC ACTION FORM
BUILDING PERMIT 060682
[PZHAC REVIEW – 5/9/2018]
STAFF ANALYSIS

(Decisions was based on information presented during the Work Session – Item 6)

Case 060682 – 2417 and 2419 Calle de Parian, submitted by Davie and Kelly Salas; a request for a modification to a building permit to allow changes to plans for an adobe and latia wall across the front of two properties at these addresses. Zoned: Historical Residential (HR).

Staff Analysis:

The proposed work was discussed in the PZHAC Work Session held prior to this meeting. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the proposed changes to the wall are architecturally appropriate or acceptable for the zoning of the area as proposed, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

If, on the other hand, it is determined that the proposed changes to the plans for the wall would not be architecturally appropriate or acceptable to the zoning of the area, and no other solution can be reached, then the PZHAC should either postpone the request further until the applicant can return with a proposal that meets the standards set forth by the PZHAC; or the PZHAC should deny the request based on the request not meeting any or all of the Findings as listed.

Estimated Cost: @ \$3500.00

Consistency with the Code:

The PZHAC will need to determine that the proposed storage wall/fence, when finished, will be consistent with the development of properties in the HR district. Additionally, the request appears to meet all other development and application requirements of the Code.

The PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of changes to the plans for an adobe and latia wall on the property.
- The PZHAC and the BOT determined that the original plans for the adobe and latia wall met all applicable Code requirements, and approved the proposed wall.
- The PZHAC has determined that the proposed changes meet the Code.

PZHAC OPTIONS:

1. Consider the proposed changes to be minor and not require approval by the BOT.
2. Recommend approval of the proposed changes to the BOT.
3. Recommend approval of the proposed changes to the BOT with conditions.
4. Reject the permit.

PZHAC ACTION:

The PZHAC determined that the proposed work is compatible with the dwelling and the development zone and meets the Code, and voted 3 – 0 to recommend APPROVAL of the proposed changes to the BOT.

BOT OPTIONS:

1. Approve the proposed changes as approved by the PZHAC.
2. Approve the proposed changes with conditions.
3. Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

Map Help

Doña Ana County

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Number

Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400508](#)

Parcel Number: 4006138161029

Owner: SALAS DAVIE C

Mail Address: P.O. BOX 615

Subdivision:

Property Address:

Acres: 0.23000459



Doña Ana County, NM

General Reference Maps

Map Help

Doña Ana County

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Number

Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400502](#)

Parcel Number: 4006138157034

Owner: SALAS DAVIE C

Mail Address: P.O. BOX 615

Subdivision:

Property Address:

Acres: 0.31999541



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR
 OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060682

Fee \$ 90.00

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 060682 ZONE: HR CODE: M1 APPLICATION DATE: 1/7/18

Davie? Kelly Salas
 Name of Applicant/Owner
575-650-3362
 Applicant's Telephone Number
P.O. Box 615 Mesilla NM 88046
 Applicant's/Owner's Mailing Address City State Zip Code
daviesalaso@comcast.net
 Applicant's/Owner's E-mail Address
Self
 Contractor's Name & Address (If none, indicate Self)

Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2417 & 2419 Calle de Parian

Description of Proposed Work: Construction of a Front yard fence To be made of Adobe's and Lattias to include shed at Back of lot.

\$ 3500 Estimated Cost
Davie Sal Signature of Applicant
1/7/18 Date

Signature of property owner if applicant is not the property owner: Davie Sal

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ___ YES NO ___ SEE CONDITIONS

CONDITIONS: PZHAC REVIEW AND BOT APPROVAL REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. ___ Site Plan with dimensions and details.
3. ___ Proof of legal access to the property.
4. ___ Drainage plan.
5. ___ Architectural style and color scheme – diagrams or elevations (Historical and commercial zones only).
6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
7. ___ Other information as necessary or required by the City Code or Community Development:

PZHAC WORK SESSION

MAY - , 2018

ITEM 6

Submitted by Davie & Kelly Salas, a request to discuss a change in plans for an adobe and latia wall across the front of two properties at 2417 and 2419 Calle de Parian. (Case 060682). Zoned: Historical Residential (HR)

The applicant originally proposed that the wall would be constructed the wall in two sections across the front of the property (see yellow lines in attached site plan). According to the applicant, the wall was to be a total of six feet in height, and would be adobe with latia inserts (see attached diagram). The applicant would now like to construct one wall (on 2419 Calle de Parian) as entirely latia (this wall has been constructed), and construct the other wall out of a combination of adobe and latia. The applicant has been informed that he needs to meet with the PZHAC to discuss and receive approval for any changes to plans they have already approved.

The applicant will be present at the work session to provide further details about the proposed construction of the walls and shed, and will be available to answer any questions that may arise.

At the work session, the applicant stated that the adobe and latia fence across the front of the property at 2419 Calle de Parian would be latia only without adobe. This fence will be moved back an additional 4-5 feet, and will be six feet in height, which is allowed by Section 18.60.340(A)(1 of the Code). According to the applicant, this fence will look like other latia fences allowed by the Town in the area (see attached photos).

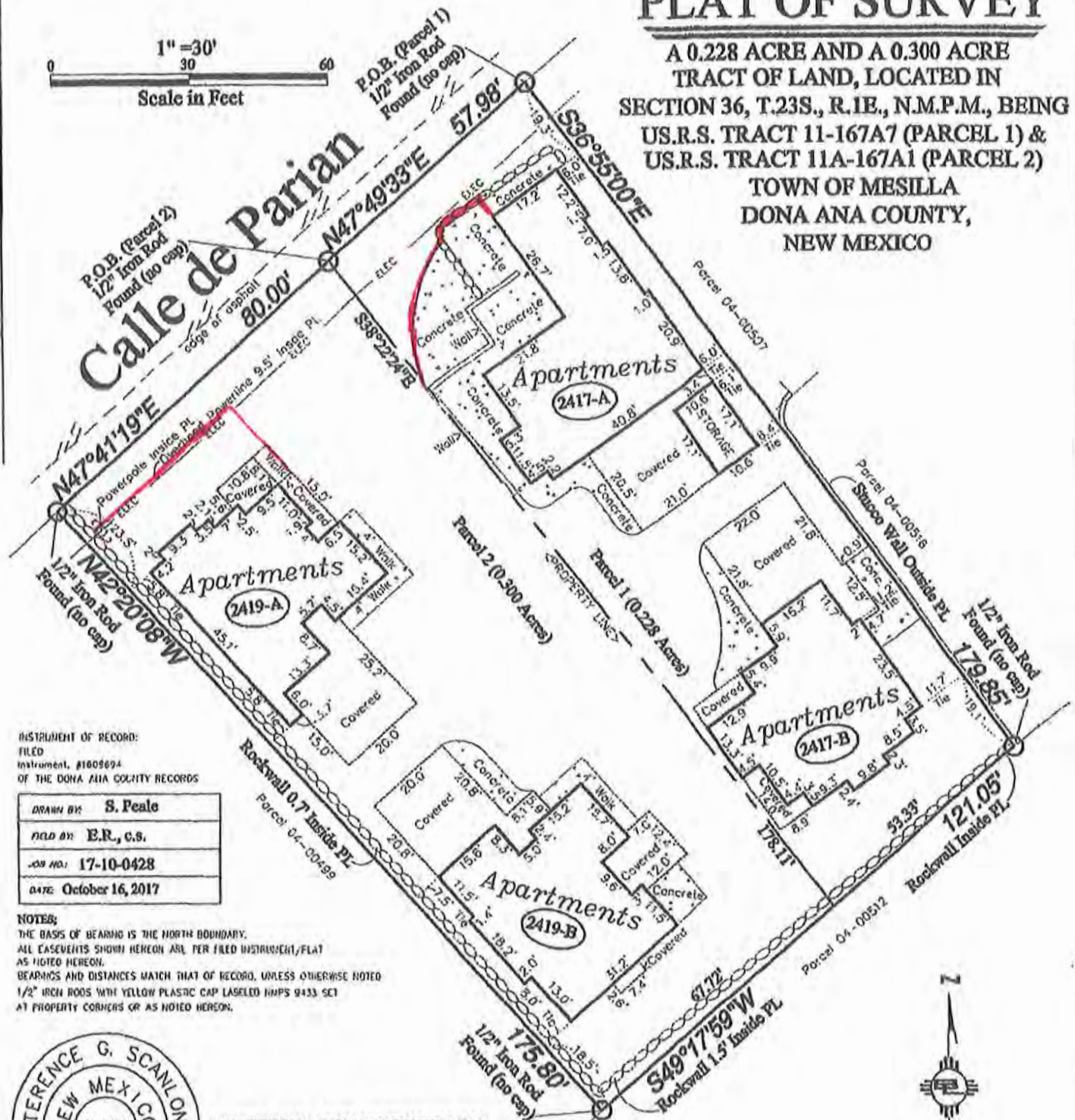
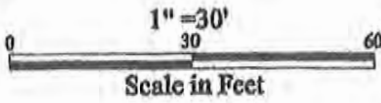
Additionally, the fence across the front of 2417 Calle de Parian will be a mix of a low adobe wall covered with stucco to match the dwelling, with latia on top; and will generally follow the line formed by the existing wall and brick patio(see attached Plat of Survey showing fence locations). This fence will vary in height from 4- 6 feet. Both fences will meet the Code requirements for exits from driveways (Section 18.60.340(G) and Section 18.60.340 Appendix C).

VIEW OF APPLICANT'S DWELLING FROM CALLE DE PARIAN



PLAT OF SURVEY

A 0.228 ACRE AND A 0.300 ACRE TRACT OF LAND, LOCATED IN SECTION 36, T.23S., R.1E., N.M.P.M., BEING US.R.S. TRACT 11-167A7 (PARCEL 1) & US.R.S. TRACT 11A-167A1 (PARCEL 2) TOWN OF MESILLA DONA ANA COUNTY, NEW MEXICO



INSTRUMENT OF RECORD:
FILED
Instrument #1809694
OF THE DONA ANA COUNTY RECORDS

DRAWN BY:	S. Peale
FIELD BY:	E.R., c.s.
JOB NO.:	17-10-0428
DATE:	October 16, 2017

NOTES:
THE BASIS OF BEARING IS THE NORTH BOUNDARY.
ALL CASEMENTS SHOWN HEREON ARE PER FILED INSTRUMENT/PLAT AS NOTED HEREON.
BEARINGS AND DISTANCES MATCH THAT OF RECORD, UNLESS OTHERWISE NOTED
1/2" IRON RODS WITH YELLOW PLASTIC CAP LABELED HMP5 9433 SET AT PROPERTY CORNERS OR AS NOTED HEREON.



PROPERTY IS IN AN "X" DESIGNATED ZONE;
AS SHOWN ON THE FLOOD INSURANCE RATE MAP
COMMUNITY PANEL NO. 35013C1093 G,
EFFECTIVE JULY 6, 2016

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, THAT THIS PLAT WAS PREPARED FROM FIELD NOTES OF AN ACTUAL SURVEY MADE BY ME OR UNDER MY DIRECTION AND THAT IT IS TRUE AND CORRECT, MEETING THE MINIMUM REQUIREMENTS OF THE STANDARDS FOR LAND SURVEYS IN NEW MEXICO AS ADOPTED BY THE NEW MEXICO STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS, TO THE BEST OF MY KNOWLEDGE AND BELIEF.

October 16, 2017
DATE OF SURVEY

Terence G. Scanlon
TED G. SCANLON - PS NO. 9433
2990 N. MAIN STREET, STE. 3C, LAS CRUCES, NEW MEXICO 88001



BORDERLAND
ENGINEERS AND SURVEYORS LLC
2990 N. MAIN STREET, STE. 3C
LAS CRUCES, NEW MEXICO 88001
PHONE (575) 522-1443
FAX (575) 522-8939

VIEW OF LATIA FENCES ON OTHER PROPERTIES



VIEW OF LATIA FENCES ON OTHER PROPERTIES



ZONE CHANGE

A PUBLIC HEARING MUST BE HELD PRIOR TO ACTION ON THE FOLLOWING ITEM.

Z18-001 – 2331 Calle de Parian, submitted by Eric Sanchez; a request for a Zone change from Historical Commercial (HC) to Historical Residential (HR) for a 0.2 acre parcel containing a residence at this address.

ZONE CHANGE REQUEST Z18-001
[PZHAC REVIEW – 5/9/18]
STAFF ANALYSIS

A PUBLIC HEARING MUST BE HELD PRIOR TO ACTION ON THE FOLLOWING ITEM.

Item:

Z18-001 – 2331 Calle de Parian, submitted by Eric Sanchez; a request for a Zone change from Historical Commercial (HC) to Historical Residential (HR) for a 0.2 acre parcel containing a residence at this address.

Description of Request:

The applicant is requesting this zone change in order to bring the zoning of the property into conformity with the current use of the property, which is residential according to the applicants. Additionally, in order for the applicants to obtain a mortgage on the property for the dwelling, their bank is requiring that the zoning of the property be residential. Although the property has been used for residential and commercial in the past (it was a market at one time -“the Freitz Store”), it will now be used solely as a residence.

The property is listed in the Historic Register for the Town (see attached) and the existing dwelling is considered one of the most historically significant buildings in Town. According to the description of the property in the Register, the structure was built in the 1850’s and was once used to garrison Mexican troops. Much of that historical flavor is still retained today. The property also contains a concrete block structure that appears to have been built in the 1960’s as a pool house. This structure is currently being converted into a garage and storage building. The proposed zone change will not effect on the use or character of the structure, which has been used as a residence for the past several years. The store portion of the structure (the old “Reynolds Store”) has been used recently as a small office for a real estate management operation, but will be used as part of the residence in the future, according to the applicant.

The property is bordered to the north by the Town Community Center. Although zoned Historical Commercial (HC), the Community Center is not used as or considered a true commercial structure. Property to the north of the community center is zoned Historical Residential, and is occupied by a Town Park. The property is bordered to the east by the Acequia Madre, which is bordered further to the east by property zoned Historical Commercial containing small shops and a restaurant. To the south are properties zoned Historical Residential (HR) that are occupied by pecan trees. These properties are owned by the applicant. Immediately to the west of the subject property is the Town post office. Property further to the west is Historic Residential, and is occupied by a number of dwellings.

Staff has not received any positive or negative comments from notified property owners.

Consistency with the Code:

The PZHAC will need to determine why the proposed zone change will not be “spot zoning”, and that commercial zoning in this location will be compatible with the Mesilla Comprehensive Plan.

The PZHAC will need to make the following Findings for approval:

- The PZHAC has jurisdiction to review this request.
- The zoning code allows this type of zone change request.
- The application meets the requirements of the Code for a zone change.
- The requested zone change would not be out of character with the zoning on other properties in the area, nor will it constitute “spot zoning”.
- The commercial zoning requested will be compatible with the Comprehensive Plan for the area.
- The proposed zoning, as requested, or amended with conditions; will be beneficial to the Town.
- The proposed zone change meets all other applicable Code requirements.

PZHAC ACTION:

The PZHAC voted 3 – 0 to recommend approval of this zone change to the BOT.

BOT OPTIONS:

1. **Approve the requested zone change**
2. **Approve the requested zone change with conditions (Conditional Zoning)**
3. **Deny the requested zone change**

BOT ACTION:

**PLANNING ZONING HISTORICAL APPROPRIATENESS COMMISSION
(PZHAC)**

RESOLUTION 2018-03

WHEREAS, the PZHAC convened on May 7, 2018 at a Public Hearing and Regular Meeting; to hear the case regarding a Zone Change request (Z18-001) from Historical Commercial (HC) to Historical Residential (HR) for a property at 12331 Calle de Parian; and

WHEREAS, the Zone Change was requested by Eric Sanchez, owner of the property; and

WHEREAS, three of the current members of the PZHAC were present; and

WHEREAS, the application for a Zone Change was filed on April 16, 2018; and

WHEREAS, neighboring property owners within 100 feet of the subject property were notified of the proposed special use permit by certified mail as per MTC 18.90.060 and the property was posted giving notice of proposed hearing; and

WHEREAS, all of the surrounding properties in the area around the subject property are zoned Historical Commercial (HC) or Historical Residential (HR); and

WHEREAS, a public hearing was held by the Planning, Zoning, and Historical Appropriateness Commission on May 7, 2018, according to the requirements of MTC 18.90, during their regular meeting; and

WHEREAS, the Public Hearing of May 7, 2018 was closed after taking public comments; and

WHEREAS, there were no negative responses from notified property owners surrounding the property; and

WHEREAS, at the May 7, 2018 PZHAC meeting the PZHAC determined that the proposed Historical Residential (HR) zoning will benefit the general well being of the Town; and

WHEREAS, the PZHAC voted 3 – 0 to recommend the zone change for approval to the Board of Trustees; and

NOW, THEREFORE, BE IT RESOLVED THAT:

The Planning, Zoning and Historical Appropriateness Commission of the Town of Mesilla recommends approval of the request for a Zone Change to General Commercial (C), with findings for said approval as stated in “Attachment A” attached to this resolution.

RESOLVED on this 7th day of May, 2018.

Yolanda Lucero
PZHAC Chairman (acting)

ATTACHMENT A

**RESOLUTION 18-003
(ZONE CHANGE Z18-001)**

PZHAC FINDINGS:

- The PZHAC has jurisdiction to review this request.
- The zoning code allows this type of zone change request.
- The application meets the requirements of the Code for a zone change.
- The requested zone change would not be out of character with the zoning on other properties in the area, nor will it constitute “spot zoning”.
- The proposed zoning, as requested, will be beneficial to the Town in that it will place less of a burden on parking in the area.
- The proposed zone change meets all other applicable Code requirements.

Doña Ana County, NM

General Reference Maps

Map Help

Doña Ana County

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account Number

Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400299](#)

Parcel Number: 4006137219509

Owner: SANCHEZ ERIC L TRUSTEE

Mail Address: PO BOX 358

Subdivision:

Property Address: 2331 CALLE DE
PARIAN

Acres: 0.2



**PHOTO OF THE PROPERTY SHOWING NOTIFICATION SIGN
(FROM CALLE DE PARIAN)**



**PHOTO OF THE PROPERTY FROM THE NORTH
(FROM CALLE DE PARIAN)**



**PHOTO OF THE PROPERTY FROM THE EAST
(FROM CALLE DE PARIAN)**



**PHOTO OF PROPERTIES TO THE EAST
(FROM CALLE DE PARIAN)**



**PHOTO OF PROPERTY AND POST OFFICE
(FROM CALLE DE PICACHO)**



**PHOTO OF PROPERTY TO THE WEST OF THE POST OFFICE
(FROM CALLE DE PICACHO)**



**ZONE CHANGE 18-001
NOTIFIED PROPERTY OWNERS**

Eric L. Sanchez (*, 6)
PO Box 358
Mesilla Park, NM 88047

J. Paul Taylor (1)
PO Box 133
Mesilla, NM 88046

Tiburcio R. Freitze LLC (2)
PO Box 358
Mesilla Park, NM 88047

Mary Helen & James Paul Ratje (3)
PO Box 707
Mesilla, NM 88046

Lowell B. Catlett (4, 18)
PO Box 842
Mesilla, NM 88046

Cheryll A. Blevins (5)
PO Box 96
Mesilla, NM 88046-0096

Felix M and Guadalupe R Armijo (7)
2004 W. Union Avenue
Las Cruces, NM 88005

Erlinda Lujan, A. L. Saenz, S. L. Soto and I. Lujan (8, 9)
PO Box 31
Mesilla, NM 88046

Teresa Sanchez (10, 11, 12, 13, 15)
PO Box 32
Mesilla, NM 88047

Teresa Sanchez & Eliza Freitze (14)
PO Box 358
Mesilla Park, NM 88047

Sarah Ellen Smith (16)
PO Box 387
Mesilla Park, NM 88047

Roberto E. & Amalia G. Garcia (17)
PO Box 1033
Mesilla, NM 88046-1033

Beatrice G. Howell (19, 20)
PO Box 183
Mesilla, NM 88046-0183

Town of Mesilla (21)
PO Box 10
Mesilla, NM 88046



Town of Mesilla, New Mexico

DATE: April 20, 2018

Dear Property Owner:

In accordance with the Town of Mesilla regulations regarding variances, we are notifying you as a neighboring property owner within a hundred foot radius of the subject property that the **Town of Mesilla PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC)** will be holding a Public Hearing on:

Monday, May 7, 2018 at 6:00 PM
at: **Town of Mesilla**
Town Hall
2231 Avenida de Mesilla
Mesilla, NM 88046

To obtain input on an application for a Zone Change from Historical Commercial (HC) to Historical Residential (HR) for a property located at 2331 Calle de Parian, just east of the Post Office, in order to bring the zoning of the subject property into conformity with the planned use of the property.

Anyone who is concerned with this matter may address the PZHAC at the Public Hearing, or write to them at:

TOWN OF MESILLA
Community Development Department
PO Box 10
Mesilla, NM 88046.

Letters must be received before the Public Hearing. In addition to mailing the letter, a copy may be faxed to Larry Shannon at 575-541-6327 to ensure timely receipt, or you may also contact Larry by e-mail at larrys@mesillanm.gov.

Sincerely,



Larry Shannon
Town Community Development Coordinator
Town of Mesilla
Office: (575) 524-3262 ext. 104
Fax: (575) 541-6327

**ZONE CHANGE 18-001
NOTIFIED PROPERTY OWNERS**

Eric L. Sanchez (*, 6)
PO Box 358
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Mesilla, NM 88046-0183

Town of Mesilla (21)
PO Box 10
Mesilla, NM 88046

Town of Mesilla, New Mexico

Phone (575) 524-3262

P.O. Box 10

2231 Avenida de Mesilla, Mesilla, NM 88046



Application Form For Zone Change

Case # 060714 Date Submitted 4/16/18

Discussed by: L. SHANNON Date (s) 4/16/18

Section 1:

Name (s) of Property Owner (s) SANCHEZ

Address P.O. BOX 32 MESILLA, N.M. 88046 Phone 915 355-1954

Name of Applicant (s) SANCHEZ

Address P.O. BOX 32 MESILLA, N.M. 88046 Phone 915 313-1973

Section 2:

Property Description: Address 2331 CALLE DE PARITAN

Legal Description Lot (s) S36T 23SR 1E BRM 11A Block _____

Subdivision PART OF TR 100

If legal description is in metes and bound; is it attached to the application? Yes _____ No _____

Survey Plat attached: Yes No _____

Area (sq. ft. or acres) _____ Present Zone MC Present Land Use RESIDENTIAL DWELLING

Proposed Land Use:

RESIDENTIAL DWELLING

Section 3:

Why is this change of zoning status being requested?

PROPERTY WILL BE USED FOR STRICTLY RESIDENTIAL
AND BANK REQUIREMENT

Signatures: Property Owner _____

Applicant _____

NOTICE: NO APPLICATION WILL BE ACCEPTED WITHOUT THE SIGNATURE OF THE OWNER (S) OF RECORD OF THE ABOVE DESCRIBED PROPERTY. IF MORE THAN ONE, ALL OWNERS OF OR THEIR AGENTS MUST SIGN.

Fee Paid : Yes _____ No _____ Affidavit : Yes _____ No _____

Received by: _____ Receipt #: _____ Amount: _____

DONA ANA COMMUNITY COLLEGE
AGREEMENT FOR CLINICAL EXPERIANCE
FIRE SCIENCE PROGRAM

This Agreement made and entered into by and between the Town of Mesilla on behalf of the Mesilla Fire Department hereinafter referred to as the “Agency” and the Doña Ana Community College of New Mexico University, hereinafter referred to as the “Community College”.

WITNESSETH:

WHEREAS, Doña Ana Community College is an accredited educational institution which offers a program of instruction leading to an International Fire Service Accreditation Congress (IFSAC) accredited Associate Science Degree; and

WHEREAS, the parties wish to cooperate in a program for fire science student instruction, training and mentoring administered by the Community College and deigned to prepare students to function as effective and qualified firefighters; and

WHEREAS, the parties recognize the importance of placing students in learning situations where they can experience a variety of manipulative skills training and classroom instruction; and

WHEREAS, the parties desire to reach an agreement between the Community College and the Agency for their separate and mutual responsibilities when students in the Fire Science program are receiving instruction and supervision in the practical clinical experiences necessary to perform the role of the firefighter.

NOW THEREFORE, it is mutually agreed that:

1. The Agency will provide the Community College with equipment and facilities to assist with the training of fire science students.
2. This agreement shall be for a term of five years commencing April 1, 2018 and shall thereafter be deemed renewed utilizing an amendment executed by both parties’ authorized representative for like successive five year terms, unless otherwise terminated in the manner set forth in Paragraph 3 hereof. Each party will have the opportunity to review the agreement and incorporate necessary changes to the agreement in the amendment.
3. If either party wishes to withdraw or alter the agreement, it is agreed that written notice of at least on semester (16 weeks) will be given and students enrolled in the program at the time of notice shall be given an opportunity to complete the program.
4. The Agency, without cost to the Community College, will:
 - a. Make available the negotiated equipment and facilities needed for the student’s experience.

- b. Consult with the instructor on student performance.
 - c. Provide pre-scheduled appropriate orientation sessions for students and faculty.
 - d. Provide an opportunity for faculty to keep current in agency policies by attendance at appropriate meetings and/or receipt of pertinent bulletins.
 - e. Provide space for pre and post conferences when available, if appropriate.
 - f. Allow students to learn on available equipment and facilities in the Agency
 - g. The Agency will be responsible for providing appropriate and adequate supervision of the activities during the entire clinical experience.
5. The Community College shall ensure students will:
- a. Abide by all Community College regulations.
 - b. Abide by all appropriate Agency regulations.
 - c. Protect client and Agency privacy
 - d. Agree, prior to clinical placement, that the students are not employees or contractors of the Agency and are not entitled to wages, remuneration of any type of benefits from the Agency.
6. The Community College, without costs to the Agency, will:
- a. Provide instruction in theory and technique according to the course descriptions as listed in the Doña Ana Community College – NMSU catalog
 - b. Assume responsibility for selection, curricula and placement of the students.
 - c. Provide the Agency with a copy of the curriculum modules and/or practical objectives to ensure the Agency meets the needs of the student's learning experience.
 - d. Ensure that Community College staff are present and maintain appropriate and adequate supervision of the students during the entire clinical experience.

Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions connected with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act.

HIPAA Compliance: The parties will comply with applicable provisions of HIPAA and any current and future regulations promulgated thereunder, including without limitation, the federal privacy regulations, the federal security standards, and the federal standards for electronic transactions (collectively, the HIPAA Requirements). The parties will not use or further disclose and Protected Health Information or Individually Identifiable Health Information (as such terms are defined in the HIPAA regulations), other than as permitted by the HIPAA Requirements and the terms of this Agreement. The Community College will ensure that students have been provided training with regard to the HIPAA Requirements, and will provide Agency with certificate of training evidencing that this requirement has been met. Additionally, the Institution may require each student to sign a Confidentially Agreement and Acknowledgement that the student has received Agency's Notice of Privacy Practices.

Nothing in this Agreement or in its performance shall be construed to result in any person being the officer agency, employee or servant of either party when such person, absent this agreement and the

Cynthia Stoechner-Hernandez

From: K.C. Alberg <marshal@mesillanm.gov>
Sent: Wednesday, May 9, 2018 7:38 PM
To: Cynthia Stoechner-Hernandez
Subject: Fwd: Mesilla Marshal's Department (Mesilla Fire Department) - Petco Foundation Helping Heroes State Farm Arson Dog Support approval

FYI. Thanks. --K.

--

Best Regards,

K.C. ALBERG, CAS, FM, NMCEM
Marshal (Police Chief) / K-9 Handler
Mesilla Marshal's Department
Town of Mesilla
(575) 526-4138
marshal@mesillanm.gov

CONFIDENTIALITY NOTICE: This e-mail is intended only for the personal and confidential use of the individual(s) named as recipients (or the employee or agent responsible to deliver it to the intended recipient) and is covered by the Electronic Communications Privacy Act, 18 U.S.C. §§ 2510-2521. It may contain information that is privileged, confidential and/or protected from disclosure under applicable law including, but not limited to, the attorney client privilege and/or work product doctrine. If you are not the intended recipient of this transmission, please notify the sender immediately by telephone or reply email. Do not deliver, distribute or copy this transmission, disclose its contents or take any action in reliance on the information it contains.

----- Forwarded message -----

From: **Foundation Administrator** <administrator@grantinterface.com>
Date: Fri, Apr 13, 2018 at 3:38 PM
Subject: Mesilla Marshal's Department (Mesilla Fire Department) - Petco Foundation Helping Heroes State Farm Arson Dog Support approval
To: marshal@mesillanm.gov

Petco Foundation partner,

Congratulations!

The Petco Foundation is thrilled to support the lifesaving work you do by granting your organization \$5,000.00 payable in two installments of \$2,500 each from our Helping Heroes in-store fundraising campaign in partnership with Natural Balance.

These funds are designated for the purpose(s) outlined in your State Farm Arson Dog Support grant request. Funds will be distributed to you 2-4 weeks following receipt of this email notification. By endorsing and depositing the grant check, you represent and warrant that your organization will meet the obligations specified in the grant request.

RECOGNITION OF YOUR AWARD:

To support your organization as you publicize the grant, we've included a link to our Helping Heroes Toolkit. We encourage you to use this toolkit – which includes sample social media posts, a sample media alert, and a sample press release – to spread the word to your

supporters and community about the impactful work you'll do with these funds. You can download the the toolkit here: <http://www.petcofoundation.org/wp-content/uploads/2017/12/Helping-Heroes-Investment-Toolkit.zip>.

FOLLOW UP REPORTING:

Please remember to complete your follow-up report by the due date indicated online. The follow-up report questionnaire may be found online, attached to your approved grant application. After signing in click on "Edit" in the lower right corner to access the follow up questionnaire.

Thank you for all that you do for the people and animals in your community. We look forward to hearing about the wonderful things you were able to accomplish with this grant.

Sincerely,
The Petco Foundation Team

The Petco Foundation is a 501(c)(3) nonprofit, tax exempt corporation. Tax I.D. 33-0845930

ADDITIONAL RECOGNITION INFORMATION:

The Petco Foundation desires that all funds and efforts be prioritized for lifesaving, and seeks to reduce our environmental footprint. Therefore, we respectfully request that no items are mailed to the Petco Foundation and that any thank you letters be sent by email only to foundationpartners@petco.com. We welcome and appreciate recognition on social media (@petcofoundation), on your website, or in other print and digital communications. We ask that this recognition thank the Petco Foundation, Petco and/or our Petco store partners collectively rather than individual employees of Petco or the Petco Foundation.

Visit the Partners page on the Petco Foundation website to access approved logos and additional media resources at <https://www.petcofoundation.org/newsroom/media-kits/#partnerpresskit>

Recognition examples:

Examples of appropriate recognition include "XYZ organization is proudly supported by the Petco Foundation" on a website, newsletters, banners, annual reports, signs or press releases (materials will need to be approved in advance).

Other examples include:

- Recognizing the Petco Foundation in conjunction with an adoption or fundraising event ("Lifesaving supported by the Petco Foundation").
- Recognizing the Petco Foundation when announcing lifesaving achievements ("XYZ organization met our goal of neutering 100 pets this month with support from the Petco Foundation").

Examples of recognition that may not be approved include:

- "This vaccination/wellness clinic is sponsored by the Petco Foundation" on announcements, websites or flyers.
- "The services provided in zip code 55555 are sponsored by the Petco Foundation"

Questions about your grant? Please contact foundationpartners@petco.com.

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES
FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR
SUBJECT: ACTIVITY REPORT – APRIL, 2018
DATE: MAY 8, 2018

PZHAC BUSINESS [Items presented to the PZHAC

PZHAC WORK SESSION ITEMS:

1. Submitted by Henry Gil; a request to discuss plans to install fascia boards on part of a porch and to allow panels to be installed on the west side of an existing carport to block winds from the west; and to repair and repaint the trim and stucco on the dwelling at 2650 Calle del Oeste (**Case 060709**). Zoned: Historical Residential (HR).

PZHAC ADMINISTRATIVE APPROVALS:

Building Permits

1. **Case 060703** – 2426 Calle de Guadalupe, submitted by Arthur H. Fountain; a request for a building permit to do minor plaster repair and touch up painting on the east side of a courtyard wall at this address. Zoned: Historical Commercial (HC).
2. **Case 060705** – 2860 Calle Quinta, submitted by Lionel C. Fietze; a request for a building permit to patch a small crack over a window on a dwelling at this address. Zoned: Historical Residential (HR)
3. **Case 060707** – 2451 Calle de San Albino, submitted by Rebecca Bird; a request for a building permit to do minor stucco repairs and repaint a commercial structure at this address. Zoned: Historical Residential (HR).
4. **Case 060708** – 2870 McDowell Place, submitted by Andy Embury; a request for a building permit to allow interior renovations to a dwelling at this address. Zoned: Residential, one acre (R-1)
5. **Case 060710** – 2550 Calle Principal, submitted by Everardo Carbajal for Aurora Saenz; a request for a building permit to construct a driveway at the front of a dwelling at this address. Zoned: Historical Residential (HR).
6. **Case 060711** – 3041 Mesilla Verde Terrace, submitted by Zuni Electric, Inc. for Keith Blazer; a request for a building permit to allow the installation of a solar photo-voltaic system on a dwelling at this address. Zoned: Rural Farm (RF).

PZHAC DECISION ITEMS:

Building Permits

1. **Case 060704** - 2551 Calle de Colon, submitted by Edna Bustamante; a request for a building permit to allow the installation of a wrought iron security door over the door to the dwelling at this address. Zoned: Historical Residential (HR)
2. **Case 060706** – 320 west University Avenue, submitted by Leila Gomez, a request for a building permit to construct a doorway on a metal on a residential property at this address. Zoned: Rural Farm (RF).
3. **Case 060709** - 2650 Calle del Oeste, submitted by Henry Gil; a request for a building permit to install fascia boards on part of a porch and to allow the porch to be enclosed to block winds from the west; and to repair and repaint the trim and stucco on the dwelling at this address. Zoned: Historical Residential (HR).
(Discussed during Work Session)

Business Permits

1. **Permit 0719** – 2290 Calle de Parian, submitted by Adrianna C. Merrick; a request for a business license to allow the applicant to operate a restaurant (“Café Don Felix”) at this address. Zoned: Historical Commercial (HC)

2. **Permit 0720** – submitted by Pedro Mendoza for “AnP Automotive”; a request for a business license to operate a mobile automobile repair operation as an itinerant vender, perming repairs on vehicules at various locations throughout Town.
3. **Permit 0722** – 2226 B Calle de Guadalupe, submitted by Norma Verduzco and Laura Le Blanc; a request for a business license to transfer the ownership of the retail business (“My Rich Sister’s Closet”) at this location. Zoned: Historical Commercial (HC).
4. **Permit 0723** – 1680 B Calle de Mercado, Ste A3, submitted by Vanessa Chavez; a request to operate a consulting operation (“Sweet Keys Management Services”) out of an office at this address. Zoned: General Commercial (C).
5. **Permit 0724** – 308 Capri Road, submitted by Bonnie Poloner; a request to operate a mail order retail operation (“Merlin’s Pantry”) out of a dwelling at this address. Zoned: Residential, one acre minimum (R-1)
6. **Permit 0734** – 2309 Calle de San Albino, Unit B, submitted by Isabelle Bencomo; a request for a business license to allow the applicant to operate a retail shop (“The Messy Arrow”) at this address. Zoned: Historical Commercial (HC)

Special Use Permit

*** A PUBLIC HEARING MUST BE HELD PRIOR TO ACTION ON THE FOLLOWING ITEM.**

1. **SUP18-001** – Submitted by Leila Gomez, a request for a Special Use Permit to operate a small church in a 3600 square foot metal building adjacent to a dwelling at 320 W. University Ave. Zoned: Rural Farm (RF).

If you have any questions, comments or concerns please feel free to call me at 524 -3262 ext. 104; or e-mail me at larrys@mesillanm.gov.

**Town of Mesilla Assessor's Report
APRIL 2018**

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
060707	R04-00357	4/3/18	Rebecca Byrd/self	400.00	45.00	MI	2451 Calle de San Albino	Repaint commercial structure
060708	R04-00927	4/4/18	Andy Embry/self	40,000.00	70.50	ACM	100 Capri Road	Remodel kitchen and bathroom, retila, repair windows
060709	R04-00445	4/5/18	Henry Gil/self	200.00	0.00	ACM	2650 Calle del Oeste	Install four plywood panels to partially enclose carport, install trim, repair and repaint adobe
060710	R04-00336	4/9/18	Everardo Carbajal/Build-x, LLC	2,400.00	80.00	MI	2550 Calle Principal	Add new concrete driveway
060711	R04-01278	4/10/18	Keith Blazer/Zuni Electric	31,110.00	58.50	MI	3041 Mesilla Valley Terrace	Install photo-voltaic panels on roof of a dwelling at this address
060714	R04-00299	4/16/18	Eric Sanchez	N/A	350.00	ZONING	2331 Calle de Parian	Zone change request from HC to HR
060718	R04-00040	4/16/18	Neri Freitz/Zuniga Roofing	13,591.25	31.50	RR	1360 Paisano Road	Reroof a dwelling at this address
060719	R04-00913	4/18/18	Rue & Toby Sanchez/Tesla Inc.	41,766.40	73.50	MI	2929 Camino Castillo	Install photo-voltaic panels on roof of a dwelling at this address
060720	R04-00012	4/30/18	Descalced Carmelite Nuns/R Builders, Inc	36,000.00	64.50	NR	2015 Glass Road	Build a 600 sq.ft. guest casita
060721	R04-00279	4/11/18	Basillica of San Albino/R Builders, Inc	3,500.00	15.00	ACM	2270 Calle Principal	Remove a window and replace it with an exterior door.
060722	R04-01583	4/11/18	Rafael Morones, Jr./JNR Builders	18,500.00	39.00	ACM	2909A La Mesilla Circle	Convert an open carport to a closed garage on a dwelling at this address
060723	R04-00679	4/16/18	Jerry & Susan Grandle/self	125.00	0.00	MI	2900 Avenida de Mesilla	Minor repair to drainage on a commercial structure at this address
060724	R04-01209	4/20/18	Arthur Fountain/self	200.00	0.00	MI	2490 Calle de Guadalupe	Install a canopy over a door on a commercial structure at this address
060725	R04-00450	4/27/18	Abel Sanchez/Manny Casillas	5,000.00	100.00	MI	2991 Estrada	Install concrete sidewalks around a dwelling at this address
060726	R04-00297	4/26/18	Thomas Feldt (Thai Delight Restaurant)/self	1,200.00	62.00	AD	2184 Avenida de Mesilla	Add an open patio dining area to the restaurant at this address

Community Projects Report

Project	Description
Current Contact information	Irene E. Parra Email: irenep@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890
Summer Music Series	The Town of Mesilla will host the Summer Music Series beginning every Friday night beginning on June 1 st and ending July 27 th , in the plaza from 8pm to 10pm. This is a wonderful opportunity to showcase great local talent.
Summer Recreation Program	I am posting for the three Summer Recreation Supervisor positions. The program will run the first week of June 4 th , Monday through Friday noon to 4pm, serving ages 6 years to 12 years old. The program will wrap up July 20 th , 2018.
Camp Innovative	The Town of Mesilla is partnering with Arrowhead Center, to host a week-long summer program encouraging Youth Entrepreneurship. The program will take place the week after the Summer Recreation Program. Students will learn the basics of starting a business, marketing a product and will end the week selling their items at our Mercado, in the plaza.
Spanish Market	Working with Erlinda Portillo to host a two day Spanish Market in the plaza. The event is tentatively scheduled for May 19 th and 20 th .
New Mexico Co-Op Grant	We have received \$8,300 funding to help continue to promote the Town of Mesilla, through the New Mexico Department of Tourism. The focus will be to market the Town of Mesilla through Social Media Distribution, strategically targeting markets most interested in history & culture, food & wine and entertainment. Previous funds received have gone to produce two commercials, airing on Time Warner in the El Paso Markets and Comcast, targeting the New Mexico Markets.



Memorandum

To: Mayor and Trustees

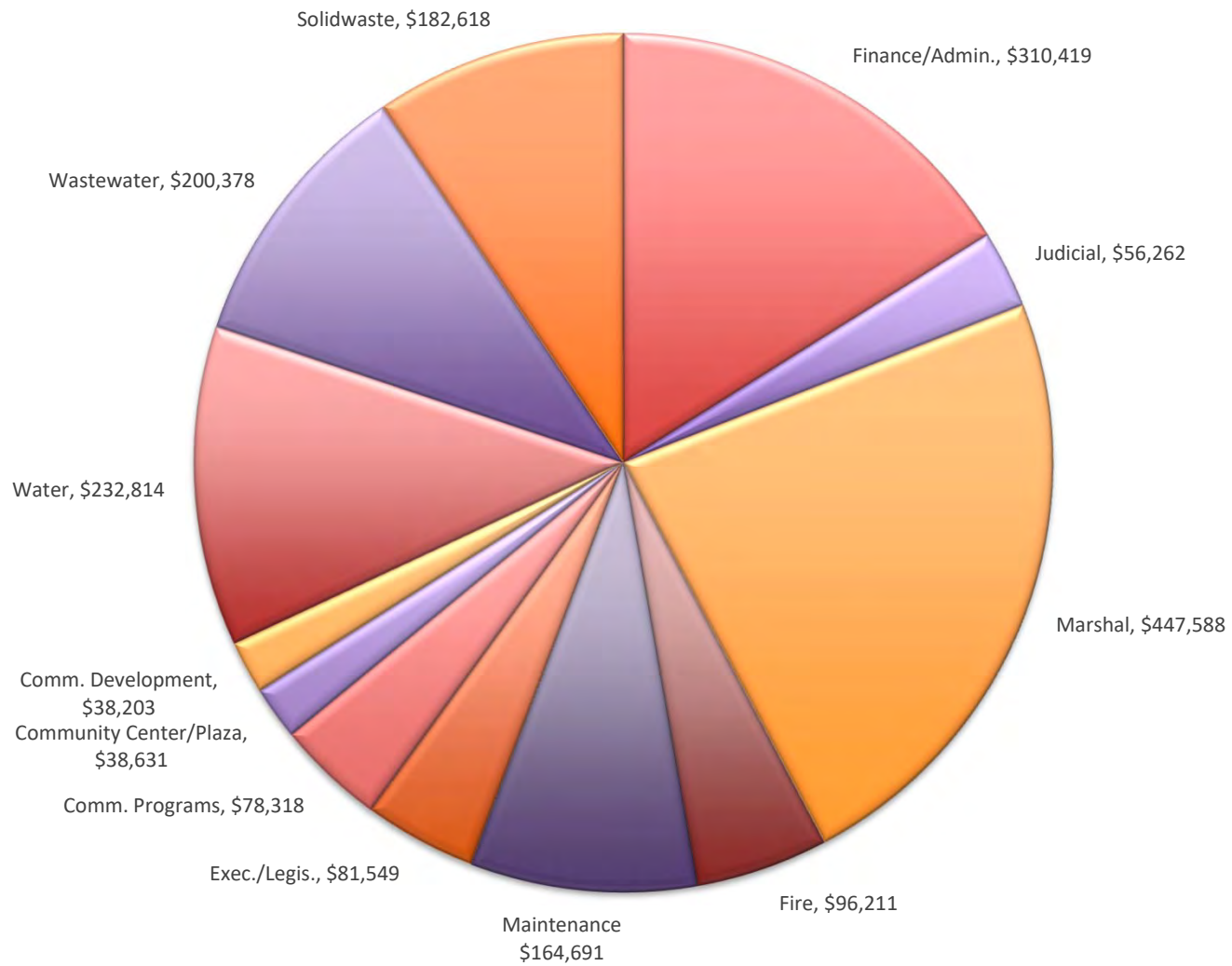
From: Cynthia Stoeher-Hernandez *CSH*
Town Clerk-Treasurer

RE: Monthly Finance Report

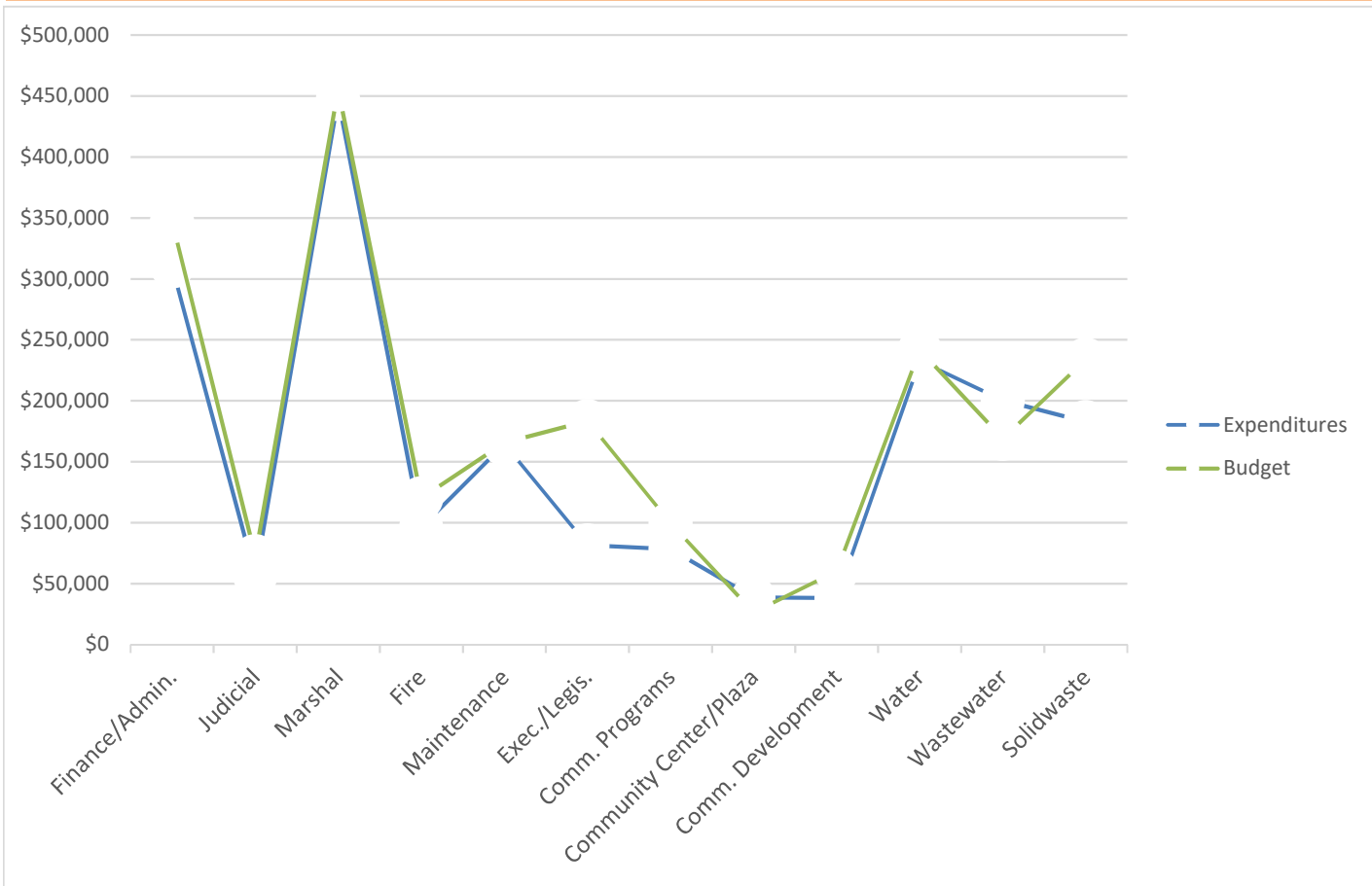
Listed below is a review of department and fund expenditures for: April
General Fund should be at: 83.33% spending

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	89.39%	\$310,419	100.00%	-10.61%	\$ 347,247
Judicial	77.34%	\$56,262	100.00%	-22.66%	\$ 72,746
Marshal	98.31%	\$447,588	100.00%	-1.69%	\$ 455,263
Fire	80.13%	\$96,211	100.00%	-19.87%	\$ 120,061
Maintenance	99.37%	\$164,691	100.00%	-0.63%	\$ 165,736
Exec./Legis.	44.45%	\$81,549	100.00%	-55.55%	\$ 183,462
Comm. Programs	78.80%	\$78,318	100.00%	-21.20%	\$ 99,386
Community Center/Plaza	145.88%	\$38,631	100.00%	45.88%	\$ 26,482
Comm. Development	63.61%	\$38,203	100.00%	-36.39%	\$ 60,063
General Fund	85.72%	\$1,311,874	100.00%	-14.28%	\$ 1,530,446
Water	96.33%	\$232,814	100.00%	-3.67%	\$ 241,695
Wastewater	118.68%	\$200,378	100.00%	18.68%	\$ 168,839
Solidwaste	78.04%	\$182,618	100.00%	-21.96%	\$ 233,994
Enterprise Fund	88.16%	\$615,810	100.00%	-11.84%	\$ 698,528

EXPENDITURES



EXPENDITURES VS BUDGET

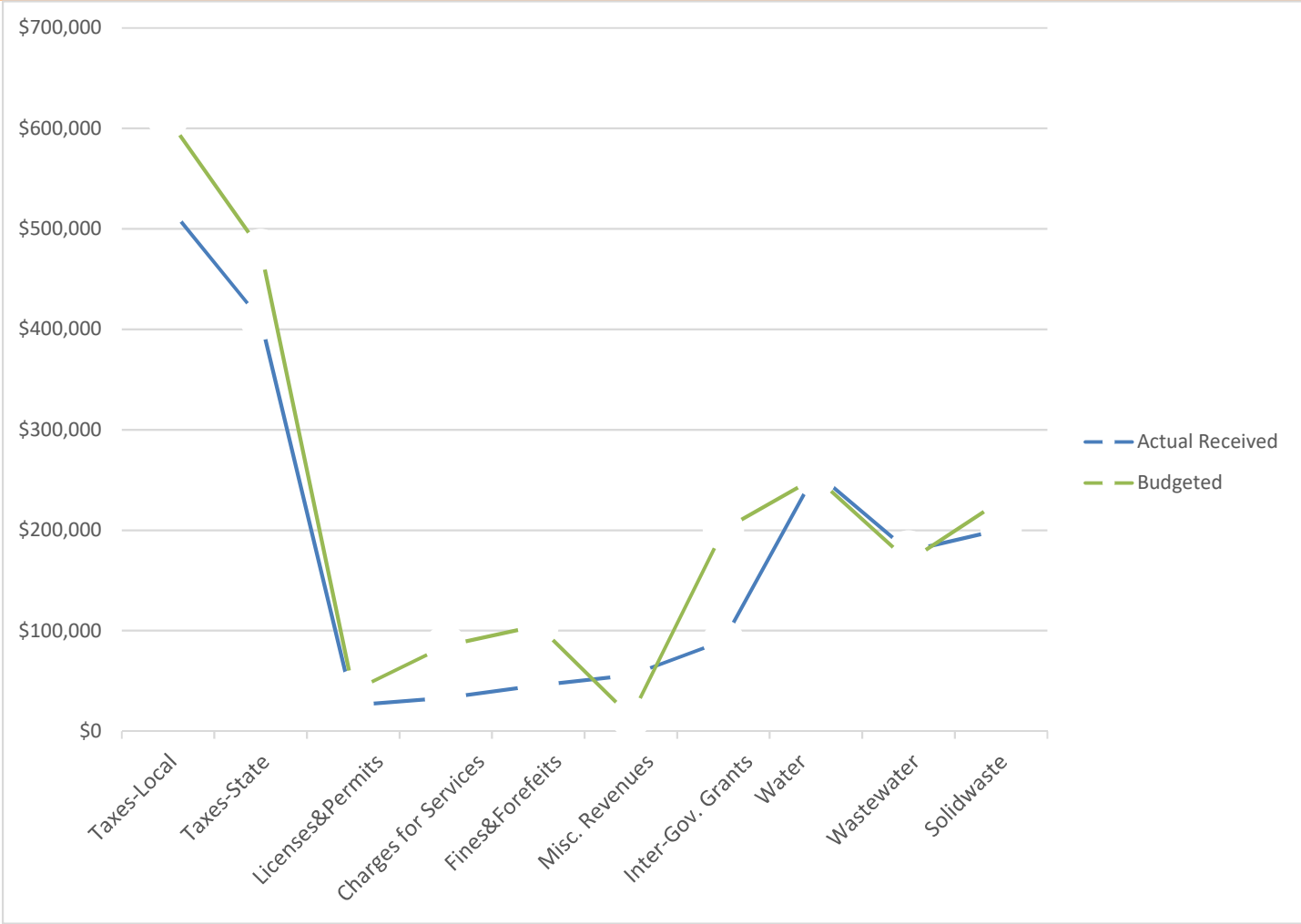


Please request the INCODE report for detail revenues and expenses by fund.

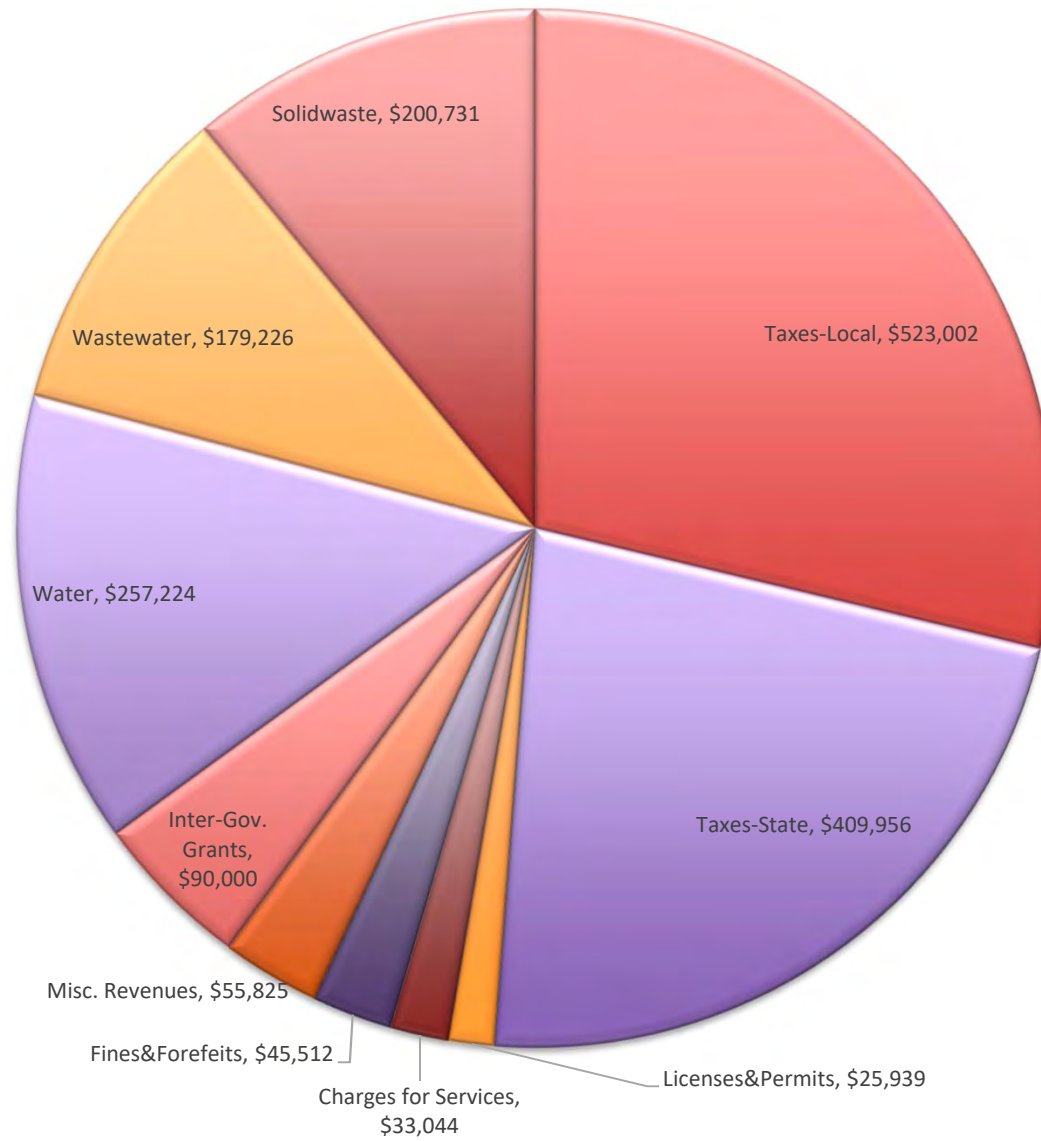
REVENUE

YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	85.76%	\$523,002	100.00%	-14.24%	\$609,863
Taxes-State	85.48%	\$409,956	100.00%	-14.52%	\$479,592
Licenses&Permits	64.85%	\$25,939	100.00%	-35.15%	\$40,000
Charges for Service	38.88%	\$33,044	100.00%	-61.12%	\$85,000
Fines&Forefeits	43.35%	\$45,512	100.00%	-56.65%	\$105,000
Misc. Revenues	389.78%	\$55,825	100.00%	289.78%	\$14,322
Inter-Gov. Grants	44.88%	\$90,000	100.00%	-55.12%	\$200,554
General Fund	77.12%	\$1,183,279	100.00%	-22.88%	\$1,534,331
Water	101.81%	\$257,224	100.00%	1.81%	\$ 252,650
Wastewater	105.98%	\$179,226	100.00%	5.98%	\$ 169,120
Solidwaste	87.38%	\$200,731	100.00%	-12.62%	\$ 229,716
Enterprise Fund	97.80%	\$637,180	100.00%	-2.20%	\$651,486

REVENUE vs BUDGET

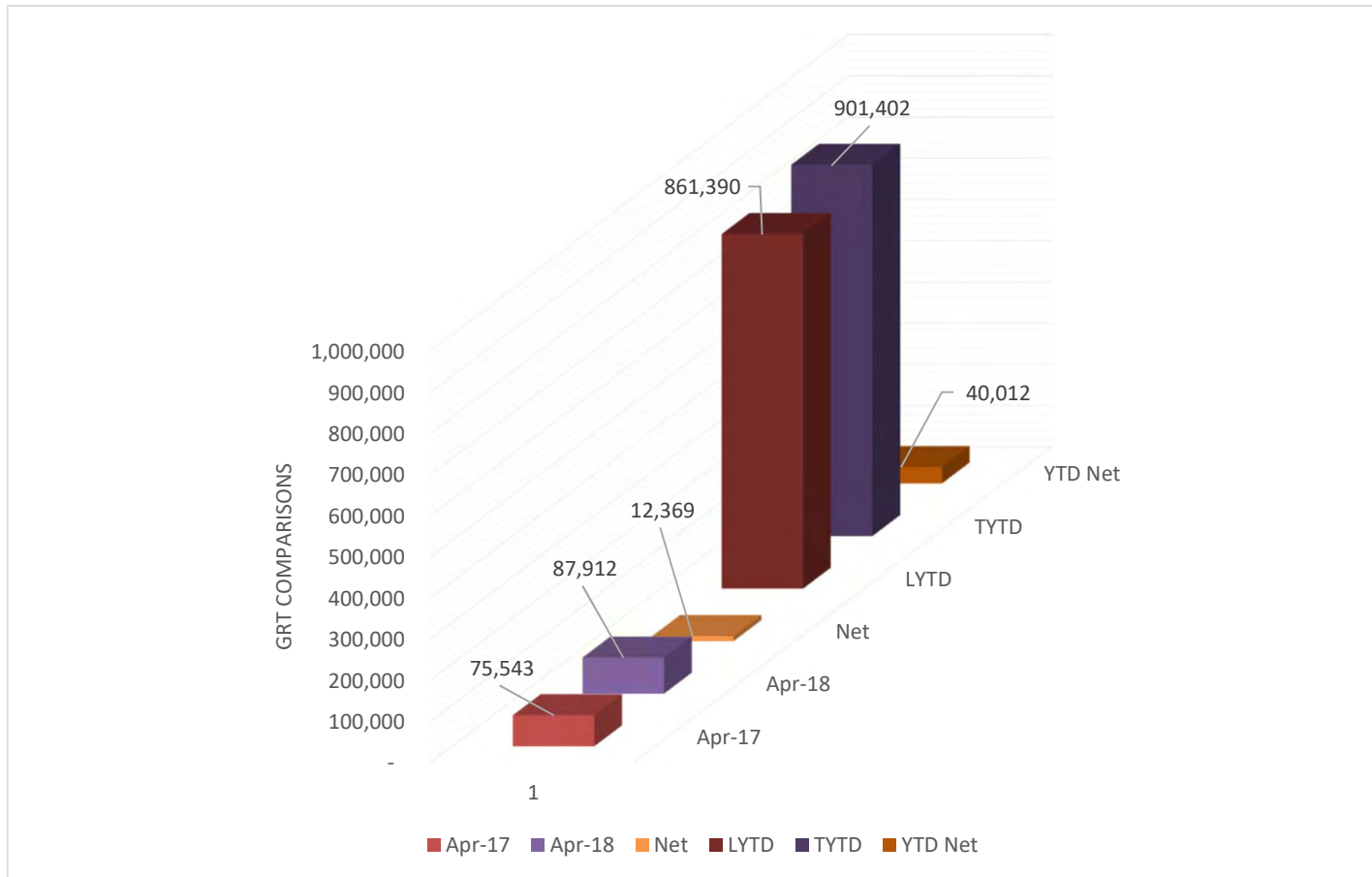


YTD REVENUES



GRT COMPARISONS

Apr-17	Apr-18	Net	LYTD	TYTD	YTD Net
75,543	87,912	12,369	861,390	901,402	40,012



Business GRT in February 2018

Percentage by month (Apr '17 - Apr '18)	16%	Percentage over last FYTD	5%
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Total Contracts paid out of GRT per month (Fire Truck/Town Hall): \$ 6,961.70

**TOWN OF MESILLA FIRE DEPARTMENT
MONTHLY BOT REPORT**



DATE: April 2018

MAJOR ADDITIONS TO INVENTORY

NONE

MAINTENANCE OF EQUIPMENT

Batteries and blown fuse replaced in exterior lighting at the PSB. Oil change Battalion 31, Broken clearance lamps replaced on Engine 32. All fire apparatus passed annual pump testing with no issues reported. Squad 32 painted and moved to graphics shop. Preventive maintenance performed on all bay doors.

COMMENTS

Plans are being formulated to conduct both a fire academy and EMT class during the summer for current personnel. The AFG grant applied for in January was turned down. We are still awaiting word on the Federal Grant for replacement medical equipment. We are currently evaluating our training records to improve our documentation and schedule to improve our ISO evaluation. We will most likely be evaluated in 2019. Our application for NM Fire Protection Funds and EMS Fund Act monies were submitted to Sante Fe. Combined the application if approved, will amount to a minimum of \$156,000 in operating funds for the department.

SUBMITTED BY

Fire Chief Kevin Hoban _____

Mesilla Fire Department

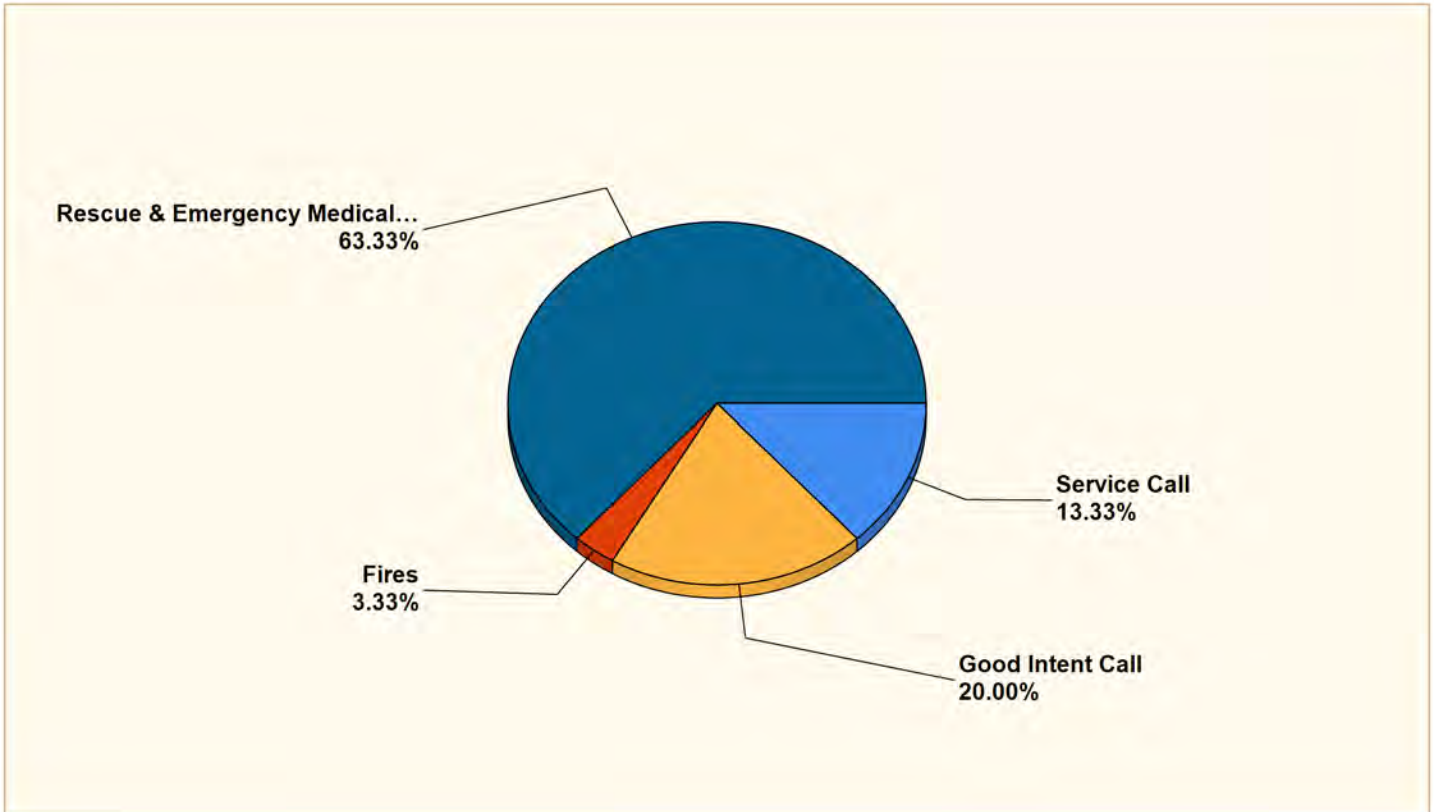
Mesilla, NM

This report was generated on 5/8/2018 6:38:57 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2018 | End Date: 04/30/2018



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	3.33%
Rescue & Emergency Medical Service	19	63.33%
Service Call	4	13.33%
Good Intent Call	6	20.00%
TOTAL	30	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
130 - Mobile property (vehicle) fire, other	1	3.33%
300 - Rescue, EMS incident, other	1	3.33%
311 - Medical assist, assist EMS crew	3	10.00%
320 - Emergency medical service, other	2	6.67%
321 - EMS call, excluding vehicle accident with injury	10	33.33%
322 - Motor vehicle accident with injuries	3	10.00%
511 - Lock-out	2	6.67%
522 - Water or steam leak	1	3.33%
554 - Assist invalid	1	3.33%
611 - Dispatched & cancelled en route	6	20.00%
TOTAL INCIDENTS:	30	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2018 6:26:00 PM



Occupancies Inspected for Date Range

Start Date: 04/01/2018 | End Date: 04/30/2018

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Andele Restaurant, LLC	101	1950 Calle Del Norte		04/26/2018
Carolyn Bunch art studio		1765 Avenida de Mercado		04/26/2018
Carter Bain		1701 Calle De Mercado #5		04/12/2018
Las Cruces bulletin		1740 Calle de Mercado #A		04/26/2018
Pistoleros barber shop		1701 Calle de mercado #4		04/12/2018
Thai Delight	07	2184 Avenida De Mesilla		04/26/2018
Vigil & Associates		1765 Calle de mercado		04/26/2018

of Occupancies Inspected: 7

% Occupancies Inspected: 3.55

Included occupancies are those that have a LOCKED inspection on record for the date range provided.

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2018 6:27:48 PM



Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 04/01/2018 | EndDate: 04/30/2018

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Automatic aid received				
04/04/2018	2018-00091	1400 W BOUTZ RD	322 - Motor vehicle accident with injuries	31 - Mesilla Fire Main Station 31
04/14/2018	2018-00104	2011 Avenida de Mesilla	130 - Mobile property (vehicle) fire, other	FMO - Mesilla FMO

Percentage of Total Incidents: 6.67%

AID TYPE: Mutual aid given				
04/16/2018	2018-00106	5615 RED WOLF LN	611 - Dispatched & cancelled en route	31 - Mesilla Fire Main Station 31
04/20/2018	2018-00111	870 PAJARO RD	321 - EMS call, excluding vehicle accident with injury	31 - Mesilla Fire Main Station 31

Percentage of Total Incidents: 6.67%

AID TYPE: Mutual aid received				
04/09/2018	2018-00096	2908 CALLE DEL SUR	322 - Motor vehicle accident with injuries	31 - Mesilla Fire Main Station 31
04/22/2018	2018-00114	CALLE DE EL PASO	322 - Motor vehicle accident with injuries	31 - Mesilla Fire Main Station 31

Percentage of Total Incidents: 6.67%

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2018 6:47:04 PM



Response Activity Report

Start Date: 04/01/2018 | End Date: 04/30/2018

INCIDENT #	DATE	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
130 - Mobile property (vehicle) fire, other					
2018-0000104	2018/04/14	15:56:55	16:02:12	00:05:17	2011 Avenida de Mesilla
Subtotal Count: 1		Average Response Time for Incident Type: 00:05:17			
300 - Rescue, EMS incident, other					
2018-0000093	2018/04/09	12:38:42	12:45:32	00:06:50	2949 CAMINO CASTILLO
Subtotal Count: 1		Average Response Time for Incident Type: 00:06:50			
311 - Medical assist, assist EMS crew					
2018-0000107	2018/04/17	03:07:21	03:32:22	00:25:01	6355 N HIGHWAY 28
2018-0000108	2018/04/18	10:31:08	10:39:24	00:08:16	2491 CALLE DE SANTA ANA
2018-0000109	2018/04/19	08:46:24	08:54:21	00:07:57	3376 MCDOWELL RD
Subtotal Count: 3		Average Response Time for Incident Type: 00:16:33			
320 - Emergency medical service, other					
2018-0000112	2018/04/21	11:14:30	11:28:25	00:13:55	2850 BOLDT ST
Subtotal Count: 1		Average Response Time for Incident Type: 00:13:55			
321 - EMS call, excluding vehicle accident with injury					
2018-0000089	2018/04/03	10:49:44	10:56:29	00:06:45	1900 AVENIDA DE MESILLA
2018-0000094	2018/04/09	13:14:53	13:20:17	00:05:24	2243 CALLE DE SANTA ANA
2018-0000095	2018/04/09	14:45:48	14:54:34	00:08:46	310 CAPRI RD
2018-0000097	2018/04/11	10:13:24	10:43:49	00:30:25	2225 Calle de Colon
2018-0000099	2018/04/12	07:47:14	07:53:59	00:06:45	2859 CALLE DEL SUR
2018-0000101	2018/04/13	09:48:39	09:52:00	00:03:21	1950 CALLE DEL NORTE
2018-0000110	2018/04/19	22:07:32	22:16:39	00:09:07	206 CAPRI RD
2018-0000111	2018/04/20	09:31:31	09:42:55	00:11:24	870 PAJARO RD
2018-0000113	2018/04/21	19:46:45	19:50:00	00:03:15	2630 CALLE DE SANTIAGO
2018-0000117	2018/04/30	11:01:33	11:30:44	00:29:11	1948 CALLE DE SANTIAGO
Subtotal Count: 10		Average Response Time for Incident Type: 00:10:15			
322 - Motor vehicle accident with injuries					
2018-0000091	2018/04/04	12:51:38	14:20:00	01:28:22	1400 W BOUTZ RD
2018-0000096	2018/04/09	16:22:13	16:25:32	00:03:19	2908 CALLE DEL SUR
2018-0000114	2018/04/22	02:24:11	02:44:45	00:20:34	CALLE DE EL PASO
Subtotal Count: 3		Average Response Time for Incident Type: 00:28:53			
511 - Lock-out					
2018-0000098	2018/04/11	21:49:35	21:57:02	00:07:27	1983 CALLE DEL NORTE
2018-0000127	2018/04/24	08:53:42	09:09:20	00:15:38	2363 Calle del Sur
Subtotal Count: 2		Average Response Time for Incident Type: 00:10:10			
522 - Water or steam leak					
2018-0000105	2018/04/16	18:51:34	18:59:37	00:08:03	2755 CALLE DE SAN ALBINO
Subtotal Count: 1		Average Response Time for Incident Type: 00:08:03			

Calls by Incident Type. Does not include calls where there was no response.

554 - Assist invalid

2018-0000090	2018/04/03	13:43:38	13:53:11	00:09:33	207 CAPRI RD
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Subtotal Count: 1	Average Response Time for Incident Type: 00:09:33				
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Grand Total: 23 Average Response Time for All Incident Types: 00:13:14

Calls by Incident Type. Does not include calls where there was no response.

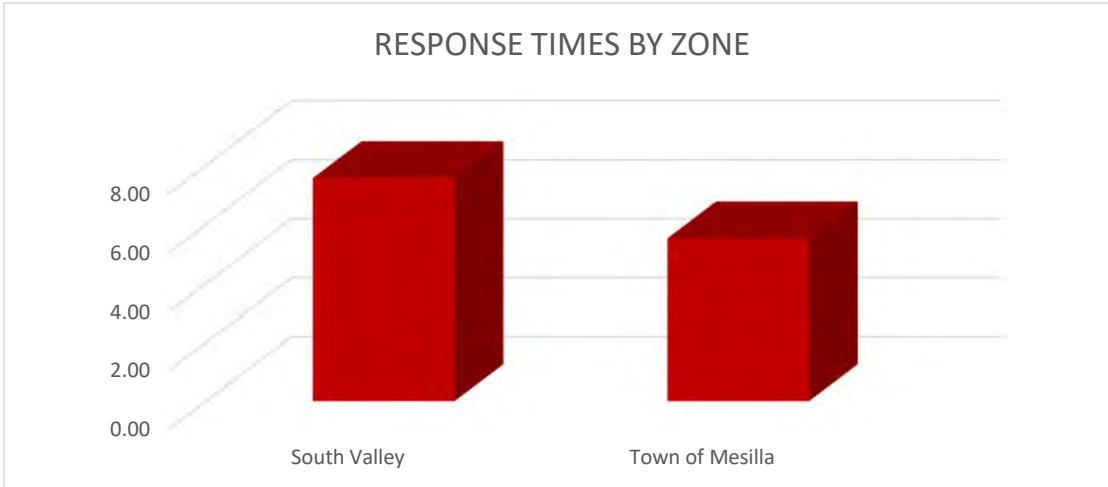
Mesilla Fire Department

Mesilla, NM

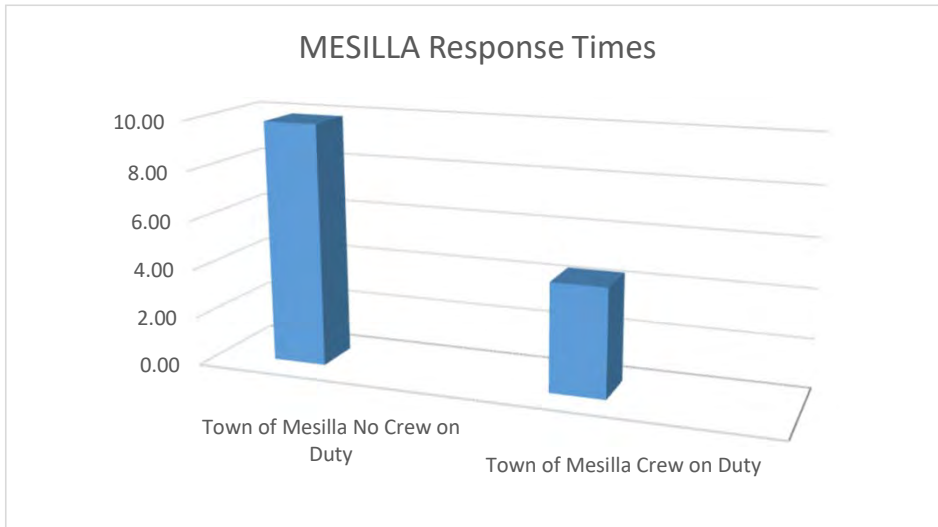
This report was generated on 05/07/2018



Response Mode: Lights and Sirens | Start Date: 04/01/2018 | End Date:04/30/2018



Zone	AVERAGE RESPONSE TIME (in minutes)
South Valley	7.56
Town of Mesilla	5.52
Town of Mesilla No Crew on Duty	9.86
Town of Mesilla Crew on Duty	4.41



Only REVIEWED incidents included. Response Time is Dispatched to Arrived.

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2018 6:29:05 PM



Events per Event Type for Date Range (Landscape)

Start Date: 04/01/2018 | End Date: 04/30/2018

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
12 Hour Night Shift						
	04/03/2018	B Shift	Shifts	31 House	12	Scott Gafford
	04/06/2018	B Shift	Shifts	31 House	12	Scott Gafford, Joseph Torres
	04/10/2018	Night Shift	Shifts	St. 31	12	Ariel Caro, Scott Gafford, Gabriel Gil, Phillip Guzman, Humberto Manriquez
	04/11/2018	A Shift	Shifts	Mesilla Public safety Building	12	John Chavez, Phillip Guzman, Humberto Manriquez, Eric Miller
	04/12/2018	Night Shift	Shifts	Mesilla Fire Department	14	Ariel Caro, John Chavez, Morgan Smith, Dylan Thunhorst, Joseph Torres, Lillian Villazon
	04/13/2018	Night Shift	Shifts	Mesilla Fire Dept	18	Humberto Manriquez, Joseph Torres
	04/15/2018	Night Shift	Shifts	Mesilla Fire Department	16	John Chavez, Nicolas Navarro, Morgan Smith, Dylan Thunhorst
	04/16/2018	Night Shift	Shifts	Mesilla Fire Department	20	John Chavez, Seriah Gore, Morgan Smith, Dylan Thunhorst
	04/17/2018	B Shift	Shifts	Mesilla fire Dept	4	Diana Villagrana
	04/17/2018	Night Shift	Shifts	Mesilla Fire Dept	10	Humberto Manriquez

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/20/2018	Friday Night Shift	Shifts	Mesilla Fire Department	15	John Chavez, Morgan Smith, Dylan Thunhorst
	04/23/2018	Night Shift	Shifts	Mesilla Fire Department	14	John Chavez, Morgan Smith
	04/26/2018	Night Shift	Shifts	Town of Mesilla Fire Department Station 31	12	John Chavez, Seriah Gore, Humberto Manriquez, Nicolas Navarro, Morgan Smith, Dylan Thunhorst, Joseph Torres, Lillian Villazon

Total Hours for 12 Hour Night Shift: 171

Prevention Division Shift						
	04/05/2018	NMIAAI. Board meeeting	Prevention Event	Anndeles restaurant	4	Gregory Whited
	04/05/2018	Inspections	Prevention Event	Mesilla	3	Gregory Whited
	04/06/2018	NMIAAI quarterly meeting	Prevention Event	Community center	8	Ariel Caro, Morgan Smith, Gregory Whited
	04/12/2018	Inspections	Prevention Event	Mesilla	3	Gregory Whited
	04/25/2018	Pretrial	Prevention Event	Da office	2	Gregory Whited
	04/26/2018	Inspections	Prevention Event	Mesilla	4	Gregory Whited
	05/01/2018	meeting with new business	Prevention Event	Mesilla distillery	2	Gregory Whited

Total Hours for Prevention Division Shift: 26

EMS Division Shift						
	04/05/2018	EMS Shift	Shifts	Station 31	5	Morgan Smith, Dylan Thunhorst
	04/14/2018	EMS Station shift	Shifts	Station 31	4	John Chavez, Dylan Thunhorst

Total Hours for EMS Division Shift: 9

Administration Shift						
	04/09/2018	Review Reports	Administrative	Telecommute	1	Stephanie Hyatt
	04/10/2018	Working on EMS quiz	Administrative	Telecommute	2	Stephanie Hyatt

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/19/2018	Admin Shift	Shifts	Mesilla Fire Station 31	13	Chad Zecha
	04/26/2018	Admin Shift	Shifts	Mesilla Fire Station 31	6.5	Chad Zecha
	05/01/2018	PCR Review	Administrative	Telecommunication.	1.5	Stephanie Hyatt

Total Hours for Administration Shift: 24

On Call Duty Officer						
	04/15/2018	Embury On Call	Shifts	District	14	Andy Embury
	04/18/2018	On Call Duty Officer	Shifts	Mesilla Fire Station 31 & Telecommute	17	Chad Zecha

Total Hours for On Call Duty Officer: 31

24 Hour Shift						
	04/18/2018	Shift	Shifts	Mesilla Fire Department	30	John Chavez, Seriah Gore, Morgan Smith, Dylan Thunhorst
	04/19/2018	Night Shift	Shifts	Mesilla Fire Dept	24	John Chavez, Gabriel Gil, Seriah Gore, Humberto Manriquez, Nicolas Navarro, Morgan Smith, Dylan Thunhorst, Lillian Villazon
	04/19/2018	Daily Shift	Shifts	St. 31	29	Gabriel Gil
	04/25/2018	24 hour Shift	Shifts	Mesilla Fire Department	24	John Chavez, Humberto Manriquez, Morgan Smith

Total Hours for 24 Hour Shift: 107

Training Division Shift						
	04/18/2018	New Driver Training	Training	Mesilla	3	John Chavez, Seriah Gore, Morgan Smith, Dylan Thunhorst
	04/22/2018	New Driver Training	Training	Mesilla	1	Ariel Caro, John Chavez, Morgan Smith

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/23/2018	New Driver Training	Training	Mesilla	2	John Chavez, Morgan Smith

Total Hours for Training Division Shift: 6

Explorer Division Shift						
	04/19/2018	Thursday Night Training	Shifts	Mesilla Fire Department.	6	Robert Alderete, Seriah Gore, Nicolas Navarro

Total Hours for Explorer Division Shift: 6

12 Hour Day Shift						
	04/30/2018	A Shift	Shifts	Mesilla Fire Dept	12	John Chavez, Humberto Manriquez, Morgan Smith

Total Hours for 12 Hour Day Shift: 12

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2018 6:37:51 PM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 04/01/2018 | End Date: 04/30/2018

Alderete, Robert J

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Alderete, Robert J	1	2:00

Caro, Ariel M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	2:00
I.S.O. New Driver and Operator Training	1	2:00
Total for Caro, Ariel M	3	4:00

Chavez, John Eric

Class Category	Class Count	Total Class Hours
EMS Training	1	1:00
I.S.O. Company Training	2	3:00
I.S.O. Fire Prevention	1	3:00
I.S.O. New Driver and Operator Training	4	8:00
Total for Chavez, John Eric	8	15:00

Gafford, Scott J.

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	3:00
Total for Gafford, Scott J.	3	3:00

Gil, Gabriel A

Class Category	Class Count	Total Class Hours
EMS Training	1	1:00
I.S.O. Company Training	3	4:00
Total for Gil, Gabriel A	4	5:00

Gomez, Sonny

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Gomez, Sonny	1	2:00

Gore, Seriah R

Class Category	Class Count	Total Class Hours
EMS Training	1	1:00
I.S.O. Company Training	2	3:00
I.S.O. Fire Prevention	1	3:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Gore, Seriah R	5	10:00

Guzman, Phillip

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes

If "All Personnel" is selected, this report also includes non-agency Personnel.

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	4:00
Total for Guzman, Phillip	3	4:00

Hoban, Kevin M

Class Category	Class Count	Total Class Hours
I.S.O. Officer Training	1	6:00
Total for Hoban, Kevin M	1	6:00

Manriquez, Humberto

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	4:00
I.S.O. New Driver and Operator Training	1	2:00
Total for Manriquez, Humberto	4	6:00

Martinez, Mateo

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Martinez, Mateo	1	2:00

Navarro, Nicolas A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Navarro, Nicolas A	1	2:00

Oblack, Austin E

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Oblack, Austin E	1	2:00

Segura, Stephen J

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Segura, Stephen J	1	2:00

Smith, Morgan Samantha

Class Category	Class Count	Total Class Hours
EMS Training	1	1:00
I.S.O. Company Training	1	1:00
I.S.O. Fire Prevention	1	3:00
I.S.O. New Driver and Operator Training	4	8:00
Total for Smith, Morgan Samantha	7	13:00

Thunhorst, Dylan P

Class Category	Class Count	Total Class Hours
EMS Training	1	1:00
I.S.O. Company Training	1	1:00
I.S.O. Fire Prevention	1	3:00
I.S.O. New Driver and Operator Training	1	3:00
Total for Thunhorst, Dylan P	4	8:00

Torres, Joseph J

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes

If "All Personnel" is selected, this report also includes non-agency Personnel.

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
I.S.O. New Driver and Operator Training	1	2:00
Total for Torres, Joseph J	2	3:00

Villazon, Lillian M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Villazon, Lillian M	1	2:00

Willmann, Keenan

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Willmann, Keenan	1	2:00

Zecha, Chad

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Zecha, Chad	1	2:00

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes

If "All Personnel" is selected, this report also includes non-agency Personnel.

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2018 8:11:16 PM



Total Hours by Volunteers for Date Range

Pay Grades: All Pay Grades | Start Date: 04/01/2018 | End Date: 04/30/2018

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Alderete, Robert J	0:00	2:00	0:00	2:00
Caro, Ariel M	1:59	4:00	28:00	33:59
Chavez, John Eric	9:50	15:00	195:00	219:50
Embury, Andy G.	3:56	0:00	14:00	17:56
Floyd, Jason E	0:25	0:00	0:00	0:25
Gafford, Scott J.	0:18	3:00	30:00	33:18
Gil, Gabriel A	2:19	5:00	57:00	64:19
Gomez, Sonny	0:00	2:00	0:00	2:00
Gore, Seriah R	0:41	10:00	15:00	25:41
Guzman, Phillip	0:15	4:00	23:00	27:15
Hyatt, Stephanie P	0:00	0:00	1:00	1:00
Manriquez, Humberto	4:23	6:00	112:00	122:23
Martinez, Mateo	0:00	2:00	0:00	2:00
Miller, Eric	0:40	0:00	13:00	13:40
Navarro, Nicolas A	0:00	2:00	9:00	11:00
Oblack, Austin E	0:09	2:00	0:00	2:09
Salas, Enrique	0:00	0:00	0:00	0:00
Segura, Stephen J	0:00	2:00	0:00	2:00
Sinclair, Jennifer M	0:16	0:00	0:00	0:16
Smith, Morgan Samantha	7:28	13:00	156:00	176:28
Thunhorst, Dylan P	4:50	8:00	105:00	117:50
Torres, Joseph J	2:51	3:00	49:00	54:51
Villagrana, Diana C	0:00	0:00	4:00	4:00
Villazon, Lillian M	2:29	2:00	41:00	45:29
Whited, Gregory E	0:15	0:00	24:00	24:15
Whiting, Colter C.	0:24	0:00	0:00	0:24
Willmann, Keenan	0:00	2:00	0:00	2:00
Zecha, Chad	0:41	2:00	36:30	39:11
TOTAL				1196:18:00

Mesilla Fire Department

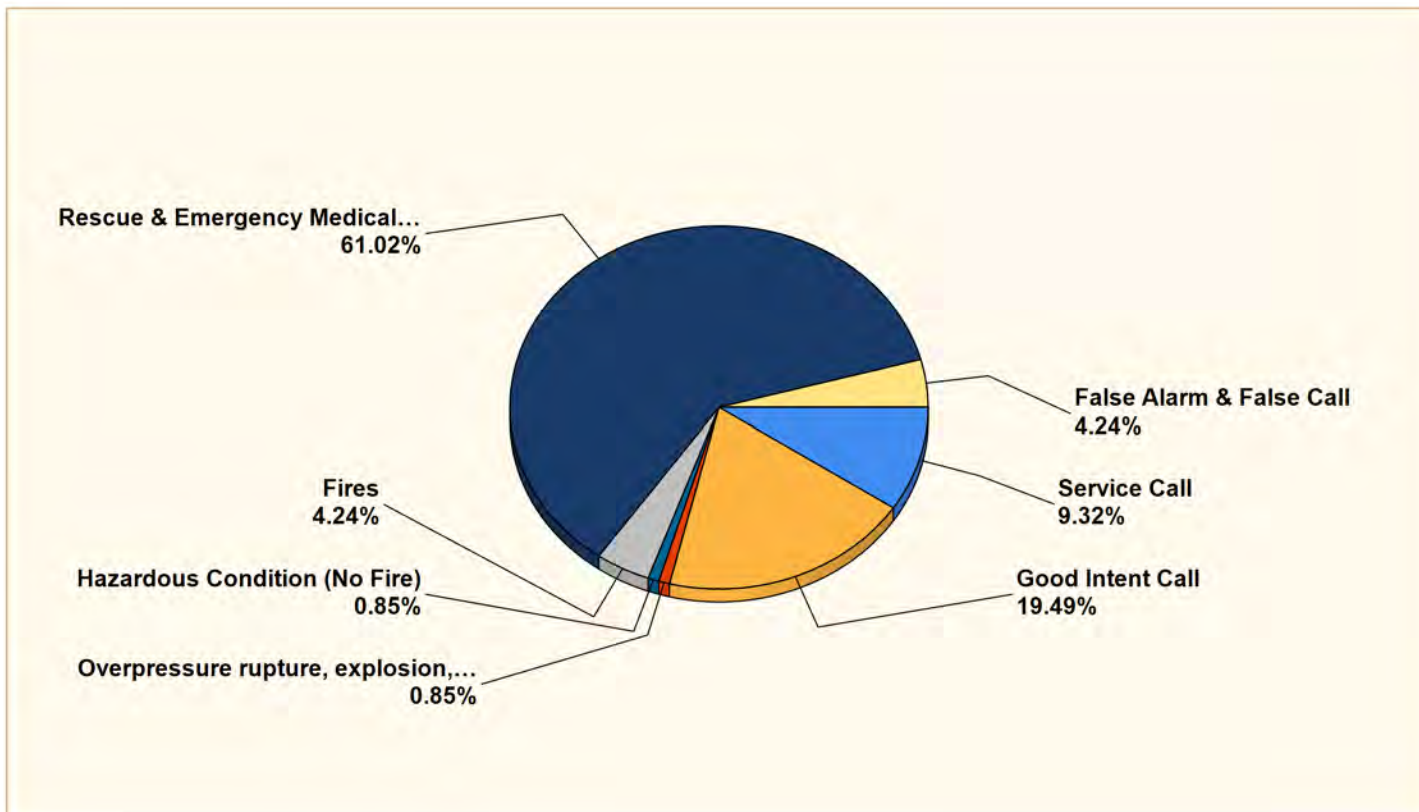
Mesilla, NM

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2018 | End Date: 04/30/2018



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	4.24%
Overpressure rupture, explosion, overheating - no fire	1	0.85%
Rescue & Emergency Medical Service	72	61.02%
Hazardous Condition (No Fire)	1	0.85%
Service Call	11	9.32%
Good Intent Call	23	19.49%
False Alarm & False Call	5	4.24%
TOTAL	118	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
130 - Mobile property (vehicle) fire, other	1	0.85%
131 - Passenger vehicle fire	1	0.85%
140 - Natural vegetation fire, other	1	0.85%
143 - Grass fire	2	1.69%
251 - Excessive heat, scorch burns with no ignition	1	0.85%
300 - Rescue, EMS incident, other	1	0.85%
311 - Medical assist, assist EMS crew	15	12.71%
320 - Emergency medical service, other	2	1.69%
321 - EMS call, excluding vehicle accident with injury	45	38.14%
322 - Motor vehicle accident with injuries	6	5.08%
381 - Rescue or EMS standby	3	2.54%
412 - Gas leak (natural gas or LPG)	1	0.85%
511 - Lock-out	4	3.39%
522 - Water or steam leak	1	0.85%
541 - Animal problem	1	0.85%
554 - Assist invalid	2	1.69%
561 - Unauthorized burning	2	1.69%
571 - Cover assignment, standby, moveup	1	0.85%
611 - Dispatched & cancelled en route	18	15.25%
622 - No incident found on arrival at dispatch address	2	1.69%
631 - Authorized controlled burning	3	2.54%
733 - Smoke detector activation due to malfunction	2	1.69%
736 - CO detector activation due to malfunction	1	0.85%
743 - Smoke detector activation, no fire - unintentional	1	0.85%
745 - Alarm system activation, no fire - unintentional	1	0.85%
TOTAL INCIDENTS:	118	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



MESILLA MARSHAL'S DEPARTMENT

P.O. BOX 10 MESILLA, NM 88046 PHONE 575-526-4138 FAX 575-652-3776

POLICE – ANIMAL CONTROL – EMERGENCY MANAGEMENT

MARSHAL K.C. ALBERG, CAS, FM, NMCEM

Date: May 7, 2018

To: Honorable Mayor and Mesilla Board of Trustees

This is the Monthly Report for April 2018 for the Mesilla Marshal's Department:

Citations – 193 total: 125 court appearance; 33 penalty assessments; 35 warnings.

Total Responses/Calls for Service/Reports – 384

Responses by commissioned/sworn personnel:

911 Hang-up Calls – 8

Abandoned Vehicle – 0

Agency Assist – 3

Alarm, Burglary – 12

Alarm, Carbon Monoxide – 0

Alarm, Hold Up – 0

Alarm, Panic – 2

Animal Bite/Animal Attacks – 4

Animal Care & Maint – 2

Animal Control Call – 1

Animal Cruelty – 1

Animal in Custody – 1

Animal, Dead – 1

Animal Stray – 3

Animal Vicious – 0

Assault Report – 1

ATV Complaint – 1

Back/Neck Pain – 2

Behavioral Issues – 2

Be On the Lookout – 0

Bleeding – 0

Breathing Problems – 0

Building Check – 4

Burglary, Auto – 0

Burglary in Progress – 0

Burglary – 1

Chest Pain – 0

Child Abuse – 0

Responses by commissioned/sworn personnel (continued):

Choking – 0
Civil Dispute/Standby – 4
Civil Process – 0
Codes Enforcement – 0
Codes Parking – 0
Computer Crimes – 0
Detention Center Release – 0
Disturbance Disorderly – 2
Disturbance Domestic – 3
Disturbance Domestic in Progress – 0
Disturbance Fight – 1
Disturbance Noise/Music – 7
Disturbance Unknown – 0
Disturbance Verbal – 0
Drunk/Intoxicated Subj – 1
DWI – 1
Fall Victim/Back Injury – 3
Fever – 0
Fire Alarm – 0
Fire Brush/Wildland – 1
Fire Structure Commerical – 0
Fire Structure Residential – 0
Fire Vehicle – 1
Flooding – 1
Foot Patrol – 2
Forgery/Fraud/Emb/Report – 1
Frequent Patrol – 51
FX Fracture/Break – 1
Gas Odor Natural – 0
Gun – Shots Fired – 0
Gun – Subject with a gun – 1
Gunshot Victim – 1
Harassment – 3
Illegal Burn – 1
Illegal Dumping – 0
Information Report – 12
Illegally Parked Vehicle – 2
Ill/Injured Person – 2
Kidnapping/Unlawful Custody – 0
Lift Assist – 1
Lockout – 1
Loud Party – 1
Medical Alarm – 1
Minor in Possession of Alc. – 0

Responses by commissioned/sworn personnel (continued):

Missing Adult – 0
Missing Child – 0
Motor Vehicle Accident Hit & Run – 1
Motor Vehicle Accident non Injury – 1
Motor Vehicle Accident with Injury – 2
Motor Vehicle Accident with Injury Extra Response – 1
Motor Vehicle Accident Private Property – 0
Narcotics/Drugs – 0
Obstruction – 0
Out with Subject – 1
Overdose – 0
Phone Call – 12
Poisoning/Ingestion – 0
Prisoner Transport – 0
Property Found – 1
Property Lost – 0
Property Recovered – 0
Prowler – 0
Public Assist – 3
Rape – 0
Reckless Driver – 0
Repossession/Private Property Impound – 0
Restraining Order Violation – 2
Roads – 1
Runaway – 0
Seizures/Convulsions – 0
Sick/Ill Person – 0
Shoplifting – 0
Stroke/CVA – 2
Subject Contact/Busy – 0
Suicide Attempt – 0
Suicidal Subject – 0
Supplement/Follow up – 1
Suspicious Activity – 0
Suspicious Persons – 7
Suspicious Vehicles – 4
Theft Report – 5
Threats – 2
Traumatic Injuries – 0
Trespassing – 1
Traffic – 174
Traffic Complaint – 0
Unspecified Call Type – 0

Responses by commissioned/sworn personnel (continued):

Unconscious Person – 1

Vagrancy – 0

Vandalism/Graffiti – 0

Warrant Service – 2

Welfare Check – 5

Wires Down – 0

Operation Stone Garden was **DISCONTINUED** as to overtime; however, its objectives remain supported and the equipment in use.



TOWN OF MESILLA

Public Works Department

P.O. Box 10, Mesilla, New Mexico 88046

Office: (575) 524-3262 ext. 103

Fax: (575) 541-6327

MEMORANDUM

Date: May 8, 2018
TO: Mayor, Board of Trustees & Cynthia
FROM: Debra Lujan, Public Works Director

RE: Activity Report for PWD

PDW: April 3, 2018 – May 7, 2018

Public Works Crew regular monthly schedule is keeping up with locates, parks, building maintenance, work orders from residents, tenant's complaints and all the requests from our staff, Fire and Marshal Departments. As always the crew is reading meters monthly and monitoring the wells when they are on-call.

Crew: Other Regular Monthly Duties

- Clean buildings
- locates for utility construction
- Water samples are sent monthly
- Water services shut off or on (due to late utility payments)
- Lift station monitoring
- H2S (sewer odor) we are keeping our levels down to 5ppm as recommended by the City of Las Cruces
- Community Center is being rented out more often and the crew is doing the set ups and take down.
- Daily Monday through Sunday: Taking chlorine residuals

Work orders completed

- All events at the Community Center and Plaza are being covered
- Trash pick-up at parks, plaza and roadway daily
- Locates if any
- Custodial all buildings
- Parks: the sprinkler systems are scheduled for run times according to there address and checked after weekends. No watering on Mondays, odd number address Wednesday, Friday and Sunday, even number address is Tuesday, Thursday and Sunday.
- Plaza: On a daily basis and weekends picking up trash
- Plaza: Cinco de Mayo preparations, set up and take down
- Monitor trash & public restrooms
- Parque de Cura Ramon Ortiz (Community Center Park) was watered, hydrant repaired
- Vehicles and equipment are being repaired and washed
- Public Safety Building hydrant and water line was repaired
- Snow Rd. fire hydrant was repaired (hit and run accident)
- water meter repairs
- Hydrant repair and maintenance training on Thursday, May 10th

Up-Date Capital Outlay: I sent questionnaire on Feb. 23, 2018 no response yet
Up-Date McDowell Rd Wastewater: Engineer making changes that I noticed and commented
Up-Date LGRF Calle Primera contract signed for Molzen Corbin to get the certifications and begin the design
Up-Date NMDOT TAP getting the RFP ready for professional services
Up-Date NMED Clean Water State Revolving Fund getting the RFP ready for professional services.
Up-Date WTB NMED reviewed sent revisions to engineer for corrections
Up-Date EBID Calle de Parian (culvert) the guard rails still need to placed
Up-Date LGRF Calle Primera Phase II and Calle de Parian received award letter for \$134,933.00. If we can't complete Calle Primera Phase I with \$43,615.00 we will utilize this grant to complete and begin cultural study on Calle de Parian from the plaza to the post office intersection with the remaining fund. I will be submitting for a match waiver \$33,748.00.

If you have any questions please call my cell 636-7553.