



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON TUESDAY, OCTOBER 15, 2019 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL & DETERMINATION OF A QUORUM**
- 3. CHANGES TO THE AGENDA & APPROVAL**
- 4. PRESENTATION:**
 1. A presentation regarding developing and possibly adopting a Social Host Ordinance.
– **Chief Vanessa Lara, City of Anthony Police.**
- 5. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.
- 6. CLOSED SESSION** - pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion of limited personnel matters relating to the Marshal’s Department. – **Nora L. Barraza, Mayor.**
- 7. *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** – Minutes of a Regular Meeting & Work Session on September 23, 2019.
 - b) ***PZHAC Case 060968** – SW corner of Calle de Colon and Calle de Tercera; submitted by Samuel Kane; a request for a zoning permit to allow the construction of four rental units on a property at this address. Zoned: Historical Residential (HR).
- 8. OLD BUSINESS:**
 - a) **PZHAC Case 060957** – 2782 Calle de San Albino, submitted by John Wright; a request for a zoning permit to remodel and build an addition to a dwelling at. Zoned: Historical Residential (HR).
- 9. NEW BUSINESS:**
 - a) **For Approval:** action on limited personnel matters following closed session relating to the Marshal’s Department. – **Nora L. Barraza, Mayor.**
 - b) **For Approval:** An agreement between the Department of Finance and Administration and the Town of Mesilla in the amount of \$132,130 in Capital Outlay Funding for La Llorona Trail. – **Rod McGillivray, Public Works Director.**
- 10. *STAFF REPORTS:**
 - Community Development
 - Community Programs
 - Finance Department
 - Fire Department
 - Marshal’s Department
 - Public Works Department

11. BOARD OF TRUSTEE COMMITTEE REPORTS

12. BOARD OF TRUSTEE/STAFF COMMENTS

13. 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 one week 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 the agenda packet can be found online at www.mesillanm.gov.

Posted 10/11/19 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, Ristramn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



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**BOARD OF TRUSTEES
TOWN OF MESILLA
WORK SESSION
MONDAY, SEPTEMBER 23, 2019
5:00 P.M.**

- TRUSTEES:** Nora L. Barraza, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Carlos Arzabal, Trustee (Absent)
Jesus Caro, Trustee (Absent)
Veronica Garcia, Trustee
- STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
- PUBLIC:** Susan Krueger

1. **Discussion:** Revisions to the Town of Mesilla Personnel Rules and Regulations Handbook. –
Cynthia Stoechner-Hernandez, Clerk/Treasurer.
- Discussions regarding the definitions of regular employees, classified and non-classified employees, FLSA Exempt and non-exempt employees, and appointment.

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**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, SEPTEMBER 23, 2019
6:00 P.M.**

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

14 **STAFF:** Cynthia Stochner-Hernandez, Town Clerk/Treasurer
15 Kevin Hoban, Fire Chief
16 Rod McGillivray, Public Works Director
17 Enrique Salas, Lieutenant
18 Gloria Maya, Recorder

20 **PUBLIC:**

23 **1. PLEDGE OF ALLEGIANCE**

24 Mayor Barraza led the Pledge of Allegiance.

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

27 **Roll Call.**

28 **Present:** Mayor Barraza, Mayor Pro Tem Johnson-Burick, and Trustee Garcia.

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

31 **Motion:** To approve agenda, **Moved by Mayor Pro-Tem Johnson-Burick, Seconded by Trustee**
32 **Garcia.**

34 **Roll Call Vote: Motion passed (summary: Yes =3)**

35 Mayor Pro Tem Johnson-Burick Yes

36 Trustee Garcia Yes

37 Mayor Barraza Yes

41 **4. PROCLAMATIONS:**

42 **A.** A Proclamation by the Board of Trustees declaring October 2, 2019 as “International
43 Walk to School Day” in Mesilla. – *Ashleigh Curry and students.*

44 Ms. Curry and students read a Proclamation by the Board of Trustees declaring October 2, 2019 as

1 “International Walk to School Day” in Mesilla.

- 2
- 3 B. A proclamation by the Board of Trustees declaring October 6th – October 12th, 2019 as
4 Fire Prevention Week in the Town of Mesilla. – *Kevin Hoban, Fire Chief.*

5 Fire Chief Hoban read a Proclamation by the Board of Trustees declaring October 6th – October 12th, 2019
6 as Fire Prevention Week in the Town of Mesilla.

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

10 Susan Krueger – question about case number 060957 already had an issue with the garage not fitting
11 in with the development zone. Request is to take an 8-foot wall and increase it to 14.5’ because it
12 would become part of the structure. Is the wall itself set back the required 3 feet from the property
13 line and whether or not to have a 14.5’ tall structure compatible with the development zone that
14 close to the property line?
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16 **6. *APPROVAL OF CONSENT AGENDA** – (The Board will be asked to approve by one motion the
17 following items of recurring or routine business. The Consent Agenda is marked with an asterisk *):

- 18 A. ***BOT Minutes** – Minutes of a Regular Meeting on September 9, 2019. *Approved by*
19 *consent agenda*
- 20 B. ***PZHAC Case 060953** - 1701 Calle de Mercado, submitted by Gary Coppedge; a request
21 for a zoning permit to reconstruct a collapsed latia porch at 1701 Calle de Mercado. Zoned:
22 General Commercial (C). *Approved by consent agenda*
- 23 C. ***PZHAC Case 060956** – 2557 Calle de Parian, submitted by Andrea Bryan; a request for a
24 zoning permit to install a fake lintel beam over a window and restucco the dwelling at this
25 address in a different color. Zoned: Historical Residential (HR). *Approved by consent*
26 *agenda*
- 27 D. ***PZHAC Case 060957** – 2782 Calle de San Albino, submitted by John Wright; a request
28 for a zoning permit to remodel and build an addition to a dwelling at. Zoned: Historical
29 Residential (HR). *Approved by consent agenda*
- 30 E. ***PZHAC Case 060958** – 2805 Boldt Street, submitted by Stephen W. Stile; a request for a
31 zoning permit to repaint a dwelling at this address. Zoned: Historical Residential (HR).
32 *Approved by consent agenda*
- 33 F. ***PZHAC Case 060959** – 1900 Calle Pecana, submitted by Ray Carl for Logos
34 Development Inc., a request for a zoning permit to construct a new dwelling at this address.
35 Zoned: Historical Residential (HR). *Approved by consent agenda*

36

37 **Motion:** To approve consent agenda, **Moved by Trustee Garcia, Seconded by Mayor Pro-Tem**
38 **Johnson-Burick.**

39

40 **Roll Call Vote: Motion passed (summary: Yes =3)**

41 Mayor Pro Tem Johnson-Burick Yes

42 Trustee Garcia Yes

43 Mayor Barraza Yes

44

45 **Motion:** To postpone PZHAC Case 060957, **Moved by Mayor Pro-Tem Johnson-Burick, Seconded**
46 **by Trustee Garcia.**

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2 **Roll Call Vote: Motion passed (summary: Yes =3**

3 Mayor Pro Tem Johnson-Burick Yes

4 Trustee Garcia Yes

5 Mayor Barraza Yes

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7 **7. NEW BUSINESS:**

8 1. **Update:** on Public Works Projects in progress. – *Rod McGillivray, Public Works Director.*

9 Bowman – completed the City of Las Cruces water project. Executed change orders to add
10 curbing at some intersections to protect some of the pavement.

11 LGRF – fee negotiations with Engineering firm.

12 Calle de Parian – looking at the scope of work and fee negotiations.

13 Plaza lighting – waiting on executed agreement.

14
15 2. **Update:** on 2019 Deiz y Seis De Septiembre Fiesta budget. – *Dorothy Sellers, Special*
16 *Events Coordinator.*

17 Ms. Sellers presented the revenue and expense report for the 2019 16 de Septiembre fiesta. Profit of
18 \$1,818.58 without two remaining invoices.

19 Mayor Barraza praised Ms. Sellers for a fabulous fiesta and a great job. Crowds were consistent
20 throughout both days. Everything was right on task.

21 Mayor Pro-Tem asked if we have an idea what the remaining invoices are going to cost.

22 Ms. Sellers stated that advertisement is approximately \$900. The porta-potties cost has not come in yet.

23 Mayor Pro-Tem stated that for her first fiesta – Great job! The team does a fabulous job. Thanks to
24 everyone.

25 Trustee Garcia stated it was well attended and it did pay off.

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

27 Mayor Pro-Tem Johnson-Burick had an MPO meeting September 11th. Discussed JPA, projects
28 NMDOT is working on and vacant position within the MPO and steps to fill it. Next meeting is
29 October 9th.

30 Trustee Garcia went to the same MPO meeting as Mayor Pro-Tem Johnson-Burick.

31 Mayor Barraza we had the NMDOT Stakeholder meeting and a public meeting on University
32 Avenue. That project is moving along so fast. So happy to see this project going. Finalized
33 this plan to one now. Moving forward. Hoping to complete design in December. Estimated to
34 be a \$7 million dollar project. Public interest has been great also.

35 Mayor Barraza stated that they had a meeting on a Social Host Ordinance on underage drinking
36 and it gives the officers a tool to penalize parents who are hosting.

37 Mayor Barraza attended the NMLZO meeting with Cynthia, Larry and Commissioner Lucero
38 last week. Great information. Learned what we can do better with ordinances and codes
39 enforcement.

40 Mayor Barraza has an RTD meeting coming up and a SCCOG meeting. She has a Taylor
41 Museum Advisory Board meeting in October. Meet at Commemorative park at 7:00 a.m. for
42 Walk to School Day on October 2nd. She also has NMML Director's meeting next Saturday in

1 Santa Fe.

2 **9. BOARD OF TRUSTEE/STAFF COMMENTS**

3 Mayor Pro-Tem Johnson-Burick will be out of Town on October 15th, she will try to call in to
4 make arrangements.

5 Trustee Garcia may not be here on October 15th. Wants to know what happened to the Little
6 Lending Library.

7 Mayor Pro-Tem Johnson-Burick stated that Ms. Krueger has stained the Little Lending Library
8 and is ready to work on colors painted and needs to discuss it with Mayor Barraza. Ms. Krueger
9 has tentatively met with Mr. McGillivray also to decide location.

10 Trustee Garcia stated that she will volunteer to help obtain books and review content.

11 Mayor Barraza doesn't have any comments herself. The team is doing a great job. Our next
12 Mariachi Sunday is October 27th. Many events coming up. She will get with Mayor Pro-Tem
13 Johnson-Burick regarding the color for the Little Lending Library.

14 **10. ADJOURNMENT**

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

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17 **MEETING ADJOURNED AT 6:42 P.M.**

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19 **APPROVED THIS 15th DAY OF OCTOBER, 2019.**

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Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Town Clerk/Treasurer

BOT ACTION FORM
BUILDING PERMITS 060968
[PZHAC REVIEW – 10/7/2018]
STAFF ANALYSIS

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

Items:

Case 060968 – SW corner of Calle de Colon and Calle de Tercera; submitted by Samuel Kane; a request for a zoning permit to allow the construction of four rental units on a property 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 rental units will be acceptable for the zoning of the property, 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 rental units will not be acceptable to the zoning of the property, 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: @ \$410,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed work, when finished, will be consistent with the zoning requirements for this property. Additionally, 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 that need to be made:

- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
- The proposed work consists of constructing four rental units on a vacant property at this address.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC ACTION:

The PZHAC determined that the proposed replacement porches would not be out of character with the nature of other structures in the area and voted 2 – 1 to recommend APPROVAL of this request to the BOT. (Commissioner Nevarez voted against the proposal because he felt that “... four rental units on one property would be too many.”)

NOTE:

18.06.070 PZHAC Meetings – Place – Quorum – Voting.

C. A majority of the members of the planning, zoning and historical appropriateness commission shall constitute a quorum for the transaction of business. (A quorum of the PZHAC was present.)

D. A motion shall carry upon the affirmative vote of the majority of the members of the planning, zoning and historical appropriateness commission present at a meeting. [Ord. 2009-05 § 2] (The proposal was approved by a majority of the PZHAC members present.)

BOT OPTIONS:

1. Approve the application as recommended by the PZHAC.
2. Approve the application with conditions.
3. Reject the application.

BOT ACTION:

**PZHAC WORK SESSION
OCTOBER 7, 2019
ITEM 3**

Submitted by Samuel Kane, a request to discuss plans to construct four rental units on the southwest corner of Calle de Colon and Calle de Tercera (Case 060968) Zoned: Historic Residential (HR)

The applicant originally intended to use this property for his own residence and approached the PZHAC earlier this year with plans for a residence that was about 7000 square feet in size, including garage space and storage areas. While the proposed dwelling would have been impressive, the PZHAC determined that it would have been out of character with the surrounding properties according to Chapter 18.33 of the Code and did not approve the plans. The applicant is now considering a more appropriate property for this residence and would like to use the property on Calle de Colon as a rental property containing four units that are smaller and are more similar to in size and style to the dwellings that exist on neighboring properties.

The property, which is 0.42 acres (18,295 square feet) in size, is a vacant lot surrounded by developed lots that are typically about 0.25 or acres in size or smaller. There are several larger lots further away, but these lots are either landlocked or are used for agriculture and are not developed. The developed properties are mostly occupied by one or two-family single-story dwellings that are typically less than 1500 square feet per dwelling. There are four two story dwellings in the immediate area, but two of these (2360 Calle de Colon) are smaller than 1300 square feet, one (2670 Calle Segunda) is about 2600 square feet, and one (2631 Calle Tercera) is about 4000 square feet. The dwelling at 2631 Calle Tercera was built in the 1940's, according to the Historic Register, and is not architecturally compatible with the area (see attached description from the Historical Register). The structures on the other two properties do not appear in the Historical Register and appear to have been built after the inventory of historical structures was conducted. There are no construction records on file for them. A similar two-story dwelling is located on Calle del Oeste, but this is at the edge of the zoning district and was built in a different development zone and is not in the development zone for this property.

The applicant has hired an architect, Harold Denton, that is familiar with building dwellings in the area. Mr. Denton is the architect that designed the four dwellings that are on a similar sized property at 2217 and 2219 Calle de Parian (one block away). The layout of the property and the dwellings will be similar to the dwellings on Calle de Parian (see attached site plan and elevations). The dwellings will be one-story and about 1200 square feet in size each, which is similar to other dwellings in the area.

According to the Zoning Code for the Historic Residential Zone, since the property is greater than 16,000 square feet in size, up to four dwellings may be allowed on the property.

18.35.070 Historic Residential Development standards.

B. Population Density. When lots or parcels in the H-R zone are to be developed to multifamily dwellings, each lot or parcel shall have sufficient area to provide 4,000 square feet of area for each family unit to be erected.

Although there is no limit set by the Code as to the number of dwellings that can be placed on a single property in the HR zoning district if the requirement of 4000 square foot of property per dwelling is met, over the past six years the PZHAC has generally allowed only two dwellings per property regardless of the size of the property.

Estimated Cost: @ 410,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed dwellings will be compatible with the surrounding properties, especially the development zone for the property, and that the proposed dwellings will be compatible with the Zoning Code for the area.

The applicant and his architect were present at the work session to provide further details about the proposed construction, and to answer any questions that arose.

PHOTOS OF OTHER DWELLINGS IN THE AREA



PHOTOS OF OTHER DWELLINGS IN THE AREA



PHOTOS OF OTHER DWELLINGS IN THE AREA



PHOTOS OF DWELLINGS AT 2217, 2219 CALLE DE PARIAN



**BOT ACTION FORM
ZONING PERMIT 060957
[PZHAC REVIEW – 9/17/19]
STAFF ANALYSIS**

(Decision to be based on information provided during the Work Session – Item 3)

Case 060957 – 2782 Calle de San Albino, submitted by John Wright; a request for a zoning permit to remodel and build an addition to a dwelling at. 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 addition is acceptable to the Town 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 addition is not be acceptable to the Town, 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: @ \$67,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed addition be consistent with the requirements of the HR zoning district. Additionally, the PZHAC will need to determine that the request meets 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 addition to dwelling on a residential property at this address.
- The PZHAC has determined that the proposed addition meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

*The PZHAC determined that the addition to the existing dwelling would not negatively change the character of the existing structure, and would not be out of character with the of the other dwellings nearby, and voted 3 – 0 to recommend **APPROVAL** of this request to the BOT.*

BOT OPTIONS:

1. Approve the application as recommended by the PZHAC.
2. Approve the application with conditions.
3. Reject the application.

BOT ACTION:

**PZHAC WORK SESSION
SEPTEMBER 17, 2019
ITEM 3**

Submitted by John Wright; a request to discuss plans to remodel and build an addition to a dwelling at 2782 Calle de San Albino. (Case 060957) Zoned: Historical Residential (HR)

Mr Wright would like to discuss his plans to remodel and add additions to the dwelling at this address. He has been before the PZHAC in 2016 (Case 060455) for permission to construct alterations to a dwelling and a build a garage at this address. Issues that resulted from the work approved at that time included the height of the resulting structure not being compatible with other structures in the area, and drainage onto the neighboring property to the north. To address the height issue, the applicant lowered the finished height of the garage by about 1.5 feet during construction of the garage. To address the drainage issue, the applicant came before the PZHAC in October of 2018 for a permit (Case 06774) to build an adobe wall along the north property line to hold back and redirect run-off from the property. In October of 2018 the PZHAC decided to postpone a decision on a permit request to allow further renovations and additions to the dwelling (Case 060779) in order to allow the applicant to complete the adobe wall to address the drainage issue. Now that the adobe wall is complete, the applicant would like to continue with the renovations and addition to the dwelling that had originally been proposed.

The purpose of this permit request is to allow further alterations and additions to the existing structure. Mr. Wright is aware that he will need to ensure that any changes to the structure, along with any new construction on the property, will need to match and maintain the architectural style and character of the existing structure as set forth in the Historic Preservation section of the Code. He is also aware that the overall height of the structure with respect to other structures in the development zone will be a concern.

The property is a 0.36 acre residential parcel that is bordered by Calle de San Albino, Calle de Santa ana, and Calle de Guadalupe. The property currently contains a single family dwelling and a large garage and workshop. The single family dwelling has a yard that is currently surrounded by an 8 foot high wall that connect with the walls of the dwelling. The applicant would like to enclose part of the open area with the existing walls of the structure (see site plan) to form an addition to the existing dwelling. The proposed addition will use part of this wall as an exterior wall for the addition and the wall will be increased in height to about 14.5 feet (see attached plans). Several windows will be added to the existing walls. Since the addition will be entirely within the existing walls of the structure and there will be no increase to the footprint of the walled structure other than connecting the exterior wall with the garage that had been added to the structure.

Attached is the worksheet and description for the property from the Historic Register for the Town showing that the original dwelling contributes to the architectural character of the surrounding area. The Registry indicates that the dwelling was a small structure that was built about 1915. There have been substantial additions and changes to the structure since that time. Records of previous work that was done on the property are for repairs to a soffit and a repainting in 2006, as well as the addition of the garage in 2016. There are no records of other work or additions in the file.

The County Assessor's office indicates the dwelling was built in 1940, and lists the style of the house as "conventional". The worksheet for the Historical Register for Mesilla states that the house was built in 1915, has a flat roof and parapet, and lists the architectural style as "adobe vernacular". When compared to the Yguado Plan, the house appears to have a "Territorial" style.

In addition to plans for the renovations and addition, photos that show the existing structure as well as structures on surrounding properties are also attached.

Estimated Cost: @ 67,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed alterations and additions will be compatible with the surrounding properties, especially the development zone for the property, and that the proposed alterations will not change the style of the dwelling or have a negative effect on neighboring properties.

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

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

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: [R0400652](#)

Parcel Number: 4006138315007

Owner: WRIGHT JOHN

Mail Address: PO BOX 566

Subdivision:

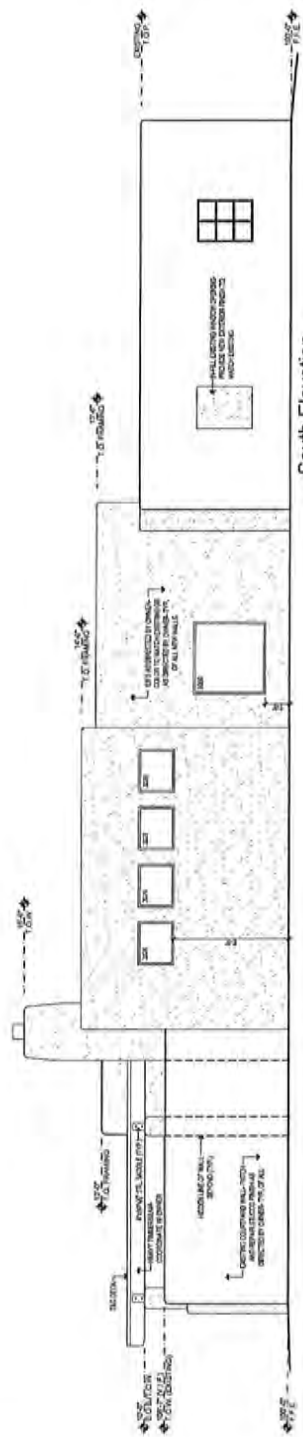
Property Address: 2782 CALLE DE SAN ALBINO

Acres: 0

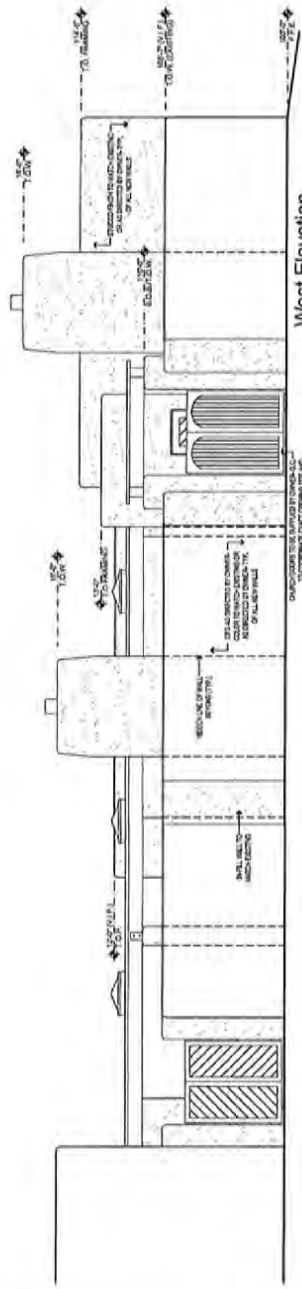


GENERAL NOTES

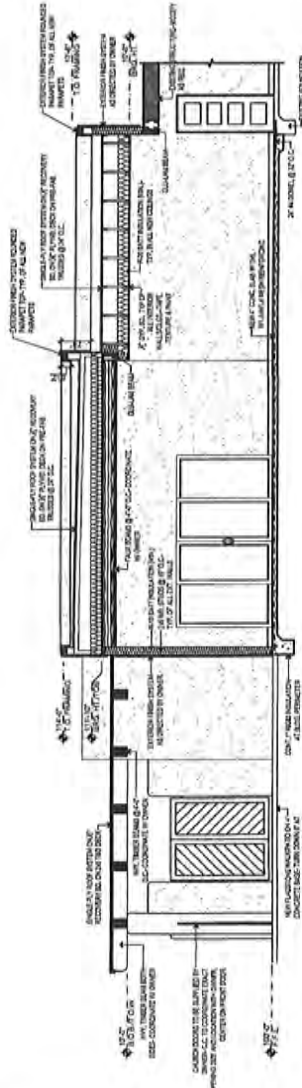
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE AIA CONTRACT DOCUMENTS, INCLUDING THE AIA B191-2015 BIDDING DOCUMENTS AND THE AIA B171-2015 CONTRACT DOCUMENTS.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE AIA CONTRACT DOCUMENTS, INCLUDING THE AIA B191-2015 BIDDING DOCUMENTS AND THE AIA B171-2015 CONTRACT DOCUMENTS.
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South Elevation
scale 1/4" = 1'-0"



West Elevation
scale 1/4" = 1'-0"



Building Section
scale 1/4" = 1'-0"

WRIGHT RESIDENCE REMODEL
2782 Calle de San Albino
Mesilla, NM
August 5, 2019

sheet no.

A1.1
Exterior Elevations
& Bldg. Section

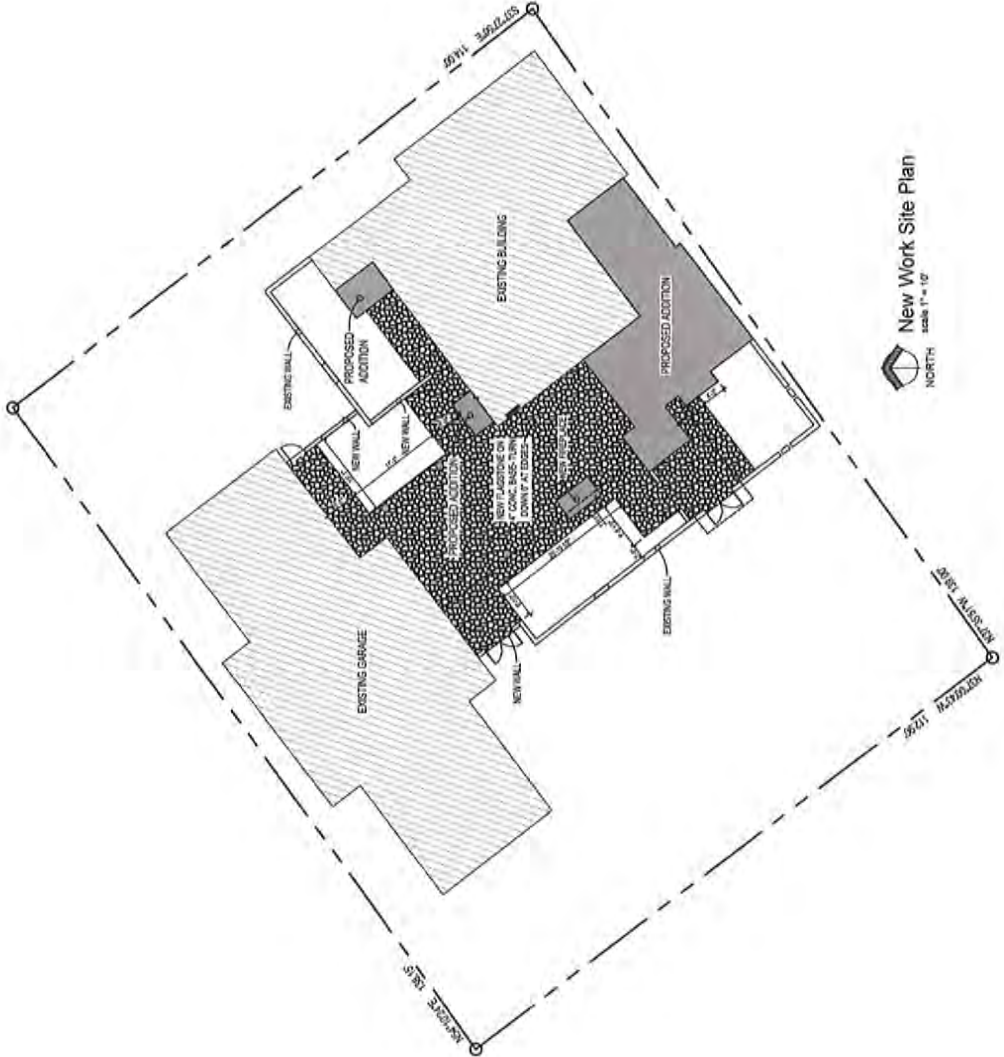
| | |
|------------------------|-----------|
| REVISION | DATE |
| OWNER DIRECTED CHANGES | 7/29/2019 |
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WRIGHT RESIDENCE REMODEL
2782 Calle de San Albino
Mesilla, NM
August 5, 2019

sheet no. **AS1.0**
New Work
Site Plan

GENERAL NOTES

- A. OWNER'S RESPONSIBILITY FOR OBTAINING NECESSARY PERMITS IS NOT SHOWN ON THIS PLAN.
- B. OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.
- C. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF BUILDING, STRUCTURAL, MECHANICAL, ELECTRICAL, PLUMBING, AND FIRE CODES.
- D. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.
- E. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.
- F. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.
- G. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.
- H. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.
- I. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.
- J. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.



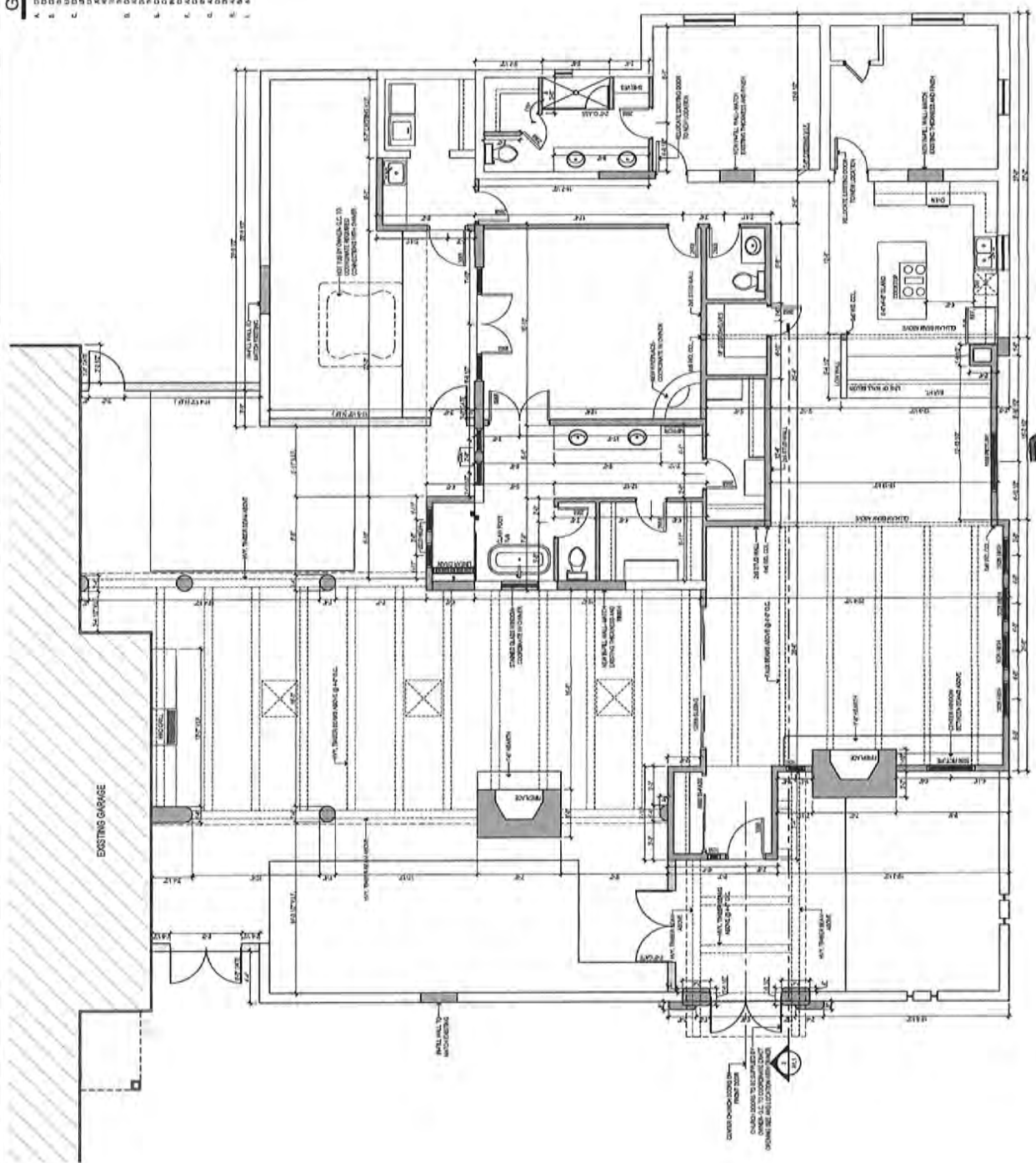
New Work Site Plan
Scale 1" = 10'
NORTH

GENERAL NOTES

- A. CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS OF EXISTING WALLS AND FOUNDATIONS TO BE REMOVED OR MODIFIED TO BE ACCURATE TO THE CENTERLINE OF THE WALL OR FOUNDATION.
- B. CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS OF EXISTING WALLS AND FOUNDATIONS TO BE REMOVED OR MODIFIED TO BE ACCURATE TO THE CENTERLINE OF THE WALL OR FOUNDATION.
- C. CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS OF EXISTING WALLS AND FOUNDATIONS TO BE REMOVED OR MODIFIED TO BE ACCURATE TO THE CENTERLINE OF THE WALL OR FOUNDATION.
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- I. CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS OF EXISTING WALLS AND FOUNDATIONS TO BE REMOVED OR MODIFIED TO BE ACCURATE TO THE CENTERLINE OF THE WALL OR FOUNDATION.

AREA CALCULATION

| | |
|---------------------|----------|
| EXISTING FLOOR AREA | 1,077.12 |
| NEW WORK FLOOR AREA | 1,088.12 |
| TOTAL FLOOR AREA | 2,165.24 |



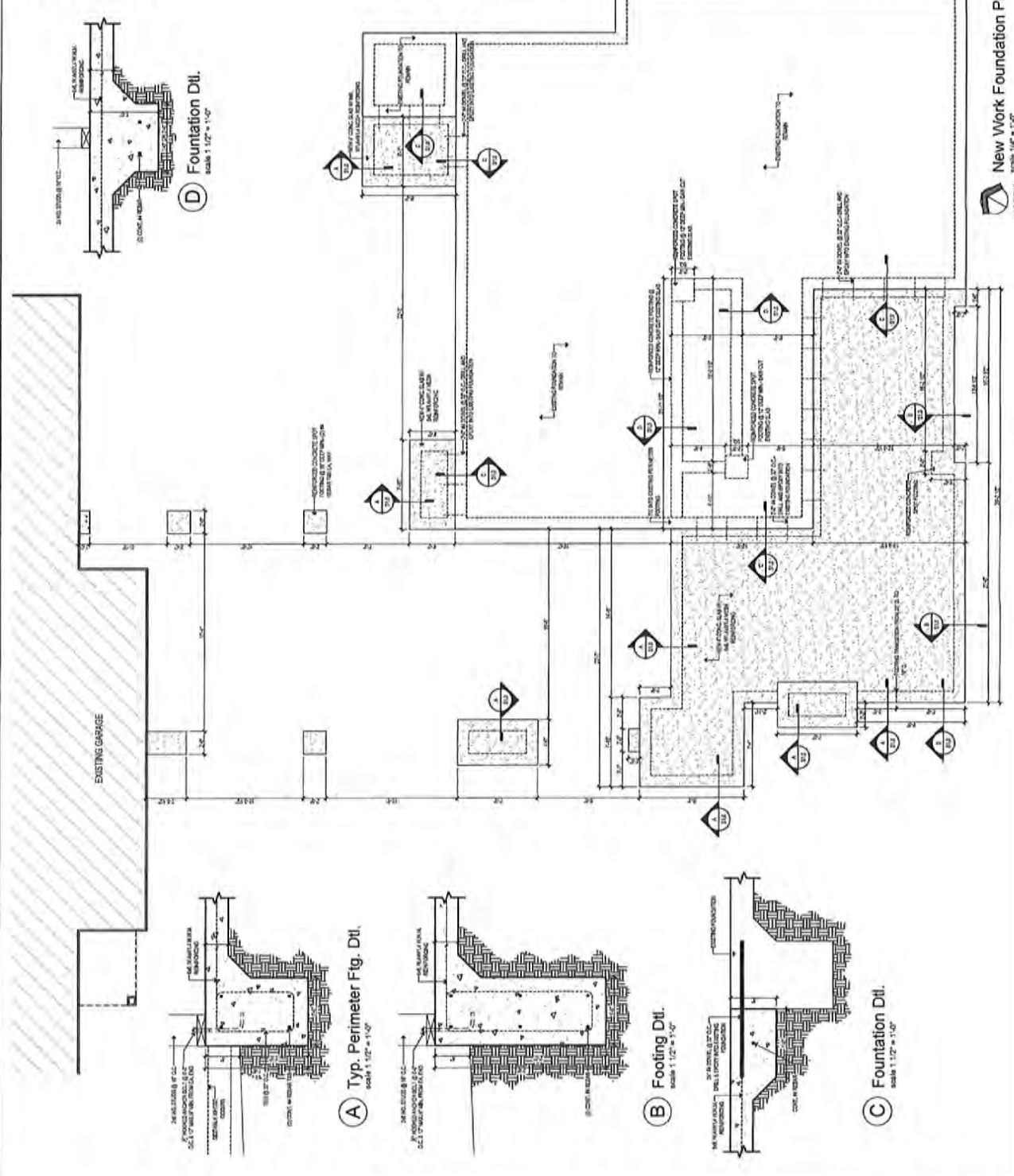
New Work Floor Plan
Scale: 1/4" = 1'-0"
NORTH

| | |
|------------------------|---------|
| REVISION | DATE |
| OWNER DIRECTED CHANGES | 7/28/19 |

WRIGHT RESIDENCE REMODEL
2782 Calle de San Albino
Mesilla, NM
August 5, 2019

GENERAL NOTES

- ALL FOUNDATION WORK SHALL BE CONFORMANT TO THE 2015 INTERNATIONAL RESIDENTIAL CODE (IRC) AND THE 2015 INTERNATIONAL FOUNDATION CODE (IFC).
- CONCRETE SHALL BE CAST AND CURED IN ACCORDANCE WITH THE CONCRETE MANUAL AND THE CONCRETE REPAIR AND PATCHING MANUAL.
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| 1. ALERT SHEET? <input type="checkbox"/> YES <input type="checkbox"/> NO | | NEW MEXICO HISTORIC BUILDING INVENTORY FORM 1: BUILDINGS & STRUCTURES 6-6-79 <i>pic 66</i> | | | | | | | | | | | | | | | | | |
|---|--------------------|---|----------|--|-------|---|-------|--------------------------------|--------|----|----|-----|-----|------|--------------|--|--|----------|--|
| 2. SURVEY DATE <i>2-9-80 JM</i> | 3. BY <i>JM</i> | 4. CHECK DATE | 5. BY | 6. COMPUTER DATE | 7. BY | 8. FILE DATE | 9. BY | 10. REVISION DATE | 11. BY | | | | | | | | | | |
| COUNTY <i>Dona Ana</i> | | 13. FIELD MAP | | 14. NUMBER | | 15. UTM REFERENCE NUMBER <table border="1"> <tr> <td>13</td> <td>32</td> <td>300</td> <td>357</td> <td>1700</td> </tr> <tr> <td colspan="3">ZONE EASTING</td> <td colspan="2">NORTHING</td> </tr> </table> | | | | 13 | 32 | 300 | 357 | 1700 | ZONE EASTING | | | NORTHING | |
| 13 | 32 | 300 | 357 | 1700 | | | | | | | | | | | | | | | |
| ZONE EASTING | | | NORTHING | | | | | | | | | | | | | | | | |
| 16. SPECIFIC LOCATION <i>first house on the N.W. corner of intersection block west of Calle de Santa Ana & Old Camarero Road Alhambra</i> | | | | | | 17. CITY/TOWN <i>Mesilla</i> | | 18. ZIP | | | | | | | | | | | |
| 20. LEGAL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION $\frac{1}{4}$ $\frac{1}{4}$ $\frac{1}{4}$ | | | | | | 19. LAND GRANT OR RESERVATION <i>Mesilla civil colony</i> | | 20. I.D. # <i>183205062</i> | | | | | | | | | | | |
| 25. ARCHITECTURAL STYLE <i>Adobe Vernacular</i> | | | | | | 26. NUMBER OF STORIES <i>one</i> | | | | | | | | | | | | | |
| 27. FOUNDATION MATERIAL(S) <i>Concrete</i> | | | | | | 22. ROLL # <i>48</i> | | | | | | | | | | | | | |
| 28. EXTERIOR WALL SURFACE(S) <i>Exposed Adobe</i> | | | | | | 23. NEG # <i>20</i> | | | | | | | | | | | | | |
| 29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS, SILLS, ARRANGEMENTS) <i>Single metal casement, small lit windows w/no surrounds exposed wood lintel</i> | | | | | | 24. LOCATION OF NEG. | | | | | | | | | | | | | |
| 30. DOOR/ENTRANCE (TYPE/SURROUNDS) <i>Standard wood door, narrow surrounds</i> | | | | | | 20. I.D. # | | | | | | | | | | | | | |
| 31. ROOF(S) (NUMBER/SHAPE/MATERIAL DETAILS) <i>flat roof, w/ flat parapet</i> | | | | | | 22. ROLL # | | | | | | | | | | | | | |
| 32. CHIMNEY(S) (NUMBER, EXTERIOR-INTERIOR/MATERIALS) <i>none</i> | | | | | | 23. NEG # | | | | | | | | | | | | | |
| 33. EXTERIOR DETAILS <i>canales, exposed wood lintel</i> | | | | | | 24. LOCATION OF NEG. | | | | | | | | | | | | | |
| 34. COMMENTS | | | | | | | | | | | | | | | | | | | |
| 35. DATE OF CONSTRUCTION ESTIMATED <i>1915</i> 36. ACTUAL | | | | 45. IMMEDIATE SURROUNDINGS <i>Residential</i> | | | | | | | | | | | | | | | |
| 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 | | | | 49. ASSOCIATED BUILDINGS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | | | | | | | | | | | | | |
| 41. PRESENT USE <i>Residential</i> | | | | 50. WHAT TYPE? | | | | | | | | | | | | | | | |
| 42. HISTORIC CONDITION <input type="checkbox"/> EXCELLENT <input type="checkbox"/> GOOD <input checked="" type="checkbox"/> FAIR <input type="checkbox"/> DETERIORATED | | | | 51. IF INVENTORIED, LIST I.D. #'S | | | | | | | | | | | | | | | |
| 44. DEGREE OF REMODELING <input checked="" type="checkbox"/> MINOR <input type="checkbox"/> MODERATE <input type="checkbox"/> MAJOR | | | | 52. SEE BACK? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | | | | | | | | | | | | | |

- 53 This is a stuccoed adobe house with an asphalt shingle hip roof and aluminum frame windows. est. 1930. (C)
- 54 A rectangular plan gabled adobe with metal casement and aluminum frame windows, this building fronts the street. est. 1930. (C)
- 55 This stuccoed flat roof adobe has a rectangular plan. The house has tandem wood frame windows and rounded buttresses the height of the building on many of its corners. est. 1910. (C)
- 56 This is a stuccoed residence with metal frame windows and an asphalt shingled multi-hip roof. est. 1955. (N)
- 57 This Ranch Style house has exposed concrete block exterior wall surfaces and aluminum frame windows and is covered by an asphalt shingled hip roof. est. 1960. (I)
- 58 This stuccoed adobe residence has an asphalt shingled hip roof, aluminum windows, and a square floor plan. est. 1935. (N)
- 59 This small rectangular plan stuccoed house has a gabled roof, a gabled open front porch and aluminum frame windows. est. 1940. (N)
- 60 This stuccoed, flat roofed adobe house has metal casement windows and aluminum frame windows. est. 1920. (C)
- 61 This low gabled, stuccoed adobe residence has wood frame windows. est. 1910. (C)
- 62 This small adobe house, recently stuccoed, has metal casement windows and a flat roof with flat parapet. est. 1915. (C)
- 63 This Ranch Style house is of brick and has aluminum frame windows. est. 1965. (I)
- 64 This small stuccoed adobe house has wood frame windows and a square floor plan. est. 1930. (C)
- 65 A recently built duplex with an open shed roof front porch, this stuccoed frame structure has a flat roof and aluminum sash 6/6 double hung windows. est. 1978. (N)
- 66 This stuccoed adobe residence has a flat roof and flat parapet with tin canales on the facade. It has wood frame windows and is of a rectangular floor plan. est. 1910. (C)
- 67 This stuccoed, flat roofed residence with aluminum sash windows has an addition on the S.E. section with a low gable roof. A porch supported by squared beams fronts the house. est. 1935. (N)

**PHOTOS OF DWELLING
FROM WEST SHOWING NEIGHBORING DWELLING TO THE NORTH**



FROM INTERSECTION OF CALLE DE SANTA ANA AND CALLE DE GUADALUPE



**PHOTOS OF DWELLING LOOKING NORTH FROM CALLE DE SANTA ANA
SHOWING PART OF WALL TO BE AFFECTED BY ADDITION**



FROM INTERSECTION OF CALLE DE SAN ALBINO AND CALLE DE SANTA ANA



**PHOTOS OF DWELLING
LOOKING SOUTHWEST FROM CALLE DE SAN ALBINO**



LOOKING SOUTHWEST FROM CALLE DE SAN ALBINO AND CALLE DE CURA



PHOTOS OF DWELLINGS IN THE SURROUNDING AREA



PHOTOS OF DWELLINGS IN THE SURROUNDING AREA



PHOTOS OF DWELLINGS IN THE SURROUNDING AREA



PHOTOS OF DWELLINGS IN THE SURROUNDING AREA



PHOTOS OF DWELLINGS IN THE A SURROUNDING REA



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

OFFICIAL USE ONLY:
Case # 060957
Fee \$ 111.00

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

CASE NO. 060957 ZONE: HR CODE: AD APPLICATION DATE: 8/21/19

JOHN WRIGHT Name of Applicant/Owner
575-644-8202 Applicant's Telephone Number

Box 566 Applicant's/Owner's Mailing Address
Mesilla City
NM State
88046 Zip Code

JOHN @ ICE BOX BREWING.COM 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: 2782 CALLE DE SAN ALBINO

Description of Proposed Work: REMODEL AND ADDITION

\$ 67,000 Estimated Cost
[Signature] Signature of Applicant
8-21-19 Date

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 **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 REQ'D
CID PERMIT REQ'D
[Signature]

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:

**STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
FUND 93100 CAPITAL APPROPRIATION PROJECT**

THIS AGREEMENT is made and entered into as of this ____ day of _____, 20____, by and between the Department of Finance and Administration, State of New Mexico, acting through the Local Government Division, Bataan Memorial Building, Room 202, Santa Fe, New Mexico, 87501, hereinafter called the "Department" or abbreviation such as "DFA/LGD", and the **Town of Mesilla**, hereinafter called the "Grantee." This Agreement shall be effective as of the date it is executed by the Department.

RECITALS

WHEREAS, in the Laws of 2019, Chapter 277, Section 34, Para. 206, the Legislature made an appropriation to the Department, funds from which the Department is making available to the Grantee pursuant to this Agreement; and

WHEREAS, the Department is granting to Grantee, and the Grantee is accepting the grant of, funds from this appropriation, in accordance with the terms and conditions of this Agreement; and

WHEREAS, pursuant to Sections 9-6-5 and 9-6-5.1 NMSA 1978, the Secretary of the Department of Finance and Administration has the power and the authority to (i) maintain long-range estimates and plans for capital projects and develop standards for measuring the need for, and utility of, proposed projects; (ii) contract for, receive and utilize any grants or other financial assistance made available by the United States government or by any other source, public or private; (iii) provide planning and funding assistance to units of local government, council of government organizations, Indian tribal governments situated within New Mexico, and to nonprofit entities having for their purpose local, regional or community betterment; (iv) incident to any such programs, may enter into contracts and agreements with such units of local government, council of government organizations, Indian tribal governments, nonprofit entities and the federal government; and (v) delegate such authority to the Local Government Division as being necessary and appropriate to such delegation;

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, the parties hereby mutually agree as follows:

ARTICLE I. PROJECT DESCRIPTION, AMOUNT OF GRANT AND REVERSION DATE

A. The project that is the subject of this Agreement is described as follows:

**19-D3007 \$132,130.00 Appropriation Reversion Date: 30-JUN-23
Laws of 2019, Chapter 277, Section 34, Paragraph 206, One Hundred Thirty-Two Thousand One Hundred Thirty Dollars (\$132,130.00) to conduct environmental and archeological studies for and to plan, design, construct, purchase and equip La Llorona trail in Mesilla in Dona Ana county.**

The Grantee's total reimbursements shall not exceed One Hundred Thirty-Two Thousand One Hundred Thirty Dollars (**\$132,130.00**) (the "Appropriation Amount") minus the allocation for Art in Public Places ("AIPP amount")^[1], if applicable, Zero Dollars (**\$0.00**), which equals One Hundred Thirty-Two Thousand One Hundred Thirty Dollars (**\$132,130.00**) (the "Adjusted Appropriation Amount").

In the event of a conflict among the Appropriation Amount, the Reversion Date, as defined herein and/or the purpose of the Project, as set forth in this Agreement, and the corresponding appropriation language in the laws cited above in this Article I(A), the language of the laws cited herein shall control.

This project is referred to throughout the remainder of this Agreement as the "Project"; the information contained in Article I(A) is referred to collectively throughout the remainder of this Agreement as the "Project Description". The Grantee shall reference the Project's number in all correspondence with and submissions to the Department concerning the Project, including, but not limited to, Requests for Payment and reports.

ARTICLE II. LIMITATION ON DEPARTMENT'S OBLIGATION TO MAKE GRANT DISBURSEMENT TO GRANTEE

A. Upon the Effective Date of this Agreement, for permissible purposes within the scope of the Project Description, the Grantee shall only be reimbursed monies for which the Department has issued and the Grantee has received a Notice of Department's Obligation to Reimburse^[2] Grantee (hereinafter referred to as "Notice of Obligation"). This Grant Agreement and the disbursement of any and all amounts of the above referenced Adjusted Appropriation Amount are expressly conditioned upon the following:

- (i) Irrespective of any Notice of Obligation, the Grantee's expenditures shall be made on or before the Reversion Date and, if applicable, an Early Termination Date (i.e., the goods have been delivered and accepted or the title to the goods has been transferred to the Grantee and/or the services have been rendered for the Grantee); and
- (ii) The total amount received by the Grantee shall not exceed the lesser of: (a) the Adjusted Appropriation Amount identified in Article I(A) herein or (b) the total of all amounts stated in the Notice(s) of Obligation evidencing that the Department has received and accepted the Grantee's Third Party Obligation(s), as defined in subparagraph iii of this Article II(A); and
- (iii) The Grantee's expenditures were made pursuant to the State Procurement Code and execution of binding written obligations or purchase orders with third party contractors or vendors for the provision of services, including professional services, or the purchase of tangible personal property and real property for the Project, hereinafter referred to as "Third Party Obligations"; and
- (iv) The Grantee's submittal of timely Requests for Payment in accordance with the procedures set forth in Article IX of this Agreement; and
- (v) In the event that capital assets acquired with Project funds are to be sold, leased, or licensed to or operated by a private entity, the sale, lease, license, or operating agreement:
 - a. must be approved by the applicable oversight entity (if any) in accordance with law; or
 - b. if no oversight entity is required to approve of the transaction, the Department must approve the transaction as complying with law.

Prior to the sale, lease, license, or operating agreement being approved pursuant to Articles II(A)(v)(a) and II(A)(v)(b) herein, the Department may, in its sole and absolute discretion and unless inconsistent with New Mexico State Board of Finance imposed conditions, reimburse the Grantee for necessary expenditures incurred to develop the Project sufficiently to make the sale, lease, license, or operating agreement commercially feasible, such as plan and design expenditures; and

[1] The AIPP amount is "an amount of money equal to one percent or two hundred thousand dollars (\$200,000), whichever is less, of the amount of money appropriated for new construction or any major renovation exceeding one hundred thousand dollars (\$100,000)." Section 13-4A-4 NMSA 1978.

[2] "Reimburse" as used throughout this Agreement includes Department payments to the Grantee for invoices received, but not yet paid, by the Grantee from a third party contractor or vendor, if the invoices comply with the provisions of this Agreement and are a valid liability of the Grantee.

- (vi) The Grantee's submission of documentation of all Third Party Obligations and amendments thereto (including terminations) to the Department and the Department's issuance and the Grantee's receiving of a Notice of Obligation for a particular amount in accordance with the terms of this Agreement shall be governed by the following:
- a. The Grantee shall submit to the Department one copy of all Third Party Obligations and amendments thereto (including terminations) as soon as possible after execution by the Third Party **but prior to execution by the Grantee.**
 - b. Grantee acknowledges and agrees that if it chooses to enter into a Third Party Obligation prior to receiving a Notice of Obligation that covers the expenditure, it is solely responsible for such obligations.
 - c. The Department may, in its sole and absolute discretion, issue to Grantee a Notice of Obligation for the particular amount of that Third Party Obligation that only obligates the Department to reimburse Grantee's expenditures made on or before the Reversion Date or an Early Termination Date. The current Notice of Obligation form is attached to this Agreement as Exhibit 2.
 - d. The date the Department signs the Notice of Obligation is the date that the Department's Notice of Obligation is effective. After that date, the Grantee is authorized to budget the particular amount set forth in the Notice of Obligation, execute the Third Party Obligation and request the Third Party to begin work. Payment for any work performed or goods received prior to the effective date of the Notice of Obligation is wholly and solely the obligation of the Grantee.
- B. The Grantee shall implement, in all respects, the Project. The Grantee shall provide all necessary qualified personnel, material, and facilities to implement the Project. The Grantee shall finance its share (if any) of the costs of the Project, including all Project overruns.
 - C. Project funds shall not be used for purposes other than those specified in the Project Description.
 - D. Unless specifically allowed by law, Project funds cannot be used to reimburse Grantee for indirect Project costs.

ARTICLE III. NOTICE PROVISIONS AND GRANTEE AND DEPARTMENT DESIGNATED REPRESENTATIVES

Whenever written notices, including written decisions, are to be given or received, related to this Agreement, the following provisions shall apply.

The Grantee designates the person(s) listed below, or their successor as their official representative(s) concerning all matters related to this Agreement.

Grantee: Town of Mesilla
 Name: Rodney McGillivray
 Title: Public Works Director
 Address: 2231 Avenida de Mesilla, Mesilla , NM, 88046
 Email: rodm@mesillanm.gov
 Telephone: 575-524-3262

The Grantee designates the person(s) listed below, or their successor, as their Fiscal Officer or Fiscal Agent concerning all matters related to this Agreement.

Grantee: Town of Mesilla
 Name: Cynthia Stoenner- Hernandez
 Title: Town/ Clerk
 Address: 2231 Avenida de Mesilla, Mesilla , NM, 88046
 Email: cynthias-h@mesillanm.gov
 Telephone: 575-524-3262

The Department designates the persons listed below, or their successors, as Points of Contact for matters related to this Agreement.

Department: DFA/Local Government Division
Name: Ms. Ariana Vigil
Title: Project Manager
Address: Bataan Memorial Bldg Rm 202, Santa Fe, New Mexico, 87501
Email: arianam.vigil@state.nm.us
Telephone: 505-827-8074

The Grantee and the Department agree that either party shall send all notices, including written decisions, related to this Agreement to the above named persons by email, or regular mail. In the case of mailings, notices shall be deemed to have been given and received upon the date of the receiving party's actual receipt or five calendar days after mailing, whichever shall first occur. In the case of email transmissions, the notice shall be deemed to have been given and received on the date reflected on the delivery receipt of email.

ARTICLE IV. REVERSION DATE, TERM, DEADLINE TO EXPEND FUNDS

A. As referenced in Article I(A), the applicable law establishes a date by which Project funds must be expended by Grantee, which is referred to throughout the remainder of this Agreement as the "Reversion Date." Upon being duly executed by both parties, this Agreement shall be effective as of the date of execution by the Department. It shall terminate on **June 30, 2023**, the Reversion Date, unless Terminated Before Reversion Date ("Early Termination") pursuant to Article V herein.

B. The Project's funds must be expended on or before the Reversion Date and, if applicable, Early Termination Date of this Agreement. For purposes of this Agreement, it is not sufficient for the Grantee to encumber the Project funds on its books on or before the Project's Reversion Date or Early Termination Date. Funds are expended and an expenditure has occurred as of the date that a particular quantity of goods are delivered to and received by the Grantee or title to the goods is transferred to the Grantee and/or as of the date particular services are rendered for the Grantee. Funds are *not* expended and an expenditure has *not* occurred as of the date they are encumbered by the Grantee pursuant to a contract or purchase order with a third party.

ARTICLE V. EARLY TERMINATION

A. Early Termination Before Reversion Date Due to Completion of the Project or Complete Expenditure of the Adjusted Appropriation or Violation of this Agreement

Early Termination includes:

- (i) Termination due to completion of the Project before the Reversion Date; or
- (ii) Termination due to complete expenditure of the Adjusted Appropriation Amount before the Reversion Date; or
- (iii) Termination for violation of the terms of this Agreement; or
- (iv) Termination for suspected mishandling of public funds, including but not limited to, fraud, waste, abuse, and conflicts of interest.

Either the Department or the Grantee may early terminate this Agreement prior to the Reversion Date by providing the other party with a minimum of fifteen (15) days' advance, written notice of early termination. Grantee hereby waives any rights to assert an impairment of contract claim against the Department or the State of New Mexico in the event of Early Termination of this Agreement by the Department pursuant to Article V(A).

B. Early Termination Before Reversion Date Due to Non-Appropriation

The terms of this Agreement are expressly made contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of this Agreement. Throughout this Agreement the term "non-appropriate" or "non-appropriation" includes the following actions by the New Mexico Legislature: deauthorization, reauthorization or revocation of a prior authorization. The Legislature may choose to non-appropriate the Appropriation referred to in Article I and, if that occurs, the Department shall early terminate this Agreement for non-appropriation by giving the Grantee written notice of such termination, and such termination shall be effective as of the effective date of the law making the non-appropriation. The Department's decision as to whether sufficient appropriations or authorizations are available shall be accepted by the Grantee and shall be final. Grantee hereby waives any rights to assert an impairment of contract claim against the Department or the State of New Mexico in the event of Early Termination of this Agreement by the Department pursuant to Article V(B).

C. Limitation on Department's Obligation to Make Grant Disbursements to Grantee in the Event of Early Termination

In the event of Early Termination of this Agreement by either party, the Department's sole and absolute obligation to reimburse the Grantee is expressly conditioned upon the limitations set forth Article II.

ARTICLE VI. SUSPENSION OF NEW OR FURTHER OBLIGATIONS

A. The Department may choose, in its sole and absolute discretion, to provide written notice to the Grantee to suspend entering into new and further obligations. Upon the receipt of such written notice by the Grantee:

- (i) The Grantee shall immediately suspend entering into new or further written obligations with third parties; and
- (ii) The Department will suspend the issuance of any new or further Notice of Obligation under this Agreement; and
- (iii) The Department may direct the Grantee to implement a corrective action plan in accordance with Article VI(D) herein.

B. In the event of Suspension of this Agreement, the Department's sole and absolute obligation to reimburse the Grantee is expressly conditioned upon the limitations set forth in Article II herein.

C. A suspension of new or further obligations under this Agreement shall remain in effect unless or until the date the Grantee receives written notice given by the Department informing the Grantee that the Suspension has been lifted or that the Agreement has been Early Terminated in accordance with Article V herein. If the Suspension is lifted, the Department will consider further requests for Notice of Obligation.

D. Corrective Action Plan in the Event of Suspension

In the event that the Department chooses, in its sole and absolute discretion to direct the Grantee to suspend entering into new or further written obligations with third parties pursuant to Article VI(A), the Department may, but is not obligated to, require the Grantee to develop and implement a written corrective action plan to remedy the grounds for the Suspension. Such corrective action plan must be approved by the Department and be signed by the Grantee. Failure to sign a corrective action plan or meet the terms and deadlines set forth in the signed corrective action plan, is hereby deemed a violation of the terms of this Agreement for purposes of Early Termination, Article V(A)(iii). The corrective action plan is in addition to, and not in lieu of, any other equitable or legal remedy, including but not limited to Early Termination.

ARTICLE VII. AMENDMENT

This Agreement shall not be altered, changed, or amended except by instrument in writing duly executed by both the parties hereto.

ARTICLE VIII. REPORTS

A. Database reporting

The Grantee shall report monthly Project activity by entering such Project information as the Department and the Department of Finance and Administration may require, such information entered directly into a database maintained by the Department of Finance and Administration (<http://cpms.dfa.state.nm.us>). Additionally, the Grantee shall certify on the Request for Payment form (exhibit 1) that updates have been maintained and are current in the database. The Grantee hereby acknowledges that failure to perform and/or certify updates into the database will delay or potentially jeopardize the reimbursement of funds. The Department shall give the Grantee with a minimum of thirty (30) days' advance written notice of any changes to the information the Grantee is required to report.

Monthly reports shall be due on the last day of each month, beginning with the first full month following execution of this Agreement by the Department and ending upon the submission of the final request for reimbursement for the Project.

B. Requests for Additional Information/Project Inspection

During the term of this Agreement and during the period of time during which the Grantee must maintain records pursuant to Article VIII, the Department may:

- (i) request such additional information regarding the Project as it deems necessary; and
- (ii) conduct, at reasonable times and upon reasonable notice, onsite inspections of the Project. Grantee shall respond to such requests for additional information within a reasonable period of time, as established by the Department.

ARTICLE IX. REQUEST FOR PAYMENT PROCEDURES AND DEADLINES

A. The Grantee shall request payment by submitting a Request for Payment, in the form attached hereto as Exhibit 1. Payment requests are subject to the following procedures:

- (i) The Grantee must submit a Request for Payment; and
- (ii) Each Request for Payment must contain proof of payment by the Grantee or liabilities incurred by the Grantee showing that the expenditures are valid or the liabilities incurred by the Grantee in the form of actual unpaid invoices received by the Grantee for services rendered by a third party or items of tangible personal property received by the Grantee for the implementation of the Project; provided, however, that the Grantee may be reimbursed for unpaid liabilities only if the Department, in its sole and absolute discretion, agrees to do so and in accordance with any special conditions imposed by the Department.
- (iii) In cases where the Grantee is submitting a Request for Payment to the Department based upon invoices received, but not yet paid, by the Grantee from a third party contractor or vendor, if the invoices comply with the provisions of this Agreement and are a valid liability of the Grantee, the Grantee shall make payment to those contractors or vendors within five (5) business days from the date of receiving reimbursement from the Department or such shorter period of time as the Department may prescribe in writing. The Grantee is required to certify to the Department proof of payment to the third party contractor or vendor within ten (10) business days from the date of receiving reimbursement from the Department.

B. The Grantee must obligate 5% of the Adjusted Appropriation Amount within six months of the acceptance of the grant agreement and must have expended no less than 85% of the Adjusted Appropriation Amount six months prior to the reversion date.

C. Deadlines

Requests for Payments shall be submitted by Grantee to the Department on the earlier of:

- (i) Immediately as they are received by the Grantee but at a minimum of thirty (30) days from when the expenditure was incurred or liability of the Grantee was approved as evidenced by an unpaid invoice received by the Grantee from a third party contractor or vendor; or
- (ii) July 15 of each year for all unreimbursed incurred during the previous fiscal year; or
- (iii) Twenty (20) days from the date of Early Termination; or
- (iv) Twenty (20) days from the reversion date.

D. The Grantee's failure to abide by the requirements set forth in Article II and Article IX herein will result in the denial of its Request for Payment or will delay the processing of Requests for Payment. The Department has the right to reject a payment request for the Project unless and until it is satisfied that the expenditures in the Request for Payment are for permissible purposes within the meaning of the Project Description and that the expenditures and the Grantee are otherwise in compliance with this Agreement, including but not limited to, compliance with the reporting requirements and the requirements set forth in Article II herein to provide Third Party Obligations and the Deadlines set forth in Article IX herein. The Department's ability to reject any Request for Payment is in addition to, and not in lieu of, any other legal or equitable remedy available to the Department due to Grantee's violation of this Agreement.

ARTICLE X. PROJECT CONDITIONS AND RESTRICTIONS; REPRESENTATIONS AND WARRANTIES

A. The following general conditions and restrictions are applicable to the Project:

- (i) The Project's funds must be spent in accordance with all applicable state laws, regulations, policies, and guidelines, including, but not limited to, the State Procurement Code (or local procurement ordinance, where applicable).
- (ii) The project must be implemented in accordance with the New Mexico Public Works Minimum Works Act, Section 13-4-10 through 13-4-17 NMSA 1978, as applicable. Every contract or project in excess of sixty thousand dollars (\$60,000) that the Grantee is a party to for construction, alteration, demolition or repair or any combination of these, including painting and decorating, of public buildings, public works or public roads and that requires or involves the employment of mechanics, laborers or both shall contain a provision stating the minimum wages and fringe benefits to be paid to various classes of laborers and mechanics, shall be based upon the wages and benefits that will be determined by the New Mexico Department of Workforce Solutions to be prevailing for the corresponding classes of laborers and mechanics employed on contract work of a similar nature in the locality. Further, every contract or project shall contain a stipulation that the contractor, subcontractor, employer or a person acting as a contractor shall pay all mechanics and laborers employed on the site of the project, unconditionally and not less often than once a week and without subsequent unlawful deduction or rebate on any account, the full amounts accrued at time of payment computed at wage rates and fringe benefit rates not less than those determined pursuant to Section 13-4-11 (B) NMSA 1978 to be the prevailing wage rates and prevailing fringe benefit rates issued for the project.
- (iii) The Project may only benefit private entities in accordance with applicable law, including, but not limited to, Article IX, Section 14 of the Constitution of the State of New Mexico, "Anti-Donation Clause."
- (iv) The Grantee shall not for a period of 10 years, from the date of this agreement convert any property acquired, built, renovated, required, designed or developed with the Project's funds to uses other than those specified in the Project Description without the Department's and the Board of Finance's express, advance written approval, which may include requirement to reimburse the State for the cost of the project, transfer proceeds from the disposition of property to the State, or otherwise provide consideration to the State.

- (v) The Grantee shall comply with all federal and state laws, rules and regulations pertaining to equal employment opportunity. In accordance with all such laws, rules and regulations the Grantee agrees to assure that no person shall, on the grounds of race, color, national origin, sex, sexual preference, age or handicap, be excluded from employment with Grantee, be excluded from participation in the Project, be denied benefits or otherwise be subject to discrimination under, any activity performed under this Agreement. If Grantee is found to be not in compliance with these requirements during the life of this Agreement, Grantee agrees to take appropriate steps to correct any deficiencies. The Grantee's failure to implement such appropriate steps within a reasonable time constitutes grounds for terminating this Agreement.

B. The Grantee hereby represents and warrants the following:

- (i) The Grantee has the legal authority to receive and expend the Project's funds.
- (ii) This Agreement has been duly authorized by the Grantee, the person executing this Agreement has authority to do so, and, once executed by the Grantee, this Agreement shall constitute a binding obligation of the Grantee, enforceable according to its terms.
- (iii) This Agreement and the Grantee's obligations hereunder do not conflict with any law or ordinance or resolution applicable to the Grantee, the Grantee's charter (if applicable), or any judgment or decree to which the Grantee is subject.
- (iv) The Grantee has independently confirmed that the Project Description, including, but not limited to, the amount and Reversion Date, is consistent with the underlying appropriation in law.
- (v) The Grantee's governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the Grantee to sign the Agreement and to sign Requests for Payment.
- (vi) The Grantee shall abide by New Mexico laws regarding conflicts of interest, governmental conduct and whistleblower protection. The Grantee specifically agrees that no officer or employee of the local jurisdiction or its designees or agents, no member of the governing body, and no other public official of the locality who exercises any function or responsibility with respect to this Grant, during their tenure or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed or goods to be received, pursuant to this Grant. Further, Grantee shall require all of its contractors to incorporate in all subcontracts the language set forth in this paragraph prohibiting conflicts of interest.
- (vii) No funds have been paid or will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of this or any agency or body in connection with the awarding of any Third Party Obligation and that the Grantee shall require certifying language prohibiting lobbying to be included in the award documents for all subawards, including subcontracts, loans and cooperative agreements. All subrecipients shall be required to certify accordingly.

ARTICLE XI. STRICT ACCOUNTABILITY OF RECEIPTS AND DISBURSEMENTS; PROJECT RECORDS

A. The Grantee shall be strictly accountable for receipts and disbursements relating to the Project's funds. The Grantee shall follow generally accepted accounting principles, and, if feasible, maintain a separate bank account or fund with a separate organizational code, for the funds to assure separate budgeting and accounting of the funds.

B. For a period of six (6) years following the Project's completion, the Grantee shall maintain all Project related records, including, but not limited to, all financial records, requests for proposals, invitations to bid, selection and award criteria, contracts and subcontracts, advertisements, minutes of pertinent meetings, as well as records sufficient to fully account for the amount and disposition of the total funds from all sources budgeted for the Project, the purpose for which such funds were used, and such other records as the Department shall prescribe.

C. The Grantee shall make all Project records available to the Department, the Department of Finance and Administration, and the New Mexico State Auditor upon request. With respect to the funds that are the subject of this Agreement, if the State Auditor or the Department of Finance and Administration finds that any or all of these funds were improperly expended, the Grantee may be required to reimburse to the State of New Mexico, to the originating fund, any and all amounts found to be improperly expended.

ARTICLE XII. IMPROPERLY REIMBURSED FUNDS

If the Department determines that part or all of the Appropriation Amount was improperly reimbursed to Grantee, including but not limited to, Project funds reimbursed to Grantee based upon fraud, mismanagement, misrepresentation, misuse, violation of law by the Grantee, or violation of this Agreement, the Grantee shall return such funds to the Department for disposition in accordance with law.

ARTICLE XIII. LIABILITY

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

ARTICLE XIV. SCOPE OF AGREEMENT

This Agreement constitutes the entire and exclusive agreement between the Grantee and Department concerning the subject matter hereof. The Agreement supersedes any and all prior or contemporaneous agreements, understandings, discussions, communications, and representations, written or verbal.

ARTICLE XV. REQUIRED NON-APPROPRIATIONS CLAUSE IN CONTRACTS FUNDED IN WHOLE OR PART BY FUNDS MADE AVAILABLE UNDER THIS AGREEMENT

The Grantee acknowledges, warrants, and agrees that Grantee shall include a "non-appropriations" clause in all contracts between it and other parties that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into after the effective date of this Agreement that states:

“The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Legislature, the **Town of Mesilla** may immediately terminate this Agreement by giving Contractor written notice of such termination. The **Town of Mesilla's** decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. Contractor hereby waives any rights to assert an impairment of contract claim against the **Town of Mesilla**, the Department of Finance and Administration, Local Government Division (DFA/LGD), or the State of New Mexico in the event of immediate or Early Termination of this Agreement by the **Town of Mesilla** or the Department.”

ARTICLE XVI. REQUIRED TERMINATION CLAUSE IN CONTRACTS FUNDED IN WHOLE OR PART BY FUNDS MADE AVAILABLE UNDER THIS AGREEMENT

Grantee acknowledges, warrants, and agrees that Grantee shall include the following or a termination clause in all contracts that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into after the effective date of this Agreement:

“This contract is funded in whole or in part by funds made available under DFA/LGD Grant Agreement. Should DFA/LGD early terminate the grant agreement, the **Town of Mesilla** may early terminate this contract by providing

Contractor written notice of such termination. In the event of termination pursuant to this paragraph, the **Town of Mesilla**'s only liability shall be to pay Contractor for acceptable goods delivered and services rendered before the termination date."

Grantee hereby waives any rights to assert an impairment of contract claim against the Department or the State of New Mexico in the event of Early Termination of this Agreement by the Department.

ARTICLE XVII. COMPLIANCE WITH UNIFORM FUNDING CRITERIA

A. Throughout the term of this Agreement, Grantee shall:

1. submit all reports of annual audits and agreed upon procedures required by Section 12-6-3(A)-(B) NMSA 1978 by the due dates established in 2.2.2 NMAC, reports of which must be a public record pursuant to Section 12-6-5(A) NMSA 1978 within forty-five days of delivery to the State Auditor;
2. have a duly adopted budget for the current fiscal year approved by its budgetary oversight agency (if any);
3. timely submit all required financial reports to its budgetary oversight agency (if any); and
4. have adequate accounting methods and procedures to expend grant funds in accordance with applicable law and account for and safeguard grant funds and assets acquired by grant funds.

B. In the event Grantee fails to comply with the requirements of Paragraph A of this Article XVII, the Department may take one or more of the following actions:

1. suspend new or further obligations pursuant to Article VI(A) of this Agreement;
2. require the Grantee to develop and implement a written corrective action plan pursuant to Article VI(D) of this Agreement to remedy the non-compliance;
3. impose special grant conditions to address the non-compliance by giving the Grantee notice of such special conditions in accordance with Article III of this Agreement; the special conditions shall be binding and effective on the date that notice is deemed to have been given pursuant to Article III; or
4. terminate this Agreement pursuant to Article V(A) of this Agreement.

ARTICLE XVIII. SEVERANCE TAX BOND PROJECT AND GENERAL OBLIGATION BOND PROJECT CLAUSES

A. Grantee acknowledges and agrees that the underlying appropriation for the Project is a severance tax bond or general obligation bond appropriation, and that the associated bond proceeds are administered by the New Mexico State Board of Finance (SBOF), an entity separate and distinct from the Department. Grantee acknowledges and agrees that (i) it is Grantee's sole and absolute responsibility to determine through SBOF staff what (if any) conditions are currently imposed on the Project; (ii) the Department's failure to inform Grantee of a SBOF imposed condition does not affect the validity or enforceability of the condition; (iii) the SBOF may in the future impose further or different conditions upon the Project; (iv) all SBOF conditions are effective without amendment of this Agreement; (v) all applicable SBOF conditions must be satisfied before the SBOF will release to the Department funds subject to the condition(s); and (vi) the Department's obligation to reimburse Grantee from the Project is contingent upon the then current SBOF conditions being satisfied.

B. Grantee acknowledges and agrees that SBOF may in its sole and absolute discretion remove a project's assigned bond proceeds if the project doesn't proceed sufficiently. Entities must comply with the requirement to encumber five percent (5%) of Project funds within six months of bond issuance as certified by the grantee in the Bond Questionnaire and Certification documents submitted to the SBOF. Failure to comply may result in the bond proceeds reassignment to a new ready project. If this should occur this grant agreement will be suspended until the entity has demonstrated readiness as determined by the SBOF and the Department.

C. Grantee acknowledges and agrees that this agreement is subject to the SBOF's Bond Project Disbursements

rule, NMAC 2.61.6, as may be ammended or re-codified. The rule provides definitions and interpretations of grant language for the purpose of determining whether a particular activity is allowable under the authorizing language of the agreement.]

[THIS SPACE LEFT BLANK INTENTIONALLY]

IN WITNESS WHEREOF, the parties have duly executed Agreement as of the date of execution by the Department.

GRANTEE

Entity Name

By: _____
(Type or Print Name)

Its: _____
(Type or Print Title)

Signature of Official with Authority to Bind Grantee

Date

**DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION**

Its: Division Director

Signature

Date

**STATE OF NEW MEXICO
CAPITAL GRANT PROJECT
Request for Payment Form
Exhibit 1**

I. Grantee Information

(Make sure information is complete & accurate)

- A. Grantee: _____
- B. Address: _____
(Complete Mailing, including Suite, if applicable)

City, State, Zip
- C. Phone No: _____
- D. Grant No: _____
- E. Project Title: _____
- F. Grant Expiration Date: _____

II. Payment Computation

- A. Payment Request No. _____
- B. Grant Amount: _____
- C. AIPP Amount (If Applicable): _____
- D. Funds Requested to Date: _____
- E. Amount Requested this Payment: _____
- F. Reversion Amount (If Applicable): _____
- G. Grant Balance: _____
- H. GF GOB STB (attach wire if first draw)
- I. Final Request for Payment (if Applicable)

- III. Fiscal Year :** _____
(The State of NM Fiscal Year is July 1, 20XX through June 30, 20XX of the following year)

- IV. Reporting Certification:** I hereby certify to the best of my knowledge and belief, that database reporting is up to date; to include the accuracy of expenditures and grant balance, project status, project phase, achievements and milestones; and in compliance with Article VIII of the Capital Outlay Grant Agreement.

- V. Compliance Certification:** Under penalty of law, I hereby certify to the best of my knowledge and belief, the above information is correct; expenditures are properly documented, and are valid expenditures or actual receipts; and that the grant activity is in full compliance with Article IX, Sec. 14 of the New Mexico Constitution known as the "anti donation" clause.

Grantee Fiscal Officer
or **Fiscal Agent** (if applicable)

Grantee Representative

Printed Name

Printed Name

Date: _____

Date: _____

(State Agency Use Only)

Vendor Code: _____ Fund No.: _____ Loc No.: _____

I certify that the State Agency financial and vendor file information agree with the above submitted information.

Division Fiscal Officer Date

Division Project Manager Date

**NOTICE OF OBLIGATION TO REIMBURSE GRANTEE
EXHIBIT 2**

Notice of Obligation to Reimburse Grantee # _____

DATE: _____

TO: Department Representative: _____, _____

FROM: Grantee Entity: _____
Grantee Official Representative: _____

SUBJECT: Notice of Obligation to Reimburse Grantee
Grant Number: _____
Grant Termination Date: _____

As the designated representative of the Department for Grant Agreement number _____ entered into between Grantee and the Department, I certify that the Grantee has submitted to the Department the following third party obligation executed, in writing, by the third party's authorized representative:

Vendor or Contractor: _____

Third Party Obligation Amount: _____

Vendor or Contractor: _____

Third Party Obligation Amount: _____

I certify that the State is issuing this Notice of Obligation to Reimburse Grantee for permissible purposes within the scope of the project description, subject to all the terms and conditions of the above referenced Grant Agreement.

Grant Amount (Minus AIPP if applicable): _____

The Amount of this Notice of Obligation: _____

The Total Amount of all Previously Issued Notices of Obligation: _____

The Total Amount of all Notices of Obligation to Date: _____ **\$ 0.00**

Note: Contract amounts may exceed the total grant amount, but the invoices paid by the grant will not exceed the grant amount.

Department Rep. Approver: _____

Title: _____

Signature: _____

Date: _____

¹ Administrative and/or Indirect Cost – generally, the legislation authorizing the issuance of bonds prohibits the use of its proceeds for indirect expenses (e.g. penalty fees or damages other than pay for work performed, attorney fees, and administrative fees). Such use of bond proceeds shall not be allowed unless specifically authorized by statute.

Community Projects Report

| Project | Description |
|----------------------------------|--|
| Current Contact information | Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890 |
| Diez y Seis de Septiembre Fiesta | Fiesta has been completed. Last of the cleaning deposits have been return. Talent has been paid. With one invoice left to come in fiesta is expected to come in under budget. |
| El Tratado de La Mesilla | Working with John Smith on this years reenactment. Plans have been made to ensure the event is smooth. |
| Halloween Haunted House | Plans for this years Haunted house continue. Advertisements have been created and begun to be posted. Have provided plans to PW to begin constructing walls. Working with PW to create a more cost effective way to create walls. Have decided to charge 1 can good for admission and per game in order to assist low income families in the area. I will work closely with the schools and church to determine those in need. |
| Clean & Beautiful Grant | Funds in the amount of \$14,350 were awarded. Agreement has been signed and returned along with initial invoice for 50% of the funds. The funds will be used for new litter and recycling receptacles, sprinkler system, trees, picnic tables, and outdoor community informational centers. Working with Rod McGillvray to ensure projects are completed in a timely manner. |
| Mariachi Sundays | First Mariachi Sunday has passed successfully. Las Cruces International Mariachi conference will hold another Mariachi Sunday Oct. 27. Sponsorship of \$1000 has been processed. Will continue to work with organizers to ensure another successful event. |
| Veteran's Day | Will continue working with Fred Madrid on organizing Veterans day celebration. Flyer has been created and have found 2 singers to perform. I am reaching out to more singers within the community as well as a color guard. PA system has been donated by Kenny Arroyos. |



MEMORANDUM

To: Mayor and Trustees

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

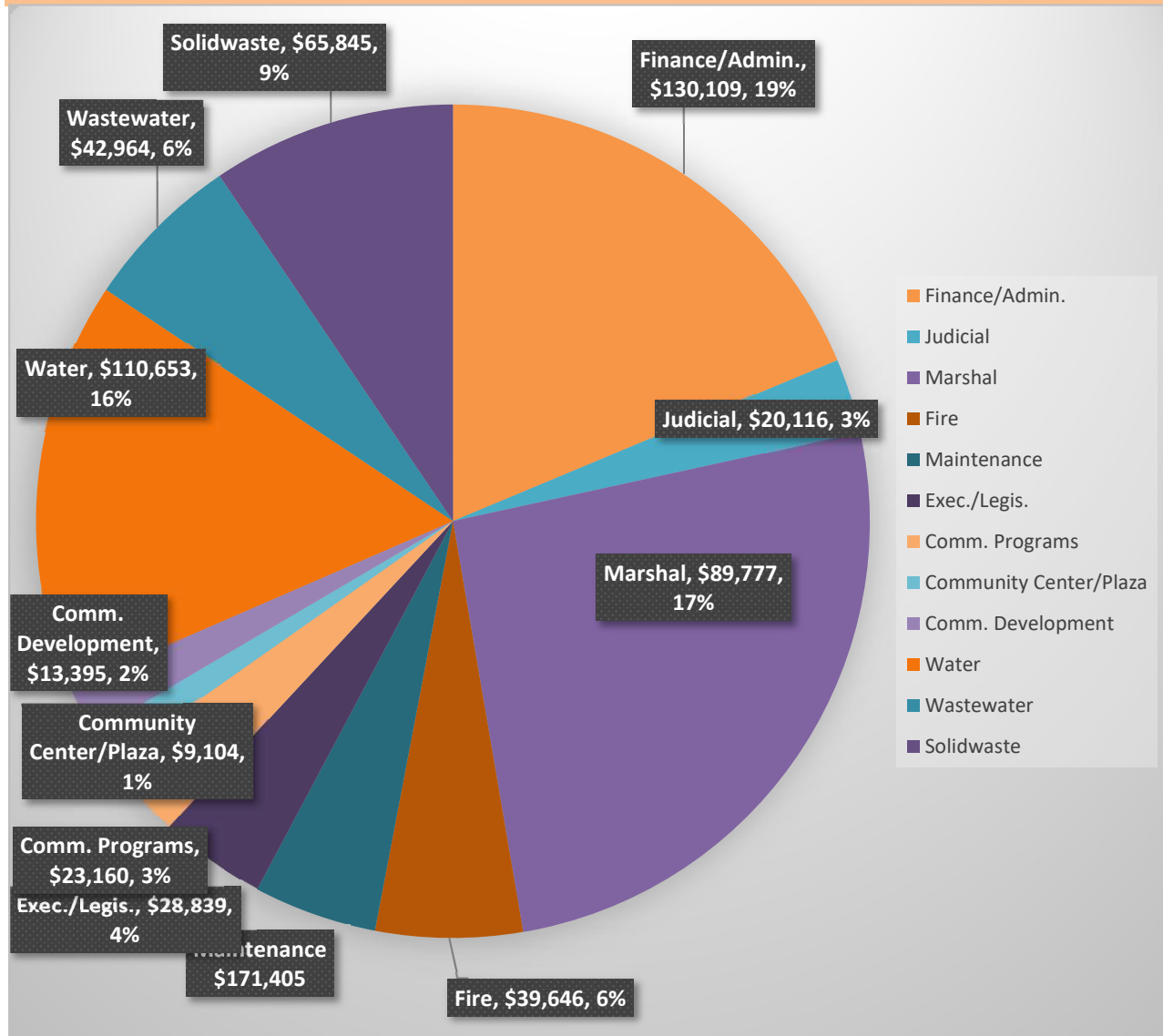
RE: Monthly Finance Report

Listed below is a review of department and fund expenditures for: **SEPTEMBER**
General Fund should be at: **25.00%** spending

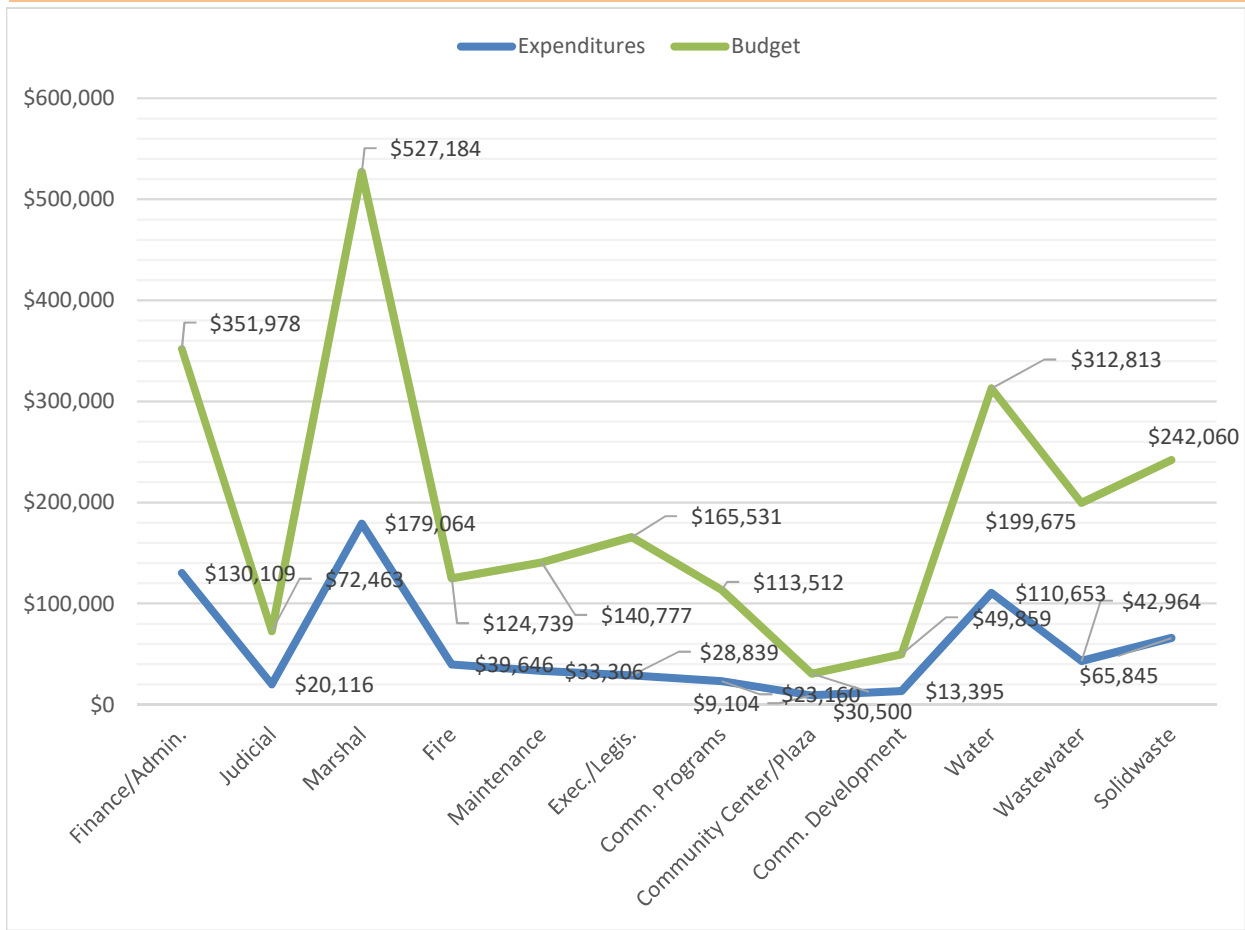
****spending is a little high this month due to paying of 1/2 of insurances (July 1st 1/2 due, January 1st the other 1/2 is due). This will even out in the next few months**

| YTD EXPENDITURES | %Exp. | \$ Money YTD | Mo. % | YTD % over/under | Approved Budget |
|------------------------|---------------|------------------|----------------|------------------|---------------------|
| Finance/Admin. | 36.97% | \$130,109 | 100.00% | -63.03% | \$ 351,978 |
| Judicial | 27.76% | \$20,116 | 100.00% | -72.24% | \$ 72,463 |
| Marshal | 33.97% | \$179,064 | 100.00% | -66.03% | \$ 527,184 |
| Fire | 31.78% | \$39,646 | 100.00% | -68.22% | \$ 124,739 |
| Maintenance | 23.66% | \$33,306 | 100.00% | -76.34% | \$ 140,777 |
| Exec./Legis. | 17.42% | \$28,839 | 100.00% | -82.58% | \$ 165,531 |
| Comm. Programs | 20.40% | \$23,160 | 100.00% | -79.60% | \$ 113,512 |
| Community Center/Plaza | 29.85% | \$9,104 | 100.00% | -70.15% | \$ 30,500 |
| Comm. Development | 26.87% | \$13,395 | 100.00% | -73.13% | \$ 49,859 |
| General Fund | 30.24% | \$476,741 | 100.00% | -69.76% | \$ 1,576,543 |
| Water | 35.37% | \$110,653 | 100.00% | -64.63% | \$ 312,813 |
| Wastewater | 21.52% | \$42,964 | 100.00% | -78.48% | \$ 199,675 |
| Solidwaste | 27.20% | \$65,845 | 100.00% | -72.80% | \$ 242,060 |
| Enterprise Fund | 27.14% | \$219,463 | 100.00% | -72.86% | \$ 808,548 |

EXPENDITURES



EXPENDITURES VS BUDGET



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

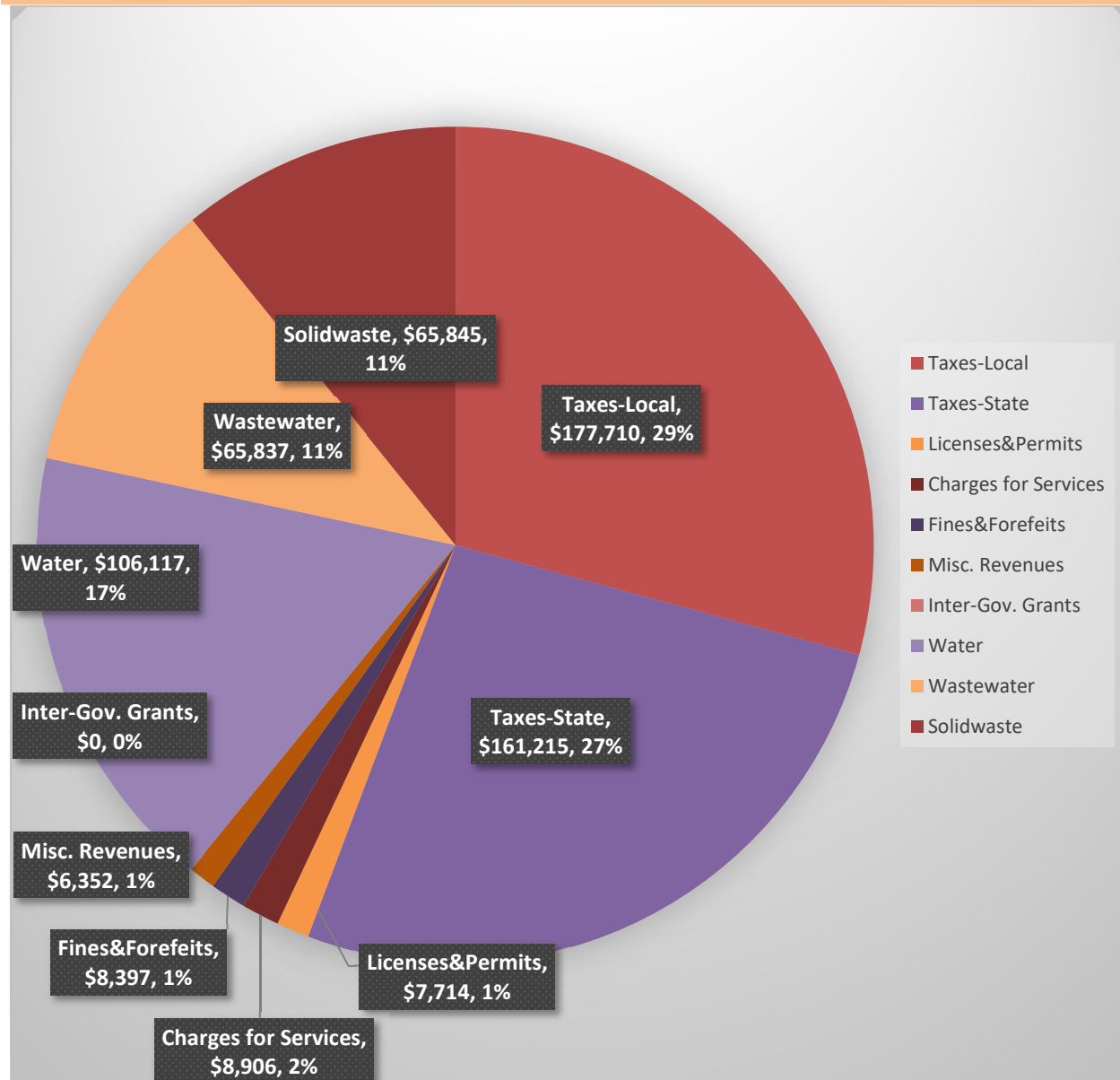
REVENUE

| YTD REVENUES | % Rec. | YTD Money \$ | % Est. | YTD % over/under | AMOUNT BUDGETED |
|------------------------|---------------|------------------|----------------|------------------|--------------------|
| Taxes-Local | 25.63% | \$177,710 | 100.00% | -74.37% | \$693,315 |
| Taxes-State | 30.25% | \$161,215 | 100.00% | -69.75% | \$532,958 |
| Licenses&Permits | 13.30% | \$7,714 | 100.00% | -86.70% | \$58,000 |
| Charges for Services | 11.57% | \$8,906 | 100.00% | -88.43% | \$77,000 |
| Fines&Forefeits | 10.50% | \$8,397 | 100.00% | -89.50% | \$80,000 |
| Misc. Revenues | 18.68% | \$6,352 | 100.00% | -81.32% | \$34,000 |
| Inter-Gov. Grants | 0.00% | \$0 | 100.00% | -100.00% | \$104,400 |
| General Fund | 23.44% | \$370,293 | 100.00% | -76.56% | \$1,579,673 |
| Water | 33.92% | \$106,117 | 100.00% | -66.08% | \$ 312,813 |
| Wastewater | 32.97% | \$65,837 | 100.00% | -67.03% | \$ 199,675 |
| Solidwaste | 26.96% | \$65,845 | 100.00% | -73.04% | \$ 244,260 |
| Enterprise Fund | 31.42% | \$237,799 | 100.00% | -68.58% | \$756,748 |

REVENUE vs BUDGET

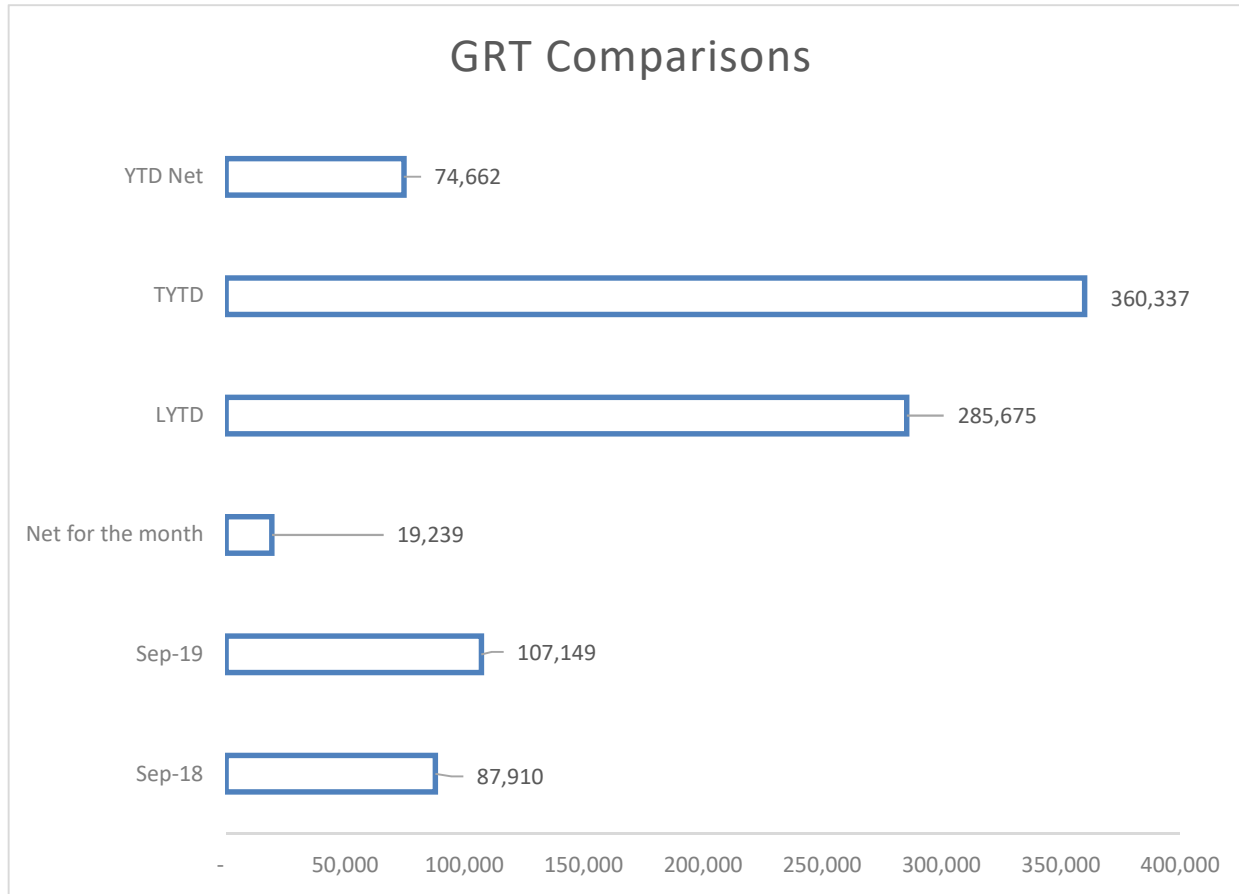


YTD REVENUES



GRT COMPARISONS

| Sep-18 | Sep-19 | Net for the month | LYTD | TYTD | YTD Net |
|--------|---------|-------------------|---------|---------|---------|
| 87,910 | 107,149 | 19,239 | 285,675 | 360,337 | 74,662 |



Business GRT in July 2019

| | | | |
|---------------------|------------|---------------------------|------------|
| Percentage by month | 22% | Percentage over last FYTD | 26% |
|---------------------|------------|---------------------------|------------|

TOWN OF MESILLA FIRE DEPARTMENT
MONTHLY BOT REPORT



DATE: September, 2019

MAJOR ADDITIONS TO INVENTORY

None

MAINTENANCE OF EQUIPMENT

All fire hose tested, failed hose removed from service.

COMMENTS

16 de Septiembre Fiesta and Parade covered without incident. There were some problems initially with vendor safety compliance however this was resolved the first day thanks to the efforts of Crystal Whited, Inspector and George Klebansky, Fire Prevention Specialist. Firefighters assisted with the Pinatas and Greased Pole events and conducted safety patrols throughout the event. Our firefighters currently in classes at DACC are conducting study group sessions at the main station in both fire science and EMS training. This benefits the students as well as MFD personnel on duty. We are still awaiting our Medical Rescue License from the NM EMS Bureau. I have made inquiries to help speed this process along. The document is required before we begin using Squad 32 to its full capacity.

SUBMITTED BY

Fire Chief Kevin Hoban _____

Mesilla Fire Department

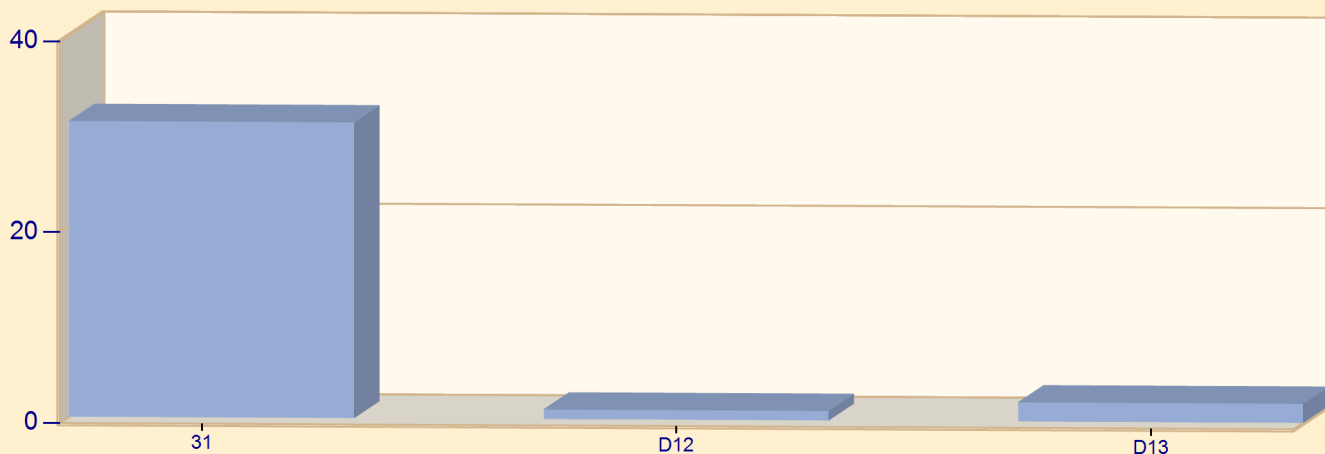
Mesilla, NM

This report was generated on 10/3/2019 1:57:35 PM



Incident Type Count per Zone for Date Range

Start Date: 09/01/2019 | End Date: 09/30/2019



| ZONES | INCIDENT TYPE | COUNT |
|-----------------------------|--|-------|
| 31 - Town of Mesilla | | |
| | 132 - Road freight or transport vehicle fire | 1 |
| | 142 - Brush or brush-and-grass mixture fire | 1 |
| | 143 - Grass fire | 1 |
| | 320 - Emergency medical service, other | 1 |
| | 321 - EMS call, excluding vehicle accident with injury | 11 |
| | 322 - Motor vehicle accident with injuries | 1 |
| | 381 - Rescue or EMS standby | 3 |
| | 412 - Gas leak (natural gas or LPG) | 2 |
| | 511 - Lock-out | 3 |
| | 553 - Public service | 1 |
| | 554 - Assist invalid | 4 |
| | 730 - System malfunction, other | 1 |
| | 740 - Unintentional transmission of alarm, other | 1 |
| | <i>Total Incidents for 31 - Town of Mesilla</i> | 31 |
| D12 - Fairacres | | |
| | 652 - Steam, vapor, fog or dust thought to be smoke | 1 |
| | <i>Total Incidents for D12 - Fairacres.</i> | 1 |
| D13 - South Valley | | |

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

| ZONES | INCIDENT TYPE | COUNT |
|----------------------------------|--|-----------|
| | 137 - Camper or recreational vehicle (RV) fire | 1 |
| | 551 - Assist police or other governmental agency | 1 |
| | <i>Total Incidents for D13 - South Valley.</i> | 2 |
| Total Count for all Zone: | | 34 |

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

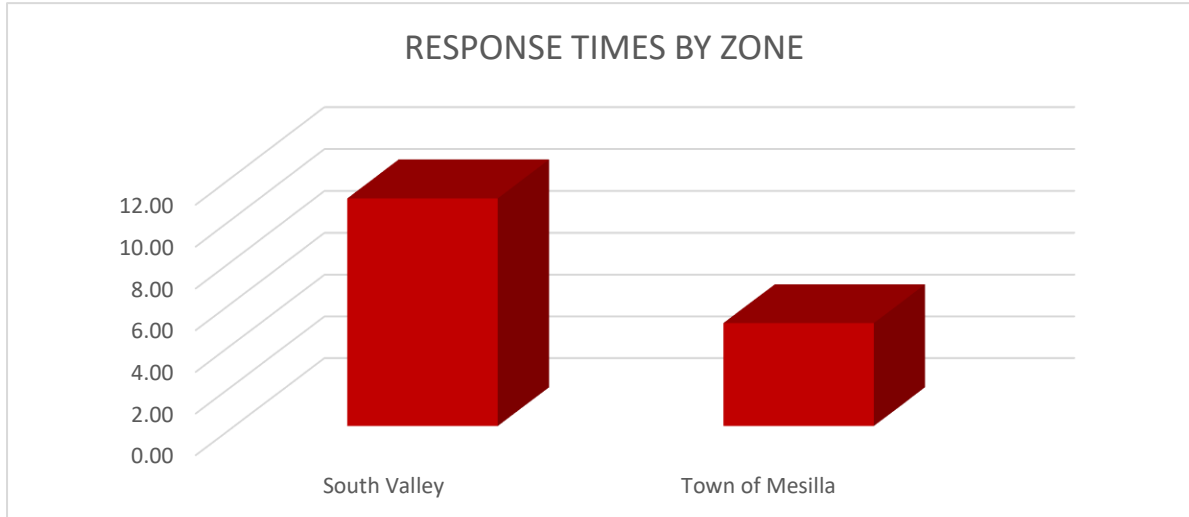
Mesilla Fire Department

Mesilla, NM

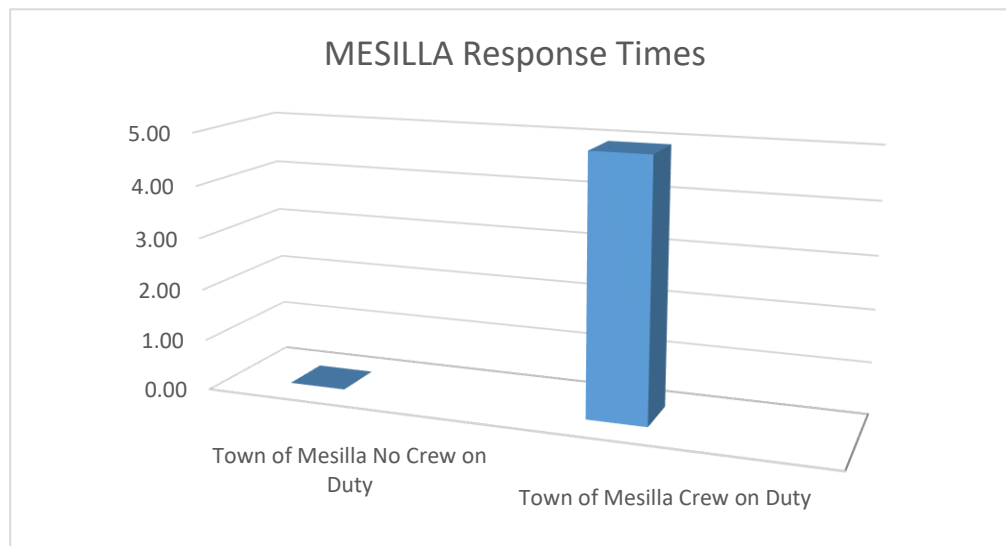
This report was generated on 10/03/2019



Response Mode: Lights and Sirens | Start Date: 09/01/2019 | End Date: 09/30/2019



| Zone | AVERAGE RESPONSE TIME (in minutes) |
|--|------------------------------------|
| South Valley | 10.90 |
| Town of Mesilla | 4.94 |
| Town of Mesilla No Crew on Duty | NA |
| Town of Mesilla Crew on Duty | 4.94 |



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

[Empty table header row]

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



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

Mesilla Fire Department

Mesilla, NM

This report was generated on 10/3/2019 1:53:58 PM



Incident Statistics

Start Date: 09/01/2019 | End Date: 09/30/2019

| INCIDENT COUNT | | | |
|--|---------------------------|-------------------------|-----------------------------|
| INCIDENT TYPE | | # INCIDENTS | |
| EMS | | 16 | |
| FIRE | | 18 | |
| TOTAL | | 34 | |
| TOTAL TRANSPORTS (N2 and N3) | | | |
| APPARATUS | # of APPARATUS TRANSPORTS | # of PATIENT TRANSPORTS | TOTAL # of PATIENT CONTACTS |
| Bat31 | 0 | 3 | 3 |
| Bat32 | 0 | 3 | 3 |
| BR31 | 0 | 3 | 3 |
| E31 | 0 | 3 | 3 |
| MFD | 0 | 1 | 1 |
| SQ32 | 0 | 1 | 1 |
| TOTAL | 0 | 14 | 14 |
| PRE-INCIDENT VALUE | | LOSSES | |
| \$0.00 | | \$0.00 | |
| CO CHECKS | | | |
| TOTAL | | | |
| MUTUAL AID | | | |
| Aid Type | | Total | |
| Aid Given | | 3 | |
| Aid Received | | 1 | |
| OVERLAPPING CALLS | | | |
| # OVERLAPPING | | % OVERLAPPING | |
| 6 | | 17.65 | |
| LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival) | | | |
| Station | EMS | FIRE | |
| Mesilla Fire Main Station 31 | 0:05:08 | 0:06:57 | |
| AVERAGE FOR ALL CALLS | | 0:05:26 | |
| LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute) | | | |
| Station | EMS | FIRE | |
| Mesilla Fire Main Station 31 | 0:01:22 | 0:00:58 | |
| AVERAGE FOR ALL CALLS | | 0:01:20 | |

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

| AGENCY | AVERAGE TIME ON SCENE (MM:SS) |
|-------------------------|-------------------------------|
| Mesilla Fire Department | 83:53 |

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

Mesilla Fire Department

Mesilla, NM

This report was generated on 10/3/2019 3:32:01 PM



Occupancies Inspected for Date Range

Start Date: 09/01/2019 | End Date: 09/30/2019

| OCCUPANCY | ID | ADDRESS | ZONE | LAST INSPECTION |
|------------------------------------|----|-----------------------------|------|-----------------|
| Acosta Farms | | 13400 SE Solona Rd SE RD SE | | 09/14/2019 |
| Acton academy | | 1730 Tierra De Mesilla | | 09/05/2019 |
| Adobe:modern | | 2410 Calle de principal | | 09/05/2019 |
| Big Top Concessions | | 107 Sencia DR | | 09/14/2019 |
| Casita del Sabor | | Plaza | | 09/14/2019 |
| Chalas dba Mas Food & Beverage LLC | | 2790 Avenida de Mesilla | | 09/26/2019 |
| Dona Maria | | 90144 Matterhorn | | 09/14/2019 |
| donut director | | 595 N Valley DR | | 09/14/2019 |
| Double Eagle | | 2355 Calle De Guadalupe | | 09/26/2019 |
| Galeria on the Plaza | | 2310 Calle De Principal | | 09/05/2019 |
| Heart of the Desert Pistachios | | 2350 Calle De principal ##C | | 09/26/2019 |
| Jesse Olvera flores | | 10005 goliath | | 09/14/2019 |
| Josefina's Old Gate | | 2261 Calle De Guadalupe | | 09/05/2019 |
| kashos tacos | | 7520 Franklin loop | | 09/14/2019 |
| Kona Ice | | 1920 Martha | | 09/14/2019 |
| Mesilla Elementary School | | 2363 Calle Del Sur | | 09/26/2019 |
| Palacio Bar | | 2600 Avenida De Mesilla | | 09/05/2019 |
| Parker's BBQ | | 850 E Madrid | | 09/14/2019 |
| Rio Grande Preparatory Institute | | 2355 Avenida de Mesilla AVE | | 09/26/2019 |
| Roberto's Cotton Candy | | 1541 Wolsey | | 09/14/2019 |
| The Bean Cafe, LLC | | 2011 Avenida De Mesilla | | 09/19/2019 |
| Town Hall | | 2231 Avenida De Mesilla | | 09/19/2019 |
| Triple J Kettle Corn | | 1226 gunsite | | 09/14/2019 |
| TruArt of the Earth | | 2411 Calle de San albino | | 09/26/2019 |

of Occupancies Inspected: 24

% Occupancies Inspected: 11.48

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

Mesilla Fire Department

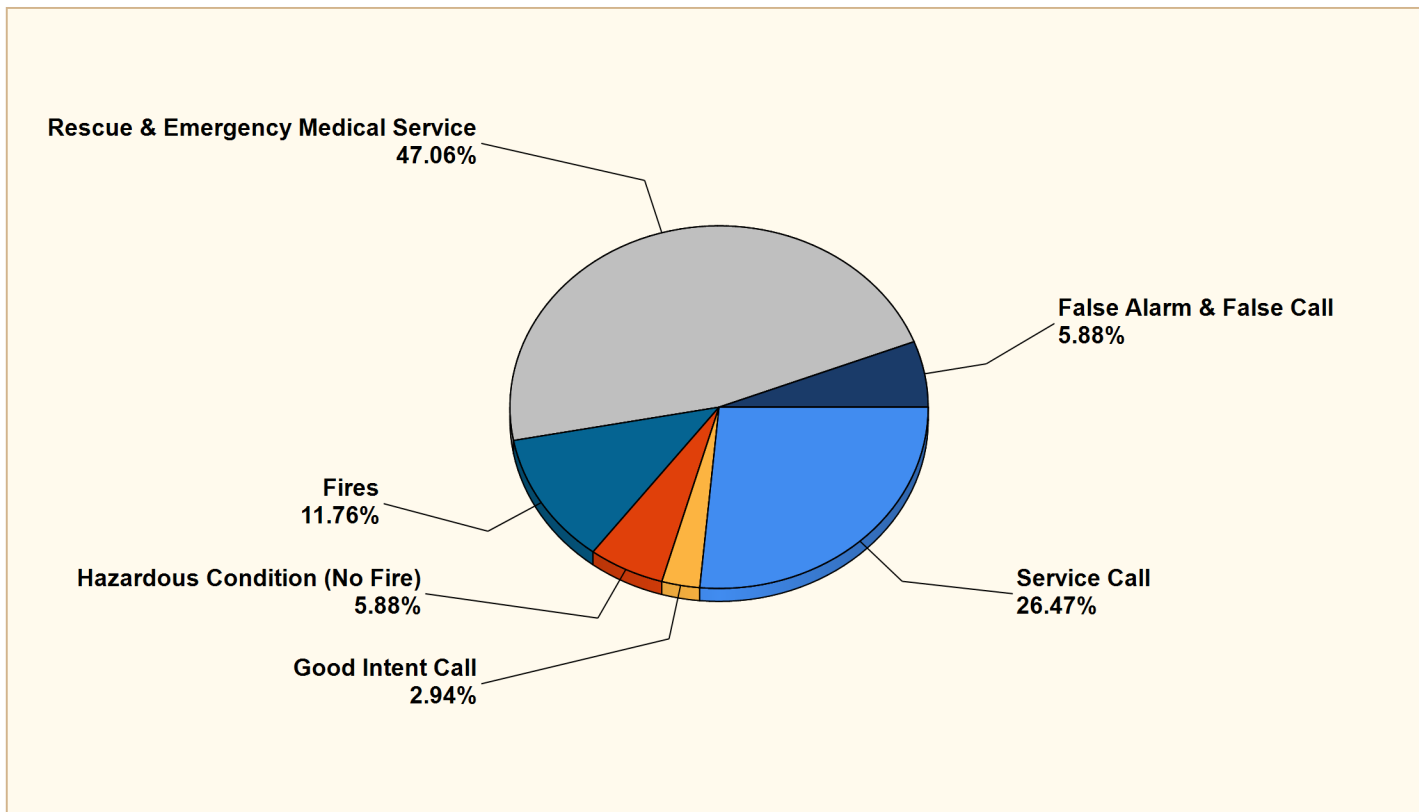
Mesilla, NM

This report was generated on 10/3/2019 3:33:12 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2019 | End Date: 09/30/2019



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|----------------|
| Fires | 4 | 11.76% |
| Rescue & Emergency Medical Service | 16 | 47.06% |
| Hazardous Condition (No Fire) | 2 | 5.88% |
| Service Call | 9 | 26.47% |
| Good Intent Call | 1 | 2.94% |
| False Alarm & False Call | 2 | 5.88% |
| TOTAL | 34 | 100.00% |

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

Detailed Breakdown by Incident Type

| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|--|-------------|----------------|
| 132 - Road freight or transport vehicle fire | 1 | 2.94% |
| 137 - Camper or recreational vehicle (RV) fire | 1 | 2.94% |
| 142 - Brush or brush-and-grass mixture fire | 1 | 2.94% |
| 143 - Grass fire | 1 | 2.94% |
| 320 - Emergency medical service, other | 1 | 2.94% |
| 321 - EMS call, excluding vehicle accident with injury | 11 | 32.35% |
| 322 - Motor vehicle accident with injuries | 1 | 2.94% |
| 381 - Rescue or EMS standby | 3 | 8.82% |
| 412 - Gas leak (natural gas or LPG) | 2 | 5.88% |
| 511 - Lock-out | 3 | 8.82% |
| 551 - Assist police or other governmental agency | 1 | 2.94% |
| 553 - Public service | 1 | 2.94% |
| 554 - Assist invalid | 4 | 11.76% |
| 652 - Steam, vapor, fog or dust thought to be smoke | 1 | 2.94% |
| 730 - System malfunction, other | 1 | 2.94% |
| 740 - Unintentional transmission of alarm, other | 1 | 2.94% |
| TOTAL INCIDENTS: | 34 | 100.00% |

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 10/3/2019 1:58:38 PM



Response Activity Report

Start Date: 09/01/2019 | End Date: 09/30/2019

| INCIDENT # | DATE | ALARM TIME | ARRIVE TIME | RESPONSE TIME | ADDRESS |
|---|------------|--|-------------|---------------|-------------------------|
| 132 - Road freight or transport vehicle fire | | | | | |
| 2019-0000309 | 2019/09/03 | 14:41:00 | 14:45:12 | 00:04:12 | 2371 Calle de Santiago |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:04:12 | | | |
| 137 - Camper or recreational vehicle (RV) fire | | | | | |
| 2019-0000316 | 2019/09/11 | 14:25:50 | 14:38:29 | 00:12:39 | 4889 S Main ST |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:12:39 | | | |
| 142 - Brush or brush-and-grass mixture fire | | | | | |
| 2019-0000312 | 2019/09/05 | 13:04:31 | 13:17:16 | 00:12:45 | Old Farm road |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:12:45 | | | |
| 143 - Grass fire | | | | | |
| 2019-0000311 | 2019/09/05 | 08:06:14 | 08:29:33 | 00:23:19 | 320 W University AVE |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:23:19 | | | |
| 320 - Emergency medical service, other | | | | | |
| 2019-0000317 | 2019/09/11 | 14:38:20 | 14:58:48 | 00:20:28 | Snow RD |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:20:28 | | | |
| 321 - EMS call, excluding vehicle accident with injury | | | | | |
| 2019-0000307 | 2019/09/01 | 13:52:04 | 13:57:15 | 00:05:11 | 2425 Calle de Santiago |
| 2019-0000314 | 2019/09/08 | 09:20:48 | 09:29:02 | 00:08:14 | 2491 Calle de Santa Ana |
| 2019-0000318 | 2019/09/12 | 04:33:16 | 04:42:47 | 00:09:31 | 2585 Calle de Guadalupe |
| 2019-0000327 | 2019/09/17 | 17:33:10 | 17:39:55 | 00:06:45 | 1300 W University AVE |
| 2019-0000329 | 2019/09/18 | 22:13:23 | 22:18:02 | 00:04:39 | 2491 Calle del Norte |
| 2019-0000330 | 2019/09/20 | 12:08:24 | 12:12:27 | 00:04:03 | 1717 Boutz RD |
| 2019-0000332 | 2019/09/22 | 19:29:37 | 19:35:47 | 00:06:10 | 2120 Calle de Picacho |
| 2019-0000333 | 2019/09/23 | 19:51:09 | 19:56:17 | 00:05:08 | 310 Capri RD |
| 2019-0000334 | 2019/09/24 | 23:03:17 | 23:11:50 | 00:08:33 | 310 Capri RD |
| 2019-0000339 | 2019/09/30 | 12:10:24 | 12:14:55 | 00:04:31 | 2355 Avenida de Mesilla |
| Subtotal Count: 10 | | Average Response Time for Incident Type: 00:06:08 | | | |
| 322 - Motor vehicle accident with injuries | | | | | |
| 2019-0000319 | 2019/09/13 | 16:37:46 | 16:47:30 | 00:09:44 | Snow RD |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:09:44 | | | |
| 381 - Rescue or EMS standby | | | | | |
| 2019-0000320 | 2019/09/14 | 07:51:05 | 11:02:40 | 03:11:35 | 2071 Calle de Parian |
| 2019-0000322 | 2019/09/15 | 11:01:57 | 11:02:17 | 00:00:20 | 2170 Calle de Parian |
| 2019-0000338 | 2019/09/29 | 06:00:00 | 06:00:00 | 00:00:00 | 2170 Calle de Parian |
| Subtotal Count: 3 | | Average Response Time for Incident Type: 00:54:50 | | | |
| 412 - Gas leak (natural gas or LPG) | | | | | |
| 2019-0000326 | 2019/09/16 | 14:07:06 | 14:25:03 | 00:17:57 | 2160 Calle del Norte |

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

| | | | | | |
|--|------------|---|----------|----------|-------------------------|
| 2019-0000340 | 2019/09/30 | 15:47:25 | 15:54:10 | 00:06:45 | 2280 Calle de Principal |
| Subtotal Count: 2 | | Average Response Time for Incident Type: 00:12:21 | | | |
| 511 - Lock-out | | | | | |
| 2019-0000321 | 2019/09/14 | 19:55:22 | 19:56:28 | 00:01:06 | 2231 Avenida de Mesilla |
| 2019-0000325 | 2019/09/16 | 11:35:27 | 11:50:51 | 00:15:24 | 2363 Calle del Sur |
| 2019-0000328 | 2019/09/18 | 14:15:39 | 14:17:34 | 00:01:55 | 2140 Calle del Norte |
| Subtotal Count: 3 | | Average Response Time for Incident Type: 00:06:08 | | | |
| 551 - Assist police or other governmental agency | | | | | |
| 2019-0000313 | 2019/09/06 | 23:14:47 | 23:36:31 | 00:21:44 | Mesilla Dam RD |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:21:44 | | | |
| 553 - Public service | | | | | |
| 2019-0000331 | 2019/09/21 | 01:19:03 | 01:19:03 | 00:00:00 | 5000 Calle del Norte |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:00:00 | | | |
| 554 - Assist invalid | | | | | |
| 2019-0000310 | 2019/09/05 | 07:07:28 | 07:17:49 | 00:10:21 | 655 Ritter DR |
| 2019-0000315 | 2019/09/09 | 18:35:59 | 18:46:33 | 00:10:34 | 655 Ritter DR |
| 2019-0000323 | 2019/09/15 | 18:36:37 | 18:45:21 | 00:08:44 | 655 Ritter DR |
| 2019-0000336 | 2019/09/26 | 17:13:40 | 17:18:21 | 00:04:41 | 655 Ritter DR |
| Subtotal Count: 4 | | Average Response Time for Incident Type: 00:07:48 | | | |
| 652 - Steam, vapor, fog or dust thought to be smoke | | | | | |
| 2019-0000335 | 2019/09/26 | 08:09:31 | 08:30:37 | 00:21:06 | 1818 S Fairacres RD |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:21:06 | | | |
| 730 - System malfunction, other | | | | | |
| 2019-0000324 | 2019/09/16 | 09:34:26 | 09:41:00 | 00:06:34 | 2251 Calle de Santiago |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:06:34 | | | |
| Grand Total: 32 | | Average Response Time for All Incident Types: 00:15:48 | | | |

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 10/3/2019 3:30:41 PM



Events per Event Type for Date Range (Landscape)

Start Date: 09/01/2019 | End Date: 09/30/2019

| EVENT TYPE | DATE | EVENT NAME | CATEGORY | LOCATION | HOURS | PARTICIPANTS |
|----------------------------------|------------|--|------------------|-----------------|-------|---|
| Prevention Division Shift | | | | | | |
| | 09/05/2019 | Inspections | Prevention Event | Town of mesilla | 6.5 | George Klebansky, Dylan Thunhorst, Gregory Whited |
| | 09/21/2019 | Fire Code Review for Mobile Food Vendors | Administrative | Telework | 3.5 | Crystal Davis-Whited, Gregory Whited |
| | 09/25/2019 | Fire prevention letters | Prevention Event | telecommute | 8 | Gregory Whited |
| | 09/26/2019 | Inspections | Prevention Event | Mesilla | 6 | John Chavez, George Klebansky, Gregory Whited |

Total Hours for Prevention Division Shift: 24

| Evening Operations Shift | | | | | | |
|---------------------------------|------------|---------|--------|--------------|----|--|
| | 09/06/2019 | B-Shift | Shifts | Firehouse 31 | 14 | Nicolas Navarro, Dylan Thunhorst, Joseph Torres, Austin Tucker |
| | 09/18/2019 | B-Shift | Shifts | Firehouse 31 | 18 | Alexsandra Gaytan, Sebastian Linares, Nicolas Navarro, Austin Tucker |
| | 09/21/2019 | B-Shift | Shifts | | 16 | Justin Knoll, Nicolas Navarro, Joseph Torres |
| | 09/23/2019 | A-Shift | Shifts | Firehouse 31 | 14 | Manuel Felix, Sebastian Linares, Thomas Montoya, Nicolas Navarro, Laura Orrantia |

Only LOCKED events included.

| EVENT TYPE | DATE | EVENT NAME | CATEGORY | LOCATION | HOURS | PARTICIPANTS |
|------------|------------|------------|----------|-------------------------------|-------|--|
| | 09/26/2019 | A shift | Shifts | Town of Mesilla Fire House 31 | 12 | John Chavez, Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Laura Orrantia |

Total Hours for Evening Operations Shift: 74

| 24 hr Operations Shift | | | | | | |
|------------------------|------------|---------|--------|-------------------------------|----|---|
| | 09/11/2019 | A-Shift | Shifts | Firehouse 31 | 26 | Manuel Felix, Sebastian Linares, Humberto Manriquez, Mateo Martinez, Anthony Martinez Jr. , Thomas Montoya, Nicolas Navarro, Laura Orrantia |
| | 09/29/2019 | A shift | Shifts | Town of Mesilla Fire House 31 | 12 | John Chavez, Anthony Martinez Jr. , Thomas Montoya, Laura Orrantia, Dylan Thunhorst |

Total Hours for 24 hr Operations Shift: 38

| On Call Duty Officer | | | | | | |
|----------------------|------------|---------|----------------|--------------|----|-------------|
| | 09/12/2019 | On Call | Administrative | Battalion 32 | 15 | Kevin Hoban |
| | 09/13/2019 | On Call | Administrative | Battalion 32 | 15 | Kevin Hoban |
| | 09/16/2019 | On Call | Administrative | Batallion 32 | 16 | Kevin Hoban |
| | 09/18/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 09/19/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 09/21/2019 | On Call | Administrative | Battalion 31 | 11 | Kevin Hoban |
| | 09/22/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 09/23/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 09/25/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 09/30/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |

Total Hours for On Call Duty Officer: 147

Only LOCKED events included.

| EVENT TYPE | DATE | EVENT NAME | CATEGORY | LOCATION | HOURS | PARTICIPANTS |
|----------------------|------------|------------|----------------|--------------|-------|--------------|
| Police Assist | | | | | | |
| | 09/15/2019 | On call | Administrative | Batallion 32 | 9 | Kevin Hoban |
| | 09/29/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |

Total Hours for Police Assist: 24

| Daily Operations Shift | | | | | | |
|-------------------------------|------------|---------|--------|-------------------------------|----|--|
| | 09/22/2019 | C Shift | Shifts | House 31 | 19 | Lachlan Boyd, Trevor Fietze, Evert Garibay, Mateo Martinez |
| | 09/24/2019 | B-Shift | Shifts | Town of Mesilla Fire House 31 | 34 | Alexsandra Gaytan, Phillip Guzman, Justin Knoll, Sebastian Linares, Nicolas Navarro, Austin Tucker, Lillian Villazon |
| | 09/26/2019 | C Shift | Shifts | House 31 | 20 | Lachlan Boyd, Ariel Caro, Trevor Fietze, Mateo Martinez |
| | 09/29/2019 | C Shift | Shifts | House 31 | 8 | Lachlan Boyd, Trevor Fietze, Irwin Renteria, Joseph Torres |

Total Hours for Daily Operations Shift: 81

| Administration Shift | | | | | | |
|-----------------------------|------------|----------------|----------------|-------------|---|--------------------------------------|
| | 09/29/2019 | administrative | Administrative | telecommute | 2 | Crystal Davis-Whited, Gregory Whited |

Total Hours for Administration Shift: 2

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 10/3/2019 1:56:21 PM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 09/01/2019 | End Date: 09/30/2019

Boyd, Lachlan James

| Class Category | Class Count | Total Class Hours |
|---|-------------|-------------------|
| EMS Training | 1 | 3:00 |
| I.S.O. Company Training | 2 | 6:00 |
| I.S.O. New Driver and Operator Training | 4 | 9:00 |
| Total for Boyd, Lachlan James | 7 | 18:00 |

Caro, Ariel M

| Class Category | Class Count | Total Class Hours |
|---|-------------|-------------------|
| EMS Training | 1 | 3:00 |
| I.S.O. Company Training | 1 | 4:00 |
| I.S.O. New Driver and Operator Training | 2 | 4:00 |
| Total for Caro, Ariel M | 4 | 11:00 |

Chavez, John Eric

| Class Category | Class Count | Total Class Hours |
|------------------------------------|-------------|-------------------|
| EMS Training | 1 | 3:00 |
| I.S.O. Company Training | 1 | 2:00 |
| I.S.O. Fire Prevention | 1 | 6:00 |
| Total for Chavez, John Eric | 3 | 11:00 |

Davis-Whited, Crystal

| Class Category | Class Count | Total Class Hours |
|--|-------------|-------------------|
| EMS Training | 2 | 5:00 |
| Equipment Training | 1 | 3:00 |
| Fire Explorer Post | 1 | 2:00 |
| I.S.O. Company Training | 1 | 2:00 |
| Total for Davis-Whited, Crystal | 5 | 12:00 |

Embury, Andy G.

| Class Category | Class Count | Total Class Hours |
|----------------------------------|-------------|-------------------|
| EMS Training | 2 | 5:00 |
| I.S.O. Company Training | 1 | 2:00 |
| Total for Embury, Andy G. | 3 | 7:00 |

Frietze, Trevor R

| Class Category | Class Count | Total Class Hours |
|---|-------------|-------------------|
| EMS Training | 1 | 3:00 |
| Equipment Training | 1 | 3:00 |
| I.S.O. Company Training | 2 | 6:00 |
| I.S.O. New Driver and Operator Training | 5 | 9:00 |
| Total for Frietze, Trevor R | 9 | 21:00 |

Garibay, Evert A

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 |
|---|-------------|-------------------|
| EMS Training | 1 | 3:00 |
| I.S.O. Company Training | 1 | 4:00 |
| I.S.O. New Driver and Operator Training | 3 | 6:00 |
| Total for Garibay, Evert A | 5 | 13:00 |

Gaytan, Aleksandra Melina

| Class Category | Class Count | Total Class Hours |
|--|-------------|-------------------|
| EMS | 1 | 1:00 |
| I.S.O. Officer Training | 1 | 2:00 |
| Total for Gaytan, Aleksandra Melina | 2 | 3:00 |

Guzman, Phillip

| Class Category | Class Count | Total Class Hours |
|----------------------------------|-------------|-------------------|
| I.S.O. Officer Training | 1 | 2:00 |
| Total for Guzman, Phillip | 1 | 2:00 |

Hoban, Kevin M

| Class Category | Class Count | Total Class Hours |
|----------------------------------|-------------|-------------------|
| EMS Training | 1 | 1:30 |
| Fire Explorer Post | 1 | 2:00 |
| Firefighter 1 - Fire Suppression | 1 | 1:30 |
| I.S.O. Fire Prevention | 2 | 2:30 |
| I.S.O. Officer Training | 5 | 10:00 |
| Total for Hoban, Kevin M | 10 | 17:30 |

Klebansky, George A

| Class Category | Class Count | Total Class Hours |
|---|-------------|-------------------|
| EMS Training | 1 | 3:00 |
| I.S.O. Fire Prevention | 1 | 6:00 |
| I.S.O. New Driver and Operator Training | 1 | 3:00 |
| Total for Klebansky, George A | 3 | 12:00 |

Knoll, Justin S

| Class Category | Class Count | Total Class Hours |
|----------------------------------|-------------|-------------------|
| EMS | 2 | 2:00 |
| Equipment Training | 1 | 3:00 |
| Total for Knoll, Justin S | 3 | 5:00 |

Linares, Sebastian

| Class Category | Class Count | Total Class Hours |
|---|-------------|-------------------|
| EMS | 1 | 1:00 |
| I.S.O. Company Training | 1 | 2:00 |
| I.S.O. New Driver and Operator Training | 2 | 5:00 |
| Total for Linares, Sebastian | 4 | 8:00 |

Lucero, Jojo

| Class Category | Class Count | Total Class Hours |
|-------------------------------|-------------|-------------------|
| EMS Training | 1 | 2:00 |
| Fire Explorer Post | 1 | 2:00 |
| Total for Lucero, Jojo | 2 | 4:00 |

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.

| Manriquez, Humberto | | |
|--------------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 1:30 |
| Firefighter 1 - Fire Suppression | 1 | 1:30 |
| Total for Manriquez, Humberto | 2 | 3:00 |

| Martinez, Mateo | | |
|---|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 3:00 |
| I.S.O. New Driver and Operator Training | 4 | 7:00 |
| Total for Martinez, Mateo | 5 | 10:00 |

| McBurney, Samuel | | |
|-----------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 3:00 |
| Total for McBurney, Samuel | 1 | 3:00 |

| Navarro, Nicolas A | | |
|---|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS | 1 | 1:00 |
| EMS Training | 1 | 3:00 |
| I.S.O. Company Training | 1 | 2:00 |
| I.S.O. New Driver and Operator Training | 2 | 5:00 |
| Total for Navarro, Nicolas A | 5 | 11:00 |

| O'Brien, Amy M | | |
|---------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 2:00 |
| Equipment Training | 1 | 3:00 |
| I.S.O. Company Training | 1 | 2:00 |
| Total for O'Brien, Amy M | 3 | 7:00 |

| Porter, Zachary S | | |
|---|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| I.S.O. Company Training | 1 | 4:00 |
| I.S.O. New Driver and Operator Training | 2 | 4:00 |
| Total for Porter, Zachary S | 3 | 8:00 |

| Renteria, Irwin | | |
|---|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 3:00 |
| I.S.O. Company Training | 1 | 4:00 |
| I.S.O. New Driver and Operator Training | 2 | 4:00 |
| Total for Renteria, Irwin | 4 | 11:00 |

| Sanchez, Xavier | | |
|----------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 2 | 5:00 |
| Equipment Training | 1 | 3:00 |
| Fire Explorer Post | 1 | 2:00 |
| Total for Sanchez, Xavier | 4 | 10:00 |

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.

| Shepan, Lance A. | | |
|-----------------------------------|--------------------|--------------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 1:30 |
| Firefighter 1 - Fire Suppression | 1 | 1:30 |
| Total for Shepan, Lance A. | 2 | 3:00 |

| Soto, Andrew | | |
|-------------------------------|--------------------|--------------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 2 | 5:00 |
| Equipment Training | 1 | 3:00 |
| Fire Explorer Post | 1 | 2:00 |
| Total for Soto, Andrew | 4 | 10:00 |

| Tankesly, Jennifer | | |
|-------------------------------------|--------------------|--------------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 2 | 5:00 |
| Fire Explorer Post | 1 | 2:00 |
| Total for Tankesly, Jennifer | 3 | 7:00 |

| Thunhorst, Dylan P | | |
|-------------------------------------|--------------------|--------------------------|
| Class Category | Class Count | Total Class Hours |
| Firefighter 1 - Fire Suppression | 1 | 1:30 |
| I.S.O. Company Training | 1 | 2:00 |
| I.S.O. Fire Prevention | 1 | 6:00 |
| Total for Thunhorst, Dylan P | 3 | 9:30 |

| Thunhorst, Ines C | | |
|------------------------------------|--------------------|--------------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 2 | 4:30 |
| Fire Explorer Post | 1 | 2:00 |
| I.S.O. Company Training | 1 | 2:00 |
| Total for Thunhorst, Ines C | 4 | 8:30 |

| Torres, Joseph J | | |
|---|--------------------|--------------------------|
| Class Category | Class Count | Total Class Hours |
| I.S.O. Company Training | 1 | 4:00 |
| I.S.O. New Driver and Operator Training | 2 | 2:00 |
| Total for Torres, Joseph J | 3 | 6:00 |

| Tucker, Austin J | | |
|---|--------------------|--------------------------|
| Class Category | Class Count | Total Class Hours |
| EMS | 2 | 2:00 |
| EMS Training | 1 | 3:00 |
| Equipment Training | 1 | 3:00 |
| I.S.O. Company Training | 1 | 2:00 |
| I.S.O. New Driver and Operator Training | 2 | 5:00 |
| Total for Tucker, Austin J | 7 | 15:00 |

| Villazon, Lillian M | | |
|----------------------------|--------------------|--------------------------|
| Class Category | Class Count | Total Class Hours |
| EMS | 2 | 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.

| | | |
|--------------------------------------|----------|-------------|
| I.S.O. Company Training | 1 | 2:00 |
| Total for Villazon, Lillian M | 3 | 4:00 |

Whited, Gregory E

| Class Category | Class Count | Total Class Hours |
|---|-------------|-------------------|
| EMS Training | 1 | 3:00 |
| I.S.O. Company Training | 1 | 2:00 |
| I.S.O. Fire Prevention | 2 | 12:00 |
| I.S.O. New Driver and Operator Training | 1 | 3:00 |
| Total for Whited, Gregory E | 5 | 20:00 |

Zecha, Chad

| Class Category | Class Count | Total Class Hours |
|---|-------------|-------------------|
| I.S.O. Company Training | 1 | 2:00 |
| I.S.O. New Driver and Operator Training | 1 | 3:00 |
| Total for Zecha, Chad | 2 | 5:00 |

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 10/3/2019 2:42:08 PM

Total Hours by Personnel for Date Range for Pay Grade

Pay Grades: All Pay Grades | Start Date: 09/01/2019 | End Date: 09/30/2019

| PERSONNEL | INCIDENT TIME | TRAINING TIME | EVENT TIME |
|---------------------------|---------------|---------------|------------|
| Boyd, Lachlan James | 4:49 | 18:00 | 28:00 |
| Caro, Ariel M | 0:24 | 11:00 | 9:30 |
| Chavez, John Eric | 0:24 | 11:00 | 30:00 |
| Davis-Whited, Crystal | 8:24 | 12:00 | 5:30 |
| Embury, Andy G. | 1:55 | 7:00 | 0:00 |
| Felix, Manuel R | 1:56 | 0:00 | 16:00 |
| Frietze, Trevor R | 24:11 | 21:00 | 30:00 |
| Garibay, Evert A | 0:50 | 13:00 | 12:00 |
| Gaytan, Alexsandra Melina | 1:36 | 3:00 | 33:00 |
| Guzman, Phillip | 0:28 | 2:00 | 17:30 |
| Hoban, Kevin M | 27:46 | 17:30 | 186:00 |
| Klebansky, George A | 10:56 | 12:00 | 12:30 |
| Knoll, Justin S | 1:11 | 5:00 | 33:00 |
| Linares, Sebastian | 3:24 | 8:00 | 60:00 |
| Lucero, Jojo | 3:00 | 4:00 | 0:00 |
| Manriquez, Humberto | 0:44 | 3:00 | 23:00 |
| Martinez Jr. , Anthony R | 0:44 | 0:00 | 35:00 |
| Martinez, Mateo | 5:53 | 10:00 | 63:00 |
| McBurney, Samuel | 1:35 | 3:00 | 0:00 |
| Montoya, Thomas M | 0:00 | 0:00 | 42:00 |
| Navarro, Nicolas A | 21:45 | 11:00 | 101:00 |
| O'Brien, Amy M | 3:00 | 7:00 | 0:00 |
| Orrantia, Laura T | 0:00 | 0:00 | 43:00 |
| Porter, Zachary S | 0:00 | 8:00 | 0:00 |
| Renteria, Irwin | 4:00 | 11:00 | 6:30 |
| Sanchez, Xavier | 0:24 | 10:00 | 0:00 |
| Soto, Andrew | 0:24 | 10:00 | 0:00 |
| Tankesly, Jennifer | 3:00 | 7:00 | 0:00 |
| Thunhorst, Dylan P | 14:43 | 9:30 | 54:30 |
| Thunhorst, Ines C | 4:00 | 8:30 | 0:00 |
| Torres, Joseph J | 18:56 | 6:00 | 33:30 |
| Tucker, Austin J | 6:43 | 15:00 | 38:30 |
| Villazon, Lillian M | 0:43 | 4:00 | 10:30 |
| Whited, Gregory E | 0:47 | 20:00 | 26:00 |
| Zecha, Chad | 0:00 | 5:00 | 0:00 |
| TOTAL | | | |



| TOTAL TIME |
|-------------------|
| 50:49 |
| 20:54 |
| 41:24 |
| 25:54 |
| 8:55 |
| 17:56 |
| 75:11 |
| 25:50 |
| 37:36 |
| 19:58 |
| 231:16 |
| 35:26 |
| 39:11 |
| 71:24 |
| 7:00 |
| 26:44 |
| 35:44 |
| 78:53 |
| 4:35 |
| 42:00 |
| 133:45 |
| 10:00 |
| 43:00 |
| 8:00 |
| 21:30 |
| 10:24 |
| 10:24 |
| 10:00 |
| 78:43 |
| 12:30 |
| 58:26 |
| 60:13 |
| 15:13 |
| 46:47 |
| 5:00 |
| 1420:31:00 |

Personnel Total Hours by Time spent on Incidents and Time spent on Training Times for Date Range for Pay Grade. Time Cards are NOT included. Time is displayed in hh:mm format. This report only includes Reviewed Incidents, Locked Events and

Mesilla Fire Department

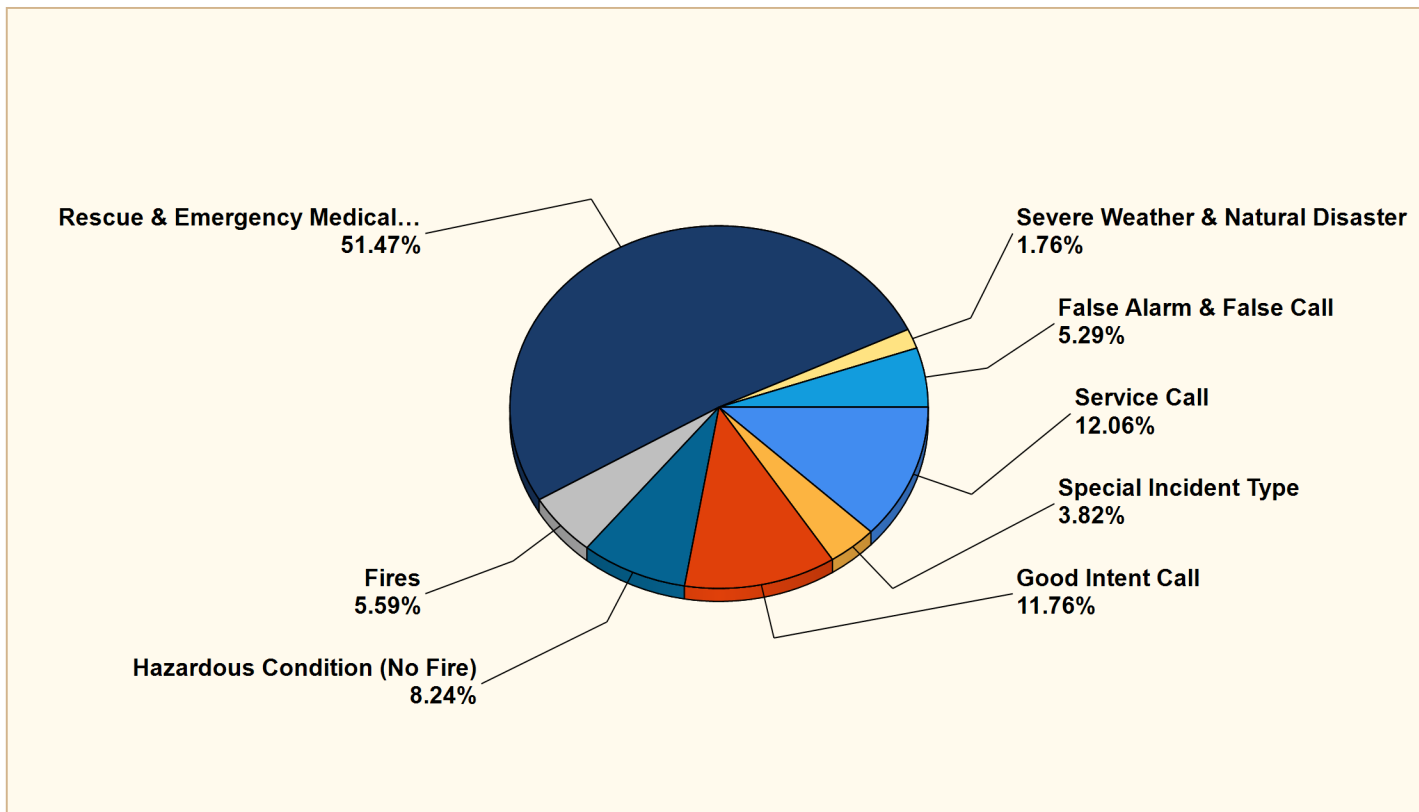
Mesilla, NM

This report was generated on 10/3/2019 3:34:09 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 09/30/2019



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|----------------|
| Fires | 19 | 5.59% |
| Rescue & Emergency Medical Service | 175 | 51.47% |
| Hazardous Condition (No Fire) | 28 | 8.24% |
| Service Call | 41 | 12.06% |
| Good Intent Call | 40 | 11.76% |
| False Alarm & False Call | 18 | 5.29% |
| Severe Weather & Natural Disaster | 6 | 1.76% |
| Special Incident Type | 13 | 3.82% |
| TOTAL | 340 | 100.00% |

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

Detailed Breakdown by Incident Type

| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|--|-------------|------------|
| 111 - Building fire | 3 | 0.88% |
| 113 - Cooking fire, confined to container | 1 | 0.29% |
| 118 - Trash or rubbish fire, contained | 1 | 0.29% |
| 122 - Fire in motor home, camper, recreational vehicle | 1 | 0.29% |
| 132 - Road freight or transport vehicle fire | 1 | 0.29% |
| 137 - Camper or recreational vehicle (RV) fire | 1 | 0.29% |
| 142 - Brush or brush-and-grass mixture fire | 6 | 1.76% |
| 143 - Grass fire | 3 | 0.88% |
| 150 - Outside rubbish fire, other | 1 | 0.29% |
| 151 - Outside rubbish, trash or waste fire | 1 | 0.29% |
| 300 - Rescue, EMS incident, other | 1 | 0.29% |
| 311 - Medical assist, assist EMS crew | 18 | 5.29% |
| 320 - Emergency medical service, other | 3 | 0.88% |
| 321 - EMS call, excluding vehicle accident with injury | 122 | 35.88% |
| 322 - Motor vehicle accident with injuries | 11 | 3.24% |
| 324 - Motor vehicle accident with no injuries. | 9 | 2.65% |
| 381 - Rescue or EMS standby | 11 | 3.24% |
| 412 - Gas leak (natural gas or LPG) | 15 | 4.41% |
| 421 - Chemical hazard (no spill or leak) | 1 | 0.29% |
| 424 - Carbon monoxide incident | 1 | 0.29% |
| 440 - Electrical wiring/equipment problem, other | 3 | 0.88% |
| 444 - Power line down | 4 | 1.18% |
| 445 - Arcing, shorted electrical equipment | 3 | 0.88% |
| 461 - Building or structure weakened or collapsed | 1 | 0.29% |
| 511 - Lock-out | 10 | 2.94% |
| 520 - Water problem, other | 2 | 0.59% |
| 522 - Water or steam leak | 1 | 0.29% |
| 542 - Animal rescue | 1 | 0.29% |
| 550 - Public service assistance, other | 2 | 0.59% |
| 551 - Assist police or other governmental agency | 4 | 1.18% |
| 552 - Police matter | 2 | 0.59% |
| 553 - Public service | 8 | 2.35% |
| 554 - Assist invalid | 6 | 1.76% |
| 561 - Unauthorized burning | 5 | 1.47% |
| 600 - Good intent call, other | 1 | 0.29% |
| 611 - Dispatched & cancelled en route | 25 | 7.35% |
| 622 - No incident found on arrival at dispatch address | 1 | 0.29% |
| 631 - Authorized controlled burning | 8 | 2.35% |
| 650 - Steam, other gas mistaken for smoke, other | 1 | 0.29% |
| 651 - Smoke scare, odor of smoke | 1 | 0.29% |
| 652 - Steam, vapor, fog or dust thought to be smoke | 2 | 0.59% |
| 671 - HazMat release investigation w/no HazMat | 1 | 0.29% |
| 710 - Malicious, mischievous false call, other | 1 | 0.29% |
| 721 - Bomb scare - no bomb | 2 | 0.59% |
| 730 - System malfunction, other | 1 | 0.29% |
| 733 - Smoke detector activation due to malfunction | 3 | 0.88% |
| 736 - CO detector activation due to malfunction | 1 | 0.29% |
| 740 - Unintentional transmission of alarm, other | 3 | 0.88% |
| 743 - Smoke detector activation, no fire - unintentional | 3 | 0.88% |
| 744 - Detector activation, no fire - unintentional | 1 | 0.29% |
| 745 - Alarm system activation, no fire - unintentional | 3 | 0.88% |
| 812 - Flood assessment | 2 | 0.59% |
| 813 - Wind storm, tornado/hurricane assessment | 3 | 0.88% |
| 814 - Lightning strike (no fire) | 1 | 0.29% |
| 900 - Special type of incident, other | 11 | 3.24% |

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

Detailed Breakdown by Incident Type

| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|-------------------------|-------------|----------------|
| 911 - Citizen complaint | 2 | 0.59% |
| TOTAL INCIDENTS: | 340 | 100.00% |

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



MESILLA MARSHAL DEPARTMENT

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

To: Honorable Mayor and Mesilla Board of Trustees

This is the Monthly Report for September 2019 for the Mesilla Marshal's Department:

- 4 animal/ACO related calls
- 1 agency assist
- 1 assault
- 2 auto burglary
- 1 residential burglary
- 3 crashes
- 1 disorderly subject
- 1 harassment
- 2 information reports
- 1 suspicious person
- 75 traffic infractions were written.

This report is incomplete as I have yet to receive the full report from MVRDA so there are several calls for service, we responded to which a report is generally not generated. Thank you,


Enrique Salas
Lieutenant



TOWN OF MESILLA

Public Works Department
P.O. Box 10, Mesilla, New Mexico 88046
Office: (575) 524-3262
Fax: (575) 541-6327

MEMORANDUM

Date: October 2, 2019
TO: Mayor Barraza, Board of Trustees and Cynthia Stoechner-Hernandez
FROM: Rodney J. McGillivray, Public Works Director 
RE: **Public Works Division Activity Report – September 2019**

On-going maintenance, custodial and operations:

Event set-up and tear down on-going
On-call/standby needs for emergency repairs or assistance
Meter reading continues
Utility location services
Monitoring of water tank, wells and pumps
Monitoring of lift stations and review of reporting
Monthly water sampling and reporting is up-to-date
Grounds maintenance on-going
Custodial responsibilities on-going
New water services and water shut-offs continue (ownership change/nonpayment)
Employee training

Miscellaneous items/work orders/accomplishments:

Signage installation/replacement
Cleaning and maintenance of storm system drains
Repairs for Community Center Senior kitchen remediation (planning)
Public Restroom floor painting
Lock replacements re-keying multiple locations
Irrigation repairs
Assist with Code violations
Weed eradication/street cleaning (continual)
Filling potholes (street repairs)

Repairs to Town Hall alarm system complete
Community Center insurance claim repairs (underway)
Fountain pump replacement
New safety lights installed on Rangers and Silverado
Fiesta set-up and tear down

Project update:

ICIP – ICIP (Infrastructure Capital Improvement Plan) submission complete.

ICIP Community Center – submission complete.

Bowman – Construction is 85% complete. Water portion of project is complete.
Pavement scheduled for second week in October. Headwall and culvert replacement underway.

FY20 LGRF – Review of engineering fees/proposal underway.

Parian – Scope of work being defined. Review of engineering fees/proposal underway.

McDowell wastewater project Phase II – Project required to be phased. Engineering fee negotiation underway.

Trail – Design complete. NMDOT - PS&E (plans, specifications and estimate) complete.
It is anticipated the project will be approved by NMDOT for construction within 60-90 days.

LGTPF – LGTPF (Local Government Transportation Project Fund) submission for grant waiver complete.

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES

FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR

SUBJECT: ACTIVITY REPORT – SEPTEMBER 2019

DATE: OCTOBER 3, 2019

PZHAC BUSINESS
SEPTEMBER 2019
[Items presented to the PZHAC]

PZHAC WORK SESSION ITEMS:

1. Submitted by Robert Carson at the request of the PZHAC, a discussion of plans to construct a garage/storage/shop building in the backyard of a dwelling at 3000 Mesilla Verde Terrace. **(Case 060950)**
Zoned: Rural Farm (RA)
2. Submitted by Gary Coppedge; a request to discuss plans to reconstruct a collapsed latilla porch at 1701 Calle de Mercado. **(Case 060953)** Zoned: General Commercial (C)
3. Submitted by John Wright; a request to discuss plans to remodel and build an addition to a dwelling at 2782 Calle de San Albino. **(Case 060957)** Zoned: Historical Residential (HR)
4. Submitted by Ray Carl for Logos Development Inc.; a request to discuss plans to construct a new dwelling at 1900 Calle Pecana. **(Case 060959)** Zoned: Historical Residential (HR)

PZHAC ADMINISTRATIVE APPROVALS:

Zoning Permits

1. **Case 060949** – 3076 Los Arenales Street, submitted by Erasmo Campos for Sylvia Cabrales; a request for a zoning permit to reroof a dwelling at this address. Zoned: Residential/Agriculture (RA)
2. **Case 060954** – 107 Capri Road, submitted by Nancy Matteucci; a request for a zoning permit to allow internal renovation (sheetrock repairs, flooring, cabinets, etc.) of a dwelling at this address. Zoned: Residential, one acre minimum (R-1)
3. **Case 060955** – 2372 Calle de Parian, submitted by Yolanda Lucero; a request for a zoning permit to install solar panels on a set of apartments at this address. Zoned: Historical Residential (HR)

PZHAC DECISION ITEMS:

Zone Changes:

1. **Case 060950** – 3000 Mesilla Verde Terrace, submitted by Robert Carson; a request for a zoning permit to construct a garage/storage/shop building in the backyard of a dwelling at this address. Zoned: Rural Farm (RA)
2. **Case 060951** – 1770 Tierra de Mesilla, submitted by Los Migueles de Mesilla; a request for a zoning permit to allow the installation of a small stand-by generator at the northeast corner of an existing doctor's office. Zoned: General Commercial (C).

3. **Case 060952** – 2755 Boldt Street, submitted by Daniel J. Jones; a request for a zoning permit to allow a 12-foot by 40-foot addition containing a garage and studio to a dwelling at this address. Zoned: Historical Residential (HR)
4. **Case 060950** – 3000 Mesilla Verde Terrace, submitted by Robert Carson; a request for a zoning permit to construct a garage/storage/shop building in the backyard of a dwelling at this address. Zoned: Rural Farm (RA) **(This case was discussed during the Work Session – Item 1)**
5. **Case 060953** - 1701 Calle de Mercado, submitted by Gary Coppedge; a request for a zoning permit to reconstruct a collapsed latilla porch at 1701 Calle de Mercado. Zoned: General Commercial (C) **(This case was discussed during the Work Session – Item 2)**
6. **Case 060956** – 2557 Calle de Parian, submitted by Andrea Bryan; a request for a zoning permit to install a fake lintel beam over a window and restucco the dwelling at this address in a different color. Zoned: Historical Residential (HR)
7. **Case 060957** – 2782 Calle de San Albino, submitted by John Wright; a request for a zoning permit to remodel and build an addition to a dwelling at. Zoned: Historical Residential (HR) **(This case was discussed during the Work Session – Item 3)**
8. **Case 060958** – 2805 Boldt Street, submitted by Stephen W. Stile; a request for a zoning permit to repaint a dwelling at this address. Zoned: Historical Residential (HR)
9. **Case 060959** – 1900 Calle Pecana, submitted by Ray Carl for Logos Development Inc., a request for a zoning permit to construct a new dwelling at this address. Zoned: Historical Residential (HR)

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
SEPTEMBER 2019**

| Mesilla CASE # | DAC ACC'T # | APPL. DATE | ISSUEE/CONTRACTOR | VALUATION / COST | FEE | BLDG CODE | ADDRESS | DESCRIPTION OF WORK |
|----------------|-------------|------------|---|------------------|--------|-----------|--------------------------|---|
| 060955 | 04-00225 | 9/3/19 | Yolanda Lucero/Erus Builders, LLC | 20,000.00 | 40.50 | MI | 2392 Calle de Parian | Install photo-voltaic panels on a duplex at this address. |
| 060956 | 04-00461 | 9/5/19 | Andrea Bryan/self | 2,000.00 | 13.50 | MI | 2557 Calle de Parian | Install false lintels over two windows and restucco a dwelling at this address. |
| 060957 | 04-00652 | 8/21/19 | John Wright/self | 67,000.00 | 111.00 | AD | 2782 Calle de San Albino | Remodel and addition to an existing dwelling |
| 060958 | 04-01041 | 8/30/19 | Stepan W. Stile/self | 4,000.00 | 180.00 | MI | 2805 Boldt Street | Repaint a dwelling at this address |
| 060959 | 04-01602 | 9/10/19 | Carlson Enterprises/Logos Development Inc. | 250,000 | 385.50 | NR | 1980 Calle de Pacana | Construct a new residence at this address. |
| 060960 | 04-01618 | 9/27/19 | John Gambiele Boyer/Luis Baca | 400.00 | 45.00 | MI | 1368 Snow Road | Install a concrete slab for a sculpture |
| 060961 | 04-00311 | 9/11/19 | Mickey Balderas/self | 100.00 | 0.00 | MI | 2011 Avenida de Mesilla | Repair parking lot landscaping |
| 060962 | 04-00119 | 9/16/19 | William C. Fietze/self | 300.00 | 0.00 | MI | Snow Road | Install wood or metal stakes on property line |
| 060963 | 04-00043 | 9/23/19 | John Tallackson/Childers Brothers, Inc | 19,991.00 | 37.50 | MI | 2930 Valle Grande | Stabilize the foundation of a dwelling at this address |
| 060964 | 04-00441 | 9/13/19 | William & Stephan McIlvaine | 19,643.80 | 40.50 | ACM | 2685A Calle de Parian | Remove and replace 15 windows the main dwelling at this address |
| 060965 | 04-00441 | 9/13/19 | William & Stephan McIlvaine/DJ Walker Construction | 30,000.00 | 55.50 | RR | 2685A Calle de Parian | Replace a red metal roof with a black/brown Brava roof tile the main dwelling at this address |
| 060966 | 04-00441 | 9/13/19 | William & Stephan McIlvaine/DJ Walker Construction | 16,081.15 | 36.00 | ACM | 2685A Calle de Parian | Restucco the main dwelling at this address |
| 060967 | 04-00230 | 9/18/19 | Mary Lucero/Erus Builders, LLC | 20,000.00 | 40.50 | MI | 2363 Calle de Santiago | Install photo-voltaic panels on a dwelling at this address. |
| 060968 | 04-00538 | 9/27/19 | Sam Kane/Tim Gladen | 410,000.00 | 629.50 | NR | Calle de Colon | Build four rental dwellings on this property |
| 060969 | 04-00763 | 9/25/9 | Catherine Martinez & Linda Montoya/Jay De La Torees | 8,000.00 | 22.50 | AC | 1000 W. University Ave. | Build a pergola behind the main dwelling at this address |