



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, MAY 13, 2019 AT 5:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

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

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, MAY 13, 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. PROCLAMATIONS:
 - A. A Proclamation Declaring May 12 – May 18, 2019 as “*National Police Week*” in the Town of Mesilla.
 - B. A Proclamation Declaring May 19 – May 25, 2019 as “*Emergency Medical Services Week*” in the Town of Mesilla.
5. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.
6. *APPROVAL OF CONSENT AGENDA – The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *:
 - A. *BOT Minutes – Minutes of a Regular meeting of April 22, 2019.
 - B. *PZHAC Case 060883 – 2518 Boldt Street, submitted by Celina Einig; request for a zoning permit to allow construction of a 20 foot by 25-foot workshop at the rear of a residential property this address. **Zoned: Historical Residential (HR).**
 - C. *PZHAC Case 060884 – 2631 Calle Tercera, submitted by Francisco Torres; a request for a zoning permit to all construction of a 24-foot by 45-foot wood frame carport on a concrete slab on a property located at this address. **Zoned: Historical Residential (HR).**
 - D. *PZHAC Case 060885 - 2305 Calle de Colon, submitted by Gerard Nevarez; a request for a zoning permit to construction of a bedroom addition to a dwelling at this address. **Zoned: Historical Residential (HR)**
 - E. *PZHAC Case 060887 – 2138 Calle del Sur, submitted by Matthew Davidson; a request for a zoning permit to allow part of an existing detached garage at this address to be converted into a 535 square-foot guest house. **Zoned: Historical Residential (HR).**
 - F. *PZHAC Case 060888 – 2755 Boldt Street, submitted by Teresa Griffith and Dan Jones; a request for a zoning permit to allow the repainting of metal fences on the left and right sides of a dwelling at this address. **Zoned: Historical Residential (HR).**
 - G. *PZHAC Case 060889 – 2523 Calle del Norte, submitted by Michele Rasch; a request for a zoning permit to allow the addition of wrought iron gates to an exterior yard wall at this address. **Zoned: Historical Residential (HR).**

H. ***PZHAC Case 060891** – 2355 Calle de Guadalupe, submitted by Heather Salopek; a request for a zoning permit to allow the repainting of a door, door jamb, and window frame on a store at this address. **Zoned: Historical Commercial (HC).**

I. ***For Approval:** the hiring of three (3) temporary employees for the Summer Recreation program.

7. NEW BUSINESS:

A. **For approval:** an agreement between the Town of Mesilla and Entomology Consultants, LLC. For vector control services within the Town of Mesilla for two-years. – **Rod McGillivray, Public Works Director.**

B. **For approval:** A Cooperative Agreement (MES2019-04) with the City of Las Cruces for the City to do upgrades to their utility lines under Bowman St. during the Town's reconstruction project. – **Rod McGillivray, Public Works Director.**

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

D. **For approval:** an audit contract for the FY 18/19 fiscal year, with the option of two additional years. – **Cynthia Stoechner-Hernandez, Clerk/Treasurer.**

8. *STAFF REPORTS:

Community Development

Community Programs

Finance Department

Fire Department

Marshal's Department

Public Works Department

9. BOARD OF TRUSTEE COMMITTEE REPORTS

10. BOARD OF TRUSTEE/STAFF COMMENTS

11. ADJOURNMENT

NOTICE:

If you need an accommodation for a disability to enable you to fully participate in the hearing or meeting, please contact us at 524-3262 at least 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 5/9/19 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, Ristramnn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



PROCLAMATION

DECLARING NATIONAL POLICE WEEK 2019

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

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

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

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

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

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

NOW, THEREFORE, I, Nora L. Barraza, Mayor of the Town of Mesilla, Dona Ana County, New Mexico, do hereby proclaim the week of May 12 through May 18, 2019 as National Police Week in the Town of Mesilla.

Nora L. Barraza
Mayor of the Town of Mesilla



PROCLAMATION FOR EMS WEEK 2019

To designate the Week of May 19 - 25, 2019, as Emergency Medical Services Week

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

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

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

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

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

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

THEREFORE, I Nora L. Barraza, Mayor of the Town of Mesilla, in recognition of this event do hereby proclaim the week of May 19-25, 2019, as

EMERGENCY MEDICAL SERVICES WEEK

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

Nora L. Barraza
Mayor for the Town of Mesilla



**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, APRIL 22, 2019
6:00 P.M.**

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

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Rod McGillivray, Public Works Director
Ben Azcarate, Master Deputy II
Gloria Maya, Recorder

PUBLIC: Geno Diaz Alicia Diaz
Greg Whited Crystal Whited
Nicolas Navarro Humberto Manriquez
Mateo Martinez Susan Krueger

1. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Johnson-Burick led the Pledge of Allegiance.
Students led the Pledge to the State of New Mexico.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

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

3. CHANGES TO THE AGENDA & APPROVAL

Motion: To approve agenda, **Moved by** Trustee Arzabal, **Seconded by** Trustee Caro.

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

Mayor Pro Tem Johnson-Burick Yes
Trustee Arzabal Yes
Trustee Caro Yes
Trustee Garcia Yes

4. PROCLAMATIONS:

- A.** A Proclamation designating May 7, 2019 as Official National Bike to School in the Town of Mesilla – **Ashleigh Curry, Safe Routes to School Champion and students.**

Ms. Curry and students read the proclamation designating May 7, 2019 as Official National Bike to School in the Town of Mesilla. She invited everyone to participate on May 7th.

Mayor Pro Tem Johnson-Burick thanked Ms. Curry for all she does for the students.

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

No public input

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

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

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

A. *BOT Minutes – Minutes of a Regular meeting of April 8, 2019. *Approved by consent agenda*

B. *PZHAC Case 060875 – 2684 Calle de Principal, submitted by Elizabeth Ann Rohovec; a request for a zoning permit to repaint a dwelling at this address. **Zoned: Historical Residential (HR).** *Approved by consent agenda*

C. *PZHAC Case 060878 – 2838 Calle de Principal, submitted by Anita M. Morales; a request for a zoning permit to stucco a dwelling at this address. **Zoned: Historical Residential (HR).** *Approved by consent agenda*

D. *PZHAC Case 060879 – 2880 Teresita Street, submitted by William and Mary Davidson; a request for a zoning permit to install a trellis above an existing rock wall at the rear of a residential property at this address. **Zoned: Historical Residential (HR).** *Approved by consent agenda*

E. * PZHAC Case 060880 – 2483 Calle de San Albino, submitted by Eugenio G. Diaz; a request for a zoning permit to build a work shed behind a dwelling at this address. **Zoned: Historical Residential (HR).** *Approved by consent agenda*

7. NEW BUSINESS:

A. For Approval: Ordinance 2019-02: amending Chapter 15.20 International Fire Code. – *Captain Greg Whited/Chief Kevin Hoban, Mesilla Fire Department.*

Captain Whited reviewed the changes made to Ordinance 2019-02 International Fire Code.

Motion: To approve Ordinance 2019-02: amending Chapter 15.20 International Fire Code as amended, **Moved by** Trustee Arzabal, **Seconded by** Trustee Caro.

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

1 Mayor Pro Tem Johnson-Burick thanked all that worked on this ordinance. This will help the town with
2 its ISO rating and insurances.

3
4 Fire Chief Hoban stated he is proud of the work Captain Whited has done with the prevention program.
5 We are now ahead of anyone in the state. This code is business friendly. They are looking forward to
6 applying this in the coming months and being ready for the next ISO evaluation.

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

8 Trustee Garcia stated she attended the MPO meeting. will meet with Andrew on Friday, will attend the
9 RTD meeting on Wednesday, and will be attending NMML training in Albuquerque May 1st thru 3rd.

10 Trustee Arzabal stated there will be an CFO meeting held before June 30th.

11 Mayor Pro Tem Johnson-Burick stated an MPO meeting will be held the second week of May.

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

13 Trustee Caro stated he is glad to hear communities will be bringing up their ISO ratings which will help
14 with funding and lower insurance rates. He is looking forward to the Cinco de Mayo Fiesta.

15 Trustee Arzabal stated Mr. Cesario Alvillar's wife passed away and asked that they keep the family in
16 their prayers.

17 Mayor Pro Tem Johnson-Burick stated she is looking forward to the Cinco de Mayo Fiesta.

18
19 **10. ADJOURNMENT**

20 **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-3)**

21
22 **MEETING ADJOURNED AT 6:29 P.M.**

23
24 **APPROVED THIS 13th DAY OF MAY, 2019.**

25
26
27
28 _____
29 Nora L. Barraza
30 Mayor

31
32 **ATTEST:**

33
34
35 _____
36 Cynthia Stochner-Hernandez
37 Town Clerk/Treasurer
38

BOT ACTION FORM
ZONING PERMIT 060883
[PZHAC REVIEW – 5/8/19 (SPL MTG)]
STAFF ANALYSIS

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

Item:

Case 060883 – 2518 Boldt Street, submitted by Celina Einig; request for a zoning permit to allow construction of a 20 foot by 25-foot workshop at the rear of a residential property this address. Zoned: Historical Residential (HR)

Staff Analysis:

The proposed request 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 workshop 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 workshop 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: @ \$5000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed workshop 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:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of installing a workshop in the backyard of a residential property at 2518 Boldt Street..
- The PZHAC has determined that the proposed work 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 with conditions to the BOT.
3. Reject the permit.

PZHAC DECISION:

The PZHAC heard this case at a special meeting held May 8, 2019 at 4:00 pm in order to ensure a quorum was present (Commissioner Nevarez has an interest in this property and had recused himself from voting). It was determined at the regular meeting that the current plans meet the Code, and the PZHAC 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
MAY 8, 2019
ITEM 1

Submitted by Celina Einig; request to discuss plans to construct a 20 foot by 25-foot workshop at the rear of a residential property at 2518 Boldt Street. (**Case 0608DD**) Zoned: Historical Residential (HR)

DESCRIPTION OF REQUEST:

The purpose of this request is to allow the applicant to install a work shop at the rear of a residence at this address. The work shop will consist of a 20-foot by 25-foot (500 square feet) frame and stucco site-built structure with electricity, a utility sink and a bath room. The work shop will be located at least five feet from the side property line (three feet is required) and at least 20 feet from the dwelling (see site attached site plan). The proposed structure will be finished to match the dwelling and will not be out of character with the property or the area. The proposed work shop has been reviewed and approved by the Mesilla Farms HOA (see attached letter).

The applicant has been informed that a building permit will be required from the State (CID) if the work shop is approved by the Town and that the applicable building codes used by CID will need to be met.

The purpose of the work shop is to allow the applicant's husband to be able to work on hobbies and crafts out of the weather. Since there is no room inside the dwelling for some of the hobbies, an external work shop is necessary.

CONSISTENCY WITH THE CODE:

The PZHAC will need to determine that the proposed work shop will be compatible with the character of the surrounding area. Since this property is part of a subdivision that was done after the Historical Register for the Town was established none of the surrounding properties are in the Historical Register. However since the subdivision, including this property, is zoned Historical Residential, the proposed work will need to be consistent with **Chapter 18.35 HR – Historical Residential Zone**.

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

PHOTO OF PROPERTY FROM BOLDT STREET



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401040](#)

Parcel Number: 4006137435469

Owner: NEVAREZ GERARD R

Mail Address: PO BOX 1102

Subdivision: MESILLA FARMS
SUBDIVISION (BK 15 PG 389-390 -
8822094)

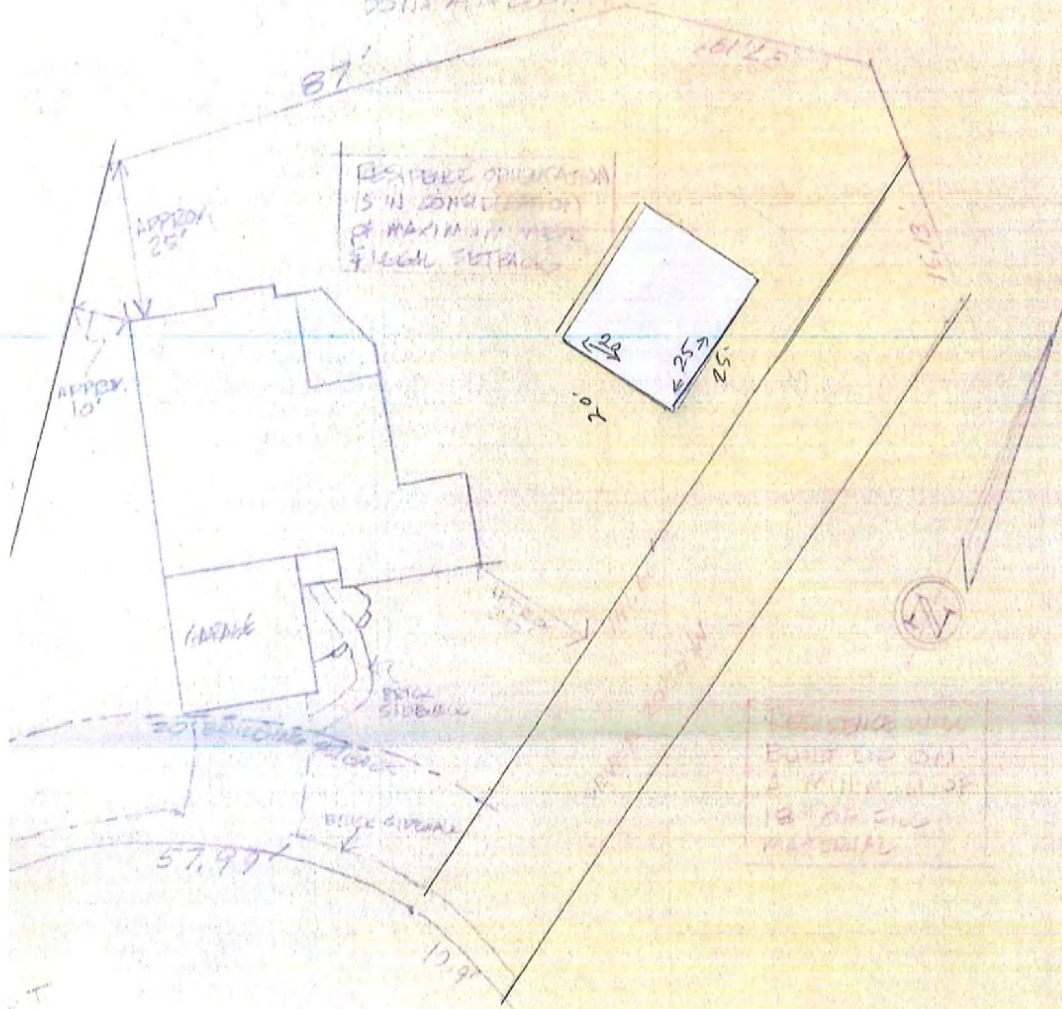
Property Address: 2815 BOLDT ST

Acres: 0

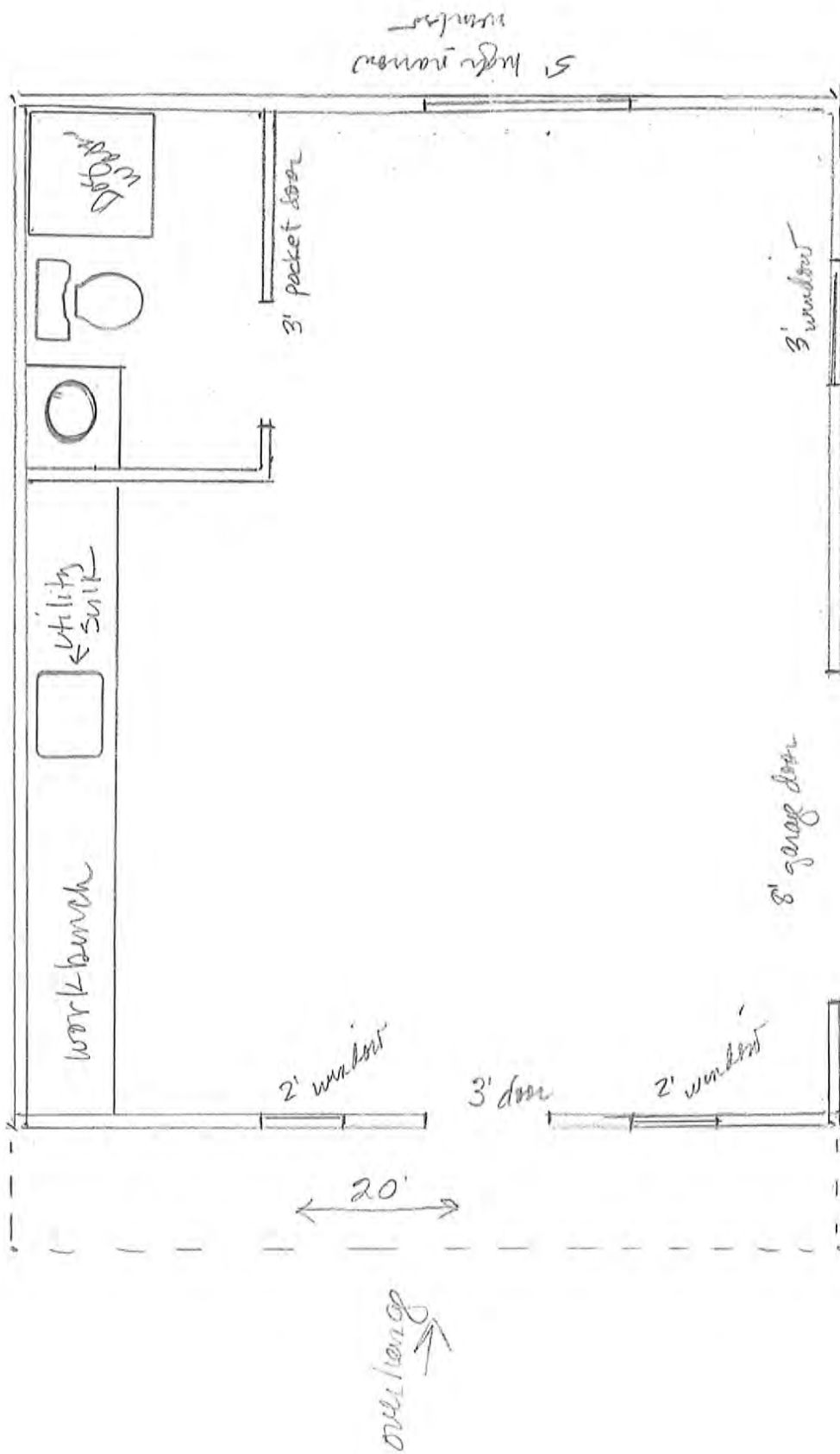


MESILLA FARMS SUBDIVISION

2815 E. 4th ST.
 LOT 6, BLK. C
 MESILLA DOWNTOWN, N. MEX.
 DONAHUE CO.



Handwritten signature
 8/23/91



← 25' →

46500 sq ft

April 11, 2019

RE: Construction of a 500 SF hobby shop/studio in the rear yard
2815 Boldt Street (contingent upon purchase of home)
Lot 6, Block C, Mesilla Farms Subdivision, Mesilla
Current Owner-Jerry Nevarez, Pending Buyer-Celina Einig, etux

Dear Board Members and Town of Mesilla,

The architectural committee has researched the impact of the above-referenced future homeowners' request to construct a 500 SF free-standing structure in rear yard at the above-referenced home.

The description of the work to be done furnished by the owner indicates the work will be appropriate with the traditional theme/style of homes in Mesilla Farms and it is assumed that the work will be performed in a professional manner. Furthermore, given the established fencing and landscaping, it will not be visible from the street, nor will it impair/diminish the view of any other homeowner. The Mesilla Farms Homeowners Association approves the issuing of a permit for the described work from the Town of Mesilla.

Sincerely,



Eric Van Pelt
Architectural Committee, HOA Board Member

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

OFFICIAL USE ONLY:

Case # 060883

Fee \$ 33.00

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

CASE NO. 060883 ZONE: HR CODE: AC APPLICATION DATE: 4/25/19

Celina Einig

Name of Applicant/Owner

575 649-6045

Applicant's Telephone Number

4799 Falcon Dr Las Cruces NM

Applicant's/Owner's Mailing Address

City

State

Zip Code

celinaeinig@icloud.com

Applicant's/Owner's E-mail Address

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: 2815 Boldt St, Las Cruces NM (MCHA)

Description of Proposed Work: Hobby / Art shop at back of lot
Approx 500 sq ft with 220 elec, water

\$ 25,000.

Estimated Cost

GE

Signature of Applicant

4/25/19

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 REQUIRED

CID PERMIT REQUIRED

22

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:

BOT ACTION FORM
ZONING PERMIT 060884
[PZHAC REVIEW – 5/6/2019]
STAFF ANALYSIS

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

Item:

Case 060884 – 2631 Calle Tercera, submitted by Francisco Torres; a request for a zoning permit to all construction of a 24-foot by 45-foot wood frame carport on a concrete slab on a property located at this address. Zoned: Historical Residential (HR)

Staff Analysis:

The proposed request 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 carport 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 carport 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: @ \$4000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed carport 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:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work building a carport at 2631 Calle Tercera.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC DECISION:

Issues addressed during the work session and the regular meeting included:

1. *Setbacks*

The PZHAC determined that the current plans meet the Code, 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
MAY 6, 2019
ITEM 2

Submitted by Francisco Torres; a request to discuss plans to construct a 24-foot by 45-foot wood frame carport on a concrete slab on a residential property at 2631 Calle Tercera. (**Case 0608: 5**) Zoned: Historical Residential (HR)

DESCRIPTION OF REQUEST:

The subject property is currently one of two adjacent properties owned by the applicant. This property is currently vacant except for a concrete slab on the property. The second property contains the applicant's dwelling. The slab was recently poured as a patio for use by the applicant and his family. The applicant would now like to construct a wood frame carport and shade structure over the slab. The applicant has been informed that if any structure was to encroach on the property line or required setbacks, the property line would need to be eliminated and the lots combined to form one lot. Staff has been assured that the new structure will meet the three-foot setback required by the HR zoning of the property, and the properties will be treated as two properties.

The structure will consist of nine uprights supporting a roof consisting of a flat roof deck on trusses or beams. The basic frame of the structure will be about ten feet high plus the height of the trusses/beams supporting the roof deck, which will be under two feet in height. The total height will be under thirteen feet. The roof will be the same style as the roof over a patio on the dwelling. (The applicant's dwelling is two stories in height.)

The applicant has been informed that a building permit will be required from the State (CID) if the proposed structure is approved by the Town and that the applicable building codes used by CID will need to be met.

The purpose of the structure is to allow the applicant's family to use the structure for outdoor entertaining, and to park vehicles in the shade at other times.

CONSISTENCY WITH THE CODE:

The PZHAC will need to determine that the proposed car port will be compatible with the character of the surrounding area and will be compatible with **Chapter 18.35 HR – Historical Residential Zone** of the Code.

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

PHOTO OF THE SUBJECT PROPERTY SHOWING THE EXISTING SLAB



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400560](#)

Parcel Number: 4006138199050

Owner: TORRES FRANCISCO J

Mail Address: 3575 TILE AVE

Subdivision:

Property Address: CALLE TERCERA

Acres: 0



PLAT OF SURVEY

OF A 0.192 ACRE TRACT AND A 0.247 ACRE TRACT
LOCATED IN SECTION 36, T.23S., R.1E.,
N.M.P.M. OF THE U.S.R.S. SURVEYS
BEING LOT 6 & 7, BLOCK C
SOUTHWEST ADDITION TO THE
TOWN OF MESILLA, PLAT FILED
FEBRUARY 4, 1943, IN BOOK 9, PAGE 76
OF THE DONA ANA COUNTY RECORDS
AS U.S.R.S. TRACT 11A-140 AND
PART OF U.S.R.S. TRACT 11A-141C
TOWN OF MESILLA
DONA ANA COUNTY
NEW MEXICO

DRAWN BY:	S. Peale
FILED BY:	E.R., C.B.
JOB NO:	18-01-0030
DATE:	January 19, 2018

INSTRUMENT OF RECORD:
FILED:
Instrument 80210122 & 0131193
OF THE DONA ANA COUNTY RECORDS

PROPERTY IS IN AN "X" DESIGNATED ZONE;
AS SHOWN ON THE FLOOD INSURANCE RATE MAP
COMMUNITY PANEL NO. 35035C1093 G
EFFECTIVE JULY 6, 2016

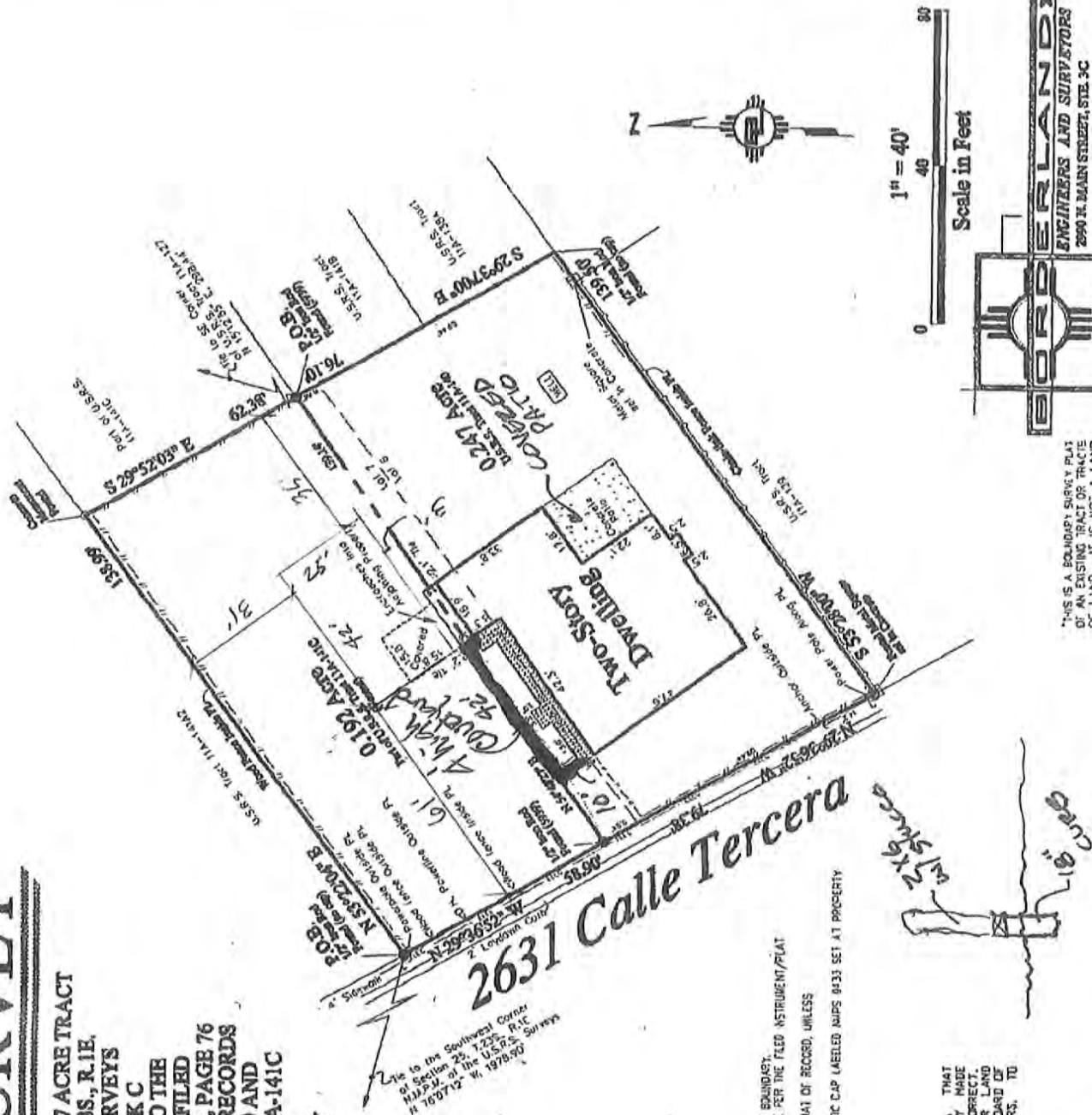


SURVEYOR'S CERTIFICATE

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

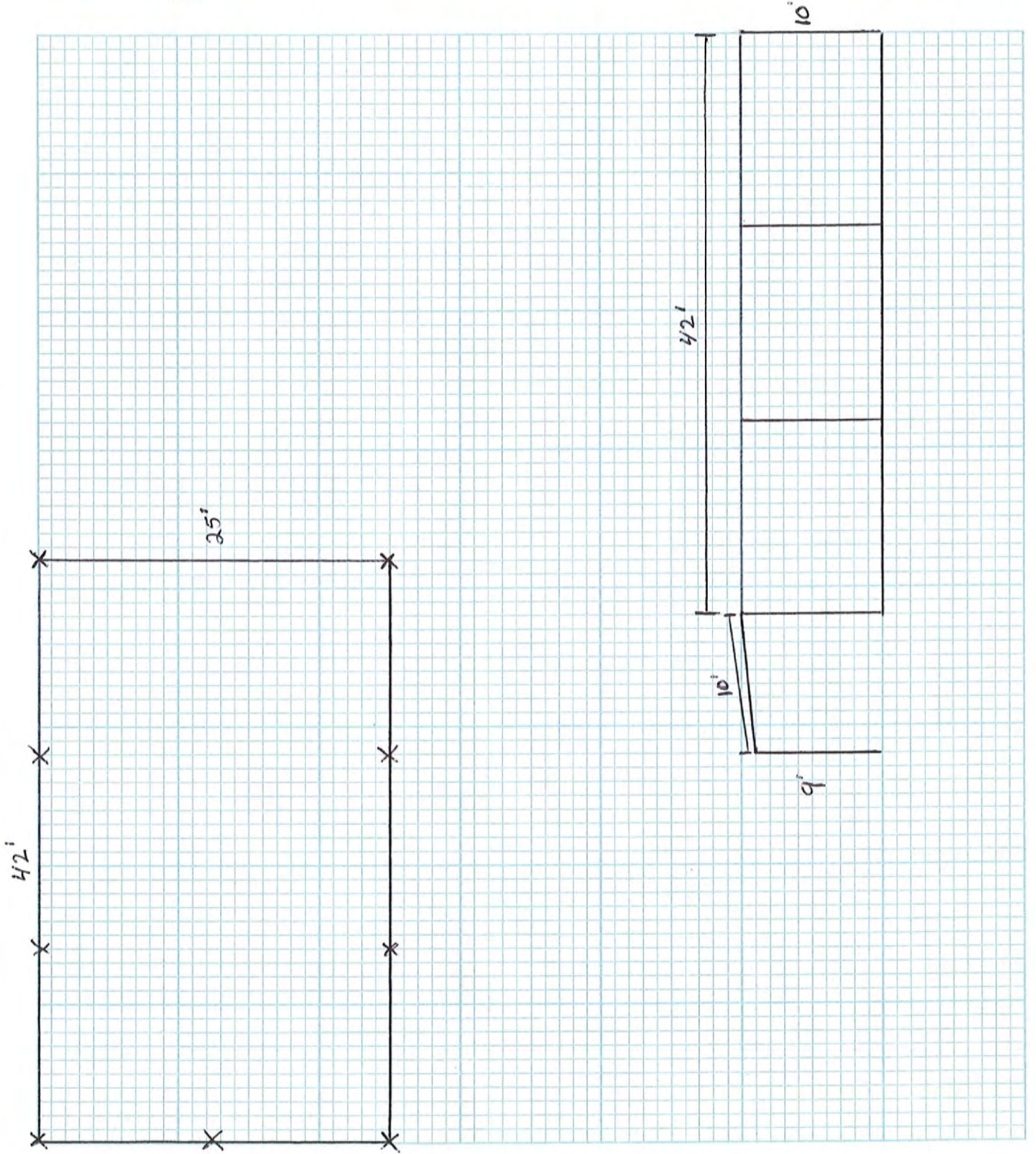
January 19, 2018
DATE OF SURVEY

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



"THIS IS A BOUNDARY SURVEY PLAT
OF AN EXISTING TRACT OR TRACTS
OF LAND. IT IS NOT A LAND
DIVISION OR SUBDIVISION AS
DEFINED IN THE NEW MEXICO
SUBDIVISION ACT."

BORDO
ERLANDA
ENGINEERS AND SURVEYORS LLC.
2990 N. MAIN STREET, STE. 3C
LAS CRUCES, NEW MEXICO 88001
Phone: (575) 522-1403
Fax: (575) 522-9908



L.C. FILE

PROJ. SHEET

SUBJ. OF

WILSON
& COMPANY

COMP.

CK.

DATE.





PHOTOS OF OTHER PROPERTIES IN THE AREA



PHOTOS OF OTHER PROPERTIES IN THE AREA



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

OFFICIAL USE ONLY:

Case # 060884

Fee \$ 16.50

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

CASE NO. 060884 ZONE: HR CODE: AC APPLICATION DATE: 4/24/19

Francisco Torres
Name of Applicant/Owner
3575 Tile Ave Las Cruces NM 88001
Applicant's/Owner's Mailing Address City State Zip Code
chalas.woodfiregrill@gmail.com
Applicant's/Owner's E-mail Address
Sun View Builders
Contractor's Name & Address (If none, indicate Self)
575-640-4354 03-209679-008 11650
Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number
Address of Proposed Work: 2631 Calle Tercera
Description of Proposed Work: Build car Port

\$ 4,000.00 [Signature] 4/24/19
Estimated Cost Signature of Applicant 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	<input type="checkbox"/> Administrative Approval	BOT	<input type="checkbox"/> Approved Date: _____
	<input type="checkbox"/> Approved Date: _____		<input type="checkbox"/> Disapproved Date: _____
	<input type="checkbox"/> Disapproved Date: _____		<input type="checkbox"/> Approved with Conditions
	<input type="checkbox"/> Approved with conditions		

FIRE INSPECTION/APPROVAL REQUIRED: ☐ YES ☒ NO ☐ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ☒ YES ☐ NO ☐ SEE CONDITIONS

CONDITIONS: PZHAC REVIEW & BOT APPROVAL REQUIRED

CID PERMIT REQUIRED

[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:

BOT ACTION FORM
ZONING PERMIT 060885
[PZHAC REVIEW – 5/8/19 (SPL MTG)]
STAFF ANALYSIS

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

Item:

Case 060885 - 2305 Calle de Colon, submitted by Gerard Nevarez; a request for a zoning permit to construction of a bedroom addition to a dwelling at this address. Zoned: Historical Residential (HR)

Staff Analysis:

The proposed request 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 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 wall addition 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: \$38000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed addition 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:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of adding a bedroom, bathroom, and sunroom to a dwelling at 2305 Calle de Colon.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC DECISION:

The PZHAC heard this case at a special meeting held May 8, 2019 at 4:00 pm in order to ensure a quorum was present (Commissioner Nevarez has an interest in this property and had recused himself from voting). It was determined at the regular meeting that the current plans meet the Code, and the PZHAC 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:

WORK SESSION
MAY 8, 2019
ITEM 3

Submitted by Gerard Nevarez; a request to discuss plans to install a bedroom addition to a dwelling at 2305 Calle de Colon. (**Case 0608FF**) Zoned: Historical Residential (HR)

DESCRIPTION OF REQUEST:

The applicant recently constructed and occupied the dwelling that is on the property (Permit 060776). The property was previously vacant. Other than a small storage shed that will located at the west end of the property, there are no other structures on the property at this time. Since completing the dwelling, the applicant has determined that an additional bedroom is needed, and that there is room on the property at the southeast corner of the property. The addition, which will be about 528 square feet in size, will consist of a bedroom, bathroom and small sunroom. Access to the addition from the main dwelling will be through a laundry room that is part of the main dwelling. The addition will also have direct access to the outside through a door on the south side of the addition. (Since the addition will have a setback of more than three feet from the south property line, the door and windows along the wall will not need to be removed.) The addition will be even with the exterior garage wall on the east side of the dwelling.

Staff also discussed the fact with the applicant that the proposed configuration of the addition could allow the addition to be used as a small apartment with a few minor alterations. Since the property is over 9500 square feet in size allowing over 4000 square feet of property per dwelling unit, and since there are no size requirements or limitations in the HR zone for accessory dwelling units providing that the unit meets the requirements of **Section 18.33 (Historic Preservation)** of the Code, such units are allowed. Additionally, there is adequate parking for the two units if the addition is eventually used as a rental unit. The applicant was informed that Staff would need to be informed if such a change took place, and that if the addition were to be used for short term rental, the rental would need to be registered with the Town.

The existing dwelling is not in the Historic Register for the Town but did meet the requirements of **Section 18.33 (Historic Preservation)** of the Code before the applicant could obtain a building permit from CID. The new addition being proposed will need to meet those same requirements.

CONSISTENCY WITH THE CODE:

The PZHAC will need to determine that the proposed wall extension will be compatible with the HR Zoning of the property.

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

PHOTO OF PROPERTY FROM CALLE SEGUNDA



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400572](#)

Parcel Number: 4006138208035

Owner: NEVAREZ GERARD R

Mail Address: PO BOX 1102

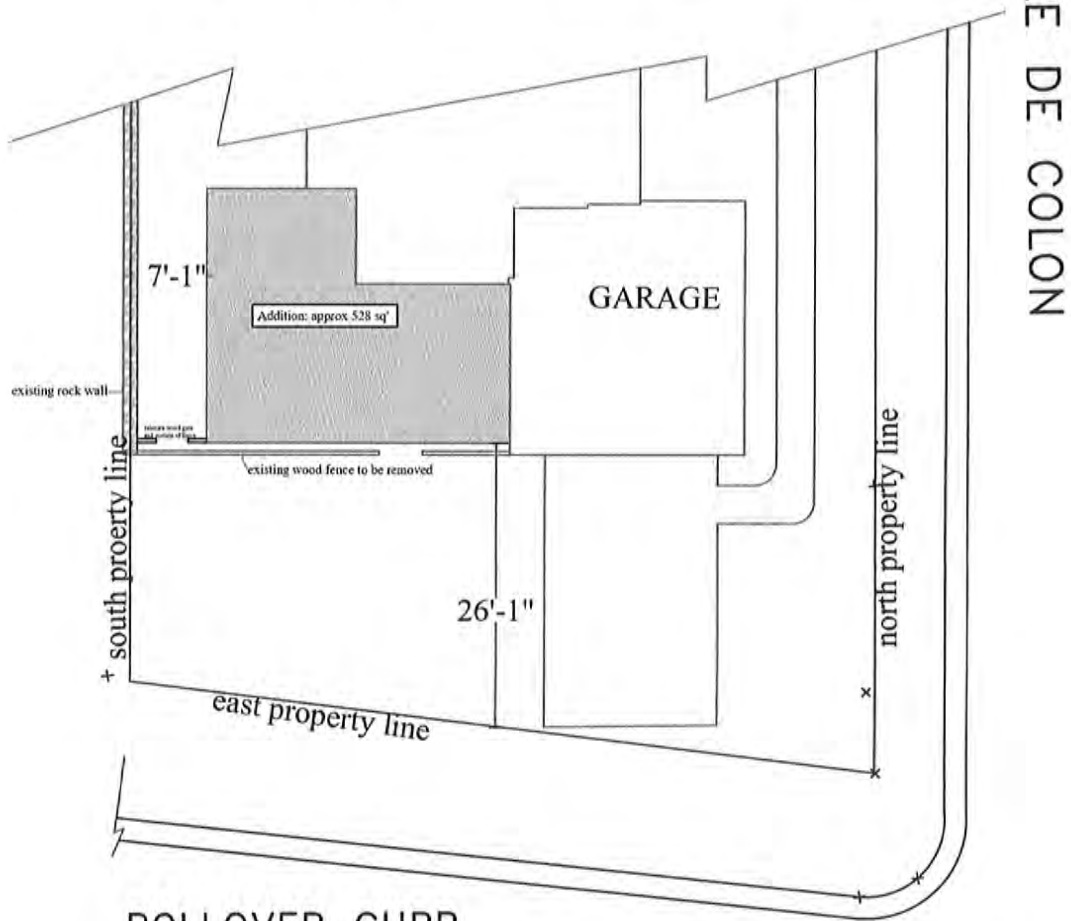
Subdivision:

Property Address: 2305 CALLE DE COLON

Acres: 0



partial site plan



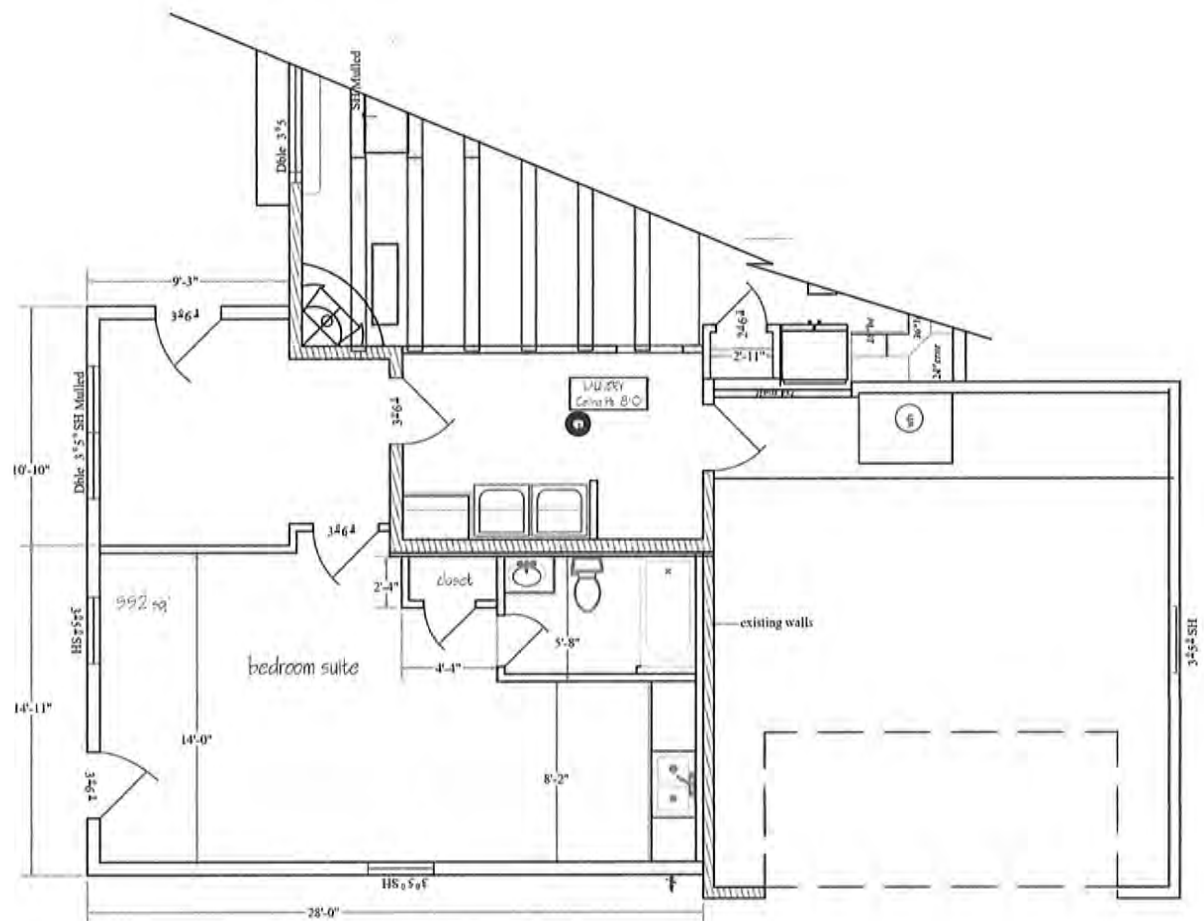
calle segunda



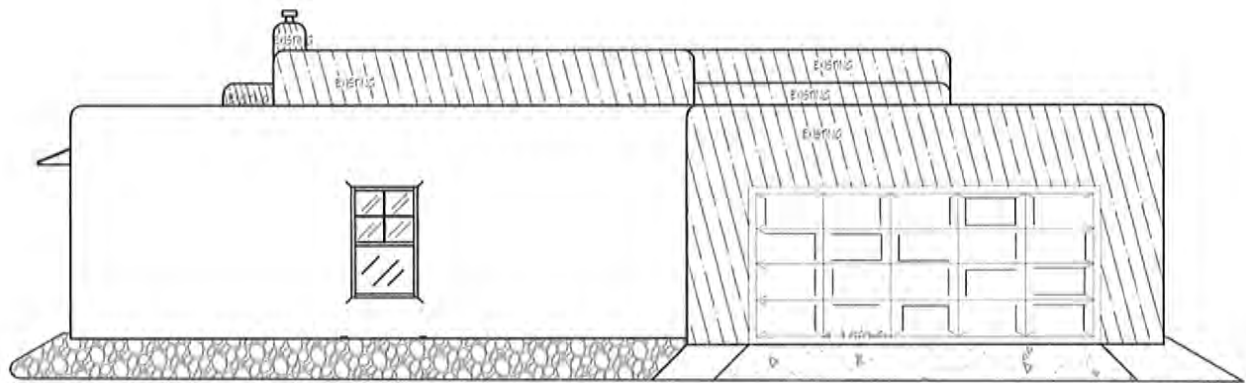
4-18-19

NTS

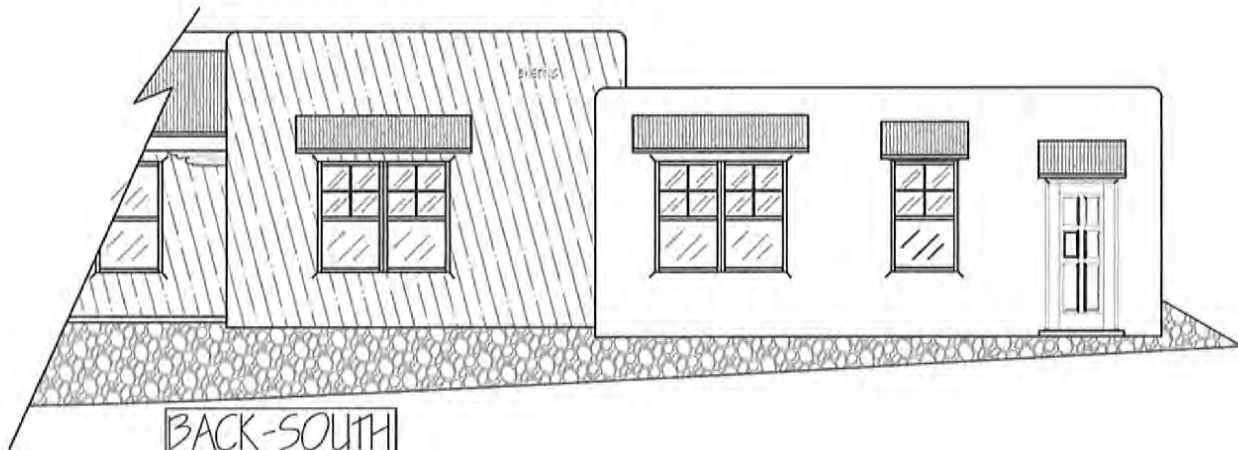
Drawn By: Patrick Vigil	2305 CALLE DE COLON	ViCa One Inc.
Drawn for: Nevarez		PO Box 669
575-644-3748	Mesilla, NM	Mesilla Park, NM



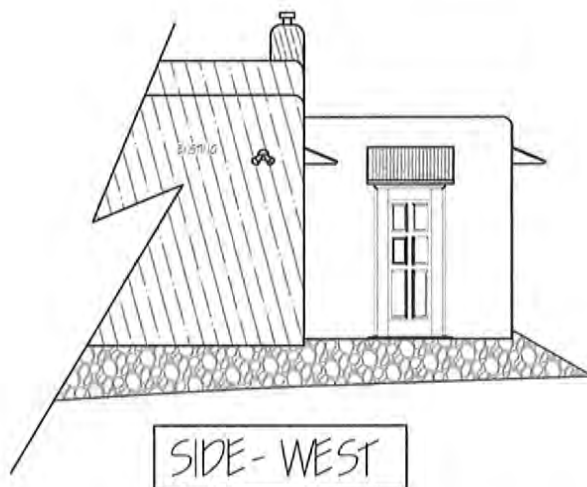
NTS



SIDE-EAST



BACK-SOUTH



SIDE- WEST

4-18-19

NTS

Drawn By: Patrick Vigil	2305 CALLE DE COLON	ViCa One Inc.
Drawn for: Nevarez		PO Box 669
575-644-3748	Mesilla, NM	Mesilla Park, NM

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

OFFICIAL USE ONLY:

Case # 06085

Fee \$ 67.50

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

CASE NO. 06085 ZONE: HR CODE: ADD APPLICATION DATE: 4/22/19

Gerard Nevarez

Name of Applicant/Owner

575 642 3738

Applicant's Telephone Number

PO Box 1102 Mesilla

Applicant's/Owner's Mailing Address

City

NM

State

88046

Zip Code

mesillaj3@aol.com

Applicant's/Owner's E-mail Address

Patrick Vigil (VICAONE)

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

575 644 3748

Contractor's Telephone Number

Contractor's Tax ID Number

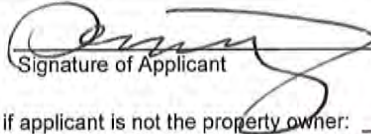
Contractor's License Number

Address of Proposed Work: 2305 Calle de Colon

Description of Proposed Work: Addition of bedroom
outlined in attached

\$38000

Estimated Cost



Signature of Applicant

04.22.19

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 REQUIRED

CID PERMIT REQUIRED



PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

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

BOT ACTION FORM
ZONING PERMIT 060887
[PZHAC REVIEW – 5/6/2019]
STAFF ANALYSIS

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

Item:

Case 060887 – 2138 Calle del Sur, submitted by Matthew Davidson; a request for a zoning permit to allow part of an existing detached garage at this address to be converted into a 535 square-foot guest house. Zoned: Historical Residential (HR)

Staff Analysis:

The proposed request 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 house 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 guest house 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: \$20,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed guest house 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:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of converting part of a detached garage into a small guest house.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC DECISION:

The PZHAC determined that the current plans meet the Code, 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:

**WORK SESSION
MAY 6, 2019
ITEM 5**

Submitted by Matthew Davidson; a request to discuss plans to convert part of an existing 1275 square foot detached garage at 2138 Calle del Sur into a 535 square-foot casita. (**Case 0608: 9**) Zoned: Historical Residential (HR)

The proposed casita will be located in the east side of the garage, which is located on a 0.537 acre (@ 22,850 square feet) parcel that also contains a dwelling. (The Code requires 4000 square feet of property for each dwelling, so there is enough land for the proposed casita as a second dwelling unit on the property.)

According to the applicant, the proposed casita will be completely finished inside the building housing the garage, with no changes to the exterior of the structure. There will be a wall inside the structure separating the garage area from the living portion. This will need to meet CID building code requirements for walls separating such occupancies. Some of the existing windows may also be changed to meet building code requirements or to better accommodate the new use of this portion of the structure. There will be no other changes to the exterior of the structure. Currently, the garage is finished to match the existing dwelling. There is also adequate parking on the property for the proposed residential use.

Attached are photos of dwellings on other properties in the area. The PZHAC will need to determine if the proposed dwelling is compatible with the development zone for the property. Since this change of occupancy is in a Historic zoning district, the following section of the Code applies:

18.33.080 Historical appropriateness permit.

A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

The applicant has been informed that a building permit will be required from the State (CID) if the proposed casita is approved by the Town and that the applicable building codes used by CID will need to be met.

The applicant will be present at the work session to provide further information about the project and answer any questions the PZHAC may have.

PHOTO OF EXISTING GARAGE



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points



PHOTOS OF GARAGE SHOWING SECTION TO BE CONVERTED









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

OFFICIAL USE ONLY: Case # 060887 Fee \$ 40.50 2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575)
 524-3262 ext. 104

CASE NO. 060887 ZONE: HR CODE: AC APPLICATION DATE: 4/25/19

Name of Applicant/Owner **Matthew Davidson**

Applicant's Telephone Number **505-977-1861**

Applicant's/Owner's Mailing Address **PO Box 1278 City Corrales State NM Zip Code 87048**

Applicant's/Owner's E-mail Address **matt@tinroofprops.com**

Contractor's Name & Address (If none, indicate Self) **Self**

Contractor's Telephone Number

Contractor's Tax ID Number

Contractor's License Number

Address of Proposed Work: **2138 Calle Del Sur, Mesilla, NM 88005**

Description of Proposed Work: **Renovation of approx 535 sqft of an approx 1275 sqft existing structure, into a guest house. The footprint of the structure will remain unchanged and all visible alterations (windows and doors) will match the style of the main residence as close as possible. The subject structure will be re-roofed in the process but the roof is not visible from the ground.**

\$ 20,000.00

Estimated Cost

Signature of Applicant

Authentisign
Matthew S Davidson
 4/22/2019 5:21:38 PM MDT

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	<input type="radio"/>	Administrative Approval	BOT	<input type="radio"/>	Approved Date:
	<input type="radio"/>	Approved Date:		<input type="radio"/>	Disapproved Date:
	<input type="radio"/>	Disapproved Date:		<input type="radio"/>	Approved with Conditions
	<input type="radio"/>	Approved with conditions			

FIRE INSPECTION/APPROVAL REQUIRED: ☐ YES ☒ NO ☐ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: ☒ YES ☐ NO ☐ SEE CONDITIONS

CONDITIONS:

PZHAC REVIEW & BOT APPROVAL REQUIRED
CID PERMIT REQUIRED *TL*

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

- ☐ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
- ☐ Site Plan with dimensions and details.

BOT ACTION FORM
BUILDING PERMIT 060856
[PZHAC REVIEW – 3/4/19]
STAFF ANALYSIS

Item:

Case 060888 – 2755 Boldt Street, submitted by Teresa Griffith and Dan Jones; a request for a zoning permit to allow the repainting of metal fences on the left and right sides of a dwelling at this address. Zoned: Historical Residential (HR)

Summary of Request:

This property was the subject of Case 060856 which was heard by the PZHAC on March 4, 2019 in order to allow the applicants to paint the trim on the dwelling. The applicants would now like to paint the two fences at either side of the front of the property. The proposed colors will be either dark brown or black in order to provide contrast with the dwelling. Both of these colors have been reviewed and approved by the HOA for the subdivision (see attached letter). There are other similar fences in the subdivision.

The property is located in the Mesilla Farms Subdivision. Although dwellings in this subdivision are not in the Historical Register for the Town, the subdivision is subject to the restrictions of the Historical district. There will be no other changes to the dwelling.

Photos of the dwelling are attached.

18.33.080 Historical appropriateness permit.

A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

Estimated Cost: @ 100.00

Consistency with the Code:

The PZHAC will need to determine that the colors proposed for the fences will be consistent with the other properties in the subdivision. 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 repainting the fences on either side of the front of the dwelling at this address.
- The PZHAC has determined that the proposed color meets all applicable Code requirements.

PZHAC ACTION:

The PZHAC 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:

PHOTOS OF DWELLING FROM BOLDT STREET (BEFORE AND AFTER TRIM PAINT)



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401046](#)

Parcel Number: 4006137390458

Owner: JONES DANIEL J

Mail Address: 2755 BOLDT ST

Subdivision: MESILLA FARMS
SUBDIVISION (BK 15 PG 389-390 -
8822094)

Property Address: 2755 BOLDT ST

Acres: 0



CLOSE-UP OF FENCES FROM BOLDT STREET



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

OFFICIAL USE ONLY:

Case # 060888

Fee \$ 0.00

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

CASE NO. 060888 ZONE: HR CODE: M1 APPLICATION DATE: 4/6/19

Teresa Griffith / Dan Jones 740 350 8440 / 740 350 6418
Name of Applicant/Owner Applicant's Telephone Number
PO Box 1410 Mesilla Park NM 88047
Applicant's/Owner's Mailing Address City State Zip Code
ta.griffithnm@gmail.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: 2755 Boldt Street
Description of Proposed Work: paint metal decorative gates on left & right of house - Black - or same dark brown approved for house
\$ 100.00/hr Teresa Griffith April 14, 2019
Estimated Cost Signature of Applicant Date
Signature of property owner if applicant is not the property owner: X

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 APPROVAL REQUIRED
JK

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

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

PZHAC ACTION FORM
BUILDING PERMIT 060889
[PZHAC REVIEW – 5/6/19]
STAFF ANALYSIS

Item:

Case 060889 – 2523 Calle del Norte, submitted by Michele Rasch; a request for a zoning permit to allow the addition of wrought iron gates to an exterior yard wall at this address. Zoned: Historical Residential (HR)

Summary of Request:

The applicant received a permit (Permit 060597) to build the carport on August 13, 2017 from the BOT, and a permit (Permit 060621) to build the wall from the BOT on September 11, 2017. The applicant would now like to install wrought iron gates in the wall. The gates will be designed to match the iron work that was approved for the carport as a railing in order to maintain a common architectural style throughout the property. The gates will be painted to match the fences on the carport. A photo of the carport and wall is attached.

18.33.080 Historical appropriateness permit.

A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

Estimated Cost: @ 1400.00

Consistency with the Code:

The PZHAC will need to determine that the proposed gates will be consistent with the other properties in the area. 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 installing wrought iron gates in the existing wall in front of the carport at this address.
- The PZHAC has determined that the gates meet all applicable Code requirements.

PZHAC ACTION:

The PZHAC 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:

PHOTO OF DWELLING, CARPORT AND WALL FROM CALLE DEL NORTE



Doña Ana County, NM

General Reference Maps

2014 Aerial

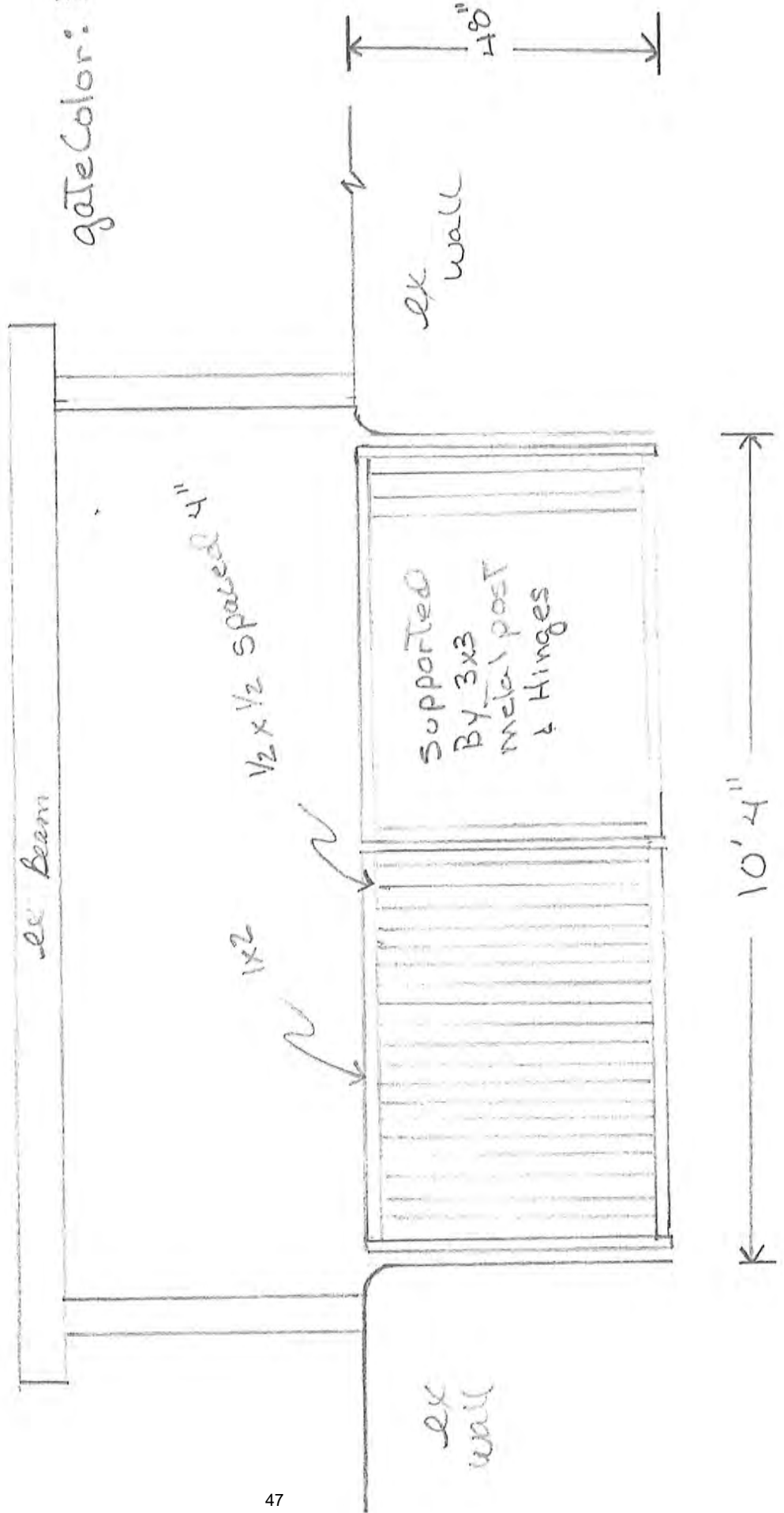
Addresses

County Address Points

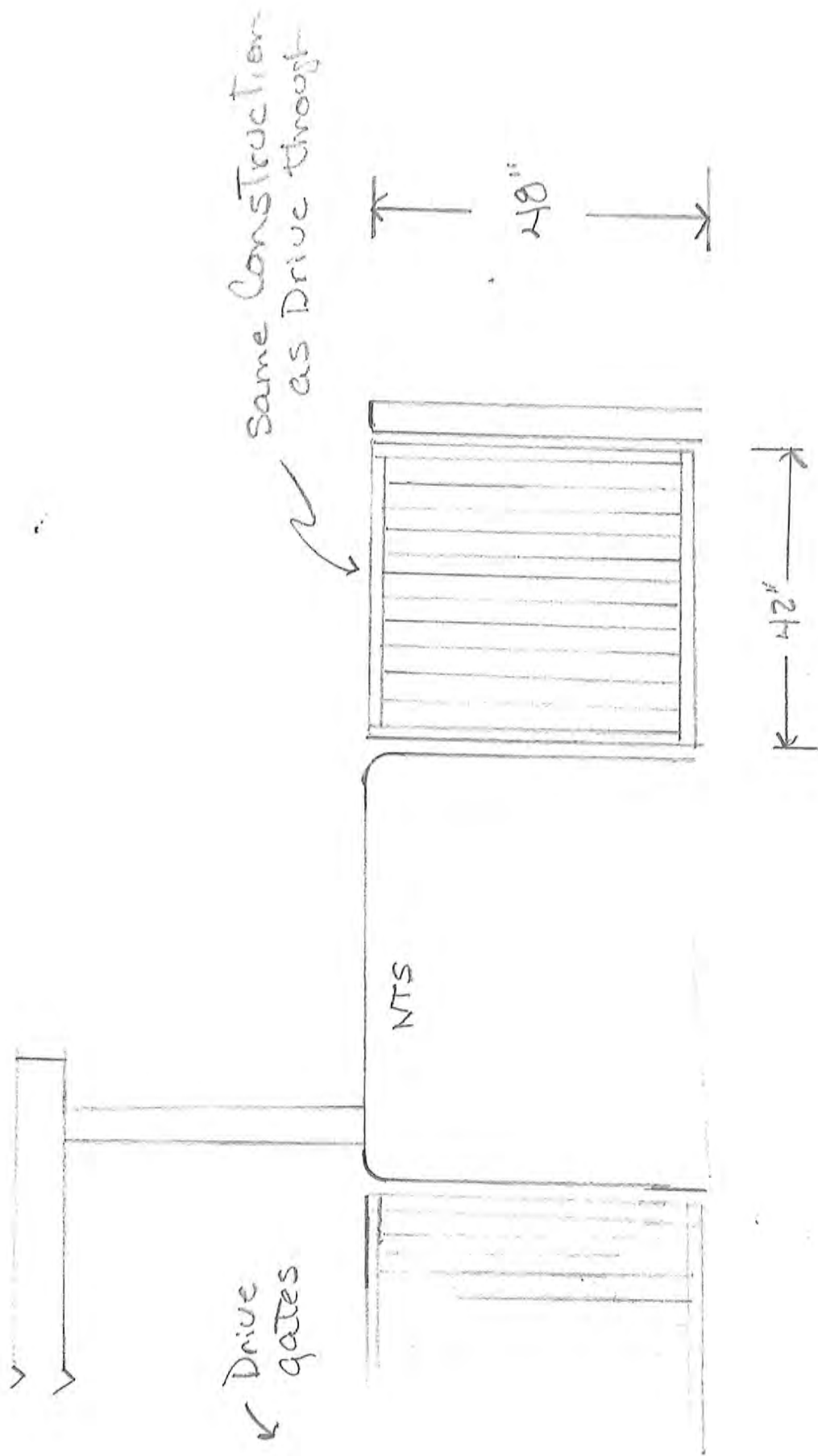


Michele Metal Gates

Drive Through



walk Throug gate NW Property Corner





TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060889

Fee \$ 66.00

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

CASE NO. <u>060829</u> ZONE: <u>11R</u> CODE: <u>M1</u> APPLICATION DATE: <u>4/22/19</u>	
Name of Applicant/Owner <u>Michele Rasch</u> Applicant's Telephone Number <u>805 452-2789</u>	
Applicant's/Owner's Mailing Address <u>PO Box 429 Mesilla NM 88046</u>	
Applicant's/Owner's E-mail Address <u>Rasch@sbcc.edu</u>	
Contractor's Name & Address (If none, indicate Self) <u>Dan Makenis</u>	
Contractor's Telephone Number <u>575 649-6238</u> Contractor's Tax ID Number _____ Contractor's License Number _____	
Address of Proposed Work: <u>2523 Calle del Norte</u>	
Description of Proposed Work: <u>gate into backyard. wrought iron same design as currently on Carport</u>	
Estimated Cost <u>\$ 1400</u>	Signature of Applicant <u>Michele Rasch</u> Date <u>4-22-19</u>

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	<input type="checkbox"/> Administrative Approval	BOT	<input type="checkbox"/> Approved Date: _____
	<input type="checkbox"/> Approved Date: _____		<input type="checkbox"/> Disapproved Date: _____
	<input type="checkbox"/> Disapproved Date: _____		<input type="checkbox"/> Approved with Conditions
	<input type="checkbox"/> Approved with conditions		

FIRE INSPECTION/APPROVAL REQUIRED: ☐ YES ☒ NO ☐ SEE CONDITIONS

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

CONDITIONS: PZHAC REVIEW & BOT FINAL APPROVAL REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

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

BOT ACTION FORM
BUILDING PERMIT 060889
[PZHAC REVIEW – 5/6/19]
STAFF ANALYSIS

Item:

Case 060891 – 2355 Calle de Guadalupe, submitted by Heather Salopek; a request for a zoning permit to allow the repainting of a door, door jamb, and window frame on a store at this address. Zoned: Historical Commercial (HC)

Summary of Request:

The applicant received a permit (Permit 060764) from the BOT to paint the door the existing color on August 13, 2018. The applicant originally requested a different shade of red, but it was determined that the shade requested would not fit in with the area. The applicant would now like to paint the door, door jamb, and window trim the same color as the door and trim that is on a store that was her previous business location a block away in the HC zone.

A photo of the door from the previous location of the applicant's shop on Calle de Guadalupe is attached to show the color that was approved for that door. The color requested for this door is the same color. This is an approved color in the HC zoning district (see attached color chart).

18.33.080 Historical appropriateness permit.

A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. (**Approval of this application constitutes approval of historic appropriateness.**) All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

Estimated Cost: @ 50.00

Consistency with the Code:

The PZHAC will need to determine that the proposed color will be consistent with the other properties in the area. 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 painting the door, door jamb, and window trim on a shop at this address a turquoise blue.
- The PZHAC has determined that the gates meet all applicable Code requirements.

PZHAC ACTION:

The PZHAC 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:

PHOTO OF DOOR AND DOOR JAMB TO BE REPAINTED



PHOTO OF EXISTING DOOR AND WINDOW ONE BLOCK AWAY SHOWING COLOR



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400327](#)

Parcel Number: 4006137244440

Owner: RITTER C W & MARGARET B

Mail Address: PO BOX 905

Subdivision:

Property Address: 2355 CALLE DE
GUADALUPE

Acres: 0



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

OFFICIAL USE ONLY:

Case # 060891

Fee \$ 0.00

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

CASE NO. 060891 ZONE: Hc CODE: Misc APPLICATION DATE: 4/25/19

Heather Salopek 575.642.0071
Name of Applicant/Owner Applicant's Telephone Number

5620 Snow Rd LC NM 88005
Applicant's/Owner's Mailing Address City State Zip Code

heather@legacypecans.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: 2355 Calle de Guadalupe, Mesilla NM 88006

Description of Proposed Work: _____

Paint door, door jam & window. Turquoise, already
approved color of old store.

\$50.00 Heather Salopek 4-25-19
Estimated Cost Signature of Applicant 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	<input type="checkbox"/> Administrative Approval	BOT	<input type="checkbox"/> Approved Date: _____
	<input type="checkbox"/> Approved Date: _____		<input type="checkbox"/> Disapproved Date: _____
	<input type="checkbox"/> Disapproved Date: _____		<input type="checkbox"/> Approved with Conditions
	<input type="checkbox"/> Approved with conditions		

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

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

CONDITIONS: PZHAC REVIEW ; BOT APPROVAL REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

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

UTILITY COOPERATIVE AGREEMENT

THIS AGREEMENT is between the **Town of Mesilla** (the “Town”), and the **Board of Commissioners for the City of Las Cruces Utilities on behalf of the City of Las Cruces** (the “City”). This Agreement is effective as of the date of the last party to sign it on the signature page below.

RECITALS

Whereas, the Town has received funding and plans to reconstruct Bowman Avenue from University Avenue to Manso Avenue within the Town limits (the "Project"), and the Project funding does not provide for the replacement of the existing City water line and water services as part of the Project; and,

Whereas, the City Utilities Department staff in consultation with the Project consulting engineer, Molzen Corbin, has recommended that the City’s existing 10” asbestos cement (AC) water line, which was likely installed in the 1960’s, and related water service lines (the “City Water Line Work”) within the Project construction zone be taken out of service and remain in place and replaced with a new PVC waterline, new water service lines and appurtenances as part of the Project; and,

Whereas, the Town has agreed to perform the City Water Line Work as part of the Project construction and the City has agreed to pay all costs for the City Water Line Work.

Now, therefore, the parties agree as follows:

1. Funding:

The City Water Line Work will be fully funded by the City, which shall pay in one lump sum to the Town, an amount identified in the Bowman Street Water Line Replacement Cost Estimate attached as Exhibit “A”. Funds to be provided to the Town at issuance of notice of award.

The City is responsible for any costs that exceed the lump sum, which could result if bids are higher than expected or by change orders in excess of the 10% below ground contingency shown on Exhibit “A”.

The Town shall hold all funds provided by the City in a separate account identified for the Project. The Town shall provide written notice to the City if it is anticipated that costs will exceed the City’s Cost Estimate on Exhibit “A” and shall request additional funds. Those funds shall be provided to the Town within thirty (30) days of written notice, or as agreed upon by the parties. Upon completion of the Project the Town and the City shall reconcile the final utility cost and refund the City the excess money that was paid to the Town for the project within (30) days from reconciliation. Refunds shall be made to Las Cruces Utilities, funding shall be returned to the funding account for the project.

2. The Town Shall:

- a. Retain the firm of Molzen Corbin to design the Project which will include the City Water Line Work, which design work will be paid for separately by the City. The Project plans and the construction contract will include the City Water Line Work, the City's General Conditions for Construction Contracts and any other specifications deemed necessary for bidding and construction of the new waterline.
- b. Bid the Project and retain Molzen Corbin to manage the Project.
- c. Provide the City access to the construction site to observe the City Water Line Work.
- d. Include provisions in the construction contract to require the contractor to extend the hold harmless and additional insured provisions to the City for the City Water Line Work.
- e. Review the City's written request for change orders and any approval will be made in writing.
- f. Instruct the construction contractor to provide forty-eight (48) hour notice to the City prior to any required shutdown or temporary outages of City utilities.

3. The City Shall:

- a. Fully fund the City Water Line Work, which includes additional costs if the bids exceed the estimate as detailed in Section 3c below and for change orders as identified in Section 3d below.
- b. Provide funding to the Town in a lump sum equivalent to the Bowman Street Water Line Replacement Project Bid, including tax and contingency of 10%.
- c. Should the bid amount exceed funding paid, the City shall provide additional funds to cover all costs, including tax and contingency as stated above for its portion of the Project. Should the bid amount be less, the Town will retain the difference until the completion of the Project.
- d. Provide written request to the Town for any change orders. The costs for any change order, which includes costs for contractor delay caused by the change order, shall be paid by the City.
- e. Provide payment for any necessary work added by the Town for the City Water Line Work and approved by the City shall be due within sixty (60) calendar days of the date of the billing by the Town.
- f. Have a project manager and project inspector available during the City Water Line Work and provide inspection and acceptance.

- g. Handle any necessary coordination and comply with its requirements regarding the shutdown of City utilities or temporary outages.
- h. Provide any necessary notifications to the public regarding the shutdown of City utilities or temporary outages.
- i. Upon completion of the City Water Line Work, the City shall assume total responsibility for the maintenance and operation of the replaced water lines, including all costs associated therewith.

4. Term:

This Agreement becomes effective upon signature of all parties. The effective date is the date when the last party signed the Agreement on the signature page below.

5. Third Party Beneficiaries:

It is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary or to authorize anyone not a party to the Agreement to maintain a suit(s) for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies), and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

6. New Mexico Tort Claims Act:

As between the parties, neither party shall be responsible for liability incurred because of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1, *et seq.* This paragraph is intended only to define the liabilities between the parties and it is not intended to modify, in any way, the parties' liabilities as governed by common law or the New Mexico Tort Claims Act.

7. Scope of Agreement:

This Agreement incorporates all the agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this written Agreement. No prior Agreement or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

8. Terms of this Agreement:

The terms of this Agreement are deemed lawful, and performance of all duties and obligations shall conform with and shall not contravene any state, local, or federal statutes, regulations, or ordinances.

9. Equal Opportunity Compliance:

The parties agree to abide by all applicable federal, state and local laws and regulations pertaining to equal employment opportunity.

10. Civil Rights Laws and Regulations Compliance:

The parties agree to abide by all applicable federal, state and local civil rights laws and regulations applicable to the work called for herein.

11. Appropriations and Authorizations of State and Federal Funds:

The parties are expressly not committed to expenditure of any funds until they are programmed, budgeted, encumbered, and approved for expenditure.

12. Unexpended and Unencumbered Properties:

At the termination of this Agreement, any remaining property, materials or equipment belonging to the Town shall be accounted for and disposed of at the direction of the Town.

13. Accountability of Receipts and Disbursements:

There shall be strict accountability for all receipts and disbursements relating hereto. The parties shall maintain all records and documents related to the Project for a minimum of five (5) years after completion of the Project. The parties shall furnish each other, upon request, any and all such records relevant to this Agreement and allow them the right to audit all records, which support the performance of this Agreement.

14. Utility Ownership:

The Town is not assuming any ownership or maintenance responsibilities for the City Water Lines. The City is the sole owner of the lines before and after replacement as part of the Project, and is solely liable for their operation and maintenance, including all associated costs.

15. Severability:

In the event that any portion of this Agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this Agreement shall remain in full force and effect.

16. Applicable Law:

The laws of the State of New Mexico shall govern this Agreement. Venue shall be proper in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1.

17. **Amendment:**

This Agreement shall not be altered, modified, or amended except by an instrument in writing and executed by the parties.

In witness whereof, each party is signing this Agreement on the date stated opposite that party's signature.

Town of Mesilla

By: _____

Date: _____

Approved as to form and legal sufficiency:

By:  _____

Date: _____

**Board of Commissioners for the City of
Las Cruces Utilities**

By: _____

Date: _____

Approved as to form and legal sufficiency:

By: _____

Date: _____

Bowman Street Water Line Replacement Project
Exhibit "A"
Engineer's Opinion of Probable Construction Cost

Date: 22-Apr-19

ITEM	DESCRIPTION	UNIT	UNIT COST	QTY	TOTAL
1	Mobilization and Demobilization	LS	\$ 7,450.00	1	\$ 7,450
2	Materials Testing	ALLOW	\$ 2,500.00	1	\$ 2,500
3	10" PVC C900 Waterline	LF	\$ 35.00	1900	\$ 66,500
4	Connections to Existing Waterline	EA	\$ 2,000.00	6	\$ 12,000
5	Service Reconnection and Service Line	EA	\$ 1,000.00	16	\$ 16,000
6	Fittings	LBS	\$ 5.00	2500	\$ 12,500
7	10" Gate Valves	EA	\$ 2,500.00	3	\$ 7,500
8	8" Gate Valves	EA	\$ 2,000.00	5	\$ 10,000
9	Reconnect Fire Hydrants	EA	\$ 1,500.00	3	\$ 4,500
10	Remove and Dispose of AC Pipe	LF	\$ 100.00	200	\$ 20,000
Subtotal					\$ 158,950
Contingency (10%)					\$ 15,895
NMGR for Subtotal and Contingency (8.1875%)					\$ 14,315
Total					\$ 189,160

AUTOMATIC AID AGREEMENT FOR FIRE PROTECTION AND EMERGENCY SERVICES RESPONSE

This AGREEMENT, between the Town of Mesilla, a township, and the County of Dona Ana ("County"), a New Mexico political subdivision, provides for mutual fire protection and emergency services response between the jurisdictional areas of both governmental entities.

In consideration of the mutual promises herein, the parties hereby agree as follows:

1. **Effective Dates;** This Agreement shall remain in force for an indefinite period of time, until it is replaced by a subsequent agreement between the parties covering the same subject matter, or is otherwise terminated.
2. **Termination;** This Agreement may be terminated by either party upon thirty (30) days written notice delivered to the County Manager and to the Town of Mesilla Mayor.
3. **Authorized Requests;** Upon request from the County Fire Chief, the District Fire Chief or Officer responding from one of the County fire districts/stations, or the on-scene Incident Commander, Mesilla Valley Regional Dispatch Authority (MVRDA) on behalf of the County Fire Service, or on behalf of the Town of Mesilla, the entity being requested to provide *automatic and* mutual aid shall respond in the manner provided herein.
4. **Automatic Aid to be Provided;** Automatic Aid shall be provided from the entities involved for the following cases/responses. Structure Fires, Vehicle Fires, Motor Vehicle Collisions (MVC) or Motor Vehicle Accidents (MVA), Hazardous Materials Incidents, Mass Casualty Incidents (MCI), Brush Fires, Unknown types of Fires. Automatically both entities will be notified or paged out by the Mesilla Valley Regional Dispatch Authority (MVRDA). Each Entity provide apparatus appropriate for the type of response or as requested by the originating entity.
5. **Existing Resource Limitations;** Nothing in this Agreement shall be construed to require either entity to purchase additional equipment, acquire additional personnel, or otherwise increase or enhance its response capabilities due to this Agreement.
6. **Medical Response Assistance;** The parties agree to assist each other with Medical response to calls deemed as life threatening in nature, or when a system "overload" is in effect, as declared by Mesilla Valley Regional Dispatch Authority (MVRDA).
7. **Hazardous Materials Response;** Hazardous materials responses will be limited to a level commensurate to the severity of the incident based on the information received from the requesting agency, and based upon the hazardous material training level of responders.
8. **Rapid Intervention Team Requirements/Rapid Intervention Crew;** A Rapid Intervention Team (RIT) or Rapid Intervention Crew (RIC) is normally required when any fire unit/crew operates in an environment that is classified as Immediately Dangerous to Life or Health (IDLH). If a RIT/RIC team has not been established, response actions will be limited to those which are allowed in compliance with OSHA regulations.
9. **K-9 Accelerant/Explosive Detection;** When necessary, both entities will provide assistance/support through the coordination and effort to utilize K-9 capabilities as deemed by the fire scene exhibiting suspicious cause or nature.

10. **Liability;** Neither party shall be entitled to any reimbursement for all or any part of the costs or expenses incurred by such party in furnishing automatic or mutual aid outside of its jurisdiction. Each party shall be solely responsible for fiscal or other sanctions, penalties, or finances occasioned as a result of its own violation of requirements applicable to performance of this Agreement. Both parties waive all claims against each other for liability incurred as a result of the other party's actions or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitation of the New Mexico Tort Claim Act.

Dona Ana County

Town of Mesilla

Fernando Macias
County Manager

Nora L. Barraza
Town Mayor

Date: _____

Date: _____



Town of Mesilla RFP 2019-04 AUDIT SERVICES PROPOSAL EVALUATIONS

CAPABILITY OF FIRM:
Resources to perform audit.
Results of most recent
external Quality Control
Review. Organization &
Completeness of Proposal.

Max: 30 points

**WORK REQUIREMENTS &
AUDIT APPROACH:**
Knowledge of objectives,
needs, delivery, planning,
time lines, use of staff, plan
for conducting the work in
subsequent years if needed

Max: 40 points

TECHNICAL EXPERIENCE:
Audit experience of onsite
manager, team audit
experience, Continuing
Education

Max: 30 points

EVALUATOR #

BEASLEY, MITCHELL, & CO.
HARSHAWL & COMPANY, LLP
PATTILLO, BROWN & HILL

1	2
21	20
30	29
27	25

1	2
34	34
38	38
38	39

1	2
27	27
30	30
28	29

PROPOSAL EVALUATION SCORE AVERAGE

RANK

BEASLEY, MITCHELL, & CO.
HARSHAWL & COMPANY, LLP
PATTILLO, BROWN & HILL

27.2	3
32.5	1
31.0	2



MEMORANDUM

To: Mayor and Trustees

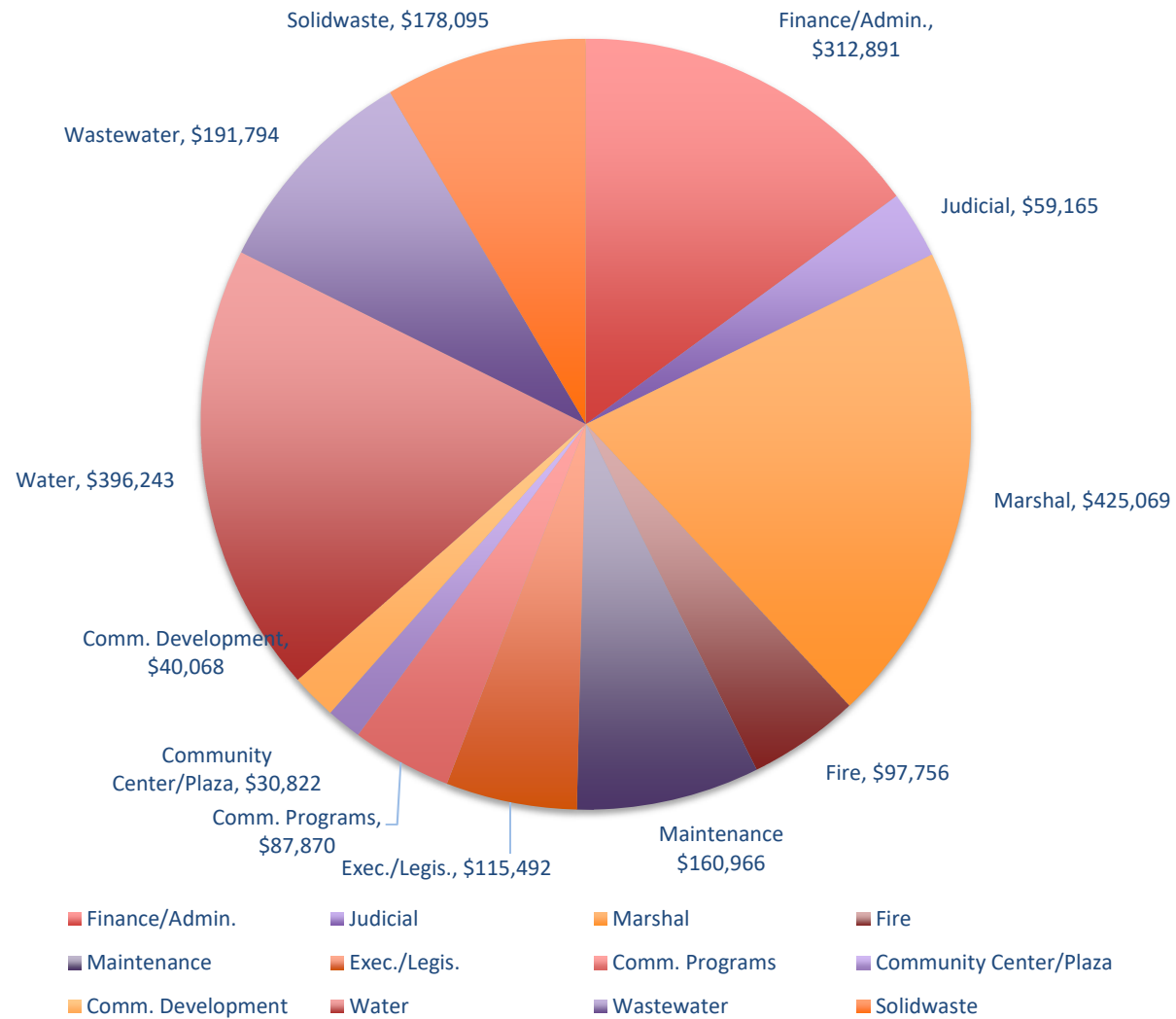
From: Cynthia Stoechner-Hernandez
Town Clerk-Treasurer *CSH*

RE: Monthly Finance Report

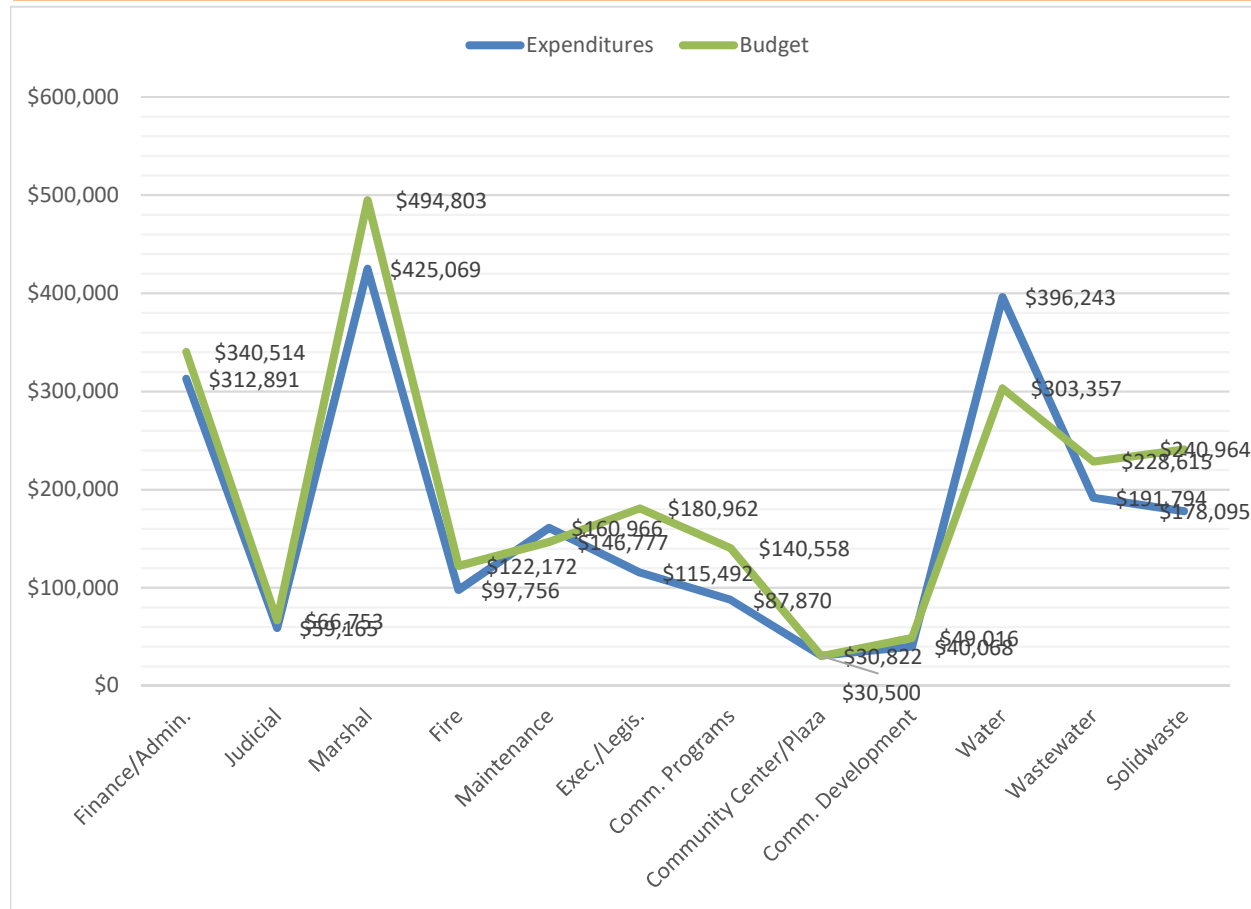
Listed below is a review of department and fund expenditures for: April
General Fund should be at: 83.33% spending

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	91.89%	\$312,891	100.00%	-8.11%	\$ 340,514
Judicial	88.63%	\$59,165	100.00%	-11.37%	\$ 66,753
Marshal	85.91%	\$425,069	100.00%	-14.09%	\$ 494,803
Fire	80.02%	\$97,756	100.00%	-19.98%	\$ 122,172
Maintenance	109.67%	\$160,966	100.00%	9.67%	\$ 146,777
Exec./Legis.	63.82%	\$115,492	100.00%	-36.18%	\$ 180,962
Comm. Programs	62.52%	\$87,870	100.00%	-37.48%	\$ 140,558
Community Center/Plaza	101.06%	\$30,822	100.00%	1.06%	\$ 30,500
Comm. Development	81.75%	\$40,068	100.00%	-18.25%	\$ 49,016
General Fund	84.61%	\$1,330,100	100.00%	-15.39%	\$ 1,572,055
Water	130.62%	\$396,243	100.00%	30.62%	\$ 303,357
Wastewater	83.89%	\$191,794	100.00%	-16.11%	\$ 228,615
Solidwaste	73.91%	\$178,095	100.00%	-26.09%	\$ 240,964
Enterprise Fund	92.65%	\$766,132	100.00%	-7.35%	\$ 826,936

EXPENDITURES



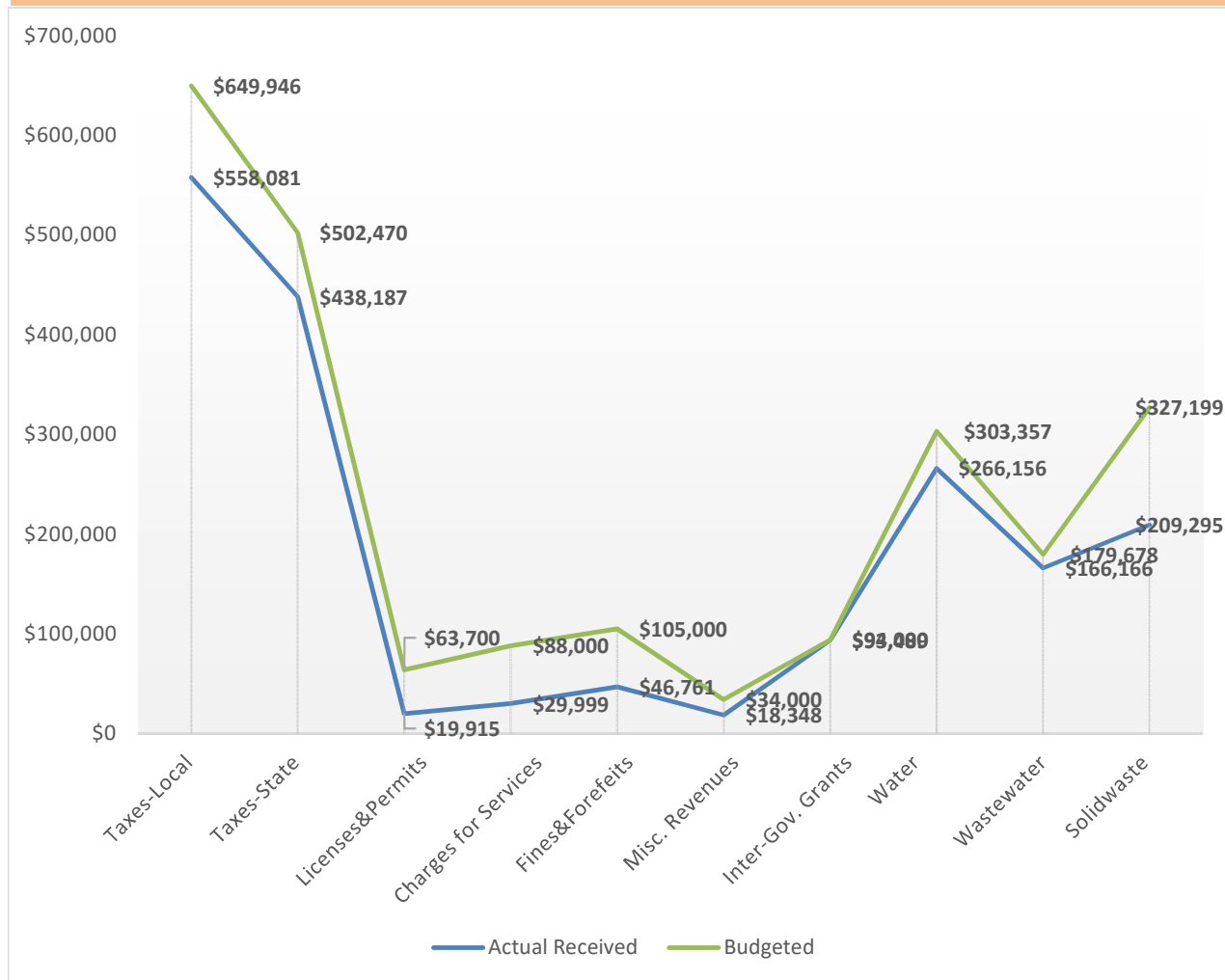
EXPENDITURES VS BUDGET



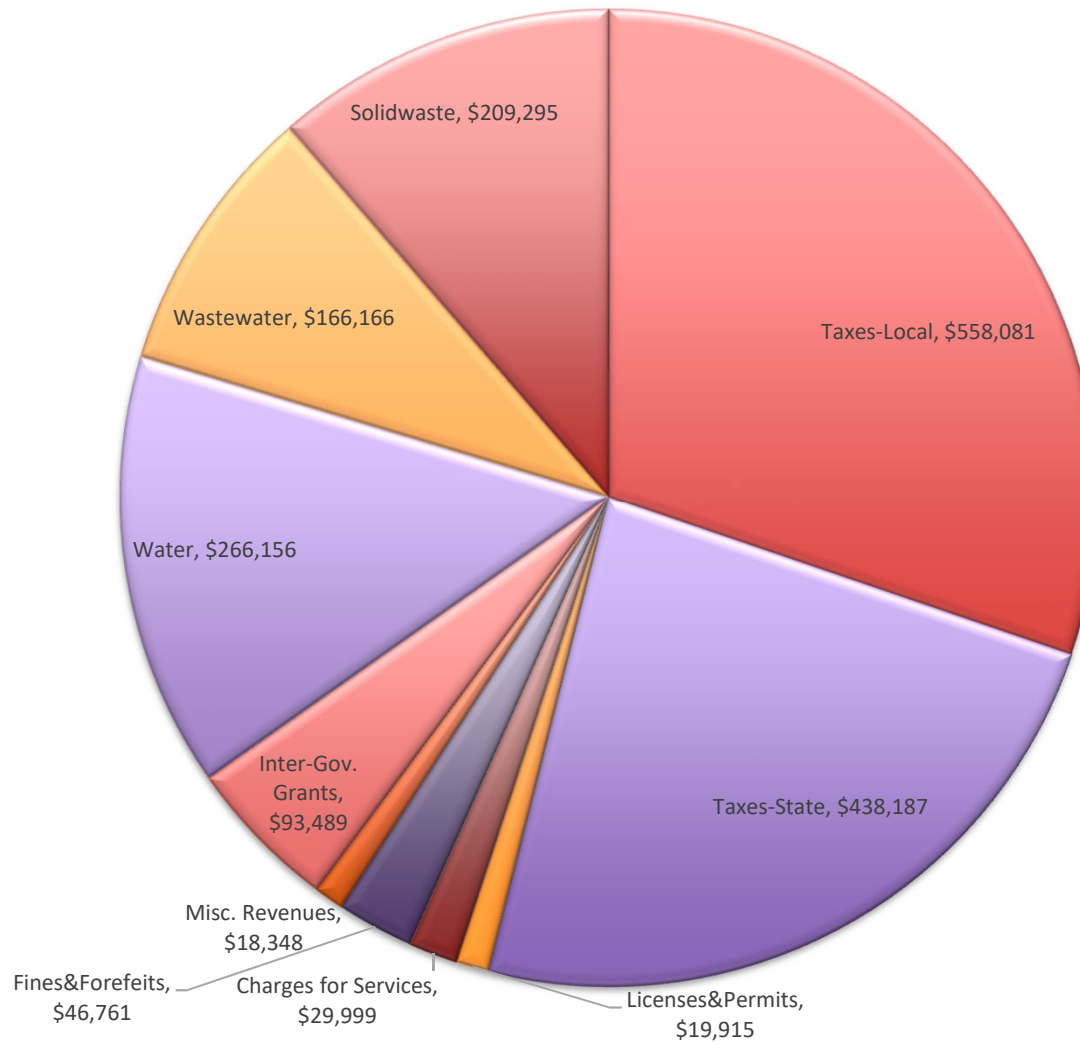
Please request the INCODE report for detail revenues and expenses by fund.

REVENUE					
YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	85.87%	\$558,081	100.00%	-14.13%	\$649,946
Taxes-State	87.21%	\$438,187	100.00%	-12.79%	\$502,470
Licenses&Permits	31.26%	\$19,915	100.00%	-68.74%	\$63,700
Charges for Service	34.09%	\$29,999	100.00%	-65.91%	\$88,000
Fines&Forefeits	44.53%	\$46,761	100.00%	-55.47%	\$105,000
Misc. Revenues	53.96%	\$18,348	100.00%	-46.04%	\$34,000
Inter-Gov. Grants	99.46%	\$93,489	100.00%	-0.54%	\$94,000
General Fund	78.38%	\$1,204,780	100.00%	-21.62%	\$1,537,116
Water	87.74%	\$266,156	100.00%	-12.26%	\$ 303,357
Wastewater	92.48%	\$166,166	100.00%	-7.52%	\$ 179,678
Solidwaste	63.97%	\$209,295	100.00%	-36.03%	\$ 327,199
Enterprise Fund	79.19%	\$641,617	100.00%	-20.81%	\$810,234

REVENUE vs BUDGET

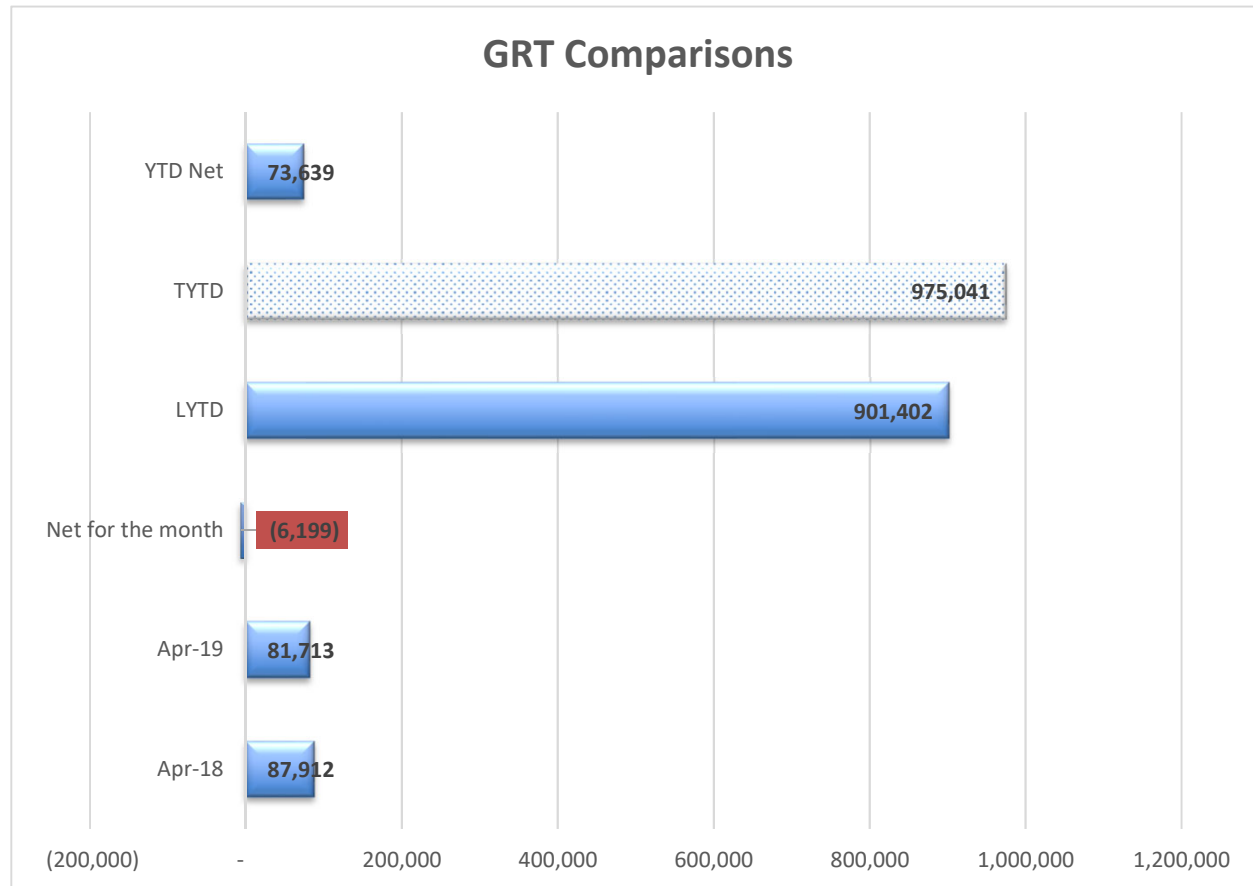


YTD REVENUES



GRT COMPARISONS

Apr-18	Apr-19	Net for the month	LYTD	TYTD	YTD Net
87,912	81,713	(6,199)	901,402	975,041	73,639



Business GRT in February 2019

Percentage by month	-7%	Percentage over last FYTD	8%
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**TOWN OF MESILLA FIRE DEPARTMENT
MONTHLY BOT REPORT**



DATE: April, 2019

MAJOR ADDITIONS TO INVENTORY

none

MAINTENANCE OF EQUIPMENT

Wiper blades on both Battalion units, Brush 31 repaired booster hose leak, ordered new hose. Pump leak reported, new packing kit on order. Ordered bumper to make repairs on Engine 31.

COMMENTS

Our student firefighters are preparing for finals in their respective EMT and firefighting classes. Nine personnel traveled to the NM State Firefighter's Academy in Socorro to participate in 3 days of burns including structure fires (residential and commercial), liquid petroleum, LPG and vehicle fires. Our truck loan will be going before the New Mexico Finance Authority board for approval in May.
I want to thank the Mayor and Board of Trustees for your support on the loan applications as well as the adoption of the 2018 International Fire Code.

SUBMITTED BY

Fire Chief Kevin Hoban _____

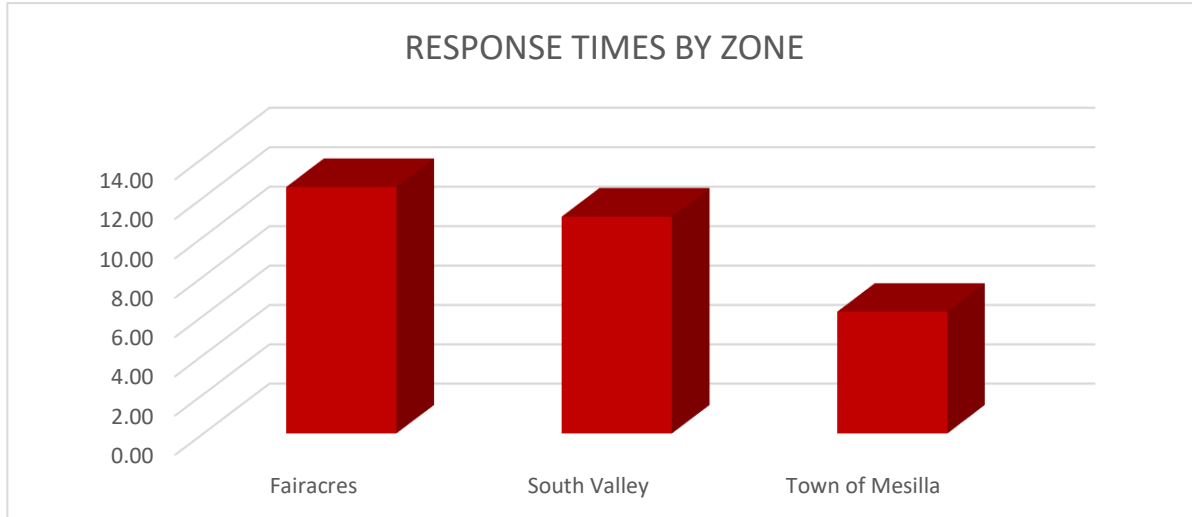
Mesilla Fire Department

Mesilla, NM

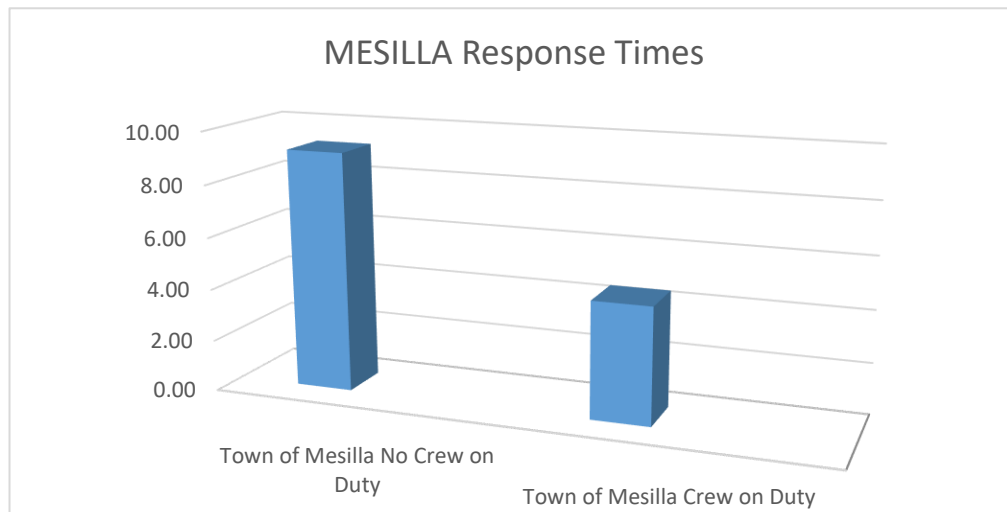
This report was generated on 05/06/2019



Response Mode: Lights and Sirens | Start Date: 12/01/2018 | End Date:12/31/2018



Zone	AVERAGE RESPONSE TIME (in minutes)
Fairacres	12.52
South Valley	11.02
Town of Mesilla	6.2
Town of Mesilla No Crew on Duty	9.21
Town of Mesilla Crew on Duty	4.50



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

emergencyreporting.com
Doc Id: 342
Page # 1 of 3

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



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

emergencyreporting.com
Doc Id: 342
Page # 3 of 3

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2019 10:57:08 AM



Incident Statistics

Start Date: 04/01/2019 | End Date: 04/30/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		20	
FIRE		18	
TOTAL		38	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
Bat31	0	0	7
Br31	0	0	4
E31	0	0	4
TOTAL	0	0	15
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		5	
Aid Received		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
6		15.79	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS		FIRE
Mesilla Fire Main Station 31	0:06:57		0:08:21
AVERAGE FOR ALL CALLS			0:07:14
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS		FIRE
Mesilla Fire Main Station 31	0:02:04		0:01:20
AVERAGE FOR ALL CALLS			0:01:59
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		33:24	

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

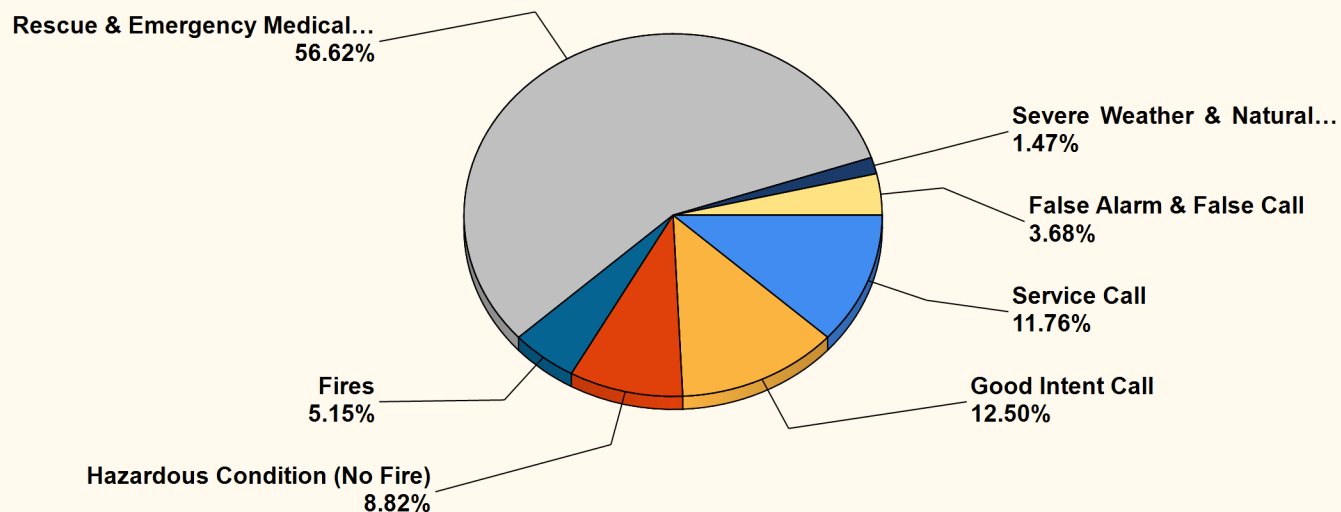
Mesilla, NM

This report was generated on 5/8/2019 10:55:48 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 04/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	5.15%
Rescue & Emergency Medical Service	77	56.62%
Hazardous Condition (No Fire)	12	8.82%
Service Call	16	11.76%
Good Intent Call	17	12.50%
False Alarm & False Call	5	3.68%
Severe Weather & Natural Disaster	2	1.47%
TOTAL	136	100.00%

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

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	1.47%
113 - Cooking fire, confined to container	1	0.74%
142 - Brush or brush-and-grass mixture fire	2	1.47%
143 - Grass fire	1	0.74%
150 - Outside rubbish fire, other	1	0.74%
300 - Rescue, EMS incident, other	1	0.74%
311 - Medical assist, assist EMS crew	9	6.62%
321 - EMS call, excluding vehicle accident with injury	55	40.44%
322 - Motor vehicle accident with injuries	4	2.94%
324 - Motor vehicle accident with no injuries.	5	3.68%
381 - Rescue or EMS standby	3	2.21%
412 - Gas leak (natural gas or LPG)	8	5.88%
440 - Electrical wiring/equipment problem, other	1	0.74%
444 - Power line down	1	0.74%
445 - Arcing, shorted electrical equipment	1	0.74%
461 - Building or structure weakened or collapsed	1	0.74%
511 - Lock-out	1	0.74%
542 - Animal rescue	1	0.74%
550 - Public service assistance, other	1	0.74%
551 - Assist police or other governmental agency	2	1.47%
552 - Police matter	1	0.74%
553 - Public service	5	3.68%
554 - Assist invalid	1	0.74%
561 - Unauthorized burning	4	2.94%
600 - Good intent call, other	1	0.74%
611 - Dispatched & cancelled en route	9	6.62%
622 - No incident found on arrival at dispatch address	1	0.74%
631 - Authorized controlled burning	4	2.94%
650 - Steam, other gas mistaken for smoke, other	1	0.74%
671 - HazMat release investigation w/no HazMat	1	0.74%
710 - Malicious, mischievous false call, other	1	0.74%
736 - CO detector activation due to malfunction	1	0.74%
740 - Unintentional transmission of alarm, other	1	0.74%
743 - Smoke detector activation, no fire - unintentional	1	0.74%
744 - Detector activation, no fire - unintentional	1	0.74%
813 - Wind storm, tornado/hurricane assessment	2	1.47%
TOTAL INCIDENTS:	136	100.00%

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2019 11:59:48 AM



Occupancies Inspected for Date Range

Start Date: 04/01/2019 | End Date: 04/30/2019

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
1st National Bank	001	1553 Avenida De Mesilla		04/11/2019
Billy The Kid Gift Shop		2385 Calle De Guadalupe		04/25/2019
Blue Door Venue		1750 Calle de Mercado		04/11/2019
Del Sol		2322 Calle De Principal		04/25/2019
El Patio Bar		2171 Calle de Parian		04/25/2019
Emerald Isle	84	1701 Mercado #2		04/25/2019
Pistoleros barber shop		1701 Calle de mercado #4		04/25/2019
The Chocolate Lady		2379 Calle De Guadalupe		04/25/2019

of Occupancies Inspected: 8

% Occupancies Inspected: 3.85

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

Mesilla Fire Department

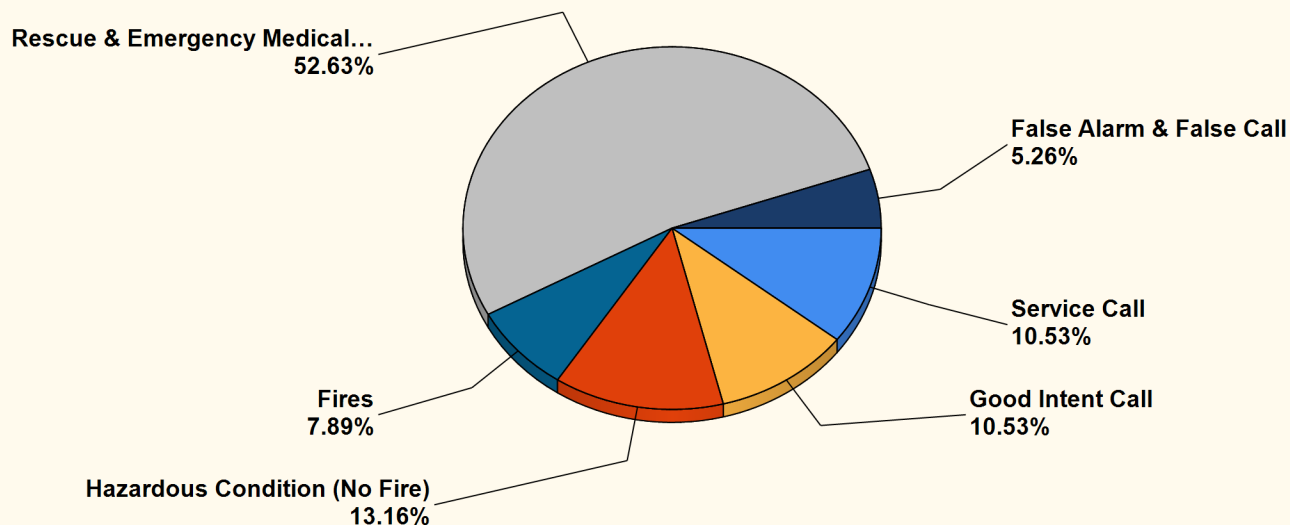
Mesilla, NM

This report was generated on 5/8/2019 10:54:20 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2019 | End Date: 04/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	7.89%
Rescue & Emergency Medical Service	20	52.63%
Hazardous Condition (No Fire)	5	13.16%
Service Call	4	10.53%
Good Intent Call	4	10.53%
False Alarm & False Call	2	5.26%
TOTAL	38	100.00%

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

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	2.63%
142 - Brush or brush-and-grass mixture fire	1	2.63%
150 - Outside rubbish fire, other	1	2.63%
311 - Medical assist, assist EMS crew	4	10.53%
321 - EMS call, excluding vehicle accident with injury	14	36.84%
322 - Motor vehicle accident with injuries	2	5.26%
412 - Gas leak (natural gas or LPG)	2	5.26%
440 - Electrical wiring/equipment problem, other	1	2.63%
444 - Power line down	1	2.63%
445 - Arcing, shorted electrical equipment	1	2.63%
551 - Assist police or other governmental agency	1	2.63%
553 - Public service	3	7.89%
600 - Good intent call, other	1	2.63%
611 - Dispatched & cancelled en route	1	2.63%
622 - No incident found on arrival at dispatch address	1	2.63%
650 - Steam, other gas mistaken for smoke, other	1	2.63%
740 - Unintentional transmission of alarm, other	1	2.63%
743 - Smoke detector activation, no fire - unintentional	1	2.63%
TOTAL INCIDENTS:	38	100.00%

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2019 12:00:53 PM



Response Activity Report

Start Date: 04/01/2019 | End Date: 04/30/2019

INCIDENT #	DATE	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
111 - Building fire					
2019-0000105	2019/04/10	07:11:42	07:33:03	00:21:21	1945 Tapestry CIR
Subtotal Count: 1		Average Response Time for Incident Type: 00:21:21			
142 - Brush or brush-and-grass mixture fire					
2019-0000131	2019/04/28	15:37:01	16:16:22	00:39:21	13500 Frontage RD
Subtotal Count: 1		Average Response Time for Incident Type: 00:39:21			
150 - Outside rubbish fire, other					
2019-0000133	2019/04/29	01:32:06	01:56:36	00:24:30	106 Vado DR
Subtotal Count: 1		Average Response Time for Incident Type: 00:24:30			
311 - Medical assist, assist EMS crew					
2019-0000099	2019/04/01	12:01:46	12:14:16	00:12:30	1420 W UNIVERSITY AVE
2019-0000112	2019/04/13	14:07:33	14:15:28	00:07:55	2300 W Union AVE
2019-0000130	2019/04/28	10:17:19	10:29:14	00:11:55	2425 Calle de Santiago
2019-0000132	2019/04/28	23:53:00	00:04:51	00:11:51	1850 Avenida de Mesilla
Subtotal Count: 4		Average Response Time for Incident Type: 00:10:25			
321 - EMS call, excluding vehicle accident with injury					
2019-0000100	2019/04/02	08:42:48	08:52:58	00:10:10	3120 McDowell RD
2019-0000101	2019/04/05	00:13:04	00:17:33	00:04:29	2825 Teresita ST
2019-0000104	2019/04/05	21:31:00	21:38:10	00:07:10	2839 Calle del Sur
2019-0000106	2019/04/10	13:30:54	13:36:43	00:05:49	2491 Calle del Norte
2019-0000111	2019/04/13	08:59:31	09:07:53	00:08:22	2111 Calle de Oeste
2019-0000115	2019/04/17	19:39:31	19:40:58	00:01:27	2670 Calle de Parian
2019-0000116	2019/04/17	21:20:53	21:21:00	00:00:07	2670 Calle de Parian
2019-0000119	2019/04/19	23:50:24	23:56:12	00:05:48	Calle del Norte
2019-0000120	2019/04/20	19:37:37	19:42:38	00:05:01	2410 Calle de San Albino
2019-0000124	2019/04/23	16:04:29	16:10:25	00:05:56	2090 Calle de Santiago
2019-0000125	2019/04/25	02:25:49	02:36:22	00:10:33	2110 Calle de Picacho
2019-0000126	2019/04/25	09:30:26	09:45:03	00:14:37	2491 Calle del Norte
2019-0000128	2019/04/27	00:09:47	00:15:50	00:06:03	2600 Avenida de Mesilla
2019-0000129	2019/04/27	17:46:01	17:49:23	00:03:22	3076 Los Arenales ST
Subtotal Count: 14		Average Response Time for Incident Type: 00:06:14			
322 - Motor vehicle accident with injuries					
2019-0000121	2019/04/21	01:59:48	02:06:55	00:07:07	Calle del Norte
2019-0000127	2019/04/26	19:36:51	19:52:44	00:15:53	Snow RD
Subtotal Count: 2		Average Response Time for Incident Type: 00:11:30			
412 - Gas leak (natural gas or LPG)					
2019-0000122	2019/04/22	16:52:56	16:59:16	00:06:20	3376 McDowell RD
2019-0000136	2019/04/29	11:16:30	11:22:08	00:05:38	1680 Calle de Alvarez
Subtotal Count: 2		Average Response Time for Incident Type: 00:05:59			

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

440 - Electrical wiring/equipment problem, other					
2019-0000134	2019/04/29	02:47:56	03:07:39	00:19:43	120 Calle de Las Flores
Subtotal Count: 1		Average Response Time for Incident Type: 00:19:43			
444 - Power line down					
2019-0000109	2019/04/10	21:21:07	21:21:33	00:00:26	Calle de Medanos
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:26			
445 - Arcing, shorted electrical equipment					
2019-0000108	2019/04/10	21:06:52	21:12:01	00:05:09	2128 Calle de San Albino
Subtotal Count: 1		Average Response Time for Incident Type: 00:05:09			
551 - Assist police or other governmental agency					
2019-0000118	2019/04/19	20:26:47	20:30:02	00:03:15	2171 Calle de Santiago
Subtotal Count: 1		Average Response Time for Incident Type: 00:03:15			
553 - Public service					
2019-0000103	2019/04/05	20:35:56	20:40:22	00:04:26	2171 Calle de Parian
2019-0000107	2019/04/10	20:34:06	20:41:49	00:07:43	Avenida de Mesilla
2019-0000114	2019/04/17	09:29:33	09:29:33	00:00:00	2355 Calle de Guadalupe
Subtotal Count: 3		Average Response Time for Incident Type: 00:03:02			
600 - Good intent call, other					
2019-0000102	2019/04/05	20:35:56	20:35:56	00:00:00	Calle de Principal
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00			
622 - No incident found on arrival at dispatch address					
2019-0000123	2019/04/23	12:21:57	12:29:05	00:07:08	Avenida de Mesilla
Subtotal Count: 1		Average Response Time for Incident Type: 00:07:08			
650 - Steam, other gas mistaken for smoke, other					
2019-0000117	2019/04/19	16:40:00	16:52:31	00:12:31	126 Interstate 10
Subtotal Count: 1		Average Response Time for Incident Type: 00:12:31			
740 - Unintentional transmission of alarm, other					
2019-0000135	2019/04/29	10:16:02	10:20:00	00:03:58	2630 Calle de Santiago
Subtotal Count: 1		Average Response Time for Incident Type: 00:03:58			
743 - Smoke detector activation, no fire - unintentional					
2019-0000110	2019/04/11	08:17:37	08:25:42	00:08:05	1300 W University AVE
Subtotal Count: 1		Average Response Time for Incident Type: 00:08:05			
Grand Total: 37		Average Response Time for All Incident Types:		00:08:19	

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2019 11:26:49 AM



Events per Event Type for Date Range (Landscape)

Start Date: 04/01/2019 | End Date: 04/30/2019

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Daily Operations Shift						
	04/01/2019	C-shift	Shifts	House 31	14	Ariel Caro, Evert Garibay, Mateo Martinez, Laura Orrantia
	04/02/2019	A Shift	Shifts	Mesilla Fire Dept	15	Humberto Manriquez, Thomas Montoya, First Responder Other, Dylan Thunhorst
	04/03/2019	B-Shift	Shifts	Fire house 31	12	Sonny Gomez, Phillip Guzman, Cavin Roberson
	04/05/2019	A Shift	Shifts	Mesilla Fire Dept	17	Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, First Responder Other, Dylan Thunhorst
	04/06/2019	B-Shift	Shifts	Fire house 31	12	Phillip Guzman
	04/08/2019	A Shift	Shifts	Mesilla Fire Dept	15	Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, First Responder Other, Dylan Thunhorst, Lillian Villazon
	04/09/2019	B-Shift	Shifts	Fire House 31	14	Sonny Gomez, Phillip Guzman, Cavin Roberson
	04/10/2019	C shift	Shifts	House 31	12	Ariel Caro, Evert Garibay, Mateo Martinez, Laura Orrantia

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/11/2019	A Shift	Shifts	Mesilla Fire Dept	19	Humberto Manriquez, Anthony Martinez Jr. , Laura Orrantia, First Responder Other, Dylan Thunhorst, Lillian Villazon
	04/12/2019	B-Shift	Shifts	Fire House 31	13	Phillip Guzman, Nicolas Navarro, Cavin Roberson, Dylan Thunhorst
	04/14/2019	A Shift	Shifts	Mesilla Fire Dept.	13	Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Dylan Thunhorst
	04/15/2019	B-Shift	Shifts	Fire House 31	17	Sonny Gomez, Phillip Guzman, Justin Knoll, Sebastian Linares, Francisco Lopez, Cavin Roberson
	04/16/2019	C-shift	Shifts	House 31	12	Ariel Caro, Evert Garibay, Mateo Martinez, Laura Orrantia
	04/18/2019	B-Shift	Shifts	Fire house 31	13	Sonny Gomez, Phillip Guzman, Justin Knoll, Sebastian Linares, Francisco Lopez, Nicolas Navarro
	04/21/2019	B-Shift	Shifts	Fire House 31	13	Phillip Guzman, Justin Knoll, Sebastian Linares, Mateo Martinez, Cavin Roberson
	04/22/2019	C-shift	Shifts	House 31	19	Ariel Caro, Evert Garibay, Humberto Manriquez, Mateo Martinez, Laura Orrantia, Dylan Thunhorst
	04/23/2019	A Shift	Shifts	Mesilla Fire Dept	24	Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Dylan Thunhorst, Lillian Villazon
	04/24/2019	B-Shift	Shifts	Fire House 31	14	Sonny Gomez, Phillip Guzman, Justin Knoll, Sebastian Linares, Nicolas Navarro, Cavin Roberson
	04/26/2019	A Shift	Shifts	Mesilla Fire Dept	21	Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Dylan Thunhorst

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/27/2019	B-Shift	Shifts	Fire House 31	23	Phillip Guzman, Justin Knoll, Sebastian Linares, Nicolas Navarro, Dylan Thunhorst
	04/29/2019	A Shift	Shifts	Mesilla Fire Dept.	14	Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Lillian Villazon
	04/30/2019	B Shift	Shifts	Mesilla Fire Dept.	24	Sebastian Linares, Humberto Manriquez, Nicolas Navarro

Total Hours for Daily Operations Shift: 350

Administration Shift						
	04/04/2019	C-shift	Shifts	Fire house 31	2	Ariel Caro, Phillip Guzman, Humberto Manriquez
	04/05/2019	B-Shift	Shifts	Fire house 31	3	Phillip Guzman

Total Hours for Administration Shift: 5

Evening Operations Shift						
	04/07/2019	C-shift	Shifts	house-31	12	Mateo Martinez, Laura Orrantia, Joseph Torres
	04/13/2019	C-shift	Shifts	House 31	12	Evert Garibay, Mateo Martinez, Laura Orrantia, Joseph Torres
	04/29/2019	C-shift	Shifts	House 31	12	Mateo Martinez
	05/01/2019	C-shift	Shifts	House 31	21	Evert Garibay, Mateo Martinez, Joseph Torres

Total Hours for Evening Operations Shift: 57

Prevention Division Shift						
	04/08/2019	Board of trustees	Administrative	IFC 2018 first reading	3	Crystal Davis-Whited, Andy Embury, Nicolas Navarro, Dylan Thunhorst, Gregory Whited

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/11/2019	Inspections	Prevention Event	Mesilla	3.5	Nicolas Navarro, Dylan Thunhorst, Lillian Villazon, Gregory Whited

Total Hours for Prevention Division Shift: 6.5

Training Division Shift						
	04/25/2019	Physical Skills Test	Training	Station 31	4	Caleb Bricker, Ariel Caro, Crystal Davis-Whited, Evert Garibay, Sonny Gomez, Kevin Hoban, Justin Knoll, Sebastian Linares, Humberto Manriquez, Anthony Martinez Jr. , Samuel McBurney, Thomas Montoya, Nicolas Navarro, Laura Orrantia, Tabitha Rossman, Xavier Sanchez, Jennifer Tankesly, Dylan Thunhorst, Lillian Villazon, Gregory Whited, Chad Zecha

Total Hours for Training Division Shift: 4

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2019 12:13:04 PM



Total Hours by Volunteers for Date Range

Pay Grades: All Pay Grades | Start Date: 04/01/2019 | End Date: 04/30/2019

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Alberg, Kevin C	1:40	0:00	0:00	1:40
Bricker, Caleb M	0:00	8:00	4:00	12:00
Bricker, Jacob A	0:00	3:00	0:00	3:00
Caro, Ariel M	1:44	15:00	53:00	69:44
Davis-Whited, Crystal	0:26	48:00	7:00	55:26
Embury, Andy G.	0:00	3:00	3:00	6:00
Garibay, Evert A	0:17	16:00	61:00	77:17
Gaston, Louis A	0:00	3:00	0:00	3:00
Gomez, Sonny	0:00	17:00	60:30	77:30
Guzman, Phillip	0:00	5:30	117:00	122:30
Jimenez, Marco A	0:00	1:00	0:00	1:00
Knoll, Justin S	0:29	10:00	65:00	75:29
Linares, Sebastian	0:00	8:00	68:00	76:00
Lopez, Francisco A	0:00	4:00	24:00	28:00
Lucero, Jojo	0:00	3:00	0:00	3:00
Manriquez, Humberto	8:44	20:00	154:00	182:44
Martinez Jr. , Anthony R	4:20	12:00	79:00	95:20
Martinez, Mateo	7:02	13:00	104:30	124:32
McBurney, Samuel	1:15	5:00	4:00	10:15
Montoya, Thomas M	2:29	16:00	73:00	91:29
Navarro, Nicolas A	1:40	13:00	70:30	85:10
Orrantia, Laura T	1:00	16:00	81:00	98:00
Roberson, Cavin C	0:29	1:30	68:00	69:59
Rossman, Tabitha A	0:00	8:00	4:00	12:00
Sanchez, Xavier	0:00	8:00	4:00	12:00
Slaughter, Aiyana J	0:00	3:00	0:00	3:00
Smith, Morgan Samantha	3:44	3:00	0:00	6:44
Tankesly, Jennifer	0:00	5:00	4:00	9:00
Thunhorst, Dylan P	11:34	18:00	162:30	192:04
Torres, Joseph J	0:43	2:00	21:00	23:43
Villazon, Lillian M	0:00	12:00	47:30	59:30
Whited, Gregory E	0:26	48:00	10:30	58:56
Zecha, Chad	1:35	10:00	4:00	15:35
			TOTAL	1761:37:00

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/8/2019 4:41:44 PM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 04/01/2019 | End Date: 04/30/2019

Bricker, Caleb M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	8:00
Total for Bricker, Caleb M	2	8:00

Bricker, Jacob A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Bricker, Jacob A	1	3:00

Caro, Ariel M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	15:00
Total for Caro, Ariel M	4	15:00

Davis-Whited, Crystal

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	8:00
I.S.O. Fire Investigations	1	40:00
Total for Davis-Whited, Crystal	3	48:00

Embury, Andy G.

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Embury, Andy G.	1	3:00

Garibay, Evert A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	14:00
I.S.O. New Driver and Operator Training	1	2:00
Total for Garibay, Evert A	5	16:00

Gaston, Louis A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Gaston, Louis A	1	3:00

Gomez, Sonny

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	5	16:00
Total for Gomez, Sonny	5	16:00

Guzman, Phillip

Class Category	Class Count	Total Class Hours
Equipment Training	1	2:00
I.S.O. Company Training	3	4:30

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.



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Total for Guzman, Phillip		4	6:30
Hoban, Kevin M			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	5:00	
I.S.O. Officer Training	1	6:00	
Total for Hoban, Kevin M	2	11:00	
Jimenez, Marco A			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	1:00	
Total for Jimenez, Marco A	1	1:00	
Knoll, Justin S			
Class Category	Class Count	Total Class Hours	
Equipment Training	1	2:00	
I.S.O. Company Training	3	9:00	
Total for Knoll, Justin S	4	11:00	
Linares, Sebastian			
Class Category	Class Count	Total Class Hours	
Equipment Training	1	2:00	
I.S.O. Company Training	3	7:00	
Total for Linares, Sebastian	4	9:00	
Lopez, Francisco A			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	2	4:00	
Total for Lopez, Francisco A	2	4:00	
Lucero, Jojo			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	3:00	
Total for Lucero, Jojo	1	3:00	
Madson, Ed			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	2:00	
Total for Madson, Ed	1	2:00	
Manriquez, Humberto			
Class Category	Class Count	Total Class Hours	
EMS	1	1:00	
I.S.O. Company Training	11	19:00	
Total for Manriquez, Humberto	12	20:00	
Martinez Jr. , Anthony R			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	8	12:00	
Total for Martinez Jr. , Anthony R	8	12:00	
Martinez, Mateo			

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	1	1:00
I.S.O. Company Training	3	10:00
I.S.O. New Driver and Operator Training	1	2:00
Total for Martinez, Mateo	5	13:00

McBurney, Samuel

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	5:00
Total for McBurney, Samuel	1	5:00

Montoya, Thomas M

Class Category	Class Count	Total Class Hours
EMS	1	1:00
I.S.O. Company Training	9	15:00
Total for Montoya, Thomas M	10	16:00

Navarro, Nicolas A

Class Category	Class Count	Total Class Hours
Equipment Training	1	2:00
I.S.O. Company Training	4	12:00
Total for Navarro, Nicolas A	5	14:00

Orrantia, Laura T

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	14:00
I.S.O. New Driver and Operator Training	1	2:00
Total for Orrantia, Laura T	5	16:00

Other, First Responder

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	2:00
Total for Other, First Responder	2	2:00

Roberson, Cavin C

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	1:30
Total for Roberson, Cavin C	2	1:30

Rossman, Tabitha A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	8:00
Total for Rossman, Tabitha A	2	8:00

Sanchez, Xavier

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	8:00
Total for Sanchez, Xavier	2	8:00

Slaughter, Aiyana J

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00

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.



Total for Slaughter, Aiyana J		1	3:00
<u>Smith, Morgan Samantha</u>			
Class Category	Class Count		Total Class Hours
I.S.O. Company Training	1		3:00
Total for Smith, Morgan Samantha		1	3:00
<u>Tankesly, Jennifer</u>			
Class Category	Class Count		Total Class Hours
I.S.O. Company Training	1		5:00
Total for Tankesly, Jennifer		1	5:00
<u>Thunhorst, Dylan P</u>			
Class Category	Class Count		Total Class Hours
EMS	1		1:00
Equipment Training	1		2:00
I.S.O. Company Training	8		16:00
Total for Thunhorst, Dylan P		10	19:00
<u>Torres, Joseph J</u>			
Class Category	Class Count		Total Class Hours
I.S.O. New Driver and Operator Training	1		2:00
Total for Torres, Joseph J		1	2:00
<u>Villazon, Lillian M</u>			
Class Category	Class Count		Total Class Hours
I.S.O. Company Training	6		12:00
Total for Villazon, Lillian M		6	12:00
<u>Whited, Gregory E</u>			
Class Category	Class Count		Total Class Hours
I.S.O. Company Training	2		8:00
I.S.O. Fire Investigations	1		40:00
Total for Whited, Gregory E		3	48:00
<u>Zecha, Chad</u>			
Class Category	Class Count		Total Class Hours
I.S.O. Company Training	1		5:00
I.S.O. Officer Training	1		5:00
Total for Zecha, Chad		2	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.





MESILLA MARSHAL'S DEPARTMENT

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

POLICE – ANIMAL CONTROL – EMERGENCY MANAGEMENT

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

Date: May 7, 2019

To: Honorable Mayor and Mesilla Board of Trustees

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

Citations – 32 Court Appearance; 7 Penalty Assessments; and, 8 Warnings. Total: 47.

MVRDA was unable to produce a timely monthly wrap-up report; and, a supplemental report will be produced upon its receipt.

Aggravated DWI – 0
Careless Driving – 0
Child Restraint – 0
Concealing Identification – 0
Current Registration – 6
Crash – 0
Driving on Shoulder – 0
DWI – 0
No Insurance – 7
No Parking – 4
No Passing – 1
One Way Streets – 1
Open Container – 0
Possess Driver's License – 0
Red Light – 2
Seat Belt – 2
Speeding – 22
Stop Sign – 0
Unlawful Use of Driver's License – 4
Dimming of Lights – 0
Texting – 1
Two Headlamps Required – 0

Total Responses/Calls for Service/Reports –

Responses by sworn personnel:

911 Hang-up Calls – 0
Abandoned Vehicle – 0
Abdominal Pain – 0
Agency Assist – 0
Alarm, Burglary – 0
Alarm, Carbon Monoxide – 0
Alarm, Fire – 0
Alarm, Hold Up – 0
Alarm, Panic – 0
Animal Bite/Animal Attacks – 0
Animal Care & Maintenance – 0
Animal Control Call – 0
Animal Cruelty – 0
Animal in Custody – 0
Animal, Dead – 0
Animal Livestock Complaint – 0
Animal Stray – 0
Animal Vicious – 0
Assault Report – 0
ATV Complaint – 0
Back Pain/Injury – 0
Behavioral Issues – 0
Be On the Lookout – 0
Bleeding – 0
Breathing Problems – 0
Building Check – 0
Burglary, Auto – 0
Burglary in Progress – 0
Burglary – 0
Case Follow Up – 0
Chest Pain – 0
Child Abuse – 0
Choking – 0
Civil Dispute/Standby – 0
Civil Process – 0
Codes Enforcement – 0
Codes Nuisance – 0
Codes Parking – 0
Computer Crimes – 0
CPR Adult – 0
CPR Child – 0
Detention Center Release – 0

Responses by sworn personnel (continued):

Disturbance Disorderly – 0
Disturbance Domestic – 0
Disturbance Domestic in Progress – 0
Disturbance Fight – 0
Disturbance Noise/Music – 0
Disturbance Unknown – 0
Disturbance Verbal – 0
Drunk/Intoxicated Subj – 0
DWI – 0
Fall Victim/Back Injury – 0
Fever – 0
Fire Brush/Wildland – 0
Fire Structure Commerical – 0
Fire Structure Residential – 0
Fire Vehicle – 0
Foot Patrol – 0
Forgery/Fraud/Emb/Report – 0
Frequent Patrol – 0
Gas Leak – 0
Gas Odor Natural – 0
Gun – Shots Fired – 0
Gun – Subject with a gun – 0
Gunshot Victim – 0
Harassment – 0
Injured Person – 0
Illegal Burn – 0
Illegal Dumping – 0
Information Report – 0
Illegally Parked Vehicle – 0
Kidnapping/Unlawful Custody – 0
Lift Assist – 0
Loud Party – 0
Medical Alarm – 0
Minor in Possession of Alc. – 0
Missing Adult – 0
Missing Child – 0
Missing Person – 0
Motor Vehicle Accident Hit & Run – 0
Motor Vehicle Accident non Injury – 0
Motor Vehicle Accident with Injury – 0
Motor Vehicle Accident with Injury Extra Response – 0
Motor Vehicle Accident Private Property – 0
Narcotics/Illegal Drugs – 0
Obstruction – 0

Responses by sworn personnel (continued):

Overdose – 0
Phone Call – 0
Poisoning/Ingestion – 0
Prisoner Transport – 0
Property Found – 0
Property Lost – 0
Property Recovered – 0
Prowler – 0
Public Assist – 0
Rape – 0
Reckless Driver – 0
Repossession/Private Property Impound – 0
Restraining Order Violation – 0
Runaway – 0
Seizures/Convulsions – 0
Sick/Ill Person – 0
Shoplifting – 0
Stroke/CVA – 0
Subject Contact/Busy – 0
Suicide Attempt – 0
Suicidal Subject – 0
Supplement/Follow up – 0
Suspicious Activity – 0
Suspicious Persons – 0
Suspicious Vehicles – 0
Theft Report – 0
Threats – 0
Traumatic Injuries – 0
Trespassing – 0
Traffic Stop – 0
Traffic Complaint – 0
Traffic Control – 0
Traffic Escort – 0
Unspecified Call Type – 0
Unconscious/Fainting – 0
Vagrancy – 0
Vandalism/Graffiti – 0
Warrant – 0
Weapons – 0
Welfare Check – 0
Wires Down – 0

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



MESILLA MARSHAL'S DEPARTMENT

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

POLICE – ANIMAL CONTROL – EMERGENCY MANAGEMENT

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

Date: May 8, 2019

To: Honorable Mayor and Mesilla Board of Trustees

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

Citations – 32 Court Appearance; 7 Penalty Assessments; and, 8 Warnings. Total: 47.

MVRDA was unable to produce a timely monthly wrap-up report; and, a supplemental report will be produced upon its receipt.

Aggravated DWI – 0
Careless Driving – 0
Child Restraint – 0
Concealing Identification – 0
Current Registration – 6
Crash – 0
Driving on Shoulder – 0
DWI – 0
No Insurance – 7
No Parking – 4
No Passing – 1
One Way Streets – 1
Open Container – 0
Possess Driver's License – 0
Red Light – 2
Seat Belt – 2
Speeding – 22
Stop Sign – 0
Unlawful Use of Driver's License – 4
Dimming of Lights – 0
Texting – 1
Two Headlamps Required – 0

Total Responses/Calls for Service/Reports –

Responses by sworn personnel:

911 Hang-up Calls – 21
Abandoned Vehicle – 0
Abdominal Pain – 0
Agency Assist – 9
Alarm, Burglary – 4
Alarm, Carbon Monoxide – 0
Alarm, Fire – 1
Alarm, Hold Up – 0
Alarm, Medical – 1
Alarm, Panic – 1
Animal Bite/Animal Attacks – 1
Animal Care & Maintenance – 1
Animal Control Call – 3
Animal Cruelty – 1
Animal in Custody – 0
Animal, Dead – 0
Animal Livestock Complaint - 0
Animal Stray – 9
Animal Vicious – 1
Assault Report – 6
ATV Complaint – 1
Back Pain/Injury – 0
Behavioral Issues – 1
Be On the Lookout – 0
Bleeding – 0
Breathing Problems – 0
Building Check – 0
Burglary, Auto – 1
Burglary in Progress – 0
Burglary – 1
Case Follow Up – 0
Chest Pain – 0
Child Abuse – 0
Choking – 0
Civil Dispute/Standby – 0
Civil Process – 0
Codes Enforcement – 0
Codes Nuisance – 0
Codes Parking – 1
Computer Crimes – 0
CPR Adult – 0

CPR Child – 0

Responses by sworn personnel (continued):

Detention Center Release – 1

Disturbance Disorderly – 3

Disturbance Domestic – 11

Disturbance Domestic in Progress – 0

Disturbance Fight – 2

Disturbance Noise/Music – 1

Disturbance Unknown – 0

Disturbance Verbal – 2

Drunk/Intoxicated Subj – 3

DWI – 0

Fall Victim/Back Injury – 3

Fever – 0

Fire Brush/Wildland – 0

Fire Structure Commerical – 0

Fire Structure Residential – 1

Fire Vehicle – 0

Foot Patrol – 2

Forgery/Fraud/Emb/Report – 1

Frequent Patrol – 77

Gas Leak – 1

Gas Odor Natural – 1

Gun – Shots Fired – 0

Gun – Subject with a gun – 0

Gunshot Victim – 0

Harassment – 1

Injured Person – 0

Illegal Burn – 0

Illegal Dumping – 0

Information Report – 13

Illegally Parked Vehicle – 4

Kidnapping/Unlawful Custody – 0

Lift Assist – 0

Loud Party – 1

Minor in Possession of Alc./Contributing – 1

Missing Adult – 0

Missing Child – 1

Missing Person – 0

Motor Vehicle Accident Hit & Run – 2

Motor Vehicle Accident non Injury – 0

Motor Vehicle Accident with Injury – 0

Motor Vehicle Accident with Injury Extra Response – 3

Motor Vehicle Accident Private Property – 1

Narcotics/Illegal Drugs – 2

Obstruction – 4

Responses by sworn personnel (continued):

Overdose – 0

Phone Call – 1

Poisoning/Ingestion – 0

Prisoner Transport – 0

Property Found – 1

Property Lost – 1

Property Recovered – 0

Prowler – 1

Public Assist – 10

Pursuit Foot/Vehicle – 1

Rape – 0

Reckless Driver – 1

Repossession/Private Property Impound – 0

Restraining Order Violation – 0

Runaway – 0

Search and Rescue – 1

Seizures/Convulsions – 0

Sick/Ill Person – 0

Shoplifting – 0

Stroke/CVA – 0

Subject Contact/Busy – 2

Suicide Attempt – 0

Suicidal Subject – 1

Supplement/Follow up – 0

Suspicious Activity – 0

Suspicious Persons – 3

Suspicious Vehicles – 12

Theft Report – 1

Threats – 0

Traumatic Injuries – 0

Trespassing – 2

Traffic Stop – 65

Traffic Complaint – 1

Traffic Control – 4

Traffic Escort – 0

Unspecified Call Type – 0

Unconscious/Fainting – 3

Vagrancy – 0

Vandalism/Graffiti – 0

Warrant – 0

Weapons – 0

Welfare Check – 5

Wires Down – 0

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



TOWN OF MESILLA

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

MEMORANDUM

Date: May 7, 2019

TO: Mayor Barraza, Board of Trustees and Cynthia Stoechner-Hernandez

FROM: Rodney J. McGillivray, Public Works Director

RE: **Public Works Division Activity Report – April 2019**

On-going maintenance, custodial and operations:

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

Miscellaneous items/work orders/accomplishments:

PRV repairs complete
Plaza beautification and landscaping
Weed eradication/street cleaning
Filling potholes (street repairs)
Community Center roof repairs underway
Employee training
Commemorative park irrigation repairs and watering
Cinco de Mayo Celebration preparations

Project update:

NMED Violation – Review of draft of Emergency response plan and O & M manual in final review.

McDowell wastewater project – Project received substantial completion on May 6, 2019. Project in the process of closing out phase one.

Calle de Parian replacement – Pre-construction conference and notice to proceed issued on May 6, 2019. Work scheduled to begin first week in May with project completion anticipated for first week in June.

Trail – Design final revisions underway. Utility certifications are complete. NMDOT PS&E meeting scheduled for May 22nd. Project is anticipated to advertise in June.

Picacho drainage engineering project – Molzen Corbin selected. Fee negotiation with Molzen Corbin is underway.

PRV replacement at Raasaf Hills – COMPLETE

Bowman pavement upgrade – City of Las Cruces and Town of Mesilla agreement approval by BOT needed. Design is complete. Project is scheduled to advertise for bid third week in May. Construction scheduled to run from end of June to first week in September.

AARP Community Challenge Grant submitted April 17, 2019. Grant application included accessible sidewalks and curb ramps along Calle de Santiago between Avenida de Mesilla and Calle de San Albino. Grant notification expected in June 2019.

NMDOT (MPO) State Funded Grant – NMDOT distributed a call for projects for agencies that have projects “shovel ready”. PWD working with SMA to submit grant application for continuation of Calle del Norte Multi-use path. Grant application geared for projects that are currently on the MPO - TIP.

ENTOMOLOGY
CONSULTANTS LLC.



P.O. Box 1149 – Mesilla Park, NM 88047
Entconsultants@hotmail.com (575)
639-3897

Contract for Vector Management Services
Town of Mesilla

Entomology Consultants, LLC, hereafter referred to as service provider, is a pest management company owned and operated by a degreed Entomologist (Bachelors and Masters) with a NMDA category 8 Public Health license and the capacity to provide large scale vector management services to public entities. The implementation of a vector management service within New Mexico State University would be beneficial to its staff and students in providing comfort from mosquito annoyance and disease prevention at an economical fee to the University. A fully Integrated Mosquito Management program would be developed and implemented by service provider with the primary objective of inhibiting the development of mosquito larvae to minimize the need for ULV Fogging with insecticides to control adult mosquitoes; providing control in a safe, efficient, and economic manner while preventing damage to humans, wildlife, and the environment. This management program will comprise a balanced use of biological/biochemical, cultural, and chemical procedures which are environmentally compatible providing a cost-effective level of disease-vectoring mosquito suppression. The 2019 season for vector management will begin immediately and continue through November 2019 in order to gain full benefit from a vector program.

The implementation of an Integrated Mosquito Management program will be accomplished with three key stages:

Adult and Larval Mosquito Population Surveillance/ Taxonomic Identification

All breeding sites within the Town of Mesilla will be mapped utilizing GPS technology to facilitate early control of mosquito populations. Comprehensive wetland breeding site inspection allowing for proper timing of control measures during the larval stage of development. Installation and weekly inspection of CDC approved mosquito light traps to effectively monitor adult populations and identify problem areas of breeding. Taxonomy of adult species will be determined to confirm specific species of mosquitoes known to vector disease and aid in the proper treatment of populations. Quantity and areas of trap placement will be of sole discretion of service provider. Sampling of vegetation, landing/biting counts will also be incorporated in the surveillance of adult populations.

Encephalitis Surveillance/ Testing

Sampling for viral testing will occur on an every two (2) weeks basis beginning upon initiation of contract and continuing through November. Adult trapping with CDC Light Traps and Gravid Traps will occur one night every other week. Disease-vectoring adult female mosquitoes will be identified, properly preserved, and sent to the New Mexico Department of Health for analysis of the Encephalitis Viruses: West Nile Virus, Saint Louis Encephalitis, and Western Equine Encephalitis. Results of such testing will be communicated to Town of Mesilla through Entomology Consultants, LLC.

P.O. Box 1149 – Mesilla Park, NM 88047
Entconsultants@hotmail.com

Ground-based Biological Larval Mosquito Management

The utilization of biological materials, such as Bt. i., insect growth regulators, and mosquito eating fish (*Gambusia affinis*.) in areas of standing water for the prevention of breeding sites conducive of high adult mosquito populations. Timing of applications and determination of sites will be at sole discretion of service provider to ensure efficacy. Input concerning potential breeding sites from the Town of Mesilla will be greatly appreciated and taken into consideration by service provider.

Ground-based ULV Adult Mosquito Management

ULV application of select products in accordance to IPM guidelines, with the goal of protecting human and mammal populations and the environment while economically reducing, pest and disease-vector mosquitoes to tolerable levels. Nuisance calls made by residents will be investigated and if needed an application will be made. Application of EPA and NMDA approved materials which have very little to no odor when applied and a LD 50 of over 5000 mg/kg to minimize risk will be made with a DynaFog L30 electric unit which produces little noise in comparison to gasoline powered units. These materials have excellent environmental assessments and are not corrosive to automobile paint. Discretion of materials applied and percent concentrations will be made solely by Service Provider based upon efficacy, resistance management, and label restrictions on areas of application. Materials will include, but not limited to, BioMist, Aqua-Reslin, and Kontrol (permethrin products); Anvil (sumethrin product); and Aqua-Zenivex (etophenprox product).

Frequency shall be **once per week** (four applications per month), **based on need**, with a set day of the week at the discretion of service provider in agreement of the Town of Mesilla officials. ULV treatments shall be applied in the hours of greatest mosquito activity which occur between the hours of 8:30 (dusk) and 12:00 midnight with little work being performed in the early morning hours. Special requests for ULV treatments other than described above will be made for specific areas relating to the Town of Mesilla in advance of outdoor plaza events will be provided by service provider at no extra cost to the Mesilla. Daily logs of materials applied, amounts and concentrations, locations applied, hour applied, and weather data will be kept by service provider for review upon request. Labels and MSDS sheets for all materials applied will be kept on file at a location specified by Mesilla for public review.

Applications may be cancelled by service provider without notice due to adverse weather conditions (winds over 10 mph, heavy rain, and inversion layer), this will result in postponement of application until the following week with no reimbursement of fee to Mesilla. Only in emergency situations such as legitimate outbreak of mosquito vectored disease, confirmed by CDC or State entities, shall this fore mentioned clause be dismissed and ULV application will be made on an as soon as possible time frame. In the case of a severe outbreak of disease, any extra ULV applications during the month other than described above will be billed at a separate charge which is provided in the fee schedule.

Disclaimer and Limitations

The guarantee of 100% protection from vector born disease is not implied nor expressed in any manner by service provider to Town of Mesilla or its employees and students. All data developed during the course of the agreement is the sole property of service provider. All epidemiology work will be conducted by the New Mexico Department of Health in correspondence through Entomology Consultants, LLC. Service provider will be available upon request to provide presentations to the general public and will handle all compliant issues resulting from vector management measures.

Insurance Information

Entomology Consultants, LLC carries a \$1,000,000 liability policy. Service provider will be working under the public health entity of the Town of Mesilla while doing all vector management work. Town of Mesilla will be named as co-insured on policy.

Costs of Vector Management Program

Duration of contract shall be **2 years** May 2019 through May 2021. Vector management program will be provided to the Town of Mesilla as described in the above paragraphs for a fee of **\$16,680 plus tax for the 2019 Mosquito season, payable in 8 equal installments of \$2,085 plus tax, with first installment due July 30, 2019.** Remaining installments will be due at the fifteenth of every month until final payment is made.
. Finance charges will assessed to any outstanding invoices at a rate of 18% per annum.

Emergency ULV Fogging

In the advent of an actual, confirmed, outbreak of West Nile Virus, Saint Louis Encephalitis, Western Equine Encephalitis, or Zika Virus; an emergency plan/ fund must be enacted by Town of Mesilla to allow for General ULV Adulticiding to be performed by Entomology Consultants, LLC.

Emergency ULV Adulticiding Fee: \$55 per mile plus tax

Other Services

Bee removal: \$75 per be swarm



Matthew D. Lee
Entomologist

Town of Mesilla authorized signature