



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, JUNE 10, 2019 AT 5:45 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

- A. PLAN REVIEW: PZHAC Case 060848** – Submitted by Ruben Contreras for Brittany Bloch; a request for a zoning permit to construct two commercial buildings on a property at 1901 Calle de Correo. **Zoned: Historical Commercial (HC).**

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, JUNE 10, 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. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.
- 5. *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 Work Session on May 20, 2019.
 - B. *BOT Minutes** – Minutes of a Regular Meeting on May 28, 2019.
 - C. *PZHAC Case 060907** – 1930 Calle Pacana, submitted by Maggie Fraga, a request for a zoning permit to install an inground pool at the rear of a dwelling at this address. Zoned: Historical Residential (HR)
 - D. *PZHAC Case 060908** – 2415 Calle de Parian, submitted by Robert Reynolds; a request for a zoning permit to allow the construction of a wood frame carport over a brick driveway on the west side of an existing dwelling at this address. Zoned: Historical Residential (HR)
 - E. *PZHAC Case 060909** – 2270 Calle Principal, submitted by Sean Greene-Cockriel for San Albino Church; an application for a zoning permit to allow the installation of a Grotto to the Mother Mary at the rear of the church store at this address. Zoned: Historical Commercial (HC).
 - F. *Resolution 2019-09**: A resolution authorizing the Town to Participate in the Local Government Road Fund Program and a Request for match waiver administered by the New Mexico Department of Transportation.
- 6. NEW BUSINESS:**
 - A. For 1st Reading/Public Hearing: Ordinance 2019-03**: An Ordinance pursuant to NMSA 1978, Section 1-22-3.1 to Opt-In to having the election of the Municipal Officers of the Town of Mesilla in the Regular Local Election. – *Cynthia Stoechner-Hernandez, Clerk/Treasurer.*
 - B. For Discussion**: Mesilla Night at El Paso Chihuahua's stadium – *Nora L. Barraza, Mayor/Austin Weber, Account Executive, El Paso Chihuahuas. (Added 6/7/19)*

- C. For Approval:** A Cooperative Marketing Agreement with the State of New Mexico Tourism Department in cooperation with Experience Mesilla in the amount of \$13,946 to promote and market travel efforts to the Town of Mesilla. – *Cynthia Stoechner-Hernandez, Clerk/Treasurer.*

7. *STAFF REPORTS:

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

8. BOARD OF TRUSTEE COMMITTEE REPORTS

9. BOARD OF TRUSTEE/STAFF COMMENTS

10. 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 6/6/19 revised and reposted 6/7/19 at 12 pm at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristramn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



**BOARD OF TRUSTEES
TOWN OF MESILLA
WORK SESSION
MONDAY, MAY 20, 2019
4:00 P.M.**

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

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

PUBLIC: None

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

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

- 3% increase projected in GRT
- Property Tax increased
- Permits decreased
- Admin Fees decreased
- Court Fines decreased
- Small City Assistance will receive \$90K
- Clean & Beautiful will depend on what is awarded
- 1% increase in Personnel Services
- 4% increase in Operation Services
- 2% increase on utility services
- .25% increase on Retirement; fifty cent per hour increase for employees
- Operating expenses adjusted

Trustee Garcia stated she understands the Court Budget would remain the same, but all other departments would get an increase.

1 Ms. Stoechner-Hernandez responded her budget was miscalculated so she would be decreasing her budget
2 to cover the extra
3
4 Mayor Barraza stated we are looking at fifty cent an hour increase for all employees (excluding CBA
5 employees) which amounts to about 2%. The judge is requesting a 2% increase for Ms. Carbajal on top
6 of the fifty cent an hour increase.
7
8 Trustee Arzabal asked if the judge has the money in his budget.
9
10 Ms. Stoechner-Hernandez responded his operating budget would need to be cut.
11
12 Trustee Arzabal asked if the judge is aware of what will need to be done.
13
14 Ms. Stoechner-Hernandez responded Judge Frieze has a copy of the budget.
15
16 Trustee Garcia asked if Ms. Carbajal received a 2% last year.
17
18 Mayor Pro Tem Johnson-Burick stated Judge Frieze can pay his employee what he wants if he has it in
19 his budget.
20
21 Trustee Arzabal stated the court can do what if he stays within his budget. He would not be able to come
22 to the board to request any increases to the budget.
23
24 Ms. Stoechner-Hernandez stated Ms. Carbajal keeps a close eye on the budget.
25
26 Mayor Barraza stated we are looking at increasing property tax, rental fees, Mercado Vendor increase,
27 GRT in order to increase revenue. In upcoming years, the minimum wage will increase. The town may
28 need to look at changing the percentage it pays for fringe benefits.
29
30 Ms. Maya stated the insurances are offered through the State of New Mexico and I believe the town chose
31 to go with Presbyterian several years ago. We do not choose which carrier we have.
32
33 Judge Frieze inaudible
34
35 Ms. Stoechner-Hernandez responded the alternate judge was budgeted in salaries. The board would need
36 to approve the court's budget increase and which department would be decreased.
37
38 Trustee Garcia asked how much the budget increase request is.
39
40 Mayor Barraza responded \$2,500 which would need to come from someone's operating budget, or he
41 needs to work through his operating budget which is what all the departments do when they need an
42 increase.
43
44 Ms. Stoechner-Hernandez stated the court requested an increase in phones and postage which equates to
45 \$3,400.
46
47 Mayor Barraza stated we do not have that in our projected revenue. She recommends they live within
48 their operating expenses as they sometimes have a balance at the end of the year.
49
50 Ms. Stoechner-Hernandez responded last year there was no balance as the money was put into salaries.

1
2 Mayor Pro Tem Johnson-Burick stated she understands the increase in postage. They could come back to
3 the board for an increase if they get into a bind.
4
5 Judge Frieze inaudible
6
7 Trustee Arzabal stated they are asking for a 2% and the fifty cent per hour increase; at what point do we
8 need to give and take.
9
10 Judge Frieze stated last year Ms. Carbajal did not get the increase.
11
12 Mayor Pro Tem Johnson-Burick stated the court staff received a higher percentage than last year. She
13 proposed not giving the fifty cent per hour.
14
15 Trustee Garcia stated the budget would remain the same.
16
17 Mayor Barraza stated the money would be transferred from personnel to operating expenses; budget
18 would remain the same.
19
20 Trustee Arzabal stated it could be used for postage.
21
22 Trustee Garcia stated we should be able to help him out if he gets into a jam.
23
24 Mayor Barraza responded that would apply to all the departments as well. All the departments make
25 requests but if it is not possible it is not given.
26
27 Trustee Garcia stated we need to look at fuel and how it is used. She sees the firetrucks at Pic Quick
28 several times a day getting their free drinks.
29
30 Trustee Arzabal asked does she want them to use their own vehicles while they volunteer for the town.
31
32 Trustee Garcia responded Marshal Alberg is using his own vehicle.
33
34 Mayor Barraza responded he does that by choice.
35
36 Trustee Arzabal asked that we go back to the budget. Where are we going to get the money for the court.
37
38 Judge Frieze inaudible
39
40 Mayor Barraza stated we need to see how we can generate more revenue to increase the town's operating
41 budget.
42
43 Judge Frieze inaudible
44
45 Mayor Barraza stated she will sit down with the Marshal to ensure the deputies show up for court and are
46 vigilant.
47
48 Judge Frieze stated he can hold the officer in contempt when he does not appear in court.
49
50 Trustee Arzabal asked what number he is looking at for the postage.

1 Judge Frieze responded it varies. Inaudible
2
3 Mayor Barraza directed Ms. Stoechner-Hernandez to proceed. She will go through the budget once more
4 and it will be presented the budget at the next meeting for approval.
5
6 Trustee Arzabal recommended holding a worksession prior to the meeting on May 28th.
7
8 Ms. Stoechner-Hernandez asked Ms. Carbajal to give her the final numbers by Wednesday.
9
10 Mayor Barraza stated departments must give and take. If Judge Frieze does not want to adjust the salary
11 request, we will just go from there.
12
13 Mayor Pro Tem Johnson-Burick stated we need to ensure the court has the tools to do their job.
14
15 Trustee Arzabal stated Judge Frieze can come back to the board once he reviews his budget.
16
17 Trustee Caro recommends taking money from travel since the New Mexico Municipal League
18 Conference will be held in Las Cruces.
19
20 Mayor Barraza stated she transfers money from her budget to cover travel expenses; she will look into
21 that.
22
23 Trustee Garcia stated she is willing to cover her own gas expenses.
24
25 Ms. Stoechner-Hernandez asked for that in writing for trips.
26
27 Mayor Barraza closed Worksession at 6:00 p.m.
28
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**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
TUESDAY, MAY 28, 2019
6:00 P.M.**

- TRUSTEES:** Nora L. Barraza, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Carlos Arzabal, Trustee (absent)
Jesus Caro, Trustee
Veronica Garcia, Trustee
- STAFF:** Cynthia Stochner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Rod McGillivray, Public Works Director
Lance Shepan,
Gloria Maya, Recorder
- PUBLIC:**
- | | |
|------------------|--------------------|
| S. Schafer | Lindsey Brennan |
| Guinevere McMann | C. Alexander |
| John Estrada | Lety Flores |
| John Fietze | Eric Walkinshaw |
| Ruben Contreras | Paul Taylor |
| Mary Ratje | Brittany Bloch |
| Amanda Askin | Robert Kinney |
| Rosa Rodriguez | Susan Krueger |
| Maggi Davidson | James McBride |
| Don Toomey | Mary Toomey |
| Trina Witter | Russell Hernandez |
| Pat Taylor | Bill & Janice Cook |
| Mike T | |

1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

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

1
2 **3. CHANGES TO THE AGENDA & APPROVAL**

3 Mayor Barraza requested removing Cases #060848, #060896 from the consent agenda and removing
4 under new business item 6B from the agenda.

5
6 **Motion:** To approve agenda as amended, **Moved by** Trustee Johnson-Burick, **Seconded by** Trustee Caro.
7

8 Mayor Pro Tem Johnson-Burick stated the attendees may speak during public input regarding Colonias.

9
10 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

11 Mayor Pro Tem Johnson-Burick Yes

12 Trustee Caro Yes

13 Trustee Garcia Yes
14

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

16 Dr. Shaefer asked if he may clarify any questions during discussion on Mr. Miller’s item.
17

18 Mayor Barraza responded yes if he is the spokesperson.
19

20 Ms. Davidson requested a meeting so that the community receives information regarding any Colonias
21 repercussions and negative consequences.
22

23 Ms. Krueger stated the board should see how the City of Las Cruces and Dona Ana attracts businesses.
24

25 Mr. Alexander stated Colonias designation is a disservice to the town. They need to look at the negative
26 areas that come with the designation. Mesilla does not meet guidelines to be designated as a Colonia.
27 Insurance rates will be higher for both businesses and residents. The only advantage is this may provide
28 money for infrastructure. We would be borrowing money putting us further into debt. New infrastructure
29 improvements should be addressed by the developers. The people from Washington told us that Mesilla
30 does not meet the guidelines. He feels it should be voted by the people on a general ballot.
31

32 Mr. Kenny stated he agrees with the prior comments. He does not see any reason we should
33 disincorporate. Colonias is substandard living areas. This would change the character of Mesilla and it
34 should be a community decision.
35

36 Mr. Hernandez stated he supports the opt in for local elections. He just got word that the grant that he and
37 Ms. Parra worked on for joint funding has been approved. This is great for extra marketing which will
38 promote our town.
39

40 Ms. Wittern stated she has the same concerns regarding Colonias designation. Mesilla does not meet
41 some of the criteria and there would be matching funds. We do not need a sewer line on Estrada Road;
42 we have septic, so she does not understand why it is being brought forth again.
43

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

4 **Motion:** To approve agenda as amended, **Moved by** Mayor Pro Tem Johnson-Burick, **Seconded by**
5 Trustee Garcia.

6
7 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

8 Mayor Pro Tem Johnson-Burick Yes

9 Trustee Caro Yes

10 Trustee Garcia Yes

11
12 **A. *BOT Minutes – Minutes of a Work Session and Regular meeting of May 13, 2019.**

13 *Approved by consent agenda*

14 **B. *PZHAC Case 060848 – Submitted by Ruben Contreras for Brittany Bloch; a request for a**
15 **zoning permit to construct two commercial buildings on a property at 1901 Calle de Correo.**
16 **Zoned: Historical Commercial (HC).**

17 **Motion:** To approve PZHAC Case 060848-Submitted by Ruben Contreras for Brittany Bloch; a request
18 for a zoning permit to construct two commercial buildings on a property at 1901 Calle de Correo, **Moved**
19 **by** Mayor Pro Tem Johnson-Burick, **Seconded by** Trustee Garcia.

20
21 Mr. Hernandez stated during the Planning and Zoning discussion Ms. Bloch applied for buildings that
22 would house a tattoo shop and a hotel (short term rental) which is allowed in the commercial district.

23
24 Mayor Barraza stated at this time the board does not have a definition for Airbnb. They are building up to
25 the lot line.

26
27 Mr. Hernandez responded it is zero lot line which is permitted in the Historical Zone.

28
29 Mayor Barraza stated she believes permission must be given by abutting property owners to build up to
30 the lot line. The building should be 3 ft. from the property line and wall should be of fire resistive
31 material.

32
33 Mr. Hernandez stated the lot line is on the street. Reviewed the drawing

34
35 Mayor Barraza stated the house and the fence is on the property line.

36
37 Mr. Hernandez reviewed the drawing.

38
39 Mayor Pro Tem Johnson-Burick stated she was uncomfortable with the first plans. This is the Historic
40 Commercial Zone so she will be more conservative. The application states Casita; a casita means house.
41 Read meaning for hotels-this is a one room residence. Short term changed to long term would change
42 unit to residential. She interrupts it to be already residential. Read sections. Residential in a commercial
43 zone will set precedent.

1 Mayor Barraza asked how many properties in the Historic Commercial have an Airbnb.
2
3 Ms. Stohner-Hernandez responded she believes there is one.
4
5 Mayor Pro Tem Johnson-Burick stated the Steinborn Building is within the building itself. She felt better
6 when is was one building.
7
8 Mr. Hernandez stated the applicant was unclear on what the board was looking at.
9
10 Mr. Contreras stated he is here to see if there are options for them to move forward. They do not want to
11 set the wrong precedent; go through the correct channels.
12
13 Mayor Barraza stated there are three or four areas that have a commercial building with an Airbnb.
14
15 Mr. Contreras stated precedent has already been set.
16
17 Mayor Barraza stated she wants to know how do the Airbnbs fit into the community.
18
19 Mayor Pro Tem Johnson-Burick stated those are established are in a residential zone. We have spoken on
20 how we can work and help our business owners be successful.
21
22 Ms. Bloch stated she understood the property was zoned Commercial Residential. She has clients that
23 come from other areas and felt it would be nice for them to stay in Mesilla.
24
25 Mayor Barraza asked would it be considered one building if they were connected. She is also concerned
26 with the zero-property line which may cause problems as well as the ponding.
27
28 Mayor Barraza agreed it would be up to the applicant.
29
30 Mayor Pro Tem Johnson-Burick stated the plans are beautiful and would add to the area.
31
32 Mr. Contreras stated the buildings are combined with a horizontal exit which is covered with a lattice
33 structure. One property to the south would be the one that would conflict with other property owners.
34 We are 3 ft. with a fire rated wall with no opening; there is no fence on that side.
35
36 Mr. Hernandez stated the drainage situation was brought up. There is a spot in the front that goes to the
37 back of the parking lot.
38
39 Mr. Contreras stated it slopes toward the west toward the parking lot.
40
41 Mayor Barraza reiterated there is a designated area in the parking lot. She asked where the runoff from

1 the front of the building go.
2
3 Mr. Contreras responded it will collect in the garden area in front of the residence.
4
5 Mayor Barraza asked if there is a 3 ft. set back on the north side.
6
7 Mr. Contreras responded residence is on the property line to the north which is Calle Correo and it has no
8 neighbors.
9
10 Mayor Barraza referred to the plans regarding the hallway.
11
12 Mr. Contreras responded it is on the roof plan which he did not provide.
13
14 Mayor Barraza stated this application can be approved with conditions. Also having the applicant submit
15 the plans showing the connection and the ponding area.
16
17 Mayor Pro Tem Johnson-Burick asked will we be requesting a Special Use Permit.
18
19 Mayor Barraza responded it would not require a Special Use Permit.
20
21 Trustee Caro stated he is concerned the zero-lot line is on the street side which is very narrow and has no
22 sidewalks.
23
24 Mr. Contreras responded we would like to add a sidewalk which would be outside the property line.
25
26 Trustee Garcia stated let us send it back to Planning and Zoning for corrections instead of adding
27 conditions.
28
29 Mayor Barraza responded Planning and Zoning has already approved the application.
30
31 Ms. Stoechner-Hernandez recommended approving pending review of the final plat at worksession to
32 ensure suggestions have been included.
33
34 Mayor Barraza stated this would be at our next Board of Trustees meeting.
35
36 **Amended Motion:** To approve PZHAC Case 060848-Submitted by Ruben Contreras for Brittany Bloch;
37 a request for a zoning permit to construct two commercial buildings on a property at 1901 Calle de Correo
38 w/conditions and pending final review at a worksession prior to Board of Trustee meeting, **Moved by**
39 Mayor Pro Tem Johnson-Burick, **Seconded by** Trustee Caro.
40
41 Mr. Contreras asked if a lattice roof structure would be considered a connection or would they like to see

1 an enclosure.

2

3 Ms. Stoechner-Hernandez stated it would be up to the board's determination.

4

5 Mayor Pro Tem Johnson-Burick stated she would support what the applicant currently has.

6

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

8 Mayor Pro Tem Johnson-Burick Yes

9 Trustee Caro Yes

10 Trustee Garcia Yes

11

12 **Original Motion:** To approve PZHAC Case 060848-Submitted by Ruben Contreras for Brittany Bloch; a
13 request for a zoning permit to construct two commercial buildings on a property at 1901 Calle de Correo,
14 **Moved by** Mayor Pro Tem Johnson-Burick, **Seconded by** Trustee Caro.

15

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

17 Mayor Pro Tem Johnson-Burick Yes

18 Trustee Caro Yes

19 Trustee Garcia Yes

20

21 **C. *PZHAC Case 060895** – 1940 Calle Pecana, submitted by Henry S. Newman; a request for
22 a zoning permit to construct a dwelling on a vacant residential property at this address.

23 **Zoned: Historical Residential (HR). *Approved by consent agenda***

24

25 **D. *PZHAC Case 060896** – 1680 Calle de Alvarez, submitted by Chris Schaefer for Paul
26 Miller; a request for a zoning permit to construct a freestanding directory sign on a
27 commercial property at this address. **Zoned: General Commercial (C).**

28 Ms. Stoechner-Hernandez stated Planning and Zoning determined that the sign was needed for the
29 Mercado area.

30

31 Dr. Schaefer stated there has been work sessions with a lot of discussion. This is a request for a sign
32 permit and not a zoning permit. Mr. Miller owns the property which he plans to develop and where the
33 directory sign will be placed. His legal counsel has advised him that the control of words could infringe
34 on his first amendment rights. It would be designed to reflect the historical buildings that exist in
35 Mesilla. The sign would be an asset to Mesilla and help the businesses in this area.

36

37 Mayor Barraza stated the drawing of the sign fits into the ambiance. The ordinance reads the business
38 must be on the same lot where the sign will be erected and that is why it would need to be address through
39 a variance.

40

41 Dr. Schaefer stated it has not been determined what will be on the sign.

42

43 Mayor Barraza stated our ordinance states what can be on the sign.

44

1 Mayor Barraza recommends they go through the variance process due to the way the ordinance is written.
2 She feels there needs to be clarification.

3

4 Dr. Shaefer stated maybe there could be a conditional approval.

5

6 Ms. Stohner-Hernandez reviewed the process for a variance application. There is a 45-day timeframe.

7

8 Mayor Barraza stated property owners within 300 ft. of the site must be notified.

9

10 **Motion:** To approve PZHAC Case 060896 – 1680 Calle de Alvarez, submitted by Chris Schaefer for Paul
11 Miller; a request for a zoning permit to construct a freestanding directory sign on a commercial property
12 at this address w/condition that it go through the variance process Zoned: General Commercial (C),
13 **Moved by** Mayor Pro Tem Johnson-Burick, **Seconded by** Trustee Garcia.

14

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

16 Mayor Pro Tem Johnson-Burick Yes

17 Trustee Caro Yes

18 Trustee Garcia Yes

19

20 **E. *PZHAC Case 060902** – 2391 Calle de Parian, submitted by Robert Reynolds; a request
21 for a zoning permit to install a porch covering over a door on a dwelling at this address to
22 protect an exterior kitchen door and adobe wall from the elements. **Zoned: Historical**
23 **Residential (HR). Approved by consent agenda**

24

25 **6. NEW BUSINESS:**

26 **A. For Discussion:** consideration of the adoption of an ordinance for the Town of Mesilla to
27 Opt-In to the Local Elections Act changing Elections to November of odd numbered years.
28 – **Nora L. Barraza, Mayor.**

29 County Clerk Askin stated Opting In is meant to consolidate elections for November. This would
30 streamline elections and would save money. There would be an election every November. Municipalities
31 have had the option to Opt-In or do nothing and Opt-out. Currently all the municipalities in Dona Ana
32 County have opted in except for the Town of Mesilla. The county would not provide any support if you
33 choose to opt out. We will provide a list of eligible voters for a fee. Early voting would be held at the
34 Dona Ana County Building and November voting will be at Mesilla Elementary.

35

36 Mayor Barraza asked how the voting date would change the election cycle.

37

38 County Clerk Askin responded the terms would be shortened since they would not take office until
39 January. The purpose is to have more voter turnout.

40

41 Mayor Barraza asked if we would have to pay for the usage of the machines. She asked what the benefits
42 are if we opt in.

43

1 County Clerk Askin responded cost saving. We have been able to maintain the integrity of elections.

2

3 Mayor Barraza stated three positions are up in 2020; those would be on ballot on November 2019 and
4 will take office in January 2020; terms will be shortened.

5

6 County Clerk Askin stated the town's elections would take place in Novembers of odd years.

7

8 Trustee Garcia stated she asked the board about this in January. She asked what the difference in cost
9 would be.

10

11 Mayor Pro Tem Johnson-Burick stated there would not an opportunity to have an MOU going forward.

12

13 Ms. Bachman stated that is something we could not support. The fee would be waived if the town choses
14 to opt in by June 30th.

15

16 Mayor Barraza stated all opted in municipalities would now be on the November ballot.

17

18 Ms. Bachman stated the municipality would still be responsible for financial reporting. There is a
19 timeframe from June to July 9th to notify us what needs to be on the ballot.

20

21 Mayor Barraza responded we do not do financial reporting. It is a long process to change an ordinance so
22 by placing it on the agenda tonight we are within their timeframe of meeting their deadline.

23

24 Trustee Garcia asked if there is a fee for placing something on the ballot.

25

26 County Clerk Askin responded there is no fee. The timeframe is 70 days from election day to add
27 questions to the ballot. We will support whatever the Town of Mesilla chooses to do.

28

29 Mayor Barraza asked if the board would like to move forward in opting in.

30

31 Trustee Garcia responded she would like to opt in.

32

33 Trustee Caro responded he is in favor of opting in.

34

35 Mayor Pro Tem Johnson-Burick responded she would like to opt in due to financial costs.

36

37 Mayor Barraza directed Ms. Stoechner-Hernandez to move forward with drafting an ordinance.

38

39 **B. Resolution 2019-06:** a resolution of the Town of Mesilla Board of Trustees designating the
40 incorporated Town of Mesilla as a Colonia within Dona Ana County. – **Nora L. Barraza,**

1 **Mayor. Removed from agenda until a representative is present**

2
3 **C. Resolution 2019-07:** a resolution approving a Capital Outlay agreement between the Town
4 of Mesilla and the NM Environment Department in the amount of \$250,000 for the
5 completion of the McDowell wastewater improvements project. – **Rod McGillivray,**
6 **Public Works Director.**

7 Mr. McGillivray stated we were award a NMED \$250K Grant for the McDowell wastewater project.
8 This project has been broken into phases since we did not have enough money to finish the entire project.

9
10 **Motion:** To approve Resolution 2019-07: a resolution approving a Capital Outlay agreement between the
11 Town of Mesilla and the NM Environment Department in the amount of \$250,000 for the completion of
12 the McDowell wastewater improvements project, **Moved by** Mayor Pro Tem Johnson-Burick, **Seconded**
13 **by** Trustee Garcia.

14
15
16 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

17 Mayor Pro Tem Johnson-Burick Yes

18 Trustee Caro Yes

19 Trustee Garcia Yes

20
21 **D. Resolution 2019-08:** A resolution supporting the 2020 Census and Participation of the
22 Town in the Dona Ana Complete Count (CENSUS) Committee. – **Nora L. Barraza,**
23 **Mayor.**

24 Mayor Barraza stated this is showing our support in the 2020 Census.

25
26 **Motion:** To approve Resolution 2019-08: a resolution supporting the 2020 Census and Participation of
27 the Town in the Dona Ana Complete Count (Census) Committee, **Moved by** Mayor Pro Tem Johnson-
28 Burick, **Seconded by** Trustee Caro.

29
30 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

31 Mayor Pro Tem Johnson-Burick Yes

32 Trustee Caro Yes

33 Trustee Garcia Yes

34
35 **E. For approval:** The Town of Mesilla Preliminary Budget for FY 2019-2020 – **Cynthia**
36 **Stoehner-Hernandez, Clerk/Treasurer.**

37 Ms. Stoehner-Hernandez gave a review of the Preliminary Budget for FY 2019-2020.

38
39 Mayor Barraza stated a worksession was held on May 20th.

40
41 Mayor Pro Tem Johnson-Burick asked if the Judge's requests were accommodated.

42
43 Ms. Stoehner-Hernandez responded the Court Clerk will only be getting the fifty cent per hour increase as
44 per memorandum. It is up to the board how they want to proceed with his \$1,500 request which she did
45 not include in the budget.

1 Mayor Pro Tem Johnson-Burick stated she supports giving him the extra increases and if more is needed,
2 he is to come to the board.

3

4 Mayor Barraza asked where you would want to get it from.

5

6 Mayor Pro Tem Johnson-Burick responded we would need to get it from the General Fund.

7

8 Mayor Barraza stated the money would need to come from other departments. She stated she would give
9 up \$750 from her supplies line item.

10

11 Ms. Stoechner-Hernandez stated she will look at the mayor's budget.

12

13 Mayor Pro Tem Johnson-Burick stated she has expressed her concern to the mayor regarding a personnel
14 issue she is not comfortable with.

15

16 Mayor Barraza stated Ms. Stoechner-Hernandez has done a great job in developing the budget.

17

18 **Motion:** To approve the Town of Mesilla Preliminary Budget for FY 2019-2020 with increase \$750 to
19 the Municipal Court budget, **Moved by** Mayor Pro Tem Johnson-Burick, **Seconded by** Trustee Caro.

20

21 Trustee Garcia asked if changes can be made to the budget if they go into closed session.

22

23 Ms. Stoechner-Hernandez responded changes can be made during the final budget process.

24

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

26

27 Mayor Pro Tem Johnson-Burick Yes

28

29 Trustee Caro Yes

30

31 Trustee Garcia Yes

7. BOARD OF TRUSTEE COMMITTEE REPORTS

32 Trustee Garcia attended the RTD meeting; they did not add PERA or insurances in the budget as the
33 Mayor requested she ask. They made an adjustment to the budget depending on what the county
34 approves.

35 Mayor Barraza stated she attended the Census meeting. They are forming subcommittees. She brought
36 up that does communication and a central location to pick up materials to distribute. NMDOT Public
37 Hearing regarding the University Ave Project will be held on June 5th at 5:30 p.m. at the Community
38 Center. She attended the Governor's meeting on May 20th spoke on the border issues.

39

8. BOARD OF TRUSTEE/STAFF COMMENTS

40 Fire Chief Hoban stated he will not ask for restrictions this year; we are in good shape and are within
41 normal limits.

42

43 Trustee Garcia stated we should put the Colonias on the ballot for the residence to vote on; we are their

1 voice. She spoke to the residents regarding the Colonias and that it would be on the agenda. She has
2 done some research and does not feel comfortable voting on this resolution.

3
4 Mayor Pro Tem Johnson-Burick thanked Ms. Stoechner-Hernandez for the good job she does on the
5 budget as well as her other duties. Thanked staff for stepping up in Ms. Parra's absence. She received a
6 call from Ms. Schneider who was filled with gratitude for the service she received from Public Works.
7 The parks are looking great.

8
9 Mayor Barraza stated we had a public hearing the last time Colonias was brought up. A survey was sent
10 out and we received 32 responses. Colonias information is in their packets. There is misconception
11 regarding the designation. This is not a loan it is grant money that is available; a match may be required.
12 Our infrastructure is falling apart; outdated. This is to repair what we currently have. If we can't find
13 grant money, we will have to find a way to do these repairs. We have been fortunate that matches have
14 been waived. It will take everyone working together as a team. She will be attending NMML Board of
15 Directors meeting in Santa Fe this weekend and the Military Luncheon on June 4th in Alamogordo. A
16 NMDOT Public Hearing on Wednesday at 5:30 p.m. at the Community Center. The Summer Music
17 Series begins on Friday, June 7th and runs every Friday through July. Summer Recreation begins
18 Monday, June 3rd.

19
20 **9. ADJOURNMENT**

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

22
23 **MEETING ADJOURNED AT 7:56 P.M.**

24
25 **APPROVED THIS 10th DAY OF JUNE, 2019.**

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

32
33 **ATTEST:**

34
35
36 _____
37 Cynthia Stoechner-Hernandez
38 Town Clerk/Treasurer
39



RESOLUTION NO. 2019-09

**A RESOLUTION AUTHORIZING PARTICIPATION IN THE
LOCAL GOVERNMENT ROAD FUND PROGRAM AND REQUEST FOR MATCH WAIVER
ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION**

WHEREAS, the **Town of Mesilla** and the New Mexico Department of Transportation enter into a Cooperative Agreement.

WHEREAS, the total cost of the project will be **\$67,531.00** to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 75% or **\$50,648.00**
and
- b. **Town of Mesilla's** proportional matching share shall be 25% or **\$16,883.00** if Hardship for Match Waiver is not deemed to be present by Department of Finance and Administration and the Department of Transportation

TOTAL PROJECT COST IS **\$67,531.00**

Town of Mesilla shall pay all costs, which exceed the total amount of **\$67,531.00**

WHEREAS, the **Town of Mesilla** has a limited tax base, which limits the funding for meeting the proportional matching share; and, a fund exists in the NMDOT appropriated by the New Mexico State Legislature for Public Entities in need of "hardship" match money and **Town of Mesilla** requests participation in this Match Waiver Program in the amount of **\$16,883.00**

Now therefore, be it resolved in official session that **Town of Mesilla** determines, resolves, and orders as follows:

That the project for this Cooperative Agreement is adopted and has a priority standing.

The agreement terminates on **December 31, 2020** and the **Town of Mesilla** incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

NOW therefore, be it resolved by the **Town of Mesilla** to enter into Cooperative Agreement Project Number **SP-1-19 (966)**, Control Number **HW2 L100366** with the New Mexico Department of Transportation for LGRF Project for year 2018-2019 to **Engineer, survey and design to construct roadway by removing and replacing the existing deteriorated sub-grade and installing a new 2-inch asphalt surface, concrete curb and utility adjustments and storm drain improvements on Calle de Oeste, Calle de Santiago and Calle de Principal for its 2019/2020 Coop Project. The route and termini of the proposed project is Calle de Oeste Sta. 1+00 to Sta. 4+60, Calle de Santiago Sta. 10+00 to 24+20 and Calle de Principal Sta. 20+00 to Sta. 46+40. within the control of the Town of Mesilla in Mesilla, New Mexico.**

PASSED AND APPROVED this 10th day of June 2019.

Nora Barraza, Mayor

ATTESTED:

Cynthia Stohner-Hernandez
Town Clerk/Treasurer

1 **TOWN OF MESILLA**

2 **Ordinance 2019-03**

3 **AN ORDINANCE PURSUANT TO NMSA 1978, SECTION 1-22-3.1 TO OPT-IN TO**
4 **HAVING THE ELECTION OF THE MUNICIPAL OFFICERS OF THE TOWN OF**
5 **MESILLA IN THE REGULAR LOCAL ELECTION**

6 BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA, DONA
7 ANA COUNTY, NEW MEXICO, THAT:

8 **Section 1: MUNICIPAL OFFICERS TO BE ELECTED AT REGULAR LOCAL**
9 **ELECTION**

10 Pursuant to Section 1-22-3.1 NMSA 1978, the Town of Mesilla opts-in to the election of its
11 municipal officers in the Regular Local Election.

12 The terms of office for the current municipal office holders shall be adjusted so that:

13 (A) Municipal officers elected or appointed to a term ending in 2020 shall serve until
14 December 31, 2021. The new term of the position shall be elected at the regular local
15 election in November 2021, and the new term shall commence January 1, 2022.

16 (B) Municipal officers elected or appointed to a term ending in 2022 shall serve until
17 December 31, 2023. The new term of the position shall be elected at the regular local
18 election in November 2023, and the new term shall commence January 1, 2024; and

19 Following approval of this ordinance, the Municipal Clerk shall file a copy of this ordinance with
20 the Secretary of State no later than June 30, 2019.

21 **Section 2. REVISIONS TO MESILLA MUNICIPAL CODE IN ACCORDANCE WITH**
22 **THE NEW LOCAL ELECTION ACT.**

23
24 **2.15.060 Board of trustees – Powers and duties – Election of mayor pro tem.**

25 A. The board of trustees shall:

- 26
27 1. Elect one of its members to act as mayor pro tem in the absence of the mayor, at the
28 second meeting ~~in March~~ after an election to serve a one-year term;
29

30 **Section 3. SEVERABILITY**

31 Should any section, clause or provision of this ordinance, for any reason, be held invalid or
32 unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision
33 shall not affect any of the remaining provision of this ordinance.
34

35 **Section 4. REPEALER**

36 All ordinances or resolutions, or part therefore, inconsistent with this ordinance are hereby
37 repealed to the extent only of such inconsistency. This repealer shall not be construed to revive
38 any ordinance or resolution.
39

1 **Section 5. EFFECTIVE DATE**

2 This ordinance shall be in full force and effect, five (5) days after this approval, adoption and
3 publication as provided by law.

4
5

6 PASSED, ADOPTED AND APPROVED this 24th day of June 2019.

7
8

Mayor
Town of Mesilla

9
10
11

12 ATTEST:

13

14 By: _____
15 Town Clerk/Treasurer

16
17

18 SEAL

ROLL CALL VOTE:

19
20
21
22
23

- _____ MAYOR BARRAZA
- _____ MAYOR PRO-TEM JOHNSON-BURICK
- _____ TRUSTEE CARO
- _____ TRUSTEE GARCIA
- _____ TRUSTEE ARZABAL

STATE OF NEW MEXICO
Tourism Department
491 Old Santa Fe Trail P.O. Box 20002 Santa Fe, NM 87501
Phone: 505.827.7400 Fax: 505.827.7402

Michelle Lujan Grisham
Governor

Jen Paul Schroer
Cabinet Secretary

Howie Morales
Lt. Governor

Antoinette Vigil
Deputy Cabinet Secretary

Mayor Nora Barraza
Town of Mesilla
2231 Avenida de Mesilla
Mesilla, NM 88046

May 28, 2019

Dear Mayor Barraza:

Thank you for taking the time to submit your application for the Cooperative Marketing Grant Program. We received nearly \$1.3 million in funding requests this grant cycle – a record-breaking amount. This increased interest validates the program as a source of great value for industry partners. The Tourism Department is incredibly grateful for the level of interest in the program.

The Tourism Department's efforts continue to make New Mexico the primary destination for venturesome travelers and partnering with the industry is critical. The grant review committee had the difficult task of reconciling a \$1.3 million interest with the \$600,000 FY20 program budget by awarding applications through this competitive grant program.

I am pleased to inform you that your submission was accepted, and you will be awarded \$7,097 through the Cooperative Marketing Grant Program for selections as outlined in the FY20 Opt-in Award Summary made part of the attached agreement as Exhibit A. Be sure to inspect it closely as it likely varies from the Opt-in Workbook submitted with your application. If, for any reason, you are unable to execute any initiative listed on the FY20 Opt-in Award Summary, contact me as soon as possible and before signing the agreement.

To accept your award:

1. ALL award recipients must print and sign two (2) copies of the attached agreement and return to the New Mexico Tourism Department, Attn: Andrea Lawrence, 491 Old Santa Fe Trail, Santa Fe, NM 87501 by June 14, 2019.
2. MMP award recipients:
 - a. Watch for e-mail communication from NMTD including a detailed account of creative due dates, inputs and specifications required to ensure timely approvals and trafficking to media vendors on your behalf.
 - b. Those making direct payments to NMTD must *make* timely payments as indicated on your FY20 Opt-In Award Summary.
 - c. Those with an advertising agency paying on their behalf must *ensure* timely payments as indicated on your FY20 Opt-In Award Summary. Since your ad agency will buy media on your behalf, your agency should bill you for the *gross*

amount (indicated in blue) on your FY20 Opt-In Award Summary. Furthermore, your agency should make payments in the *net* amount to NMTD (indicated in orange). The difference between those amounts represents your Agency's commission on the partner portion of the media. (Note: MMP Creative Production and Google programs are *not* commissionable.) The agency will need to make payment(s) by check in the amounts indicated in orange on the FY20 Opt-In Award Summary. Immediately notify NMTD of any potential or expected change to your listed ad agency.

- d. Payments must be made by check and be received by NMTD on or before the due dates indicated on the FY20 Opt-in Award Summary: July for all Fall/Winter initiatives; and December for all Spring/Summer programs.
- e. Whether paying directly or through an agency, it is the award recipient's responsibility to ensure that NMTD receives accurate and timely payments. Late payments may result in delayed or cancelled programs or forfeiture of award dollars.

3. FLEX award recipients must:

- a. Contract and execute your Flex funded initiatives reflected on your FY20 Opt-in Award Summary.
- b. Complete and submit the online Request for Reimbursement form along with required supporting documentation within 30 days after the initiative is in-market. The online form is located at <https://nmtourism.smapply.io/>.
- c. Complete the Tracking and Impact Report once all initiatives have been executed and measured, by July 10, 2020.

Thank you for your participation in this process and for being a valued New Mexico True partner. Mark your calendar for our upcoming MANDATORY "Execute with Excellence" webinar on Tuesday, July 16 from 10:00-11:00 A.M. (MDT).

The Tourism Department would like you to know, given the overwhelming funding interest in the Cooperative Marketing Grant Program this year, we will be submitting a request for legislators to consider increasing the appropriated amount for FY21. We are incredibly appreciative of your efforts toward participation in the grant-funding process, and for being a valued stakeholder in New Mexico True. Please don't hesitate to contact me with any questions or concerns. I look forward to working with you throughout the coming year.

Sincerely,

Andrea Lawrence, CTP, CTIS
Brand Development and Marketing Specialist
505-795-0108 | andrea.lawrence@state.nm.us

CC: Russell Hernandez

**STATE OF NEW MEXICO
TOURISM DEPARTMENT
Cooperative Marketing Agreement**

THIS AGREEMENT, numbered **20-418--3002-30**, is made and entered into by State of New Mexico Tourism Department, hereinafter referred to as the “NMTD,” and **Town of Mesilla**, hereinafter referred to as the “Partner” (collectively the “Parties”) and is effective as set forth below.

RECITALS

WHEREAS, the New Mexico Legislature appropriated funds to NMTD for the purpose of carrying out the duties of the NMTD, which include providing a coordinated statewide perspective with regard to tourism activities; and

WHEREAS, NMTD desires to coordinate this partnership effort through cooperative marketing programs with matching funds for certain non-profits, local and tribal governments; and

WHEREAS, Partner wishes to leverage the New Mexico True brand (Brand) with advertising and media-related services provided by NMTD to stimulate tourism activities and is willing to contribute funds to further the Parties’ efforts to that effect;

NOW, THEREFORE, IT IS AGREED BETWEEN THE PARTIES, for the express and sole purpose of stimulating tourism in New Mexico, in consideration of the mutual covenants and obligations contained herein, as follows:

I. Obligations of Partner.

- A. Meet or exceed the requirements of its FY20 Cooperative Marketing Application to promote travel within and/or to New Mexico through advertising and media efforts as defined in the FY20 Opt-In Award Summary, as approved by NMTD and attached hereto as *Exhibit A*.
- B. Make all payments in accordance with the requirements listed in *Exhibit A*.
- C. Agree to follow the established New Mexico True brand guidelines found in the Ad Builder Tool Kit located at media.nmtourism.org.
- D. Obtain prior approval from NMTD for any and all use of the Brand. NMTD reserves the right to inspect any usage of the Brand to ensure proper quality and consistency.
- E. Participate with NMTD in accordance with the deadlines included in *Exhibit A*; and further acknowledge that failure to do so may result in forfeit of Partner’s full participation in the creation or placement of planned advertising.
- F. Acknowledge that any failure to adhere to the parameters set forth herein may affect Partner’s eligibility for future awards.
- G. In addition to the above obligations, for all Flex funds expended, Partner must also:
 - 1. Acknowledge that it has access to, and agrees to comply with, the FY20 Request for Reimbursement Form via the online grant platform and related cycle documents

located at <https://nmtourism.smapply.io>. The online grant application form and Partner's responses to that form are incorporated herein by reference.

2. Fully and accurately complete and timely submit the Request for Reimbursement Form(s) and end-of-year Tracking and Impact Report.
 - i. Requests for payment of expenses incurred between July 1, 2019 and May 31, 2020 must be submitted within 30 days of placement in market.
 - ii. All requests for payment must be received by June 10, 2020. Incomplete or illegible requests will not be processed.
 - iii. The end-of-year Tracking and Impact Report must be submitted to NMTD no later than July 10, 2020. Failure to do so may result in forfeiture of reimbursement and/or affect Partner's eligibility for future awards.

II. Obligations of NMTD.

- A. Provide customized "logo lockup" to Partner in various file formats and colors (palette compliant with Brand standards, found within and downloaded from Ad Builder Tool Kit located at media.nmtourism.org).
- B. For all Flex funds expended, NMTD will reimburse Partner for all eligible expenses, in accordance with the amounts listed in *Exhibit A*, upon receipt of a completed Request for Reimbursement Form along with all required supporting documentation.
- C. Upon receipt of MMP Partner funds, NMTD will:
 1. Communicate with media vendors and secure ad placement and/or services as agreed upon and set forth in *Exhibit A*.
 2. Provide documentation to Partner to verify agreed upon deliverables were made in accordance with *Exhibit A*.
 3. Pay media vendors for ad placement and/or services.
 4. Collect and share campaign performance measurement data with Partner.

III. Copyright and Quality Control.

- A. For the term of this Agreement, the NMTD grants to the Partner a nonexclusive, nontransferable, worldwide right and license to use the New Mexico True Brand in furtherance of the Partner's promotion and advertising of and within New Mexico, as outlined in *Exhibit A*. This includes but is not limited to the creation and distribution of advertisements defined in the original application submitted and is subject to NMTD creative approval prior to placement.
- B. All Brand usage and creative must be submitted to and approved by NMTD prior to use and must adhere to Brand guidelines found at media.nmtourism.org.
- C. NMTD will exercise its right to inspect Partner's creative assets designed for and used in conjunction with marketing and promotional campaigns that employ Brand logos to ensure that such use is of proper quality and otherwise consistent with this Agreement and may terminate this Agreement should it determine that Partner did not obtain prior approval or that its Brand use is inconsistent.
- D. All materials developed or acquired by the Partner under this Agreement shall become the jointly owned property of the State of New Mexico. Nothing produced, in whole or in part, by the Partner under this Agreement shall be the subject of an application for copyright by

or on behalf of Partner. Furthermore, NMTD may access and use Partner's advertising and other creative production assets at its sole discretion.

IV. Additional Terms & Conditions:

- A. The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico. If sufficient appropriations and authorization are not made, this Agreement shall terminate upon written notice given by NMTD to the Partner. NMTD's decision as to whether sufficient appropriations are available shall be accepted by the Partner and shall be final.
- B. This Agreement shall become effective upon its execution by both Parties and shall terminate on June 30, 2020. Either party may terminate or seek to further negotiate this Agreement upon ninety (90) days written notice to the other. In the event of termination, neither party may nullify obligations already incurred for performance or failure to perform, prior to the date of termination and any outstanding reimbursements shall be made pro rata.
- C. This Agreement shall not be altered, changed, or amended except by instrument of writing executed by the Parties hereto.
- D. Partner shall fully indemnify, defend and hold NMTD, its officers, agents and employees harmless from any liability, losses or damages that it may suffer as a result of claims, suits, demands, costs or judgments against Partner or NMTD that directly or indirectly result from or arise in connection with the activities to be carried out pursuant of this Agreement. Any liability in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act.
- E. This Agreement is governed by the laws of the State of New Mexico.
- F. This Agreement is not intended to and does not create any rights in any persons or entity not a party hereto.
- G. Any notice required to be given to either Party by this Agreement shall be in writing and shall be delivered in person, by courier service or by electronic mail, facsimile, U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To NMTD: New Mexico Tourism Department
 Andrea M. Lawrence
 Brand Development & Marketing Specialist
 491 Old Santa Fe Trail | Santa Fe, NM 87501
 505-795-0108 | andrea.lawrence@state.nm.us

To Partner: Mayor Nora Barraza
Town of Mesilla
2231 Avenida de Mesilla
Mesilla, NM 88046
5755243262 | irenep@mesillanm.gov

- H. The individual signing below on behalf of the Partner represents and warrants that he or she has the authority to bind the Partner, and that no further action, resolution or approval from the Partner is necessary to enter into a binding agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date of signature by the NMTD Cabinet Secretary listed below.

By: _____ Date: _____
Mayor Nora Barraza, Town of Mesilla
PARTNER

Approved for legal sufficiency:

By: _____ Date: _____
Allison Hedgecock, General Counsel NMTD

By: _____ Date: _____
Isabel Lopez, Chief Financial Officer NMTD

By: _____ Date: _____
Jen Paul Schroer, Cabinet Secretary NMTD

Organization Name: Town of Mesilla/Experience Mesilla
 Organization Contact Name: Russell Hernandez
 Email: russellh@mesillanm.gov

PROGRAMS AWARDED	MMP PARTNER PAYMENTS
	PARTNER DIRECT PAY*

MMP PROGRAM TYPE	DESCRIPTION	IN MARKET TIMING	CREATIVE INPUTS DUE TO NMTD VIA AD BUILDER TOOLKIT AS EARLY AS**	# of OPT-IN UNITS	NMTD AWARD (NET \$ VALUE)	\$ Due to NMTD 7/10/19	\$ Due to NMTD 12/10/19
CONTENT & CREATIVE PRODUCTION	VIDEO PRODUCTION: 1 Day Shoot 3 Video Edits (choose from :10, :15, :30, :60, :90)	Oct 2019	8/1/19	1	\$4,089	\$4,089	\$0
AIRPORT OUT-OF-HOME	EL PASO AIRPORT OUT-OF-HOME. LCD SCREENS	Apr 2020	2/1/2020	1	\$2,508	\$0	\$2,508
AD DESIGN CREDITS	AD DESIGN CREDITS: An NMTD \$ credit towards Partner's Ad Design costs will automatically calculate, contingent on: 1) selection of Eligible MMP Media programs, and 2) indication that you are using an Ad Agency or Creative Resource based in New Mexico.			1	\$500	\$0	-\$500
TOTAL MMP				3	\$7,097	\$4,089	\$2,008

FLEX REQUEST TYPE	DESCRIPTION	IN MARKET TIMING	CREATIVE INPUTS DUE TO NMTD VIA AD BUILDER TOOLKIT AS EARLY AS**	# of OPT-IN UNITS	NMTD AWARD (NET \$ VALUE)	\$ Due to NMTD 7/10/19	\$ Due to NMTD 12/10/19
TOTAL FLEX				0	\$0		

<p>*IMPORTANT: Since you indicated that you are NOT using an Ad Agency to buy MMP media on your behalf, your partner \$ amounts due are lower than the partner costs on your original Opt-In Workbook, which were shown at Gross \$ with Ad Agency commissions built in. (Note that this conversion from Gross to Net \$ is not indicative of any change in your media selections.) Your Net Partner \$ Due will be invoiced by NMTD once your signed agreement is received. - Ensure that payments to NMTD are received on time by the due dates of 7/10/19 and 12/10/19 to avoid delay or cancellation of your MMP programs. - NOTE ON AD DESIGN CREDITS: Ad design credits awarded will reduce the amount billed by your ad agency/creative resource for ad design for MMP. Total cost of ad design work is per negotiation between partner and ad agency/creative resource. - Final amount is inclusive of all applicable fees and taxes. **Link to customized, detailed production timelines & instructions will be provided via email by 6/17/19. Ad Builder Toolkit = media.nmtourism.org</p>		<p>TOTAL AWARDED: 3 \$7,097</p> <p>TOTAL Gross Market Value of Programs: \$13,946</p>	<p>DUE 7/10/19 \$4,089</p> <p>DUE 12/10/19 \$2,008</p>	<p>Total Partner \$ Due* \$6,097</p>
--	--	---	--	---

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES
FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR
SUBJECT: ACTIVITY REPORT – MAY, 2019
DATE: JUNE 5, 2019

PZHAC BUSINESS
MAY 2019
Items presented to the PZHAC

PZHAC WORK SESSION ITEMS:

1. Submitted by Ruben Contreras for Brittany Bloch; a request to discuss plans to construct two commercial buildings at 1901 Calle de Correo. **(Case 060848)** Zoned: Historical Commercial (HC)
2. Submitted by Henry S. Newman; a request to discuss plans to construct a dwelling on a vacant residential property at 1940 Calle Pecana. **(Case 060895)** Zoned: Historical Residential (HR)
3. Submitted by Chris Schaefer for Paul Miller; a request to discuss plans to construct a freestanding directory sign on a commercial property at 1680 Calle de Alvarez. **(Case 060896)** Zoned: General Commercial (C)

PZHAC ADMINISTRATIVE APPROVALS:

Building Permits

1. **Case 060894** – 2330 Calle de Principal, submitted by Pat Taylor for J. Paul Taylor; a request for a zoning permit to allow the repair of mud plaster on the wall of a dwelling at this address. Zoned: Historical Commercial (HC)
2. **Case 060897** – 2525 Calle del Norte, submitted by Joy Miller; a request for a zoning permit to allow the repainting of a dwelling at this address. Zoned: Historical Residential (HR)
3. **Case 060898** – 2149 Calle de Los Huertos, submitted by Gabriel Quintana, a request for a zoning permit to allow the recoating of a roof on a dwelling at this address. Zoned: Historical Residential (HR)
4. **Case 060899** – 2149 Calle de Los Huertos, submitted by Gabriel Quintana, a request for a zoning permit to allow the repair of the stucco on a decorative wall at this address. Zoned: Historical Residential (HR)
5. **Case 060900** – 2149 Calle de Los Huertos, submitted by Gabriel Quintana, a request for a zoning permit to allow the repainting of a dwelling at this address. Zoned: Historical Residential (HR)
6. **Case 060901** – 2391 Calle de Parian, submitted by Robert Reynolds; a request for a zoning permit to allow the construction of a brick walkway on the west and north sides of an existing dwelling at this address. Zoned: Historical Residential (HR)
7. **Case 060903** – 2415 Calle de Parian, submitted by Robert Reynolds; a request for a zoning permit to allow the construction of a brick driveway on the west side of an existing dwelling at this address. Zoned: Historical Residential (HR)

PZHAC DECISION ITEMS:

1. **Case 060848** – Submitted by Ruben Contreras for Brittany Bloch; a request for a zoning permit to construct two commercial buildings on a property at 1901 Calle de Correo. Zoned: Historical Commercial (HC) **(This case was discussed during the Work Session)**
2. **Case 060895** – 1940 Calle Pecana, submitted by Henry S. Newman; a request for a zoning permit to construct a dwelling on a vacant residential property at this address. Zoned: Historical Residential (HR) **(This case was discussed during the Work Session)**
3. **Case 060896** – 1680 Calle de Alvarez, submitted by Chris Schaefer for Paul Miller; a request for a zoning permit to construct a freestanding directory sign on a commercial property at this address. Zoned: General Commercial (C) **(This case was discussed during the Work Session)**
4. **Case 060902** – 2391 Calle de Parian, submitted by Robert Reynolds; a request for a zoning permit to install a porch covering over a door on a dwelling at this address to protect an exterior kitchen door and adobe wall from the elements. Zoned: Historical Residential (HR)

Business Registrations

5. **Permit 0799** – 2525 Calle del Norte; submitted by Joy Miller for “Miller’s Desert Crossing”; a request for a business license to operate a graphics services and consulting operation as a home occupation at this address. Zoned: Historical Residential (HR)

Zone Change:

6. **Z19-001** – Submitted by Jesus Caro, an application for a zone change from Rural Farm, five acre minimum lot size (RF) to Residential, one acre minimum lot size (R-1) for a 4.36 acre residential parcel located at the west end of Fresquez /Snow Road (a private easement). (A Public Hearing for this case was held by the PZHAC on April 2, 2019)

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

**Town of Mesilla Assessor's Report
MARCH 2019**

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
060894	04-01623	5/10/19	J. Paul Taylor/Pat Taylor	500.00	50.00	MI	2330 Calle Principal	Repair of a mud plaster wall
060895	04-01598	5/13/19	Harry S Newman/Villa Custom Homes	469,000.00	714.00	NR	1940 Calle Pacana	Construct a new dwelling at tis address
060896	04-01179	5/7/19	Paul Miller/TBD	50 sq. ft.	50.00	SIGN	SE Corner of Calle de Alvarez and Avenida de Mesilla	Construct a directory sign on this property
060897	04-00161	5/2/19	Joy Miller/self	210.00	0.00	MI	2525 Calle del Norte	Stucco repair and repainting on a dwelling at this address
060898	04-01146	5/6/19	Gabriel Quintana/self	2,659.22	15.00	RR	2149 Calle de Los Huertos	Recoating a roof of a dwelling at this address
060899	04-01146	5/6/19	Gabriel Quintana/self	280.00	0.00	MI	2149 Calle de Los Huertos	Repair stucco on a decorative wall
060900	04-01146	5/6/16	Gabriel Quintana/self	150.00	0.00	MI	2149 Calle de Los Huertos	Repainting of a dwelling at thisw address
060901	04-00507	5/14/19	Robert Reynolds/self	7,500.00	130.00	MI	2391 Calle de Parian	Installation of a brick walkway
060902	04-00521	5/14/19	Robert Reynolds/self	1,400.00	80.00	MI	2415 Calle de Parian	Installation of a brick driveway
060903	04-00507	5/14/19	Robert Reynolds/self	1,400.00	80.00	MI	2391 Calle de Parian	Construct a porch covering over a door on a dwelling at this address
060904	04-00130	5/14/19	John P Frieze/Work Monster, LLC	15,000.00	33.00	RR	2908 Calle del Sur	TPO roofing layover on a dwelling at this address
060905	04-00686	5/22/19	Edward Gibson/Pioneer Roofing	19,767.03	40.50	RR	3018 Avenida de Mesilla	Reroof a dwelling at this address
060906	04-01273	5/24/19	Eric Liefeld/self	3,000.00	80.00	RR	2252 Calle de Arroyo	Repair a roof on a structure at this address
060907	04-01599	5/23/19	Maggie Fraga	57,500.00	97.50	AC	1930 Calle Pacana	Install an in-ground pool behind a dwelling at this address
060908	04-00521	5/23/19	Robert Reynolds	TBD	TBD	AC	2415 Calle de Parian	Construct a wooden carport on a dwelling at this address
060909	04-00279	5/23/19	San Albino Catholic Church	4,000.00	16.50	MI	2270 Calle Principal	Construct a grotto to the Mother Mary behind the church store



MEMORANDUM

To: Mayor and Trustees

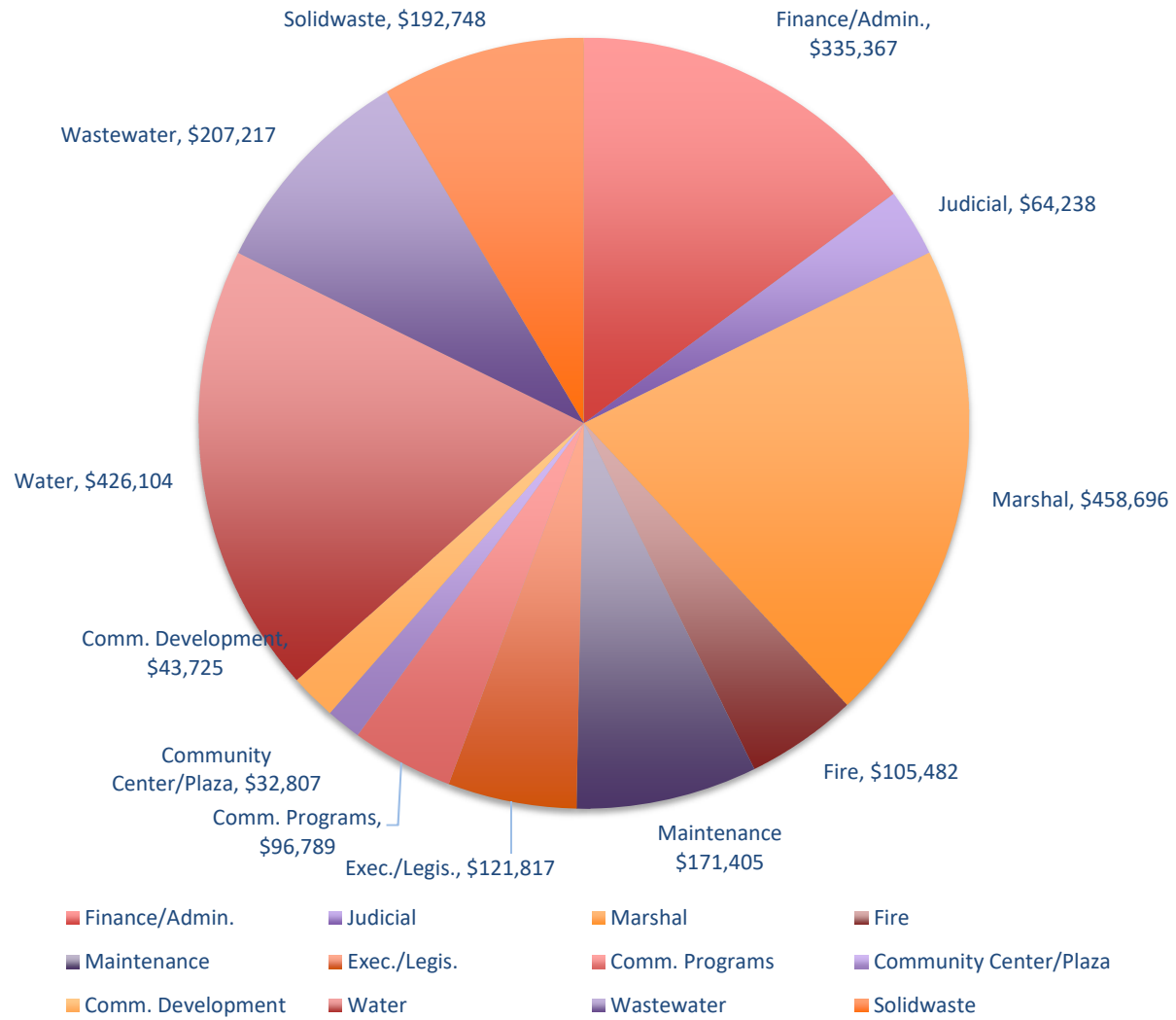
From: Cynthia Stoeher-Hernandez
Town Clerk-Treasurer *CSH*

RE: Monthly Finance Report

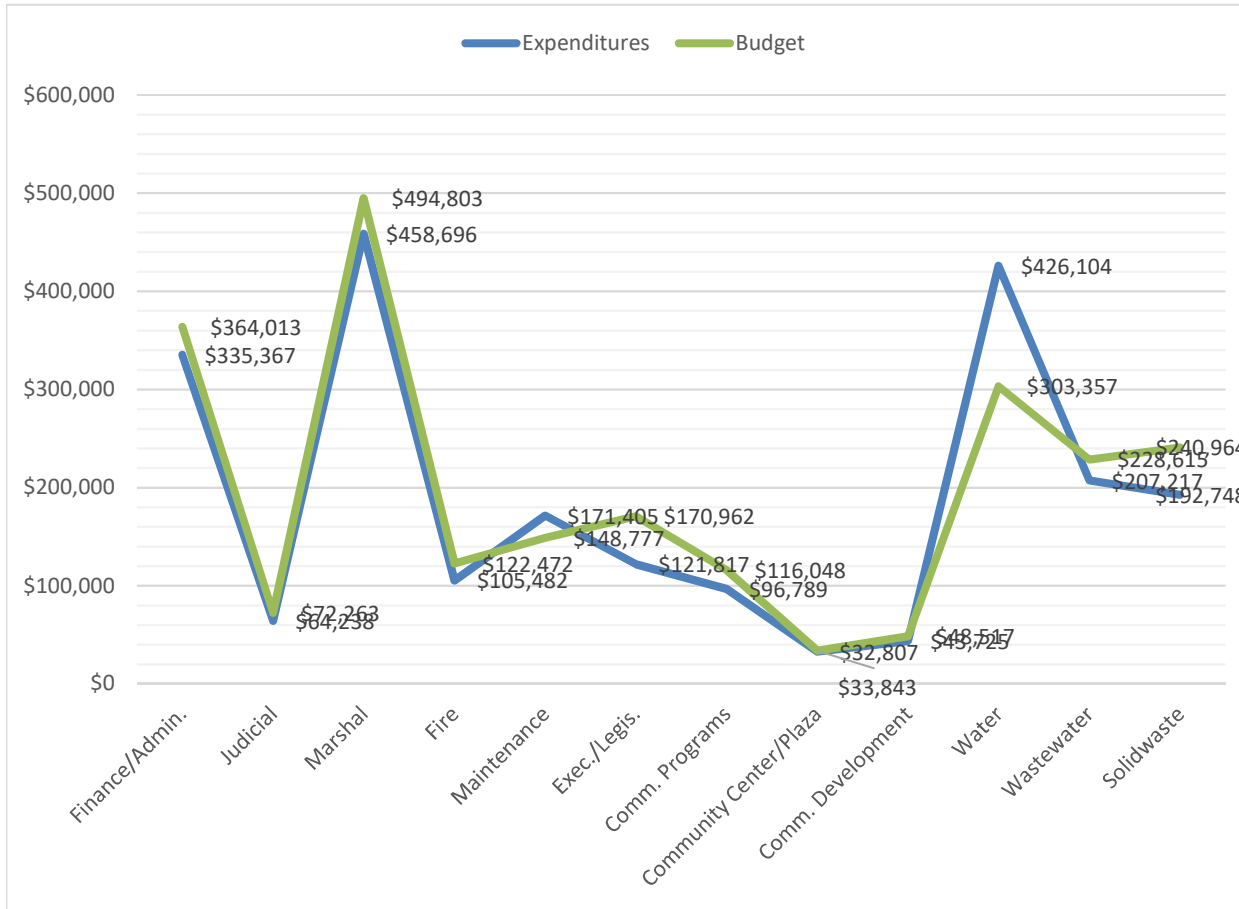
Listed below is a review of department and fund expenditures for: MAY
General Fund should be at: 91.67% spending

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	92.13%	\$335,367	100.00%	-7.87%	\$ 364,013
Judicial	88.89%	\$64,238	100.00%	-11.11%	\$ 72,263
Marshal	92.70%	\$458,696	100.00%	-7.30%	\$ 494,803
Fire	86.13%	\$105,482	100.00%	-13.87%	\$ 122,472
Maintenance	115.21%	\$171,405	100.00%	15.21%	\$ 148,777
Exec./Legis.	71.25%	\$121,817	100.00%	-28.75%	\$ 170,962
Comm. Programs	83.40%	\$96,789	100.00%	-16.60%	\$ 116,048
Community Center/Plaza	96.94%	\$32,807	100.00%	-3.06%	\$ 33,843
Comm. Development	90.12%	\$43,725	100.00%	-9.88%	\$ 48,517
General Fund	91.01%	\$1,430,324	100.00%	-8.99%	\$ 1,571,698
Water	140.46%	\$426,104	100.00%	40.46%	\$ 303,357
Wastewater	90.64%	\$207,217	100.00%	-9.36%	\$ 228,615
Solidwaste	79.99%	\$192,748	100.00%	-20.01%	\$ 240,964
Enterprise Fund	99.90%	\$826,069	100.00%	-0.10%	\$ 826,936

EXPENDITURES



EXPENDITURES VS BUDGET

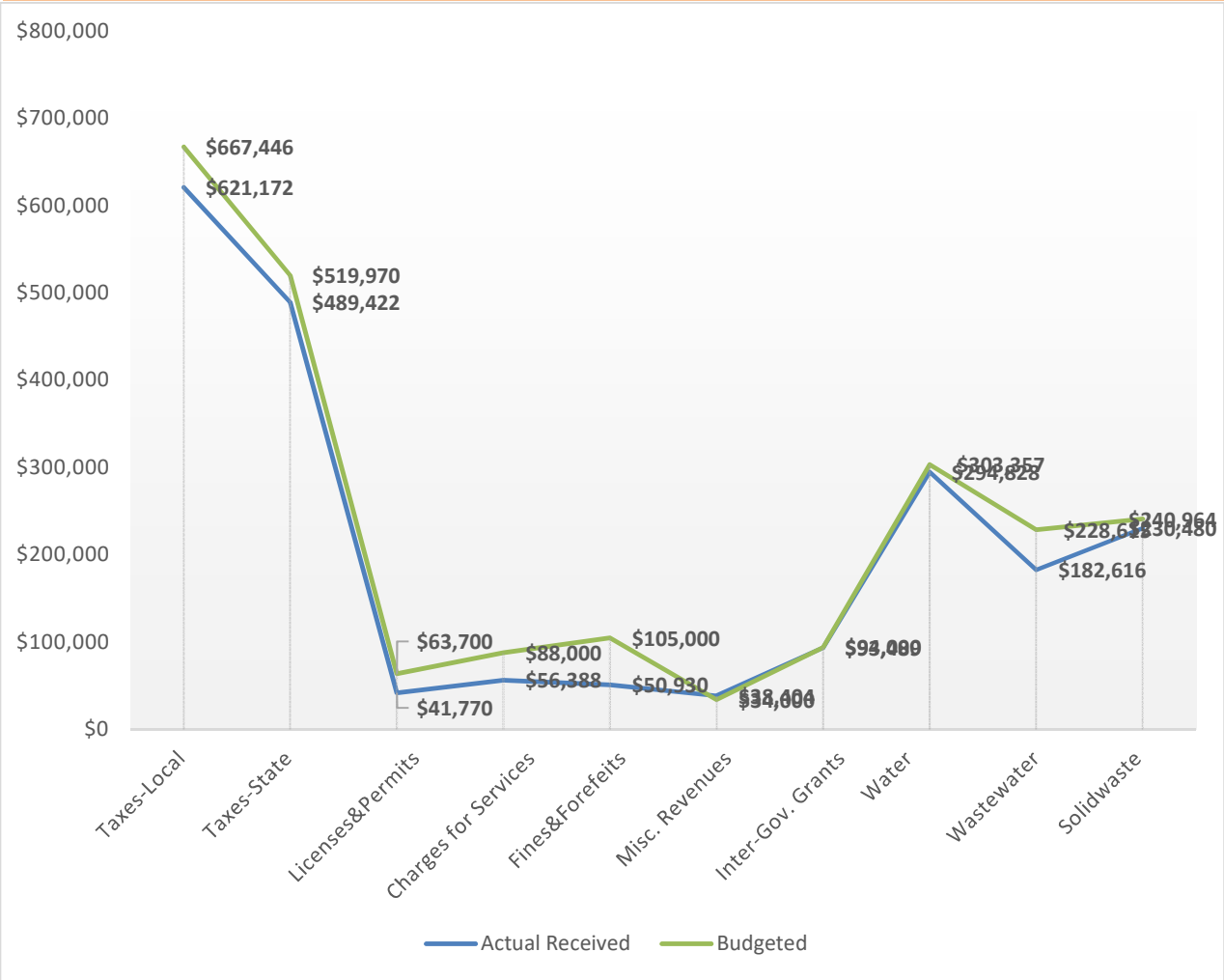


Please request the INCODE report for detail revenues and expenses by fund.

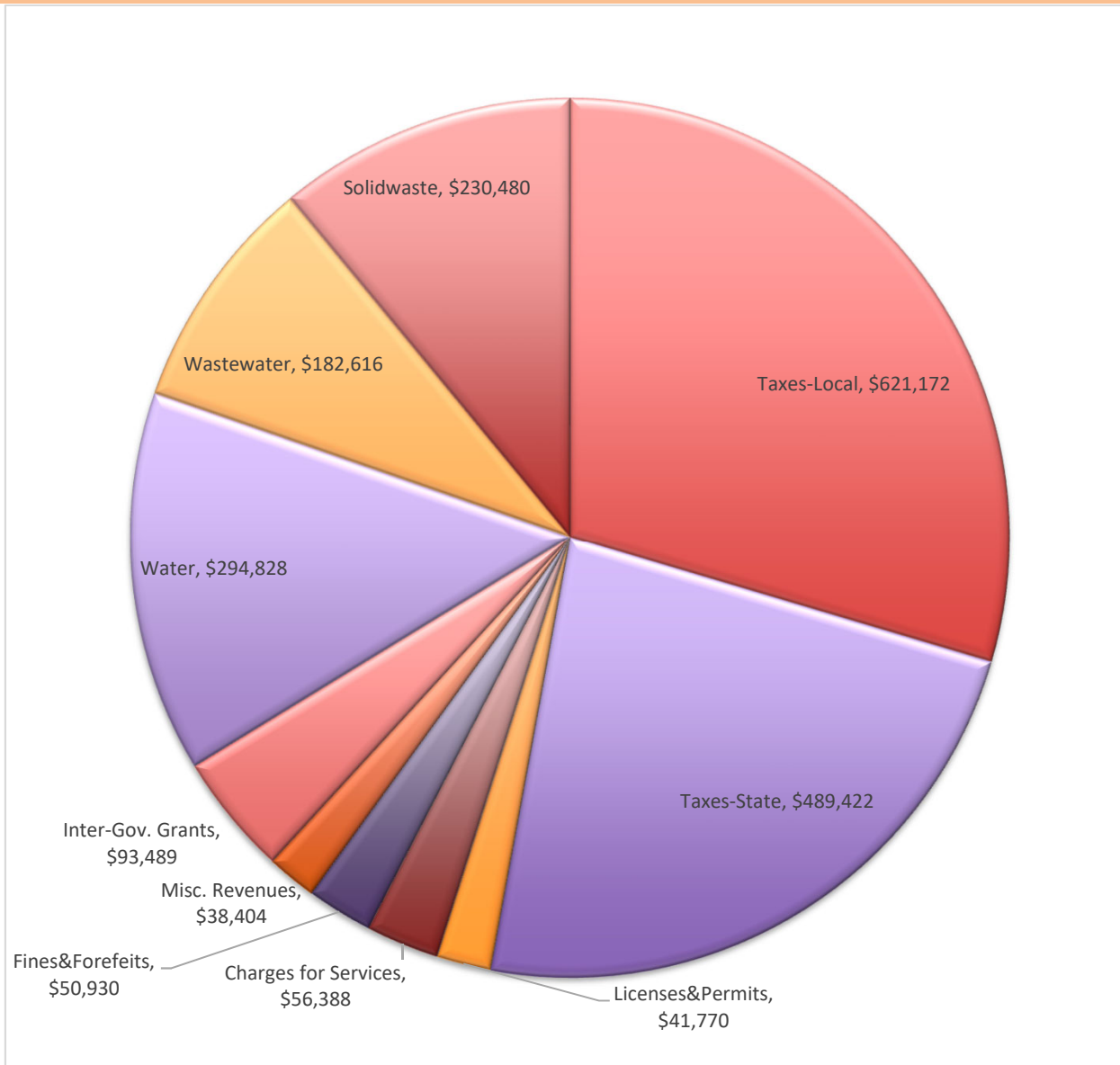
REVENUE

YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	93.07%	\$621,172	100.00%	-6.93%	\$667,446
Taxes-State	94.13%	\$489,422	100.00%	-5.87%	\$519,970
Licenses&Permits	65.57%	\$41,770	100.00%	-34.43%	\$63,700
Charges for Service	64.08%	\$56,388	100.00%	-35.92%	\$88,000
Fines&Forefeits	48.50%	\$50,930	100.00%	-51.50%	\$105,000
Misc. Revenues	112.95%	\$38,404	100.00%	12.95%	\$34,000
Inter-Gov. Grants	99.46%	\$93,489	100.00%	-0.54%	\$94,000
General Fund	88.52%	\$1,391,574	100.00%	-11.48%	\$1,572,116
Water	97.19%	\$294,828	100.00%	-2.81%	\$ 303,357
Wastewater	79.88%	\$182,616	100.00%	-20.12%	\$ 228,615
Solidwaste	95.65%	\$230,480	100.00%	-4.35%	\$ 240,964
Enterprise Fund	91.59%	\$707,924	100.00%	-8.41%	\$772,936

REVENUE vs BUDGET

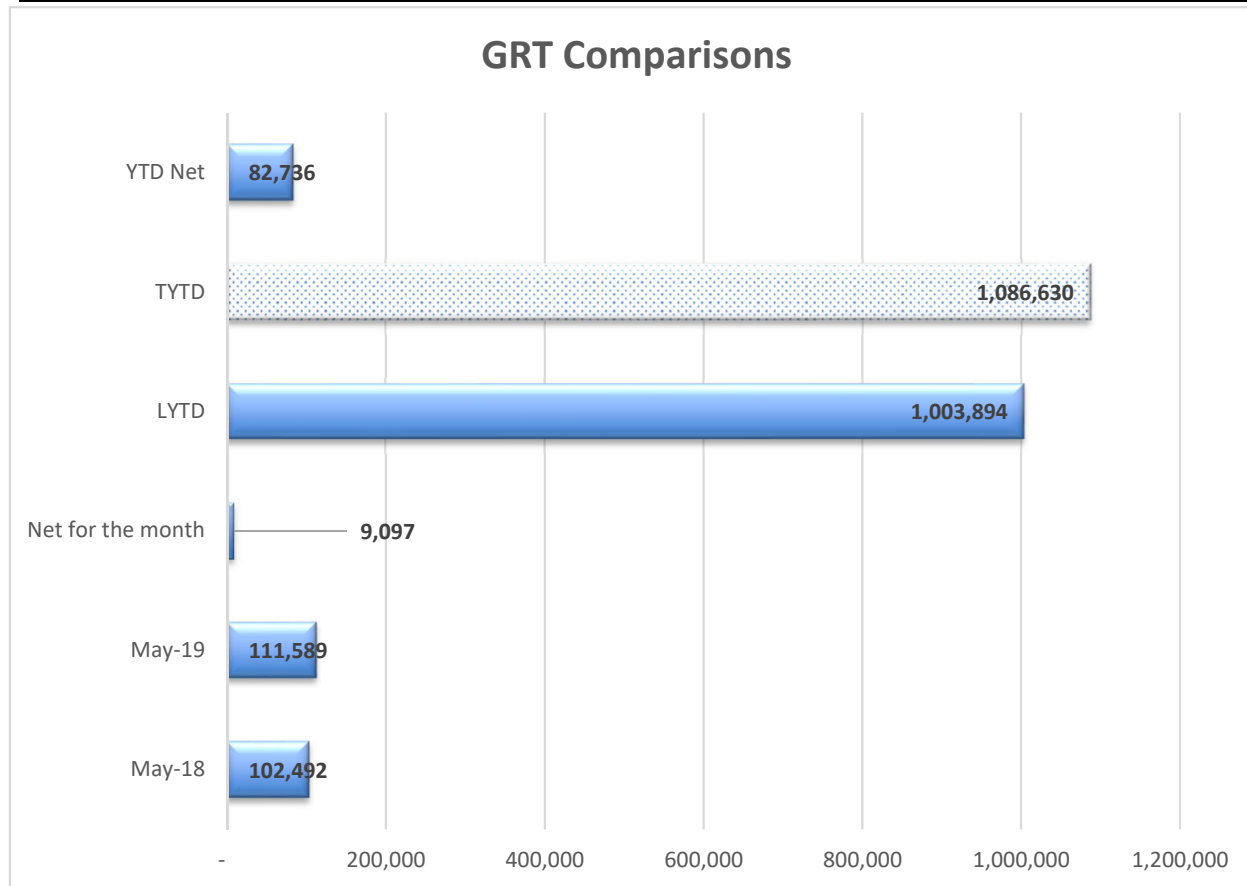


YTD REVENUES



GRT COMPARISONS

May-18	May-19	Net for the month	LYTD	TYTD	YTD Net
102,492	111,589	9,097	1,003,894	1,086,630	82,736



Business GRT in March 2019

Percentage by month	9%	Percentage over last FYTD	8%
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DATE: May, 2019

MAJOR ADDITIONS TO INVENTORY

Replaced CPAP system with updated single use devices. The old system is no longer supported by maintenance. The new devices can be re-supplied from AMR. CPAP stands for Continuous Positive Airway Pressure. The device is used to treat persons suffering from respiratory distress to relieve the work of breathing.

MAINTENANCE OF EQUIPMENT

Engine 31, 32 and Brush 33 all passed annual pump testing, Brush 31 has a leak in the pump packing and is awaiting a rebuild kit however remains in service. Engine 32 had the pump drain valve rebuilt to fix a vacuum leak. All power saws were tested with no repairs needed.

COMMENTS

We have been contacted by ISO to schedule an evaluation in FY 2020. We feel very confident we will improve our rating. Our loan was approved by the NMFA and will be coming back to the BOT for final approval June 24. We are bringing on 9 more volunteers for our upcoming Summer Academy. This includes the parent of one of our firefighter/EMTs. Four personnel passed the exam for Fire Investigator I, 2 personnel passed testing for the National Registry of EMTs, 2 will be testing for NREMT this summer and 1 person passed their IFSAC Fire I and II. Congratulations to all for a job well done. The Automatic Aid agreement is in the hands of DAC and we hope to see that in effect very soon.

SUBMITTED BY

Fire Chief Kevin Hoban _____

Mesilla Fire Department

Mesilla, NM

This report was generated on 6/5/2019 10:00:05 AM



Events per Event Type for Date Range (Landscape)

Start Date: 05/01/2019 | End Date: 05/31/2019

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Evening Operations Shift						
	05/01/2019	C-shift	Shifts	House 31	21	Evert Garibay, Mateo Martinez, Joseph Torres

Total Hours for Evening Operations Shift: 21

Daily Operations Shift						
	05/02/2019	A Shift	Shifts	Mesilla Fire	15	Humberto Manriquez, Mateo Martinez, Anthony Martinez Jr. , Thomas Montoya, Laura Orrantia, Lillian Villazon
	05/05/2019	A Shift	Shifts	Mesilla Fire Dept.	17	Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Dylan Thunhorst
	05/07/2019	C-shift	Shifts	House 31	12	Ariel Caro, Evert Garibay, Mateo Martinez, Joseph Torres
	05/08/2019	C-shift day coverage	Shifts	House 31	6	Mateo Martinez, Joseph Torres
	05/08/2019	A Shift	Shifts	Mesilla Fire Dept.	19	Humberto Manriquez, Thomas Montoya, Dylan Thunhorst, Lillian Villazon
	05/10/2019	C-shift	Shifts	house 31	12	Evert Garibay, Mateo Martinez, Laura Orrantia, Alex Shay
	05/13/2019	C-shift	Shifts	House 31	14	Ariel Caro, Evert Garibay, Laura Orrantia, Joseph Torres

Only LOCKED events included.



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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	05/16/2019	C shift	Shifts	House 31	12	Ariel Caro, Evert Garibay, Mateo Martinez, Laura Orrantia
	05/19/2019	C shift	Shifts	House 31	12	Mateo Martinez, Laura Orrantia
	05/20/2019	A Shift	Shifts	Station 31	24	Humberto Manriquez, Anthony Martinez Jr. , Dylan Thunhorst, Lillian Villazon
	05/21/2019	B-Shift	Shifts	Station 31	13	Phillip Guzman, Justin Knoll, Sebastian Linares, Nicolas Navarro, Cavin Roberson
	05/23/2019	A Shift	Shifts	Station 31	17	Louis Gaston, Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Laura Orrantia, Dylan Thunhorst, Lillian Villazon
	05/24/2019	B Shift	Shifts	Station-31	12	Sebastian Linares, Humberto Manriquez, Nicolas Navarro, Dylan Thunhorst, Joseph Torres
	05/25/2019	C shift	Shifts	House 31	12	Ariel Caro, Mateo Martinez, Alex Shay
	05/27/2019	B Shift	Shifts	Firehouse 31	12	Sonny Gomez, Justin Knoll, Francisco Lopez, Nicolas Navarro
	05/28/2019	C shift	Shifts	House 31	22	Ariel Caro, Evert Garibay, Mateo Martinez, Laura Orrantia
	05/30/2019	B-Shift	Shifts	Fire house 31	13	Ariel Caro, Sonny Gomez, Phillip Guzman, Sebastian Linares, Francisco Lopez
	05/31/2019	C shift	Shifts	House 31	12	Evert Garibay, Mateo Martinez, Laura Orrantia, Alex Shay, Joseph Torres

Total Hours for Daily Operations Shift: 256

Only LOCKED events included.



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Doc Id: 753
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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
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Prevention Division Shift						
	05/09/2019	inspections	Prevention Event	Mesilla	3	Dylan Thunhorst, Gregory Whited

Total Hours for Prevention Division Shift: 3

School Safety Demo						
	05/13/2019	Career Day Sonoma Elementary	Career Day	Sonoma Elementary School (4201 Northrise Dr) Las Cruces, NM 88001	1.5	Nicolas Navarro

Total Hours for School Safety Demo: 1.5

24 hr Operations Shift						
	05/22/2019	C-shift	Shifts	House31	22	Evert Garibay, Mateo Martinez, Laura Orrantia, Joseph Torres
	05/26/2019	A Shift	Shifts	Station 31	24	Humberto Manriquez, Dylan Thunhorst
	05/29/2019	A Shift	Shifts	Station 31	24	Humberto Manriquez, Mateo Martinez, Anthony Martinez Jr. , Thomas Montoya, Dylan Thunhorst, Lillian Villazon
	06/01/2019	A Shift	Shifts	Station 31	23	Louis Gaston, Anthony Martinez Jr. , Thomas Montoya, Laura Orrantia, Dylan Thunhorst

Total Hours for 24 hr Operations Shift: 93

Administration Shift						
	06/01/2019	Admin shift	Administrative		3	Crystal Davis-Whited, Andy Embury, Amy O'Brien, Gregory Whited

Total Hours for Administration Shift: 3

Only LOCKED events included.



Mesilla Fire Department

Mesilla, NM

This report was generated on 6/5/2019 12:03:18 PM



Incident Statistics

Start Date: 05/01/2019 | End Date: 05/31/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		18	
FIRE		13	
TOTAL		31	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
Bat31	0	0	5
Br31	0	0	4
E31	0	0	7
TOTAL	0	0	16
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		1	
Aid Received		3	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		6.45	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:06:42	0:04:46	
AVERAGE FOR ALL CALLS		0:06:35	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:02:32	0:01:26	
AVERAGE FOR ALL CALLS		0:02:28	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		67:07	

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 6/5/2019 10:06:18 AM



Occupancies Inspected for Date Range

Start Date: 05/01/2019 | End Date: 05/31/2019

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Acosta Farms		13400 SE Solona Rd SE RD SE		05/04/2019
Antojitos Jimmy		335 E E Organ Ave. AVE E		05/04/2019
Basilica of San Albino		2070 Calle de Santiago		05/16/2019
Basilica of San Albino assembly hall and classrooms		2270 Calle de guadelupe		05/16/2019
Basilica of San Albino office and gift shop		2280 Calle de principal		05/16/2019
Big Top Concessions		107 Sencia DR		05/04/2019
Billy The Kid Gift Shop		2385 Calle De Guadalupe		05/30/2019
Blue Door Venue		1750 Calle de Mercado		05/16/2019
Bowlin's Mesilla Book Center		2360 Calle De Principal		05/09/2019
Casita del Sabor		Plaza		05/04/2019
Cheeky Chaps LLC		2521 Avenida de Mesilla #E		05/30/2019
Cheeky Chicks		2521 Avenida de Mesilla #C		05/30/2019
Dona Maria		90144 Matterhorn		05/04/2019
El Patio Bar		2171 Calle de Parian		05/16/2019
Emerald Isle	84	1701 Mercado #2		05/16/2019
Galeri Azul		2337 Calle De Guadalupe		05/16/2019
Galeria on the Plaza		2310 Calle De Principal		05/09/2019
Impressions		2290 Calle de Parian #b		05/16/2019
Indigo yoga		2489 Calle de principal		05/30/2019
Jesse Olvera flores		10005 goliath		05/04/2019
Kona Ice		1920 Martha		05/04/2019
La Posta	139	2410 Calle De San Albino		05/09/2019
La Zia		2340 Calle De Principal		05/16/2019
Nambe		2109 Calle De Parian		05/16/2019
Parker's BBQ		850 E Madrid		05/04/2019
Real Man		2290 Calle De Parian #A		05/16/2019
Ristraman Chili Co		2531 Avenida De Mesilla		05/16/2019
Robertos Cotton Candy		1541 Wolsey		05/04/2019
Ruby Sun		2488 Calle de Guadalupe		05/30/2019
Templo El Buen Samaritano		200 Ross		05/04/2019
Thai Delight	07	2184 Avenida De Mesilla		05/09/2019
Thunderbird		2380 Calle De Principal		05/16/2019
Town of Mesilla Public Safety Building	116	2670 Calle de Parian		05/09/2019
Triple J Kettle Corn		1226 gunsite		05/04/2019

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



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OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Vacant		2470 Calle de Guadalupe		05/04/2019

of Occupancies Inspected: 35

% Occupancies Inspected: 16.91

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



Mesilla Fire Department

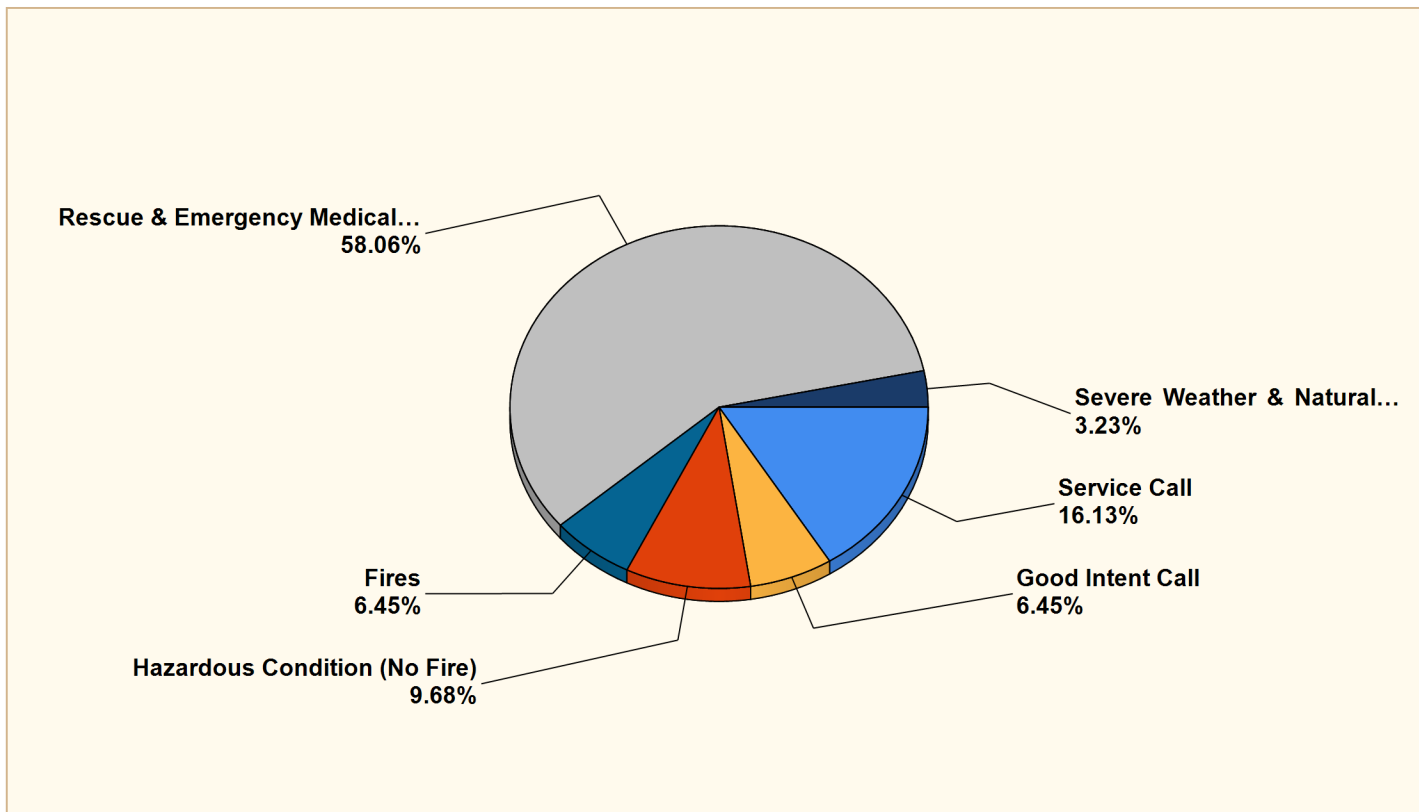
Mesilla, NM

This report was generated on 6/5/2019 11:59:57 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2019 | End Date: 05/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	6.45%
Rescue & Emergency Medical Service	18	58.06%
Hazardous Condition (No Fire)	3	9.68%
Service Call	5	16.13%
Good Intent Call	2	6.45%
Severe Weather & Natural Disaster	1	3.23%
TOTAL	31	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
142 - Brush or brush-and-grass mixture fire	1	3.23%
143 - Grass fire	1	3.23%
311 - Medical assist, assist EMS crew	1	3.23%
321 - EMS call, excluding vehicle accident with injury	11	35.48%
322 - Motor vehicle accident with injuries	1	3.23%
324 - Motor vehicle accident with no injuries.	2	6.45%
381 - Rescue or EMS standby	3	9.68%
412 - Gas leak (natural gas or LPG)	1	3.23%
421 - Chemical hazard (no spill or leak)	1	3.23%
445 - Arcing, shorted electrical equipment	1	3.23%
511 - Lock-out	3	9.68%
520 - Water problem, other	1	3.23%
552 - Police matter	1	3.23%
651 - Smoke scare, odor of smoke	1	3.23%
652 - Steam, vapor, fog or dust thought to be smoke	1	3.23%
813 - Wind storm, tornado/hurricane assessment	1	3.23%
TOTAL INCIDENTS:	31	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 6/5/2019 12:02:00 PM



Response Activity Report

Start Date: 05/01/2019 | End Date: 05/31/2019

INCIDENT #	DATE	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
142 - Brush or brush-and-grass mixture fire					
2019-0000140	2019/05/02	20:20:28	20:23:56	00:03:28	2551 Calle de Principal
Subtotal Count: 1		Average Response Time for Incident Type: 00:03:28			
143 - Grass fire					
2019-0000160	2019/05/23	09:53:47	10:27:48	00:34:01	S Fairacres RD
Subtotal Count: 1		Average Response Time for Incident Type: 00:34:01			
311 - Medical assist, assist EMS crew					
2019-0000161	2019/05/25	13:47:47	14:02:08	00:14:21	675 Ritter DR
Subtotal Count: 1		Average Response Time for Incident Type: 00:14:21			
321 - EMS call, excluding vehicle accident with injury					
2019-0000137	2019/05/01	02:37:40	02:44:22	00:06:42	Calle de Santiago
2019-0000139	2019/05/02	01:10:20	01:15:28	00:05:08	2171 Calle de Parian
2019-0000142	2019/05/04	13:17:12	13:22:33	00:05:21	2433 Calle de San Albino
2019-0000145	2019/05/06	22:22:12	22:37:02	00:14:50	2800 Calle de Guadalupe
2019-0000147	2019/05/08	13:57:50	14:03:04	00:05:14	2300 W Union AVE
2019-0000148	2019/05/08	23:41:31	23:53:10	00:11:39	1717 Boutz RD
2019-0000149	2019/05/11	01:06:54	01:16:02	00:09:08	310 Capri RD
2019-0000151	2019/05/12	13:27:17	13:36:21	00:09:04	2171 Calle de Parian
2019-0000164	2019/05/27	06:39:28	06:48:37	00:09:09	2747 Calle de Guadalupe
2019-0000165	2019/05/27	16:52:17	17:03:53	00:11:36	2322 Calle de Principal
2019-0000166	2019/05/27	20:35:49	20:49:10	00:13:21	3118 Avenida de Mesilla
Subtotal Count: 11		Average Response Time for Incident Type: 00:08:51			
322 - Motor vehicle accident with injuries					
2019-0000162	2019/05/26	04:33:27	04:39:38	00:06:11	Calle de Principal
Subtotal Count: 1		Average Response Time for Incident Type: 00:06:11			
324 - Motor vehicle accident with no injuries.					
2019-0000152	2019/05/12	14:42:44	14:42:44	00:00:00	Bowman ST
2019-0000153	2019/05/13	10:11:55	10:39:11	00:27:16	McDowell RD
Subtotal Count: 2		Average Response Time for Incident Type: 00:18:10			
381 - Rescue or EMS standby					
2019-0000141	2019/05/04	12:54:55	12:54:55	00:00:00	2171 Calle de Parian
2019-0000143	2019/05/05	12:00:00	12:00:00	00:00:00	2171 Calle de Parian
2019-0000156	2019/05/15	18:15:54	18:15:54	00:00:00	2171 Calle de Parian
Subtotal Count: 3		Average Response Time for Incident Type: 00:00:00			
412 - Gas leak (natural gas or LPG)					
2019-0000150	2019/05/11	08:46:02	09:09:14	00:23:12	609 Snow RD
Subtotal Count: 1		Average Response Time for Incident Type: 00:23:12			

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



421 - Chemical hazard (no spill or leak)					
2019-0000155	2019/05/15	10:45:00	10:45:00	00:00:00	3116 Avenida de Mesilla
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00			
445 - Arcing, shorted electrical equipment					
2019-0000167	2019/05/29	13:47:15	13:54:38	00:07:23	3056 McDowell RD
Subtotal Count: 1		Average Response Time for Incident Type: 00:07:23			
511 - Lock-out					
2019-0000154	2019/05/15	08:20:30	08:37:57	00:17:27	2544 Calle de Colon
2019-0000157	2019/05/18	13:58:48	14:09:10	00:10:22	2481 Calle de Cura
2019-0000158	2019/05/22	13:42:56	13:42:56	00:00:00	2571 Calle de Guadalupe
Subtotal Count: 3		Average Response Time for Incident Type: 00:09:32			
520 - Water problem, other					
2019-0000163	2019/05/27	05:57:24	05:57:24	00:00:00	2982 Calle de Guadalupe
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00			
552 - Police matter					
2019-0000138	2019/05/01	03:27:13	03:27:13	00:00:00	2070 Calle de Santiago
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00			
651 - Smoke scare, odor of smoke					
2019-0000144	2019/05/06	08:41:17	08:56:17	00:15:00	1113 Calle de El Paso
Subtotal Count: 1		Average Response Time for Incident Type: 00:15:00			
652 - Steam, vapor, fog or dust thought to be smoke					
2019-0000159	2019/05/22	15:44:41	15:50:47	00:06:06	2100 Snow RD
Subtotal Count: 1		Average Response Time for Incident Type: 00:06:06			
813 - Wind storm, tornado/hurricane assessment					
2019-0000146	2019/05/07	18:12:23	18:22:41	00:10:18	2222 Avenida de Mesilla
Subtotal Count: 1		Average Response Time for Incident Type: 00:10:18			
Grand Total: 31		Average Response Time for All Incident Types:			00:08:27

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



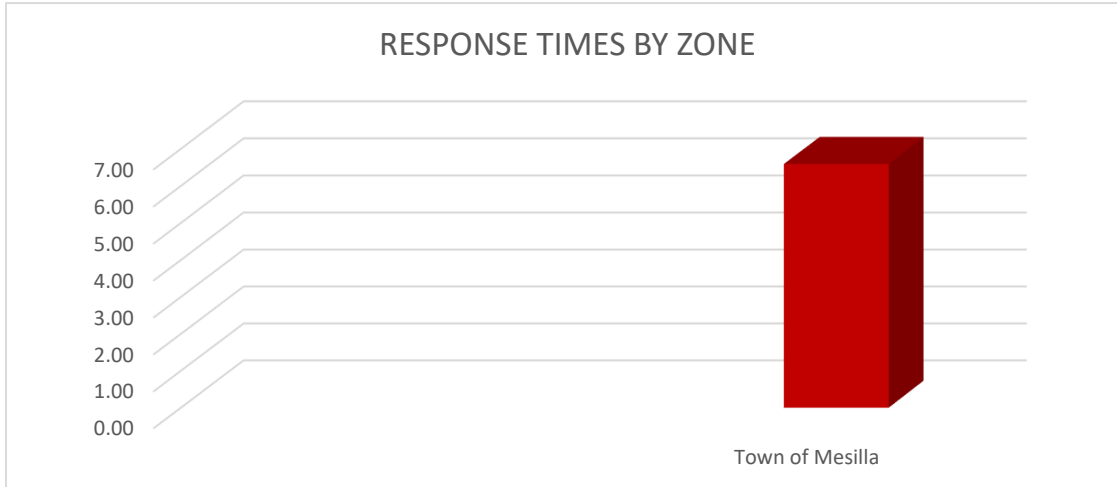
Mesilla Fire Department

Mesilla, NM

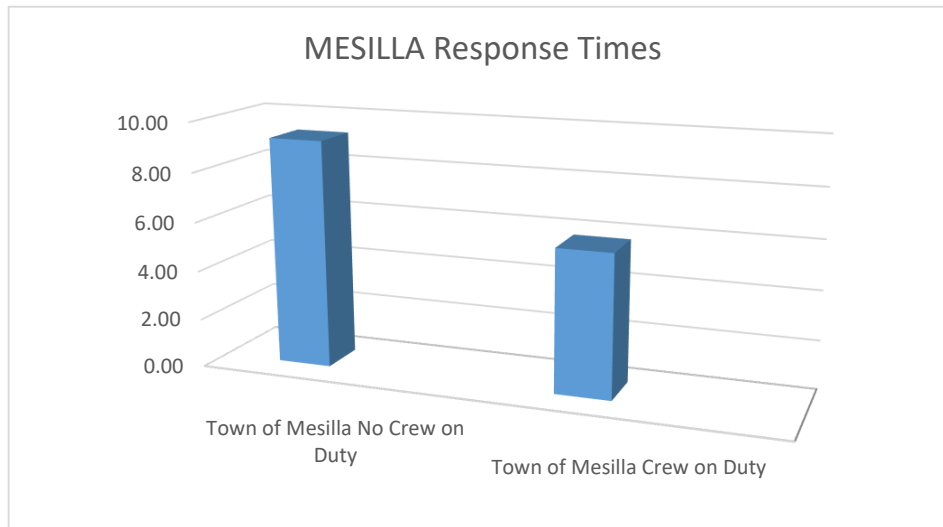
This report was generated on 06/05/2019



Response Mode: Lights and Sirens | Start Date: 05/01/2019 | End Date:05/31/2019



Zone	AVERAGE RESPONSE TIME (in minutes)
Town of Mesilla	6.59
Town of Mesilla No Crew on Duty	9.26
Town of Mesilla Crew on Duty	5.80



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

Mesilla Fire Department

Mesilla, NM

This report was generated on 6/5/2019 12:05:25 PM



Total Hours by Volunteers May 2019

Pay Grades: All Pay Grades | Start Date: 05/01/2019 | End Date: 05/31/2019

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Alberg, Kevin C	0:22	0:00	0:00	0:22
Bricker, Caleb M	0:00	2:00	0:00	2:00
Caro, Ariel M	0:21	33:00	72:00	105:21
Chavez, John Eric	5:00	11:00	0:00	16:00
Davis-Whited, Crystal	4:40	16:00	0:00	20:40
Embury, Andy G.	0:00	11:00	0:00	11:00
Floyd, Jason E	0:15	23:00	0:00	23:15
Garibay, Evert A	1:12	15:00	88:30	104:42
Gaston, Louis A	0:00	8:00	13:00	21:00
Gomez, Sonny	0:54	27:00	25:00	52:54
Guzman, Phillip	0:00	25:00	25:00	50:00
Knoll, Justin S	0:54	29:30	26:00	56:24
Linares, Sebastian	2:09	9:30	39:00	50:39
Lopez, Francisco A	0:54	6:30	25:00	32:24
Lucero, Jojo	0:00	3:00	0:00	3:00
Manriquez, Humberto	3:53	10:00	116:00	129:53
Martinez Jr. , Anthony R	0:26	11:00	57:00	68:26
Martinez, Mateo	5:41	17:30	160:00	183:11
McBurney, Samuel	1:38	0:00	0:00	1:38
Montoya, Thomas M	1:13	9:00	58:00	68:13
Navarro, Nicolas A	3:44	13:30	40:30	57:44
O'Brien, Amy M	0:00	3:00	0:00	3:00
Orrantia, Laura T	0:38	9:00	100:30	110:08
Palma, Eric G	12:34	5:00	0:00	17:34
Roberson, Cavin C	0:00	8:30	12:00	20:30
Rossmann, Tabitha A	6:00	8:00	0:00	14:00
Sanchez, Xavier	0:00	8:00	0:00	8:00
Shay, Alex C	2:05	4:00	33:00	39:05
Sinclair, Jennifer M	0:00	2:00	0:00	2:00
Tankesly, Jennifer	0:00	8:00	0:00	8:00
Thunhorst, Dylan P	19:06	36:00	125:00	180:06
Thunhorst, Ines C	0:04	9:00	0:00	9:04
Torres, Joseph J	1:50	10:00	81:00	92:50
Villazon, Lillian M	1:44	2:00	57:00	60:44
Whited, Gregory E	4:20	35:00	4:00	43:20
Willmann, Keenan	0:00	21:00	0:00	21:00
Zecha, Chad	1:55	23:00	0:00	24:55
TOTAL				1713:02:00

Mesilla Fire Department

Mesilla, NM

This report was generated on 6/5/2019 10:04:51 AM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 05/01/2019 | End Date: 05/31/2019

Bricker, Caleb M

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

Caro, Ariel M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	12:00
I.S.O. Drill Tower	3	21:00
Total for Caro, Ariel M	7	33:00

Chavez, John Eric

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	11:00
Total for Chavez, John Eric	4	11:00

Davis-Whited, Crystal

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	5	14:00
Total for Davis-Whited, Crystal	6	16:00

Embury, Andy G.

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	11:00
Total for Embury, Andy G.	4	11:00

Floyd, Jason E

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
I.S.O. Drill Tower	3	21:00
Total for Floyd, Jason E	4	23:00

Garibay, Evert A

Class Category	Class Count	Total Class Hours
EMS	1	1:00
EMS Training	1	1:00
I.S.O. Company Training	5	13:00
Total for Garibay, Evert A	7	15:00

Gaston, Louis A

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	6:00
Total for Gaston, Louis A	3	8:00

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.



Gomez, Sonny

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
I.S.O. Drill Tower	3	21:00
Total for Gomez, Sonny	5	27:00

Guzman, Phillip

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Drill Tower	3	21:00
I.S.O. New Driver and Operator Training	1	1:00
Total for Guzman, Phillip	5	25:00

Hoban, Kevin M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Hoban, Kevin M	1	3:00

Knoll, Justin S

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	7:30
I.S.O. Drill Tower	3	21:00
I.S.O. New Driver and Operator Training	1	1:00
Total for Knoll, Justin S	8	29:30

Linares, Sebastian

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	8:30
I.S.O. New Driver and Operator Training	1	1:00
Total for Linares, Sebastian	5	9:30

Lopez, Francisco A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	6:30
Total for Lopez, Francisco A	3	6:30

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	3:00
Total for Madson, Ed	1	3:00

Manriquez, Humberto

Class Category	Class Count	Total Class Hours
EMS	1	1:00
EMS Training	1	2:00
I.S.O. Company Training	3	7:00

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 Manriquez, Humberto	5	10:00
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Martinez Jr. , Anthony R

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	3	9:00
Total for Martinez Jr. , Anthony R	4	11:00

Martinez, Mateo

Class Category	Class Count	Total Class Hours
EMS	1	1:00
EMS Training	2	3:00
I.S.O. Company Training	6	13:30
Total for Martinez, Mateo	9	17:30

Montoya, Thomas M

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	3	7:00
Total for Montoya, Thomas M	4	9:00

Navarro, Nicolas A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	5	12:30
I.S.O. New Driver and Operator Training	1	1:00
Total for Navarro, Nicolas A	6	13:30

O'Brien, Amy M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for O'Brien, Amy M	1	3:00

Orrantia, Laura T

Class Category	Class Count	Total Class Hours
EMS Training	1	1:00
I.S.O. Company Training	3	8:00
Total for Orrantia, Laura T	4	9:00

Palma, Eric G

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	5:00
Total for Palma, Eric G	2	5:00

Roberson, Cavin C

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	7:30
I.S.O. New Driver and Operator Training	1	1:00
Total for Roberson, Cavin C	5	8:30

Rossman, Tabitha A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	8:00

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 Rossman, Tabitha A		3	8:00
Sanchez, Xavier			
Class Category		Class Count	Total Class Hours
I.S.O. Company Training		3	8:00
Total for Sanchez, Xavier		3	8:00
Shay, Alex C			
Class Category		Class Count	Total Class Hours
I.S.O. Company Training		2	4:00
Total for Shay, Alex C		2	4:00
Sinclair, Jennifer M			
Class Category		Class Count	Total Class Hours
I.S.O. Company Training		1	2:00
Total for Sinclair, Jennifer M		1	2:00
Tankesly, Jennifer			
Class Category		Class Count	Total Class Hours
I.S.O. Company Training		3	8:00
Total for Tankesly, Jennifer		3	8:00
Thunhorst, Dylan P			
Class Category		Class Count	Total Class Hours
I.S.O. Company Training		6	15:00
I.S.O. Drill Tower		3	21:00
Total for Thunhorst, Dylan P		9	36:00
Thunhorst, Ines C			
Class Category		Class Count	Total Class Hours
I.S.O. Company Training		3	9:00
Total for Thunhorst, Ines C		3	9:00
Torres, Joseph J			
Class Category		Class Count	Total Class Hours
EMS		1	1:00
EMS Training		1	1:00
I.S.O. Company Training		3	8:00
Total for Torres, Joseph J		5	10:00
Villazon, Lillian M			
Class Category		Class Count	Total Class Hours
EMS Training		1	2:00
Total for Villazon, Lillian M		1	2:00
Whited, Gregory E			
Class Category		Class Count	Total Class Hours
I.S.O. Company Training		5	14:00
I.S.O. Drill Tower		3	21:00
Total for Whited, Gregory E		8	35:00
Willmann, Keenan			

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

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



Class Category	Class Count	Total Class Hours
I.S.O. Drill Tower	3	21:00
Total for Willmann, Keenan	3	21:00

Zecha, Chad

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
I.S.O. Drill Tower	3	21:00
Total for Zecha, Chad	4	23:00

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

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



Mesilla Fire Department

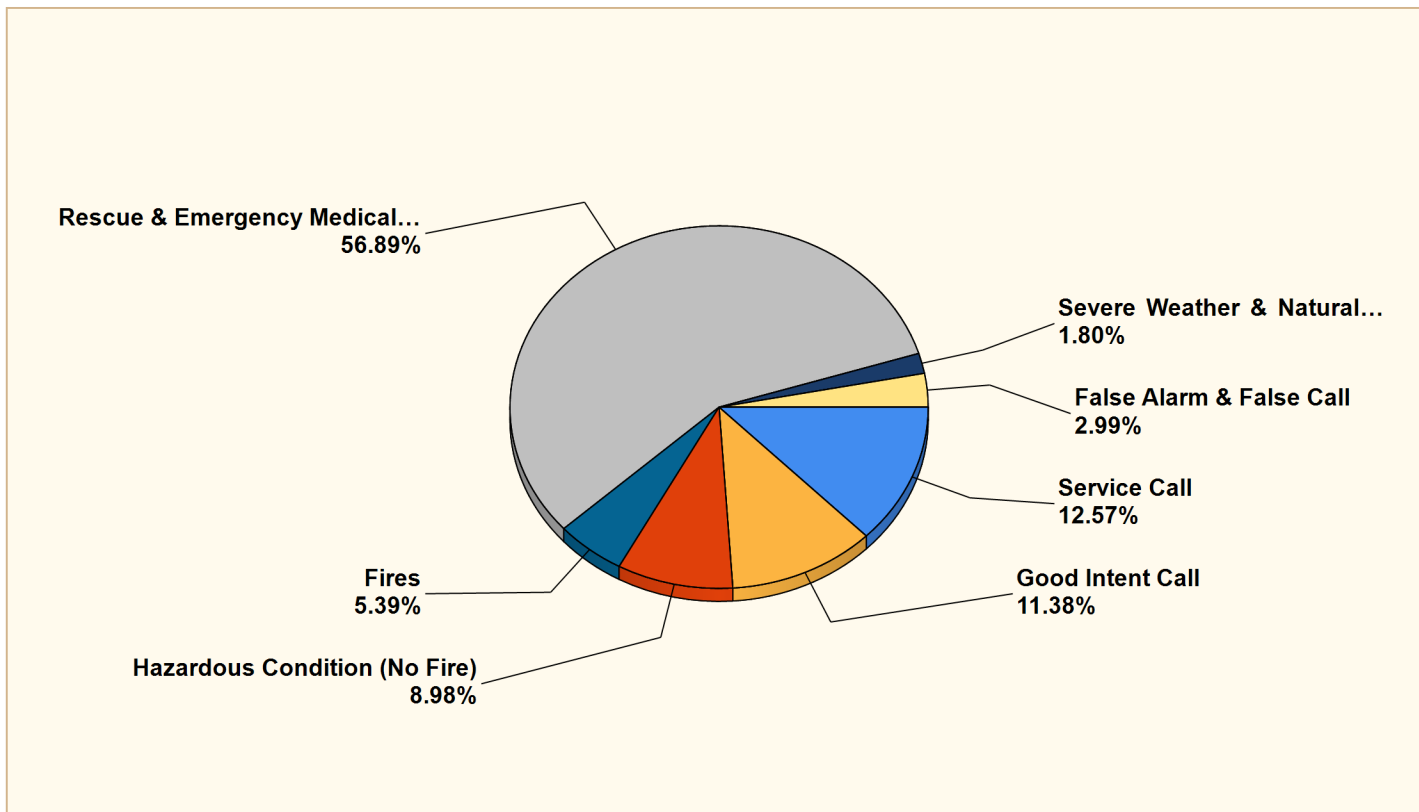
Mesilla, NM

This report was generated on 6/5/2019 12:01:00 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 05/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	9	5.39%
Rescue & Emergency Medical Service	95	56.89%
Hazardous Condition (No Fire)	15	8.98%
Service Call	21	12.57%
Good Intent Call	19	11.38%
False Alarm & False Call	5	2.99%
Severe Weather & Natural Disaster	3	1.80%
TOTAL	167	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	1.20%
113 - Cooking fire, confined to container	1	0.60%
142 - Brush or brush-and-grass mixture fire	3	1.80%
143 - Grass fire	2	1.20%
150 - Outside rubbish fire, other	1	0.60%
300 - Rescue, EMS incident, other	1	0.60%
311 - Medical assist, assist EMS crew	10	5.99%
321 - EMS call, excluding vehicle accident with injury	66	39.52%
322 - Motor vehicle accident with injuries	5	2.99%
324 - Motor vehicle accident with no injuries.	7	4.19%
381 - Rescue or EMS standby	6	3.59%
412 - Gas leak (natural gas or LPG)	9	5.39%
421 - Chemical hazard (no spill or leak)	1	0.60%
440 - Electrical wiring/equipment problem, other	1	0.60%
444 - Power line down	1	0.60%
445 - Arcing, shorted electrical equipment	2	1.20%
461 - Building or structure weakened or collapsed	1	0.60%
511 - Lock-out	4	2.40%
520 - Water problem, other	1	0.60%
542 - Animal rescue	1	0.60%
550 - Public service assistance, other	1	0.60%
551 - Assist police or other governmental agency	2	1.20%
552 - Police matter	2	1.20%
553 - Public service	5	2.99%
554 - Assist invalid	1	0.60%
561 - Unauthorized burning	4	2.40%
600 - Good intent call, other	1	0.60%
611 - Dispatched & cancelled en route	9	5.39%
622 - No incident found on arrival at dispatch address	1	0.60%
631 - Authorized controlled burning	4	2.40%
650 - Steam, other gas mistaken for smoke, other	1	0.60%
651 - Smoke scare, odor of smoke	1	0.60%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.60%
671 - HazMat release investigation w/no HazMat	1	0.60%
710 - Malicious, mischievous false call, other	1	0.60%
736 - CO detector activation due to malfunction	1	0.60%
740 - Unintentional transmission of alarm, other	1	0.60%
743 - Smoke detector activation, no fire - unintentional	1	0.60%
744 - Detector activation, no fire - unintentional	1	0.60%
813 - Wind storm, tornado/hurricane assessment	3	1.80%
TOTAL INCIDENTS:	167	100.00%

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





MESILLA MARSHAL'S DEPARTMENT

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

POLICE – ANIMAL CONTROL – EMERGENCY MANAGEMENT

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

Date: June 4, 2018

To: Honorable Mayor and Mesilla Board of Trustees

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

Citations – 174 total: 76 court appearance; 49 penalty assessments; 48 warnings.

Total Responses/Calls for Service/Reports – 452

Responses by commissioned/sworn personnel:

911 Hang-up Calls – 1

Abandoned Vehicle – 0

Abdominal Pain – 2

Agency Assist – 3

Alarm, Burglary – 9

Alarm, Carbon Monoxide – 0

Alarm, Fire – 1

Alarm, Hold Up – 0

Alarm, Medical – 0

Alarm, Panic – 2

Animal Bite/Animal Attacks – 1

Animal Care & Maintenance – 1

Animal Control Call – 7

Animal Cruelty – 1

Animal in Custody – 2

Animal, Dead – 3

Animal Sick/Injured – 1

Animal Snake - 1

Animal Stray – 4

Animal Vicious – 0

Assault Report – 1

ATV Complaint – 0

Back/Neck Pain – 0

Behavioral Issues – 4

Be On the Lookout – 0

Bleeding – 0

Breathing Problems – 1

Building Check – 2

Responses by commissioned/sworn personnel (continued):

Burglary, Auto – 1
Burglary – 4
Burglary in Progress – 0
Case Follow Up – 1
Chest Pain – 3
Child Abuse – 0
Choking – 0
Civil Dispute/Standby – 1
Civil Process – 0
Codes Enforcement – 0
Codes - Parking – 2
Computer Crimes – 0
Custody Dispute – 1
Detention Center Release – 0
Disturbance Disorderly – 2
Disturbance Domestic – 6
Disturbance Domestic in Progress – 0
Disturbance Fight – 1
Disturbance Noise/Music – 1
Disturbance Unknown – 0
Disturbance Verbal – 0
Drunk/Intoxicated Subject – 1
DWI – 1
Fall Victim/Back Injury – 1
Fever – 0
Fire Brush/Wildland – 0
Fire Structure Commerical – 0
Fire Structure Residential – 2
Fire Vehicle – 0
Flooding – 0
Foot Patrol – 3
Forgery/Fraud/Embezzlement Report – 0
Frequent Patrol – 24
FX Fracture/Break – 0
Gas Odor Natural – 0
Gun – Shots Fired – 2
Gun – Subject with a gun – 0
Gunshot Victim – 0
Harassment – 0
Illegal Burn – 0
Illegal Dumping – 0
Information Report – 13
Illegally Parked Vehicle – 4
Ill/Injured Person – 5

Responses by commissioned/sworn personnel (continued):

Kidnapping/Unlawful Imprisonment – 3
Lift Assist – 2
Lockout – 1
Loud Party – 0
Minor in Possession of Alcohol/Contributing – 1
Missing Adult – 0
Missing Child – 0
Motor Vehicle Accident Hit & Run – 4
Motor Vehicle Accident non-Injury – 3
Motor Vehicle Accident with Injury – 1
Motor Vehicle Accident with Injury Extra Response – 0
Motor Vehicle Accident Private Property – 1
Narcotics/Drugs – 0
Obstruction – 1
Out with Subject – 1
Overdose – 0
Phone Call – 11
Poisoning/Ingestion – 0
Prisoner Transport – 4
Property Found – 1
Property Lost – 1
Property Recovered – 0
Prowler – 1
Public Assist – 2
Pursuit Foot/Vehicle – 1
Rape – 0
Reckless Driver – 2
Repossession/Private Property Impound – 0
Restraining Order Violation – 0
Roads – 0
Runaway – 0
Seizures/Convulsions – 0
Sick/Ill Person – 0
Shoplifting – 0
Stroke/CVA – 0
Subject Contact/Busy – 0
Suicide Attempt – 0
Suicidal Subject – 2
Supplement/Follow up – 11
Suspicious Activity – 4
Suspicious Person(s) – 7
Suspicious Vehicle(s) – 8
Theft, Auto – 3

Responses by commissioned/sworn personnel (continued):

Theft Report – 4
Threats – 2
Traumatic Injuries – 0
Trespassing – 1
Traffic – 228
Traffic Complaint – 0
Traffic Control – 5
Unspecified Call Type – 0
Unconscious Person – 0
Vagrancy – 0
Vandalism/Graffiti – 2
Warrant Service – 0
Weapons – 1
Welfare Check – 7
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: June 4, 2019

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

FROM: Rodney J. McGillivray, Public Works Director 

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

On-going maintenance, custodial and operations:

Monthly water sampling and reporting is up-to-date
Monitoring of water tank, wells and pumps
Monitoring of lift stations and review of reporting
Meter reading continues
Utility location services are being provided
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:

Director attended ICIP training
Plaza lighting replacements
Close-out McDowell wastewater Phase 1
HVAC Repairs at Town Hall
Fountain repairs
Water main break repairs
Flags and decorations for Memorial day
Emergency tree damage and removal
Water break at Raasaf Hills
Park bench maintenance

Signage and barriers installed at baseball park
Removed slide at Public Safety Park
Parking lot re-striping at plaza
Weed eradication/street cleaning (continual)
Filling potholes (street repairs)
Community Center roof repairs complete
Employee training
NMED Emergency Response Plan and M&O Manual submitted

Project update:

FY20 LGRF – Grant award \$67,531.00 funding offer received. Resolution and grant agreement pending.

McDowell wastewater project Phase I – Final project close-out documentation submitted.

Calle de Parian Replacement – Roadway re-construction is 84% complete. Project is substantially complete. Project completion and execution of punch list items is underway.

Trail – Extension for NMDOT - PS&E approved for July 31, 2019. Extension required due to right-of-way certifications.

Picacho drainage engineering project – NMED reviewing Molzen Corbin Fee proposal.

Bowman pavement upgrade – City of Las Cruces and Town of Mesilla agreement to be presented to the CLC Board on June 13, 2019. Project is anticipated to advertise for bid mid-June. Construction scheduled to run from mid-July with completion anticipated in September.

NMDOT (MPO) State Funded Grant – Grant application for continuation of Calle del Norte Multi-use path Phase II is complete. Mandatory meeting with NMDOT is scheduled for June 7, 2019.