



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON TUESDAY, NOVEMBER 12, 2019 AT 5:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

1. **Discussion:** Revisions to the Town of Mesilla Personnel Rules and Regulations Handbook. – *Cynthia Stoechner-Hernandez, Clerk/Treasurer.*

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON TUESDAY, NOVEMBER 12, 2019 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL & DETERMINATION OF A QUORUM
3. CHANGES TO THE AGENDA & APPROVAL
4. PRESENTATION:
 - a) A Presentation from the Mesilla Valley Planning Organization. – *Andrew Wray, MPO*
5. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.
6. *APPROVAL OF CONSENT AGENDA – (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *):
 - a) *BOT Minutes – Minutes of a Work Session & Regular Meeting on October 28TH, 2019.
7. NEW BUSINESS:
 - a) **Resolution 2019-24:** A resolution designating the 2020 official Holidays for the Town of Mesilla. – *Cynthia Stoechner-Hernandez, Clerk/Treasurer.*
 - b) **Resolution 2019-25:** A resolution supporting the City of Las Cruces' Southwestern Doña Ana MOVE trail project. – *Nora L. Barraza, Mayor.*
8. *STAFF REPORTS:
 - Community Development
 - Community Programs
 - Finance Department
 - Fire Department
 - Marshal's Department
 - Public Works Department
9. BOARD OF TRUSTEE COMMITTEE REPORTS
10. BOARD OF TRUSTEE/STAFF COMMENTS
11. ADJOURNMENT

NOTICE:

If you need an accommodation for a disability to enable you to fully participate in the hearing or meeting, please contact us at 524-3262 at least one week prior to the meeting. The Mayor and Trustees request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Board Room to respond to or to conduct a phone conversation. A copy of the agenda packet can be found online at www.mesillanm.gov.

Posted 11/08/19 at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristramn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



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6 **BOARD OF TRUSTEES**
7 **TOWN OF MESILLA**
8 **WORK SESSION**
9 **MONDAY, OCTOBER 28, 2019**
10 **5:00 P.M.**

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13 **TRUSTEES:** Nora L. Barraza, Mayor
14 Stephanie Johnson-Burick, Mayor Pro Tem (arrived at 5:35 P.M.)
15 Carlos Arzabal, Trustee (arrived at 5:52 p.m.)
16 Jesus Caro, Trustee
17 Veronica Garcia, Trustee (ABSENT)

18
19 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
20 Kevin Hoban, Fire Chief
21 Rod McGillivray, Public Works Director
22 Enrique Salas, Lieutenant
23 Gloria Maya, Recorder

24
25 **PUBLIC:**

- 26
27
28 1. **Discussion:** Revisions to the Town of Mesilla Personnel Rules and Regulations Handbook. –
29 *Cynthia Stoechner-Hernandez, Clerk/Treasurer.*

30 Mayor Barraza and trustees reviewed the recommendations for changes, terminology and definitions on the
31 following:

- 32 - classified employees
33 - exempt employees
34 - consistency throughout the document
35 - add FLSA
36 - FLSA nonexempt employees
37 - employees
38 - department heads
39 - supervisor
40 - retain definition for unclassified employee
41 - remove Candidates, appointment; keep applicant
42 - keep temporary assignment
43 - change employee to applicant

- 1 - acting employee; not to exceed 6 months
- 2 - remove new hire and use appointment
- 3 - emergency appointment
- 4 - temporary appointee
- 5 - temporary employment
- 6 - add upon consideration of trustees
- 7 - one-year probationary period with an option to extend; allowed to use annual leave after 6 months
- 8 - additional probation period for a position change
- 9 - reclassifications changed to reassignment
- 10 - rehiring of a former employee
- 11 - time limit for temporary or emergency appointments

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13 Ms. Stohner-Hernandez stated unemployment is paid to an employee who has worked three (3) months or
14 more with the town.

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16 Closed worksession at 6:00 p.m.

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1 **BOARD OF TRUSTEES**
2 **TOWN OF MESILLA**
3 **REGULAR MEETING**
4 **MONDAY, OCTOBER 28, 2019**
5 **6:00 P.M.**
6
7

- 8 **TRUSTEES:** Nora L. Barraza, Mayor
9 Stephanie Johnson-Burick, Mayor Pro Tem
10 Carlos Arzabal, Trustee
11 Jesus Caro, Trustee
12 Veronica Garcia, Trustee (ABSENT)
13
14 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
15 Kevin Hoban, Fire Chief
16 Rod McGillivray, Public Works Director
17 Enrique Salas, Lieutenant
18 Larry Shannon, Community Development Coordinator
19 Gloria Maya, Recorder
20
21 **PUBLIC:** John Wright Ella Nelson
22 Sam Kane Barb Denton
23 Harold Denton Victor Torres
24 Rafael Geck Susan Krueger
25 Davie Salas Mary Helen Ratje
26 Becky King Janet Brydon
27 Julie Phillips Victor Sakalys
28 Will McIlvane Stephen McIlvane
29 Olga Torres Ray Torres
30

31 **1. PLEDGE OF ALLEGIANCE**

32 Mayor Barraza led the Pledge of Allegiance.
33

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

35 **Roll Call.**

36 **Present:** Mayor Nora L. Barraza, Mayor Pro Tem Stefanie Johnson-Burick, Trustee Carlos Arzabal,
37 Trustee Jesus Caro.
38

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

40 **Motion: To approve agenda, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee**
41 **Caro.**
42

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

2 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

3 **Trustee Carlos Arzabal Yes**

4

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

6 Ms. Ratje stated the Pilates class is beneficial to the community. The group cannot pay \$50 an hour to
7 use the Community Center; hoping for a minimal charge. They do not use the center for a profit. Mesilla
8 is going overboard in apartments. A modest home would be fine in the area. Need to look at what is the
9 best use for the interior of Mesilla

10

11 Ms. King read text from the Tango group. There is a discrepancy on the fees.

12

13 Ms. Krueger stated anti donation clause can be met with a dollar. She gave a review of the development
14 of the Iguado Plan which was the town's first master plan. The ordinance is functional but not easy to
15 apply. She sent an email with her concerns; recommended there be work sessions. A guide for building
16 permits was developed; Mr. Shannon has stated that he gives it to the applicants. She does not believe
17 that is being done since it is not working.

18

19 Mr. Geck stated he remembers when in the 70's mobile homes were not allowed in the community and
20 hopes that is taken into consideration when voting on these cases.

21

22 Mr. Kane stated he is the owner of Case #060968 and these are not apartments. These are four (4)
23 separate dwellings, on two (2) lots, that are being proposed that are consistent with the neighborhood.
24 Everything we did not meet Mr. Geck's standards.

25

26 Ms. Nelson stated the exercise is for our health. She would like a copy of the procedures and written
27 policies for renting the Community Center. The group has received inconsistent information. The
28 instructor charges \$5 a class; doing it as a community service. For the record she will ask that her
29 requests be met in a timely manner, i.e. two (2) week period. On her request she will indicate what is
30 being request and why.

31

32

33 Mr. Denton stated the Town of Mesilla utilizes the international historic and residential code. These
34 dwellings are not apartments, multi-family or town houses. They are single family detached houses.
35 They are grouped together with an internal parking core; this keeps parking off the roads. We put
36 together a project that meets the town's requirements and styles.

37

38 Ms. Phillips stated there is not a set price for the exercise class; it is by donation.

39

40 Mayor Barraza read the petition signed by the residents of Mesilla. A copy of the petition was given to
41 each trustee. Ms. Krueger emailed the trustees thoughts regarding the Planning and Zoning Historical
42 Appropriateness Commission cases. Both are attached. **[I will attach these to the official record after**
43 **approved -CSH]**

44

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

48 **Motion: To approve consent agenda, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem**

1 **Johnson-Burick.**

2

3 Mayor Pro Tem Johnson-Burick stated what is to distinguish between the two (2) cases. She wants to be
4 consistent.

5

6 Mayor Barraza stated these dwellings will be rentals. These items can be removed from the consent
7 agenda.

8

9 Trustee Caro asked what size the lot is.

10

11 Mr. Shannon responded the lot is .5 an acre; 21,000 sq. ft. The ordinance allows multi-family units for
12 every 4,000 sq. ft.

13

14 Trustee Caro stated he understands the residents' concerns.

15

16 Trustee Arzabal requested removing the item consent agenda.

17

18 **Amended Motion: To remove item F- Case #060973 from consent agenda, Moved by Mayor Pro**
19 **Tem Johnson-Burick, Seconded by Trustee Caro.**

20

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

22 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

23 **Trustee Carlos Arzabal Yes**

24 **Trustee Jesus Caro Yes**

25

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

27 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

28 **Trustee Carlos Arzabal Yes**

29 **Trustee Jesus Caro Yes**

30

31 a) ***BOT Minutes** – Minutes of a Regular Meeting on October 15th, 2019. ***Approved by consent***
32 ***agenda***

33 b) ***PZHAC Case 060964**– 2655 Calle de Parian, William and Stephan McIlvaine; a request for
34 a zoning permit to remove and replace fifteen windows on the main dwelling at this address.
35 Zoned: Historic Residential (HR). ***Approved by consent agenda***

36 c) ***PZHAC Case 060965**– 2655 Calle de Parian, submitted by William and Stephan McIlvaine;
37 a request for a zoning permit to replace a metal roof on the main dwelling at this address with
38 a tile roof. Zoned: Historic Residential (HR). ***Approved by consent agenda***

39 d) ***PZHAC Case 060966**– 2655 Calle de Parian, submitted by William and Stephan McIlvaine;
40 a request for a zoning permit to restucco the main dwelling at this address. Zoned: Historic
41 Residential (HR). ***Approved by consent agenda***

- 1 e) ***PZHAC Case 060967** – 2363 Calle de Santiago, submitted by Mary Lucero; a request for
2 a zoning permit to install photo-voltaic cells on a dwelling at this address. Zoned: Historical
3 Residential (HR). *Approved by consent agenda*
- 4 f) ***PZHAC Case 060973** – Immediately adjacent to the east side of 2138 Calle del Sur (address
5 to be assigned) submitted by Davie and Kelly Salas; a request for a zoning permit to allow
6 the construction of two rental units on a property at this address. Zoned: Historical Residential
7 (HR).

8 Mayor Barraza asked if they are planning to add anymore dwellings to the property.

9
10 Mr. Shannon responded at this time he does not believe so. Their plan is to see if the property can be
11 divided.

12
13 **Motion: To suspend the rules, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-**
14 **Burick.**

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

17 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

18 **Trustee Carlos Arzabal Yes**

19 **Trustee Jesus Caro Yes**

20
21 Trustee Arzabal stated he understands and respects the petition. The Planning and Zoning approved the
22 case 3 to 0 and understands work sessions were held.

23
24 Mr. Shannon stated we have been allowing accessory dwellings; one (1) in addition to the house.

25
26 Mayor Barraza stated we are crowding as much as we can onto lots. The ordinances were meant to address
27 the situations but were not worded correctly. We do not want to be like Santa Fe; we want to keep the
28 Mesilla ambience. We need to find a medium to address what was intended by our forefathers. This
29 ordinance will be taken seriously; we will work on a new one that addresses what our residents want in our
30 community.

31
32 Mayor Pro Tem Johnson-Burick stated she wants to keep Mesilla – Mesilla. There is inconsistency.

33
34 Mayor Barraza indicated we are looking at families establishing Mesilla as their home. Renters come in
35 and out.

36
37 Trustee Arzabal recommended getting legal advice on these two (2) cases.

38
39 **Motion: To reinstate the rules, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-**
40 **Burick.**

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

2 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

3 **Trustee Carlos Arzabal Yes**

4 **Trustee Jesus Caro Yes**

5

6 **Motion: To postpone Case #060973 until clarification is received from attorney as to the**
7 **interpretation of the Ordinance, Moved by Trustee Arzabal, Seconded by Trustee Caro.**

8

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

10 **Mayor Pro Tem Stephanie Johnson-Burick No**

11 **Trustee Carlos Arzabal Yes**

12 **Trustee Jesus Caro Yes**

13

14 **6. OLD BUSINESS:**

15 **a) PZHAC Case 060957 – 2782 Calle de San Albino, submitted by John Wright; a request for**
16 **a zoning permit to remodel and build an addition to a dwelling at this address. Zoned:**
17 **Historical Residential (HR).**

18 **Motion: To approve PZHAC Case 060957 – 2782 Calle de San Albino, submitted by John Wright; a**
19 **request for a zoning permit to remodel and build an addition to a dwelling at this address. Zoned:**
20 **Historical Residential (HR), Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee**
21 **Arzabal.**

22

23 Mr. Shannon stated reviewed the application.

24

25 Mayor Barraza asked if they are keeping the courtyard.

26

27 Mr. Shannon responded there will not be a private courtyard.

28

29 Mayor Pro Tem Johnson-Burick stated it is not compatible to surrounding area per code. It sounds like it
30 will be a fortress.

31

32 Mr. Shannon referred to the photographs.

33

34 Trustee Caro stated this is not conforming to the area according to the Iguado Plan.

35

36 Mayor Barraza asked how tall the current walls of the house are.

37

38 Mr. Shannon responded the house is 3 ft. above the street level which make the walls look taller than the
39 12 ft. they currently are. Referred to ordinance.

40

1 Mayor Barraza asked how tall the foundation of the dwelling to the top of the wall is.

2

3 Mr. Shannon responded to the top of the wall is 8 ft.; to the top of the dwelling is another 4 ft.

4

5 Mayor Barraza asked how tall the proposed wall is going to be.

6

7 Mr. Wright gave a description of what he is proposing. He needs to be given direction as he has had to
8 change his plans which costs money.

9

10 Mayor Barraza stated it was pulled from the last Board of Trustees agenda because the board did not have
11 plans. She would like to see the same height across the building.

12

13 Mr. Wright responded there will be parapet, trusses and cooling that will reach the roof of the house; only
14 one section is being done.

15

16 Mayor Barraza asked if one wall remain 8 ft. tall.

17

18 Mr. Wright responded all the rest of the house will remain 8 ft. in height. Showed the plans to trustees.

19

20 Mayor Barraza stated she will request a joint work session with Planning and Zoning and town attorney to
21 guide them with clarification on some of the ordinances.

22

23 **Motion: Called for the question, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem**
24 **Johnson-Burick.**

25 **Roll Call Vote: Motion passed (summary: Yes = 2; No=1).**

26 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

27 **Trustee Carlos Arzabal Yes**

28 **Trustee Jesus Caro Nay**

29

30 **Original Motion Roll Call Vote: Motion passed (summary: Yes = 2; Nay = 1).**

31 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

32 **Trustee Carlos Arzabal Yes**

33 **Trustee Jesus Caro Nay**

34

35 **b) PZHAC Case 060968** – SW corner of Calle de Colon and Calle de Tercera; submitted by
36 Samuel Kane; a request for a zoning permit to allow the construction of four rental units on a
37 property at this address. Zoned: Historical Residential (HR).

38 **Motion: To postpone PZHAC Case 06098 – SW corner of Calle de Colon and Calle de Tercera;**
39 **submitted by Samuel Kane; a request for a zoning permit to allow the construction of four rental**
40 **units on a property at this address until clarification from the attorney is received. Zoned:**
41 **Historical Residential (HR), Moved by Trustee Arzabal, Seconded by Trustee Caro.**

1
2 Mayor Pro Tem Johnson-Burick stated the metal pitch roof did not conform to the homes in the area. She
3 is asking that the applicant conform to the surrounding area.

4
5 Trustee Arzabal asked that there be a time frame set to avoid additional cost to the applicant.

6
7 Mayor Barraza responded the attorney will be contacted tomorrow. A work session will be scheduled.
8 She asked that any questions or concern be submitted in writing to staff.

9
10 Trustee Caro stated over the years the Planning and Zoning is not conforming to the Yguado plan which
11 should be taken into consideration.

12
13 **Roll Call Vote: Motion passed (summary: Yes = 2; Nay = 1).**

14 **Mayor Pro Tem Stephanie Johnson-Burick Nay**

15 **Trustee Carlos Arzabal Yes**

16 **Trustee Jesus Caro Yes**

17
18 **7. NEW BUSINESS:**

- 19 a) **For Approval:** an engineering agreement for MES2019-03 for the design for Calle de Oeste,
20 Santiago and Principal Reconstruction in the amount of \$13,319.50, plus NMGRT

21 **Motion: To approve an engineering agreement for MES2019-03 for the design for Calle de Oeste,**
22 **Santiago and Principal Reconstruction in the amount of \$13,319.50, plus NMGRT, Moved by**
23 **Trustee Arzabal, Seconded by Trustee Caro.**

24
25 **Roll Call Vote: Motion passed (summary: Yes = 3).**

26 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

27 **Trustee Carlos Arzabal Yes**

28 **Trustee Jesus Caro Yes**

- 29
30 b) **For Approval:** an engineering agreement for MES2019-12 for the design for Calle de Parian
31 Reconstruction project in the amount of \$16,059.50, plus NMGRT funded through the Local
32 Government Road Fund (NMDOT). – ***Rod McGillivray, Public Works Director.***

33 **Motion: To approve an engineering agreement for MES2019-12 for the design for Calle de Parian**
34 **Reconstruction project in the amount of \$16,059.50, plus NMGRT funded through the Local**
35 **Government Road Fund (NMDOT), Moved by Trustee Arzabal, Seconded by Mayor Pro Tem**
36 **Johnson-Burick.**

37
38 **Roll Call Vote: Motion passed (summary: Yes = 3).**

39 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

40 **Trustee Carlos Arzabal Yes**

41 **Trustee Jesus Caro Yes**

1 c) **Resolution 2019-21:** Authorizing the execution and delivery of a loan agreement and
2 intercept between the Town of Mesilla and the New Mexico Finance Authority in the
3 principal amount of \$95,718 for the purpose of acquiring two new police interceptor vehicles
4 with equipment to be repaid from the Law Enforcement Protection Fund. – *Cynthia*
5 *Stoehner-Hernandez, Clerk/Treasurer.*

6 **Motion: To approve Resolution 2019-21; Authorizing the execution and delivery of a loan**
7 **agreement and intercept between the Town of Mesilla and the New Mexico Finance Authority in**
8 **the principal amount of \$95,718 for the purpose of acquiring two new police interceptor vehicles**
9 **with equipment to be repaid from the Law Enforcement Protection Fund, Moved by Mayor Pro**
10 **Tem Johnson-Burick, Seconded by Trustee Arzabal.**

11
12 Trustee Caro stated he feels the amount is high for two (2) vehicles. He asked why we need those types
13 of vehicles. These vehicles are not right for the Town of Mesilla.

14
15 Mayor Barraza responded the equipment needed is what brings up the price of the vehicle. If we get a
16 vehicle without being equipped, we will need to pay for the needed equipment out of the General Fund
17 later.

18
19 Lieutenant Salas stated the cost to equip a unit is from \$30k to \$40k. These vehicles are specifically
20 made for police use.

21
22 Mayor Barraza stated many times the equipment is more than the vehicle.

23
24 Trustee Caro stated looking back officers get into accident which are not reported. He feels officers do
25 not take care of the vehicles. Recently someone donated two (2) vehicles. If we approve this, they need
26 to take care of the vehicles.

27
28 Lieutenant Salas responded the vehicles were purchased from State Police fleet. Both vehicles have high
29 mileage. High mileage for a unit is 60k which is what our entire fleet beyond. Officer involved crashes
30 are being reported and officers are being tested; rules are being followed.

31
32 Mayor Barraza stated we are spending more on maintenance that the vehicles are worth.

33
34 Lieutenant Salas stated as the fleet ages the repair and maintenance budget will need to be increased to
35 keep units on the road. Warranties, some up to five (5) years, come with new vehicles.

36
37 Mayor Barraza stated we are looking a fleet program where vehicles will be rotated.

38
39 **Roll Call Vote: Motion passed (summary: Yes = 2; Nay=1).**

40 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

41 **Trustee Carlos Arzabal Yes**

42 **Trustee Jesus Caro No**

1 d) **Resolution 2019-22:** Authorizing the Town's Participation in the Local Government
2 Transportation Project Fund Program administered by the New Mexico Department of
3 Transportation in the amount of \$844,000 to be used for the Calle del Norte Multi-Use Path
4 Phase II project. – *Rod McGillivray, Public Works Director.*

5 **Motion: To approve Resolution 2019-22: Authorizing the Town's participation in the Local**
6 **Government Transportation Project Fund Program administered by the New Mexico Department**
7 **of Transportation in the amount of \$844,000 to be used for the Calle del Norte Multi-Use Path**
8 **Phase II project, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-Burick.**

9
10 Mr. McGillivray stated the town received \$844k; a match waiver request was submitted.

11
12 **Roll Call Vote: Motion passed (summary: Yes = 3).**

13 **Mayor Pro Tem Stephanie Johnson-Burick Yes**

14 **Trustee Carlos Arzabal Yes**

15 **Trustee Jesus Caro Yes**
16

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

18 Mayor Pro Tem Johnson-Burick stated MPO meeting will be held on November 13th.

19
20 Trustee Arzabal stated CFO meeting will be held December 13th in Hatch.

21
22 Mayor Barraza stated RTD meeting will be on Wednesday. She will be attending a mandatory Safety
23 Training meeting in Albuquerque. She attended the Infrastructure Conference last week.

24 25 **9. BOARD OF TRUSTEE/STAFF COMMENTS**

26 Lieutenant Salas stated Corporal Azcarate and himself will be attending a mandatory AED training. The
27 town we received two (2) AED through a Heart Association grant.

28
29 Trustee Arzabal stated we need to get the Pilates Class some answers. He reiterated clarification from the
30 attorney is needed before voting. The board cannot vote on something simply because they do not like it.

31
32 Mayor Pro Tem Johnson-Burick stated she appreciates residents coming forth regarding issues. Legally
33 we must follow the ordinances. Going forward we need to look at the ordinances, the Comprehensive
34 Plan as well as the internal policies dictate how we want Mesilla to be. The Community Center is for the
35 community and its residents. There is a difference between business office rentals versus a class for two
36 (2) hours a week which benefits the community. She recommends a fee schedule be developed.

37
38 Trustee Caro stated he agrees with Mayor Pro Tem Johnson-Burick. He has noticed there are signs

1 coming up around the town.

2

3 Mayor Barraza stated staff will investigate the Argentine Tango class. We have discovered discrepancies
4 in the fees for the Community Center and the fiestas. Ms. Sellers has been hired to do the job. The
5 website has the rental information for facilities in Mesilla. There is an anti-donation clause that the town
6 follows. The rental fee is \$100 an hour, residents pay \$50 an hour, and non-profit pay \$50 a day. We do
7 not have the manpower to take care of the facility if we open it up for everything. We were told that our
8 floor could not be sanded down anymore he would need to be replaced. We do not even make enough to
9 cover the utilities. We are not able to lend out the Community Center. We can look for grants to hire
10 instructor and charge a fee to the participants as well as having exercise stations around d the town. She
11 will not put the staff in a position to pick and choose who gets it free.

12

13 Mayor Pro Tem Johnson-Burick stated she is looking at a fee schedule – not free.

14

15 Mayor Barraza stated the non-profit is a fair fee. The centers in the surrounding area are not free. There
16 will be a joint work session to work out the issues. It is ridiculous that an applicant must come several
17 times to meet with the Planning and Zoning. We need to follow the Yguado Plan, Comprehensive Plan
18 and ordinances regarding applications. She appreciates residents coming forth to voice their concerns; if
19 we don't know we can deal with the problems. The town is putting up more signs to address some issues.
20 There are problems with Rio Grande Prep and Andele's employees who are parking on the side streets.
21 We are seeing more littering and graffiti as well around town. She asked that any concerns come forth to
22 Mr. McGillivray or me. She will be happy to meet with the Pilates group. The Community Center use
23 will be resolved by January 1st. She would like to complete work on the Personnel Handbook completed
24 by the end of December early January; work session will be held before the Board of Trustees meeting on
25 November 12th. Halloween Carnival was successful and a vast amount of can goods were donated. Ms.
26 Sellers did a fabulous job. Veteran's Day Ceremony will be held on November 11th at 11:00 a.m. at
27 Veteran's Park. She will be attending the Border's Mayors Summit in San Diego on November 6th thru
28 8th. Día de los Muertos is this weekend, following weekend is Native American Market and yesterday
29 was the last Mariachi Sunday.

30

31 **10. ADJOURNMENT**

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

33

34 **MEETING ADJOURNED AT 7:49 P.M.**

35

36 **APPROVED THIS 12th DAY OF NOVEMBER, 2019.**

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Nora L. Barraza
Mayor

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1 **ATTEST:**

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Cynthia Stoeher-Hernandez
Town Clerk/Treasurer

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DRAFT



RESOLUTION NO. 2020-24

A RESOLUTION ESTABLISHING DATES FOR HOLIDAY OBSERVANCE FOR THE TOWN OF MESILLA IN 2020.

WHEREAS, the Town of Mesilla annually adopts a holiday schedule to be observed by the Town; and

WHEREAS, the holidays proposed are authorized for observance by employees in Town service in accordance to the Town Personnel Policy.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees that the following schedule of holidays will be observed by the Town of Mesilla in 2020. Town Hall will be closed on these days:

New Year’s Day Observance	Wednesday	January 1, 2020
Martin Luther King Day	Monday	January 20, 2020
President’s Day	Monday	February 17, 2020
César Chávez Day	Tuesday	March 31, 2020
Spring Day	Friday	April 10, 2020
Memorial Day	Monday	May 25, 2020
Independence Day	Friday	July 3, 2020
Labor Day	Monday	September 7, 2020
Indigenous People’s Day	Monday	October 12, 2020
Veterans Day	Wednesday	November 11, 2020
Thanksgiving Day	Thursday	November 26, 2020
Thanksgiving Holiday	Friday	November 27, 2020
Winter Holiday	Thursday	December 24, 2020
Winter Holiday	Friday	December 25, 2020
New Year’s Eve	Thursday	December 31, 2020

PASSED BY THE BOARD OF TRUSTEES this 12th day of November 2019.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Clerk-Treasurer

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES

FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR

SUBJECT: ACTIVITY REPORT – OCTOBER 2019

DATE: NOVEMBER 5, 2019

PZHAC BUSINESS
OCTOBER 2019
[Items presented to the PZHAC]

PZHAC WORK SESSION ITEMS:

1. Submitted by Willian and Stephan Mellvaine; a request to discuss plans for the renovation of the main dwelling on a residential property at 2655 Calle de Parian, including the replacement of windows (Case 060964), replacing the roof Case 060965), and restucoing the dwelling (Case 060966). Zoned: Historic Residential (HR)
2. Submitted by Mary Lucero; a request to discuss plans to install photo-voltaic cells on a dwelling at 2363 Calle de Santiago (Case 060967) Zoned: Historical Residential (HR)
3. Submitted by Samuel Kane, a request to discuss plans to construct four rental units on the southwest corner of Calle de Colon and Calle de Tercera (Case 060968) Zoned: Historic Residential (HR)
4. Submitted by Davie and Kelly Salas, a request to discuss plans to construct two rental units on a lot immediately adjacent to the east side of 2138 Calle del Sur (Case 060973) Zoned: Historic Residential (HR)

PZHAC ADMINISTRATIVE APPROVALS:

Zoning Permits

1. **Case 060960** – 1368 Snow Road, submitted by Gabmiele Boyer; a request for a zoning permit to allow the installation of a concreter pad for a sculpture (artwork) on a residential property at this address. Zoned: Rural Farm (RF)
2. **Case 060961** – 2011 Avenida de Mesilla, submitted by Mickey Balderas; a request to repair some landscaping in a commercial parking lot at the Bean Café at this address. Zoned: Historic Commercial (HC)
3. **Case 060962** – Snow Road, submitted by William C. Friez; a request for a zoning permit to allow the installation of wood or metal stakes on a property line along Snow Road. Zoned: Rural Farm (RF)
4. **Case 060963** – 2930 Valle Grande, submitted by Childers Brothers, Inc. for Donald Tallackson; a request for a zoning permit to allow repairs to the foundation of a dwelling at this address. Zoned: Rural Farm (RF)
5. **Case 060970** – 2800 Teresita Street, submitted by Robert L. Trigo; a request for a zoning permit to allow the addition of fourteen photo-voltaic panels to an existing array of photo-voltaic panels on the roof of a dwelling at this address. Zoned: Historic Residential (HR)
6. **Case 060971** – 203 Capri Road, submitted by Brother Richard Fish; a request to repair the roof of a dwelling at this address. Zoned: Residential, one acre (R1)
7. **Case 060972** – 2109 Calle de Parian, submitted by Art Fountain; a request to repair the plaster and repaint the repairs on a commercial structure at this address. Zoned: Historic Residential (HR).

PZHAC DECISION ITEMS:

Zone Changes:

1. **Case 060964**– 2655 Calle de Parian, Willian and Stephan McIlvaine; a request for a zoning permit to remove and replace fifteen windows on the main dwelling at this address. Zoned: Historic Residential (HR) **(This case was discussed during the Work Session)**
2. **Case 060965**– 2655 Calle de Parian, submitted by Willian and Stephan McIlvaine; a request for a zoning permit to replace a metal roof on the main dwelling at this address with a tile roof. Zoned: Historic Residential (HR) **(This case was discussed during the Work Session)**
3. **Case 060966**– 2655 Calle de Parian, submitted by Willian and Stephan McIlvaine; a request for a zoning permit to restucco the main dwelling at this address. Zoned: Historic Residential (HR) **(This case was discussed during the Work Session)**
4. **Case 060967** – 2363 Calle de Santiago, submitted by Mary Lucero; a request for a zoning permit to install photo-voltaic cells on a dwelling at this address. Zoned: Historical Residential (HR) **(This case was discussed during the Work Session)**
5. **Case 060968** – SW corner of Calle de Colon and Calle de Tercera; submitted by Samuel Kane; a request for a zoning permit to allow the construction of four rental units on a property at this address. Zoned: Historical Residential (HR) **(This case was discussed during the Work Session)**
6. **Case 060969** – 1000 West University Avenue, submitted by Catherin Martinez and Linda Montoya; a request for a zoning permit to allow the installation of a pergola in the backyard of a dwelling at this address. Zoned: Rural Agricultural (RA)
7. **Case 060973** – Immediately adjacent to the east side of 2138 Calle del Sur (address to be assigned) submitted by Davie and Kelly Salas; a request for a zoning permit to allow the construction of two rental units on a property at this address. Zoned: Historical Residential (HR) **(This case was discussed during the Work Session)**

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
OCTOBER 2019***

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
060970	04-00995	10/3/19	Robert L. Trigo/Energy Concepts	15,460.00	34.50	MI	2800 Teresita Street	Install additional electric panels
060971	04-00767	10/9/19	Br. Richard Fish/Approved Roofing and Construction	19,366.00	50.50	RR	203 Capri Road	Reroof a dwelling at this address
060972	04-01212	10/9/19	Art Fountain/self	250.00	0.00	MI	2109 Calle de Parian	Repair and repaint areas of damaged stucco on an exterior wall on a store at this address
060973	04-02694	10/1/19	Davie & Kelly Salas/self	235,000	363.00	NR	Calle del Sur	Build two new dwellings on this property
060976	04-01012	10/18/19	Karen S. Crumpton/self	100.00	0.00	MI	2842 Erminda Street	Paint trim above a front entryway on a dwelling at this address
060977	04-01180	10/28/19	Loise Burchell/Able Sign	250.00	0.00	MI	1701 Calle de Mercado, Suite 2	Repair an existing wall sign at this address
060978	04-00538	10/18/19	Sam & Jessica Kane/Denton Ventures	N/A	150.00	SSUB	SW corner of Calle Tercera and Calle de Colon	A summary subdivision to split the subject lot into two parcels
060979	04-00572	10/21/19	Gerard Nevarez/Patrick Vigil	26,000.00	49.50	ADN	2305 Calle de Colon	Add an addition to an existing dwelling
060980	04-01209	10/30/19	Joseph Foster	12 square feet	24.00	SIGN	25488 Calle de Guadalupe	Install a freestanding sign at this address
060981	04-02694	10/31/19	Davie & Kelly Salas	225,000.00	348.00	NR	Calle del Sur	Build two additional dwellings on this property

Community Projects Report

Project	Description
Current Contact information	Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890
Veteran's Day	Have continued working with Fred Madrid on organizing Veterans day celebration. Flyer has been created and all talent is set to perform. Color guard has been arranged and invitations have been sent. PA system has been donated by Kenny Arroyos.
El Tratado de La Mesilla	Working with John Smith on this years reenactment. Plans have been made to ensure the event is smooth.
Halloween Haunted House	Halloween Haunted house went off with no major incidents. Many canned good donations were received and are being organized for delivery into the community.
Clean & Beautiful Grant	Funds in the amount of \$14,350 were awarded. Agreement has been signed and returned along with initial invoice for 50% of the funds. The funds will be used for new litter and recycling receptacles, sprinkler system, trees, picnic tables, and outdoor community informational centers. Working with Rod McGillvray to ensure projects are completed in a timely manner.
Mariachi Sundays	The last Mariachi Sunday has passed successfully. Sponsorship of \$1000 has been processed. Will continue to work with organizers to ensure another successful event next year.
Thanksgiving Baskets	Communication has been sent seeking donations for Thanksgiving baskets. Goal is to provide 60 baskets with food to assist local families with having a Thanksgiving meal this year. I am coordinating with the schools and Church to find local families in need.
Christmas Tree Lighting	Working with Mesilla Elementary to have students perform the evening of the Christmas Tree lighting.



MEMORANDUM

To: Mayor and Trustees

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

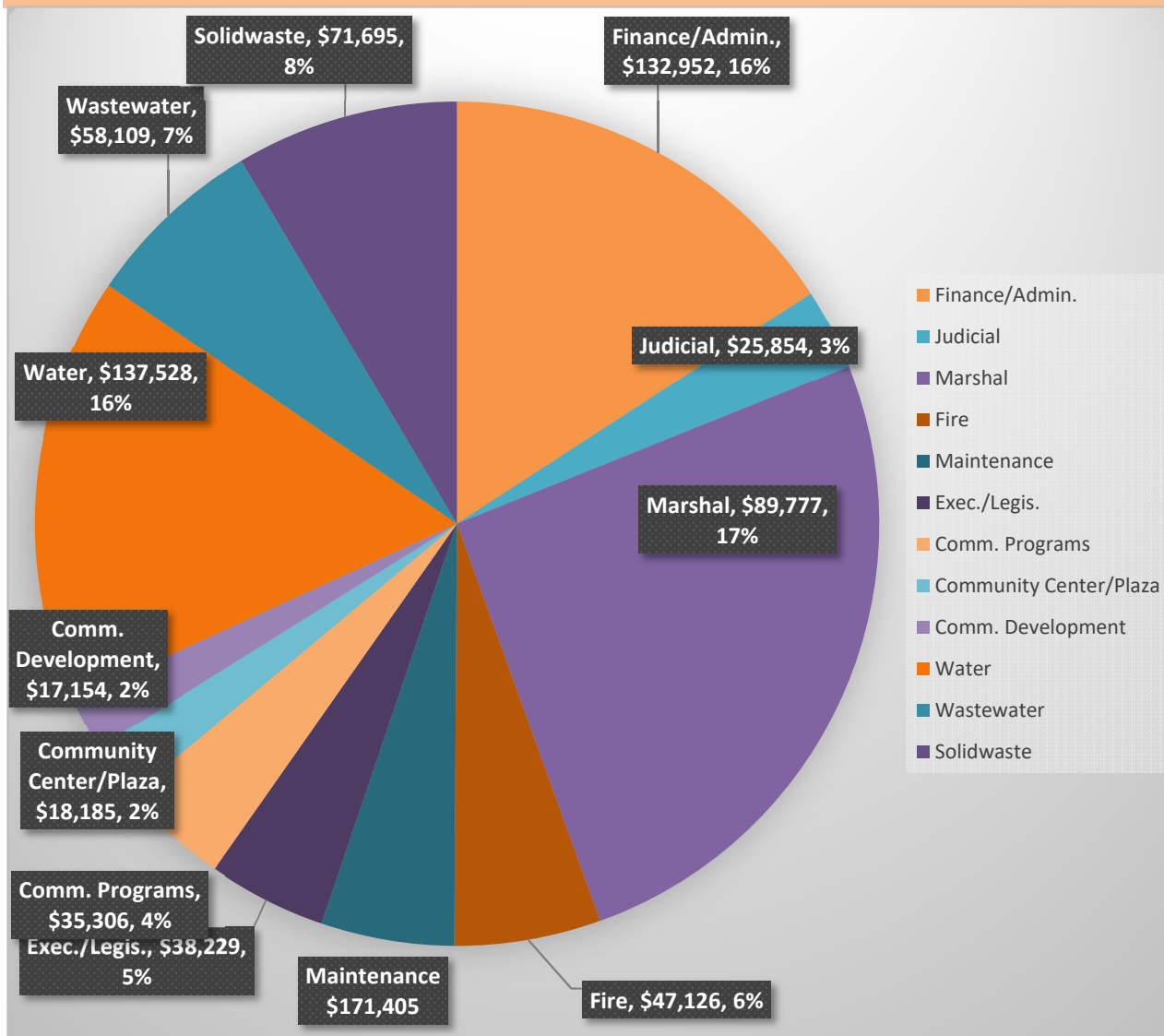
RE: Monthly Finance Report

Listed below is a review of department and fund expenditures for: **OCTOBER**
General Fund should be at: **33.33% spending**

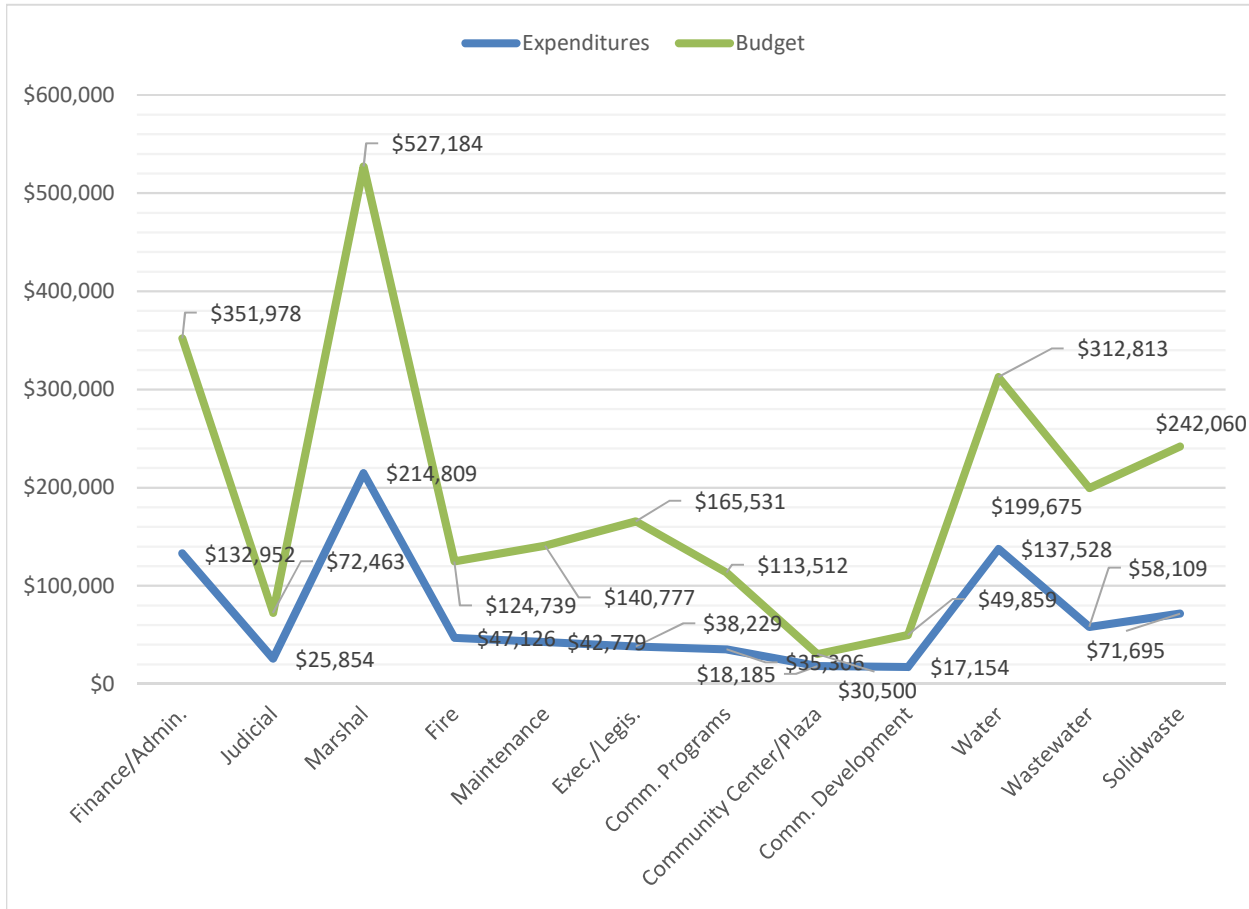
****spending is a little high this month due to paying of 1/2 of insurances (July 1st 1/2 due, January 1st the other 1/2 is due). This will even out in the next few months**

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	37.77%	\$132,952	100.00%	-62.23%	\$ 351,978
Judicial	35.68%	\$25,854	100.00%	-64.32%	\$ 72,463
Marshal	40.75%	\$214,809	100.00%	-59.25%	\$ 527,184
Fire	37.78%	\$47,126	100.00%	-62.22%	\$ 124,739
Maintenance	30.39%	\$42,779	100.00%	-69.61%	\$ 140,777
Exec./Legis.	23.09%	\$38,229	100.00%	-76.91%	\$ 165,531
Comm. Programs	31.10%	\$35,306	100.00%	-68.90%	\$ 113,512
Community Center/Plaza	59.62%	\$18,185	100.00%	-40.38%	\$ 30,500
Comm. Development	34.40%	\$17,154	100.00%	-65.60%	\$ 49,859
General Fund	36.31%	\$572,394	100.00%	-63.69%	\$ 1,576,543
Water	43.96%	\$137,528	100.00%	-56.04%	\$ 312,813
Wastewater	29.10%	\$58,109	100.00%	-70.90%	\$ 199,675
Solidwaste	29.62%	\$71,695	100.00%	-70.38%	\$ 242,060
Enterprise Fund	33.06%	\$267,332	100.00%	-66.94%	\$ 808,548

EXPENDITURES



EXPENDITURES VS BUDGET



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

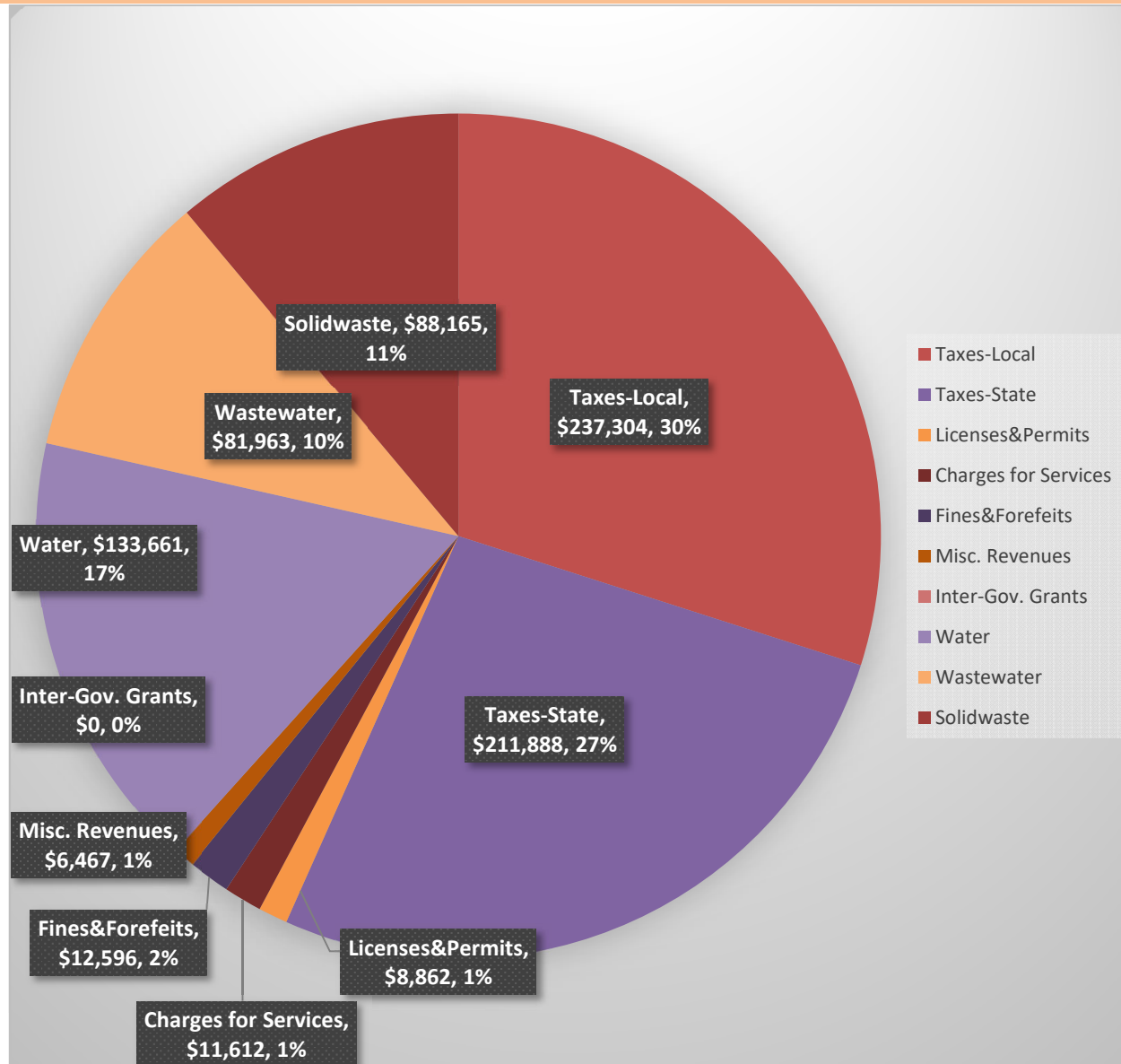
REVENUE

YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	34.23%	\$237,304	100.00%	-65.77%	\$693,315
Taxes-State	39.76%	\$211,888	100.00%	-60.24%	\$532,958
Licenses&Permits	15.28%	\$8,862	100.00%	-84.72%	\$58,000
Charges for Service	15.08%	\$11,612	100.00%	-84.92%	\$77,000
Fines&Forefeits	15.75%	\$12,596	100.00%	-84.26%	\$80,000
Misc. Revenues	19.02%	\$6,467	100.00%	-80.98%	\$34,000
Inter-Gov. Grants	0.00%	\$0	100.00%	-100.00%	\$104,400
General Fund	30.94%	\$488,728	100.00%	-69.06%	\$1,579,673
Water	42.73%	\$133,661	100.00%	-57.27%	\$ 312,813
Wastewater	41.05%	\$81,963	100.00%	-58.95%	\$ 199,675
Solidwaste	36.09%	\$88,165	100.00%	-63.91%	\$ 244,260
Enterprise Fund	40.14%	\$303,790	100.00%	-59.86%	\$756,748

REVENUE vs BUDGET



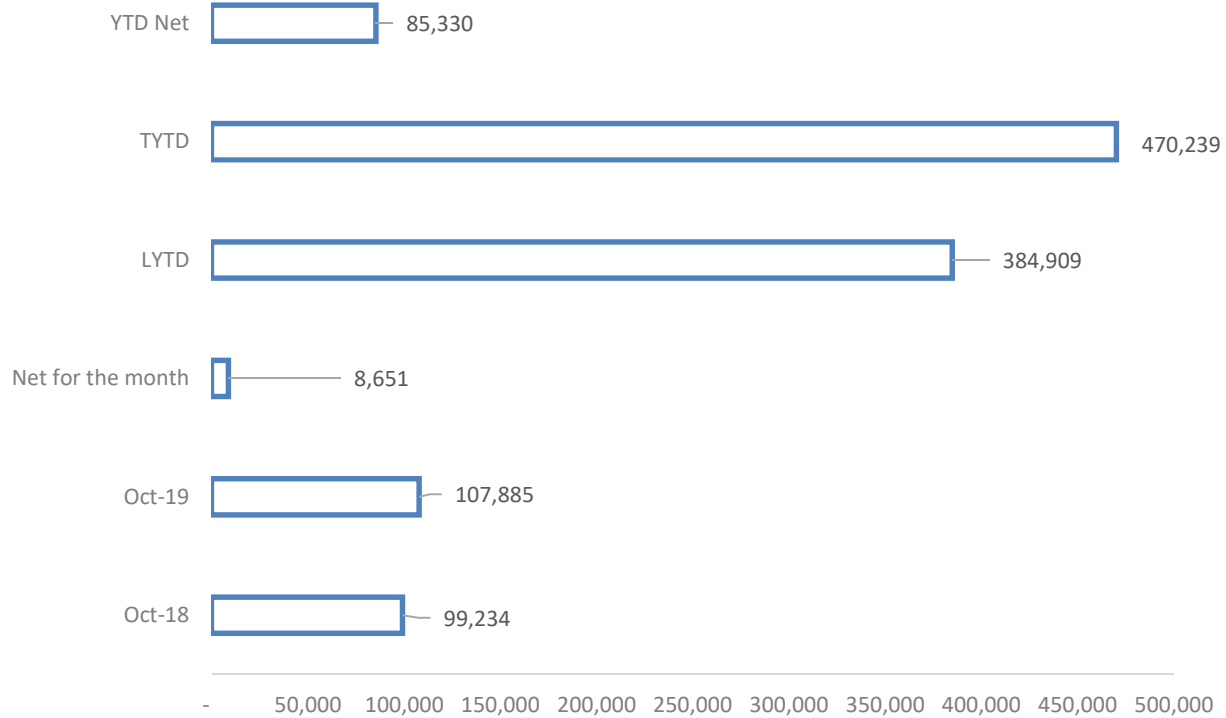
YTD REVENUES



GRT COMPARISONS

Oct-18	Oct-19	Net for the month	LYTD	TYTD	YTD Net
99,234	107,885	8,651	384,909	470,239	85,330

GRT Comparisons



Business GRT in August 2019

Percentage by month	9%	Percentage over last FYTD	22%
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**TOWN OF MESILLA FIRE DEPARTMENT
MONTHLY BOT REPORT**



DATE: **October, 2019**

MAJOR ADDITIONS TO INVENTORY None

MAINTENANCE OF EQUIPMENT Electrical short in dash lights on Engine 32 repair. Armrest and hose reel valve Brush 31 repaired.

COMMENTS A grant application was submitted to the NM Fire Protection Grant Council to replace Brush 31, a 2004 Ford F550. Three fire prevention events were held at local schools with over 700 children and adults attending. Additionally MFD members attended the Zia Middle School 'Trunk or Treat' event and used the opportunity to recruit for the Fire Explorer Program. During our annual Halloween Safety Patrol a lost 4 year old was found by MFD staff. After a search by Fire and Marshal's personnel the mother was located and the two were happily reunited.
Two of our personnel, Lt. Ariel Caro and FF Evert Garibay have been accepted into the most recent Las Cruces Fire Department academy. Lt. John Chavez has been accepted as a full time firefighter at Spaceport America. Congratulations to all.

SUBMITTED BY Fire Chief Kevin Hoban _____

Mesilla Fire Department

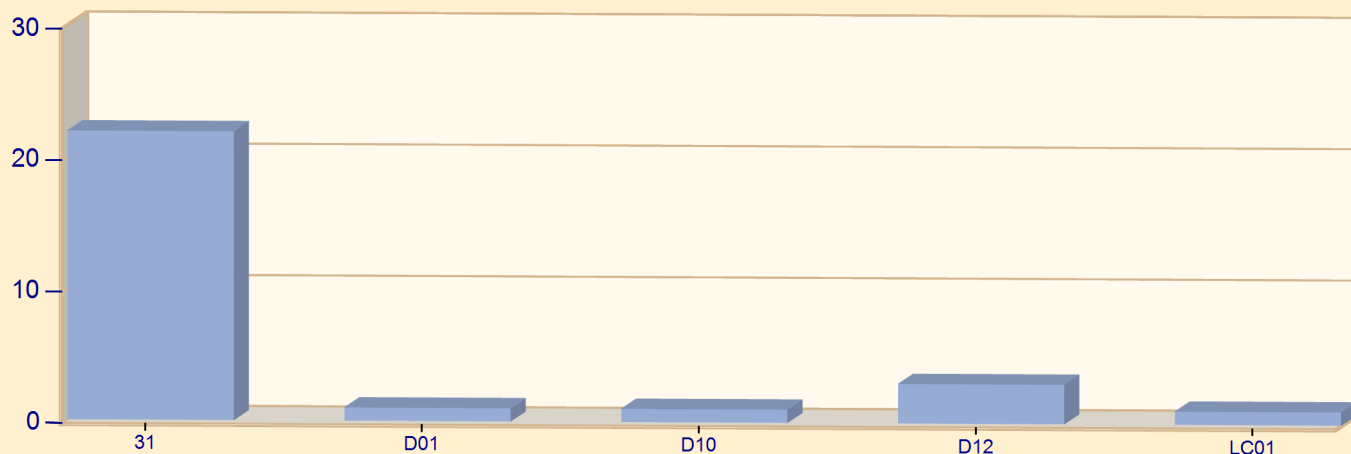
Mesilla, NM

This report was generated on 11/5/2019 12:38:09 PM



Incident Type Count per Zone for Date Range

Start Date: 10/01/2019 | End Date: 10/31/2019



ZONES	INCIDENT TYPE	COUNT
31 - Town of Mesilla		
	118 - Trash or rubbish fire, contained	1
	311 - Medical assist, assist EMS crew	2
	321 - EMS call, excluding vehicle accident with injury	10
	322 - Motor vehicle accident with injuries	1
	381 - Rescue or EMS standby	1
	510 - Person in distress, other	1
	511 - Lock-out	2
	551 - Assist police or other governmental agency	1
	552 - Police matter	1
	622 - No incident found on arrival at dispatch address	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 31 - Town of Mesilla</i>	22
D01 - Dona Ana		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D01 - Dona Ana.</i>	1
D10 - Mesquite		
	381 - Rescue or EMS standby	1
	<i>Total Incidents for D10 - Mesquite.</i>	1
D12 - Fairacres		
	311 - Medical assist, assist EMS crew	1

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

ZONES	INCIDENT TYPE	COUNT
	322 - Motor vehicle accident with injuries	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D12 - Fairacres.</i>	3
LC01 - City of Las Cruces		
	322 - Motor vehicle accident with injuries	1
	<i>Total Incidents for LC01 - City of Las Cruces.</i>	1
Total Count for all Zone:		28

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

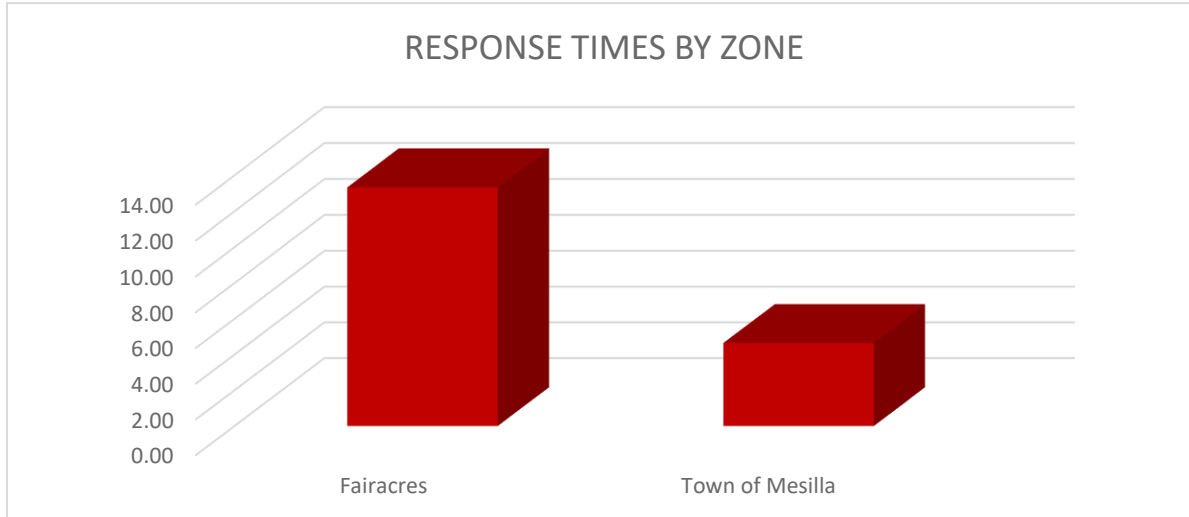
Mesilla Fire Department

Mesilla, NM

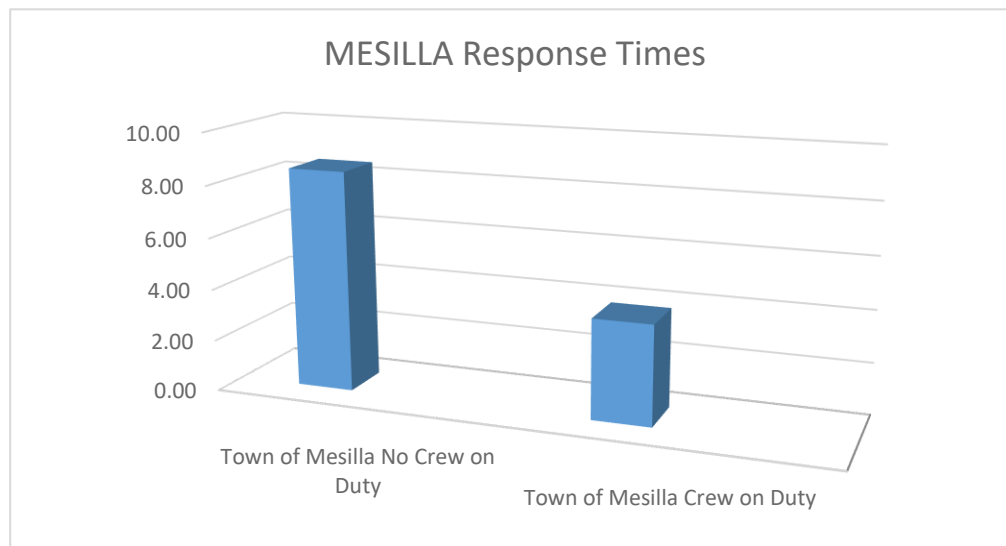
This report was generated on 01/02/2019



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



Zone	AVERAGE RESPONSE TIME (in minutes)
Fairacres	13.33
Town of Mesilla	4.65
Town of Mesilla No Crew on Duty	8.53
Town of Mesilla Crew on Duty	3.84



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

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

emergencyreporting.com
Doc Id: 342
Page # 2 of 3



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

Mesilla Fire Department

Mesilla, NM

This report was generated on 11/5/2019 12:28:11 PM



Events per Event Type for Date Range (Landscape)

Start Date: 10/01/2019 | End Date: 10/31/2019

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
On Call Duty Officer						
	10/01/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/01/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/02/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/03/2019	On Call	Administrative	Battalion 31	12	Kevin Hoban
	10/04/2019	On Call	Administrative	Battalion 31	14	Kevin Hoban
	10/05/2019	On Call	Administrative	Battalion 31	10	Kevin Hoban
	10/08/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/09/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/10/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/11/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/11/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/13/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	10/14/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/15/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/16/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/17/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/18/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/19/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	10/20/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	10/23/2019	On Call	Administrative	Battalion 31	14	Kevin Hoban
	10/25/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/26/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	10/27/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	10/29/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban

Total Hours for On Call Duty Officer: 395

Daily Operations Shift						
	10/01/2019	C Shift	Shifts	House 31	17	Lachlan Boyd, Ariel Caro, Trevor Fietze, Mateo Martinez, Zachary Porter, Irwin Renteria
	10/07/2019	C Shift	Shifts	House 31	12	Lachlan Boyd, Ariel Caro, Trevor Fietze, Evert Garibay
	10/13/2019	C shift	Shifts	House 31	14	Lachlan Boyd, Ariel Caro, Trevor Fietze, Evert Garibay
	10/22/2019	C Shift	Shifts	House 31	11	Trevor Fietze, Joseph Torres
	10/25/2019	C Shift	Shifts	House 31	14.5	Lachlan Boyd, Trevor Fietze, Joseph Torres

Total Hours for Daily Operations Shift: 68.5

Administration Shift						
	10/02/2019	Uniforms	Administrative	El paso	6	Gregory Whited
	10/03/2019	Uniforms	Administrative	El paso	2	Gregory Whited
	10/15/2019	uniform administration	Administrative	commute	3	Gregory Whited
	10/16/2019	uniform administration	Administrative	el paso	3	Gregory Whited

Total Hours for Administration Shift: 14

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Evening Operations Shift						
	10/02/2019	A shift	Shifts	Town of Mesilla Fire House 31	38	John Chavez, Manuel Felix, Humberto Manriquez
	10/09/2019	B shift	Shifts	station 31	16	Phillip Guzman, Sebastian Linares, Nicolas Navarro, Cavin Roberson, Lillian Villazon
	10/11/2019	A-Shift	Shifts	Station 31	11	Thomas Montoya, Laura Orrantia, Dylan Thunhorst
	10/14/2019	A-Shift	Shifts	station 31	14	Sebastian Linares, Nicolas Navarro
	10/19/2019	C-Shift	Shifts	Station 31	19	Lachlan Boyd, Trevor Fietze, Mateo Martinez
	10/20/2019	A shift	Shifts	Town of Mesilla Fire House 31	15	John Chavez, Manuel Felix, Dylan Thunhorst
	10/23/2019	A shift	Shifts	Town of Mesilla Fire House 31	12.5	John Chavez, Francisco Lopez, Thomas Montoya
	10/26/2019	A-Shift	Shifts	Station 31	16.5	Manuel Felix, Nicolas Navarro, Dylan Thunhorst
	10/28/2019	C-Shift	Shifts	Station 31	12	Trevor Fietze, Mateo Martinez
	10/31/2019	C-Shift	Shifts	Station 31	12	Lachlan Boyd, Humberto Manriquez, Mateo Martinez, Zachary Porter, Joseph Torres

Total Hours for Evening Operations Shift: 166

School Safety Demo						
	10/03/2019	Acton Academy Fire Safety Day	Prevention Event	Acton Academy	4	Lachlan Boyd, Ariel Caro, George Klebansky, Zachary Porter, Gregory Whited

Total Hours for School Safety Demo: 4

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Prevention Division Shift						
	10/05/2019	NM-IAAI Quarterly meeting	Prevention Event	Los Lunas, NM	11	Crystal Davis-Whited, Andy Embury, Amy O'Brien, Gregory Whited
	10/07/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/10/2019	inspections	Prevention Event	town of mesilla	6	Andy Embury, Gregory Whited
	10/12/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	10/12/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	10/21/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/25/2019	Occupancy and Code Research	Prevention Event	telecommute	2	Gregory Whited
	10/28/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	10/29/2019	Mesilla Elementary Fire Prevention Day	Prevention Event	Mesilla Elementary School	6	Andy Embury, George Klebansky, Sebastian Linares, Mateo Martinez, Nicolas Navarro, First Responder Other, Gregory Whited

Total Hours for Prevention Division Shift: 118

24 hr Operations Shift						
	10/08/2019	A shift	Shifts	Town of Mesilla Fire House 31	12	John Chavez, Manuel Felix, Humberto Manriquez, Anthony Martinez Jr. , Thomas Montoya, Laura Orrantia
	10/15/2019	B-Shift	Shifts	Firehouse 31	27	Phillip Guzman, Justin Knoll, Sebastian Linares, Nicolas Navarro, Joseph Torres, Lillian Villazon
	10/24/2019	B-Shift	Shifts	Firehouse 31	24	Manuel Felix, Trevor Frieze, Alexandra Gaytan, Justin Knoll, Sebastian Linares, Nicolas Navarro, Cavin Roberson, Austin Tucker

Total Hours for 24 hr Operations Shift: 63

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Special Assignment						
	10/26/2019	Mesilla Halloween Carnaval	Holiday Event	2251 Calle de Santiago	3	Kevin Hoban, George Klebansky, Nicolas Navarro
Total Hours for Special Assignment:					3	
Apparatus Demo						
	10/30/2019	Zia Trunk or Treat	Prevention Event	Zia Middle School	2.5	Kevin Hoban, George Klebansky, Sebastian Linares, Thomas Montoya
Total Hours for Apparatus Demo:					2.5	

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 11/5/2019 12:23:56 PM



Incident Statistics

Start Date: 10/01/2019 | End Date: 10/31/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		18	
FIRE		9	
TOTAL		27	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
Bat31	0	8	8
BR31	0	2	2
E31	0	2	2
TOTAL	0	12	12
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		5	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
0		NaN	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:05:45	0:04:51	
AVERAGE FOR ALL CALLS		0:05:36	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:01:24	0:01:26	
AVERAGE FOR ALL CALLS		0:01:24	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		37:48	

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.

11/7

Mesilla Fire Department

Mesilla, NM

This report was generated on 11/5/2019 12:31:45 PM



Occupancies Inspected for Date Range

Start Date: 10/01/2019 | End Date: 10/31/2019

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Acton academy		1730 Tierra De Mesilla		10/31/2019
Agave Artists		2250 Calle de San albino		10/31/2019
arthritis treatment center		1770 tierra de mesilla		10/10/2019
Big Pauly's Food Truck	143	1195 Turkey Knob DR		10/12/2019
Chalas dba Mas Food & Beverage LLC		2790 Avenida de Mesilla		10/31/2019
Don felix		2290 Calle De Parian #D		10/31/2019
Home Instead	141	2470 Called de Guadalupe #C		10/10/2019
Las Cruces Academy		1755 Avenida De Mercado		10/10/2019
Mesilla Elementary School		2363 Calle Del Sur		10/31/2019
Power of Praise fellowship		320 W. university AVE #1		10/31/2019
Rio Grande Preparatory Institute		2355 Avenida de Mesilla AVE		10/31/2019
topaz salon		2220 Calle de Parian		10/31/2019
Town Hall		2231 Avenida De Mesilla		10/31/2019

of Occupancies Inspected: 13

% Occupancies Inspected: 6.10

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

Mesilla Fire Department

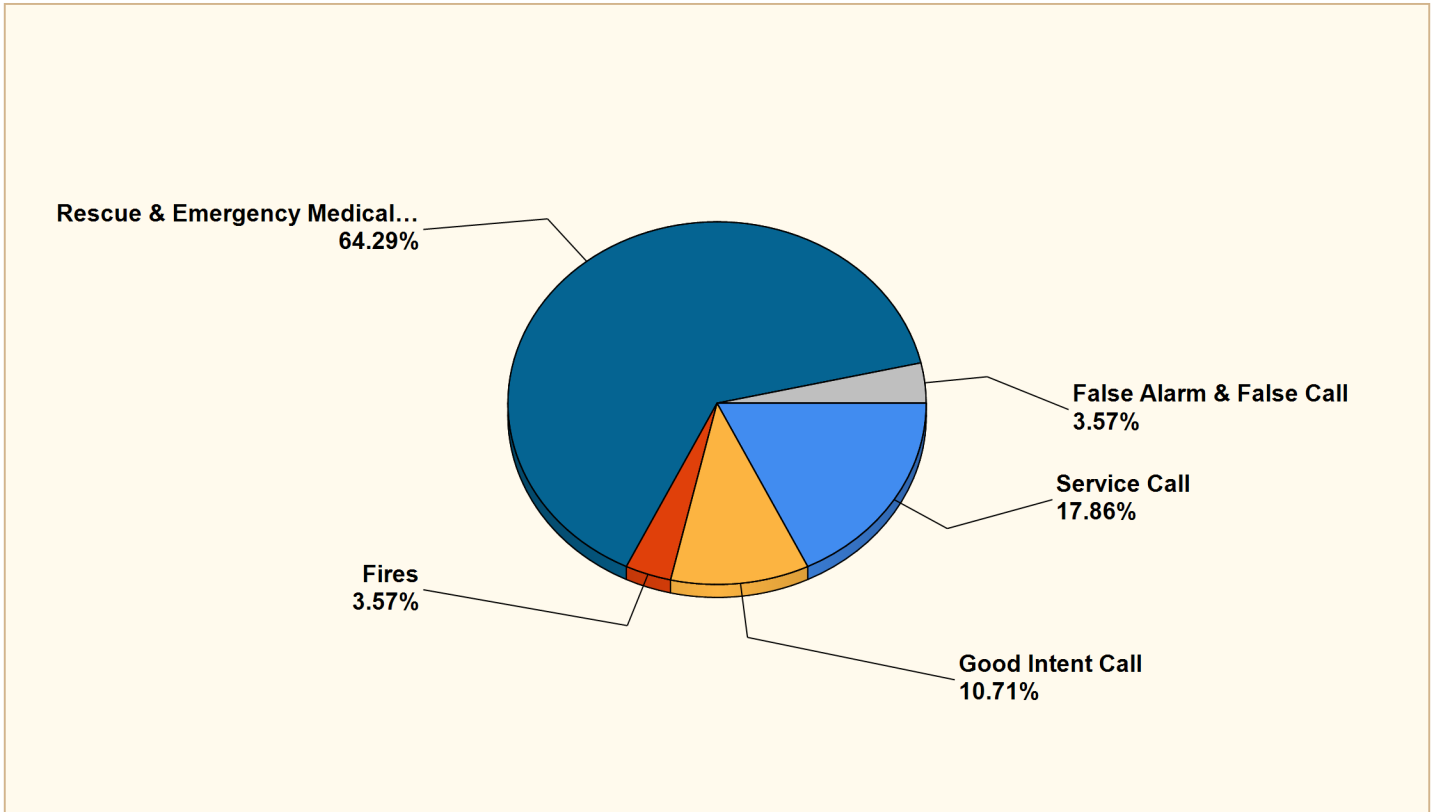
Mesilla, NM

This report was generated on 11/5/2019 12:35:28 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2019 | End Date: 10/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	3.57%
Rescue & Emergency Medical Service	18	64.29%
Service Call	5	17.86%
Good Intent Call	3	10.71%
False Alarm & False Call	1	3.57%
TOTAL	28	100.00%

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

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
118 - Trash or rubbish fire, contained	1	3.57%
311 - Medical assist, assist EMS crew	3	10.71%
321 - EMS call, excluding vehicle accident with injury	10	35.71%
322 - Motor vehicle accident with injuries	3	10.71%
381 - Rescue or EMS standby	2	7.14%
510 - Person in distress, other	1	3.57%
511 - Lock-out	2	7.14%
551 - Assist police or other governmental agency	1	3.57%
552 - Police matter	1	3.57%
611 - Dispatched & cancelled en route	2	7.14%
622 - No incident found on arrival at dispatch address	1	3.57%
745 - Alarm system activation, no fire - unintentional	1	3.57%
TOTAL INCIDENTS:	28	100.00%

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 11/5/2019 12:25:53 PM



Response Activity Report

Start Date: 10/01/2019 | End Date: 10/31/2019

INCIDENT #	DATE	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
118 - Trash or rubbish fire, contained					
2019-0000354	2019/10/16	13:17:19	13:26:43	00:09:24	2790 Avenida de Mesilla
Subtotal Count: 1		Average Response Time for Incident Type: 00:09:24			
311 - Medical assist, assist EMS crew					
2019-0000346	2019/10/07	20:14:38	20:22:42	00:08:04	2410 Calle de San Albino
2019-0000356	2019/10/17	13:49:57	13:54:40	00:04:43	2491 Calle del Norte
2019-0000362	2019/10/23	22:02:36	22:15:56	00:13:20	6950 Rasaaf DR
Subtotal Count: 3		Average Response Time for Incident Type: 00:08:50			
321 - EMS call, excluding vehicle accident with injury					
2019-0000342	2019/10/02	09:41:01	09:46:26	00:05:25	2170 Calle de Santiago
2019-0000343	2019/10/02	13:55:55	14:01:07	00:05:12	2990 Avenida de Mesilla
2019-0000344	2019/10/03	03:00:39	03:05:29	00:04:50	2320 Calle de Santa Ana
2019-0000345	2019/10/04	02:38:26	02:47:53	00:09:27	207 Capri RD
2019-0000351	2019/10/13	18:28:42	18:33:57	00:05:15	2732 Calle Cuarta
2019-0000352	2019/10/13	20:05:18	20:10:39	00:05:21	2982 Calle de Guadalupe
2019-0000355	2019/10/17	11:26:12	11:30:14	00:04:02	2363 Calle del Sur
2019-0000358	2019/10/19	15:41:28	15:48:58	00:07:30	620 Ritter DR
2019-0000359	2019/10/21	16:41:11	16:47:55	00:06:44	1701 Calle de Mercado
2019-0000363	2019/10/24	18:30:11	18:37:40	00:07:29	507 Lucerne CT
Subtotal Count: 10		Average Response Time for Incident Type: 00:06:08			
322 - Motor vehicle accident with injuries					
2019-0000360	2019/10/22	15:57:33	16:21:42	00:24:09	2231 Avenida de Mesilla
2019-0000361	2019/10/23	14:24:30	14:24:32	00:00:02	W University AVE
Subtotal Count: 2		Average Response Time for Incident Type: 00:12:05			
381 - Rescue or EMS standby					
2019-0000348	2019/10/12	08:31:17	08:35:25	00:04:08	12000 Stern DR
2019-0000350	2019/10/13	07:55:41	07:55:41	00:00:00	12000 Stern DR
Subtotal Count: 2		Average Response Time for Incident Type: 00:02:04			
510 - Person in distress, other					
2019-0000349	2019/10/13	04:02:00	04:02:23	00:00:23	2920 Avenida de Mesilla
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:23			
511 - Lock-out					
2019-0000364	2019/10/26	20:16:18	20:22:58	00:06:40	Calle de Medanos
2019-0000366	2019/10/28	20:41:12	21:00:18	00:19:06	2410 Calle de Cura
Subtotal Count: 2		Average Response Time for Incident Type: 00:12:53			
551 - Assist police or other governmental agency					
2019-0000341	2019/10/01	13:06:41	13:31:30	00:24:49	Avenida de Mesilla
Subtotal Count: 1		Average Response Time for Incident Type: 00:24:49			

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

622 - No incident found on arrival at dispatch address

2019-0000365	2019/10/27	09:30:19	09:41:25	00:11:06	5000 Calle del Norte
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Subtotal Count: 1 **Average Response Time for Incident Type: 00:11:06**

745 - Alarm system activation, no fire - unintentional

2019-0000357	2019/10/17	18:39:49	18:44:03	00:04:14	2251 Calle de Santiago
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Subtotal Count: 1 **Average Response Time for Incident Type: 00:04:14**

Grand Total: 24 **Average Response Time for All Incident Types: 00:07:56**

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 11/5/2019 12:59:29 PM



Total Hours by Personnel for Date Range for Pay Grade

Pay Grades: All Pay Grades | Start Date: 10/01/2019 | End Date: 10/31/2019

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Boyd, Lachlan James	0:35	14:00	67:30	82:05
Caro, Ariel M	2:22	11:00	39:00	52:22
Chavez, John Eric	0:52	1:00	49:30	51:22
Cortez, Manny	0:00	0:00	0:00	0:00
Davis-Whited, Crystal	11:04	9:00	2:30	22:34
Embury, Andy G.	0:00	6:00	6:00	12:00
Felix, Manuel R	1:34	2:00	59:30	63:04
Frietze, Trevor R	3:21	4:00	84:30	91:51
Garibay, Evert A	1:14	4:00	23:30	28:44
Gaytan, Aleksandra Melina	1:06	6:00	9:00	16:06
Guzman, Phillip	0:34	3:00	34:00	37:34
Hoban, Kevin M	9:41	4:30	511:00	525:11
Klebansky, George A	4:06	10:00	12:00	26:06
Knoll, Justin S	0:59	0:00	36:00	36:59
Linares, Sebastian	2:14	6:00	64:00	72:14
Lopez, Francisco A	0:31	3:00	12:00	15:31
Lucero, Jojo	0:00	6:00	2:30	8:30
Manriquez, Humberto	0:52	1:00	40:30	42:22
Martinez Jr. , Anthony R	0:50	1:00	12:00	13:50
Martinez, Mateo	2:22	1:30	59:00	62:52
Montoya, Thomas M	0:31	7:00	37:30	45:01
Nanez, Ryan	0:32	0:00	0:00	0:32
Navarro, Nicolas A	3:53	7:00	73:00	83:53
O'Brien, Amy M	0:00	3:00	0:00	3:00
Orrantia, Laura T	0:00	1:00	24:00	25:00
Porter, Zachary S	0:32	10:00	16:30	27:02
Renteria, Irwin	0:18	3:00	12:00	15:18
Roberson, Cavin C	0:16	3:00	18:30	21:46
Rossmann, Tabitha A	0:00	3:00	0:00	3:00
Sanchez, Xavier	0:00	6:00	0:00	6:00
Soto, Andrew	0:00	6:00	0:00	6:00
Tankesly, Jennifer	0:00	0:00	2:30	2:30
Thunhorst, Dylan P	6:29	3:00	44:30	53:59
Thunhorst, Ines C	5:47	3:00	2:30	11:17
Torres, Joseph J	0:00	0:00	42:00	42:00
Tucker, Austin J	1:22	6:00	18:00	25:22
Villazon, Lillian M	0:00	3:00	29:00	32:00
Whited, Gregory E	11:39	14:30	23:30	49:39
TOTAL				1714:36:00

]

Mesilla Fire Department

Mesilla, NM

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Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 10/01/2019 | End Date: 10/31/2019

Boyd, Lachlan James

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. Fire Prevention	1	4:00
I.S.O. New Driver and Operator Training	1	1:00
Total for Boyd, Lachlan James	5	14:00

Caro, Ariel M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. Fire Prevention	1	4:00
I.S.O. New Driver and Operator Training	1	1:00
Total for Caro, Ariel M	4	11:00

Chavez, John Eric

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
Total for Chavez, John Eric	1	1:00

Davis-Whited, Crystal

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. Fire Investigations	1	3:00
Total for Davis-Whited, Crystal	3	9:00

Embury, Andy G.

Class Category	Class Count	Total Class Hours
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. Fire Investigations	1	3:00
Total for Embury, Andy G.	2	6:00

Felix, Manuel R

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
I.S.O. New Driver and Operator Training	1	1:00
Total for Felix, Manuel R	2	2:00

Frietze, Trevor R

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

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes. If "All Personnel" is selected, this report also includes non-agency Personnel. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

I.S.O. New Driver and Operator Training	1	1:00
Total for Frietze, Trevor R	2	4:00

Garibay, Evert A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. New Driver and Operator Training	1	1:00
Total for Garibay, Evert A	2	4:00

Gaytan, Aleksandra Melina

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
Total for Gaytan, Aleksandra Melina	2	6:00

Guzman, Phillip

Class Category	Class Count	Total Class Hours
I.S.O. Existing Driver and Operator Training	1	3:00
Total for Guzman, Phillip	1	3:00

Hoban, Kevin M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:30
I.S.O. Existing Driver and Operator Training	1	3:00
Total for Hoban, Kevin M	2	4:30

Klebansky, George A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. Fire Prevention	1	4:00
Total for Klebansky, George A	3	10:00

Linares, Sebastian

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
Total for Linares, Sebastian	2	6:00

Lopez, Francisco A

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

Lucero, Jojo

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	1	3:00
Total for Lucero, Jojo	2	6:00

Madson, Ed

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. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
Total for Madson, Ed	1	3:00

Manriquez, Humberto

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
Total for Manriquez, Humberto	1	1:00

Martinez Jr. , Anthony R

Class Category	Class Count	Total Class Hours
I.S.O. New Driver and Operator Training	1	1:00
Total for Martinez Jr. , Anthony R	1	1:00

Martinez, Mateo

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:30
Total for Martinez, Mateo	1	1:30

Montoya, Thomas M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. New Driver and Operator Training	1	1:00
Total for Montoya, Thomas M	3	7:00

Navarro, Nicolas A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. New Driver and Operator Training	1	1:00
Total for Navarro, Nicolas A	3	7:00

O'Brien, Amy M

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

Orrantia, Laura T

Class Category	Class Count	Total Class Hours
I.S.O. New Driver and Operator Training	1	1:00
Total for Orrantia, Laura T	1	1:00

Porter, Zachary S

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. Fire Prevention	1	4:00
Total for Porter, Zachary S	3	10:00

Renteria, Irwin

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. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

Class Category	Class Count	Total Class Hours
I.S.O. Existing Driver and Operator Training	1	3:00
Total for Renteria, Irwin	1	3:00
Roberson, Cavin C		
Class Category	Class Count	Total Class Hours
I.S.O. Existing Driver and Operator Training	1	3:00
Total for Roberson, Cavin C	1	3:00
Rossman, Tabitha A		
Class Category	Class Count	Total Class Hours
I.S.O. Existing Driver and Operator Training	1	3:00
Total for Rossman, Tabitha A	1	3:00
Sanchez, Xavier		
Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	1	3:00
Total for Sanchez, Xavier	2	6:00
Soto, Andrew		
Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
I.S.O. Company Training	1	3:00
Total for Soto, Andrew	2	6:00
Thunhorst, Dylan P		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Thunhorst, Dylan P	1	3:00
Thunhorst, Ines C		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Thunhorst, Ines C	1	3:00
Tucker, Austin J		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	3:00
Total for Tucker, Austin J	2	6:00
Villazon, Lillian M		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Villazon, Lillian M	1	3:00
Whited, Gregory E		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	4:30
I.S.O. Existing Driver and Operator Training	1	3:00
I.S.O. Fire Investigations	1	3:00

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes. If "All Personnel" is selected, this report also includes non-agency Personnel. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

I.S.O. Fire Prevention	1	4:00
Total for Whited, Gregory E	5	14:30

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes. If "All Personnel" is selected, this report also includes non-agency Personnel. Only non-Archived Classes that have been Reviewed are included. This report pulls training hours from the Training Code Hours field on the Info Page.

Mesilla Fire Department

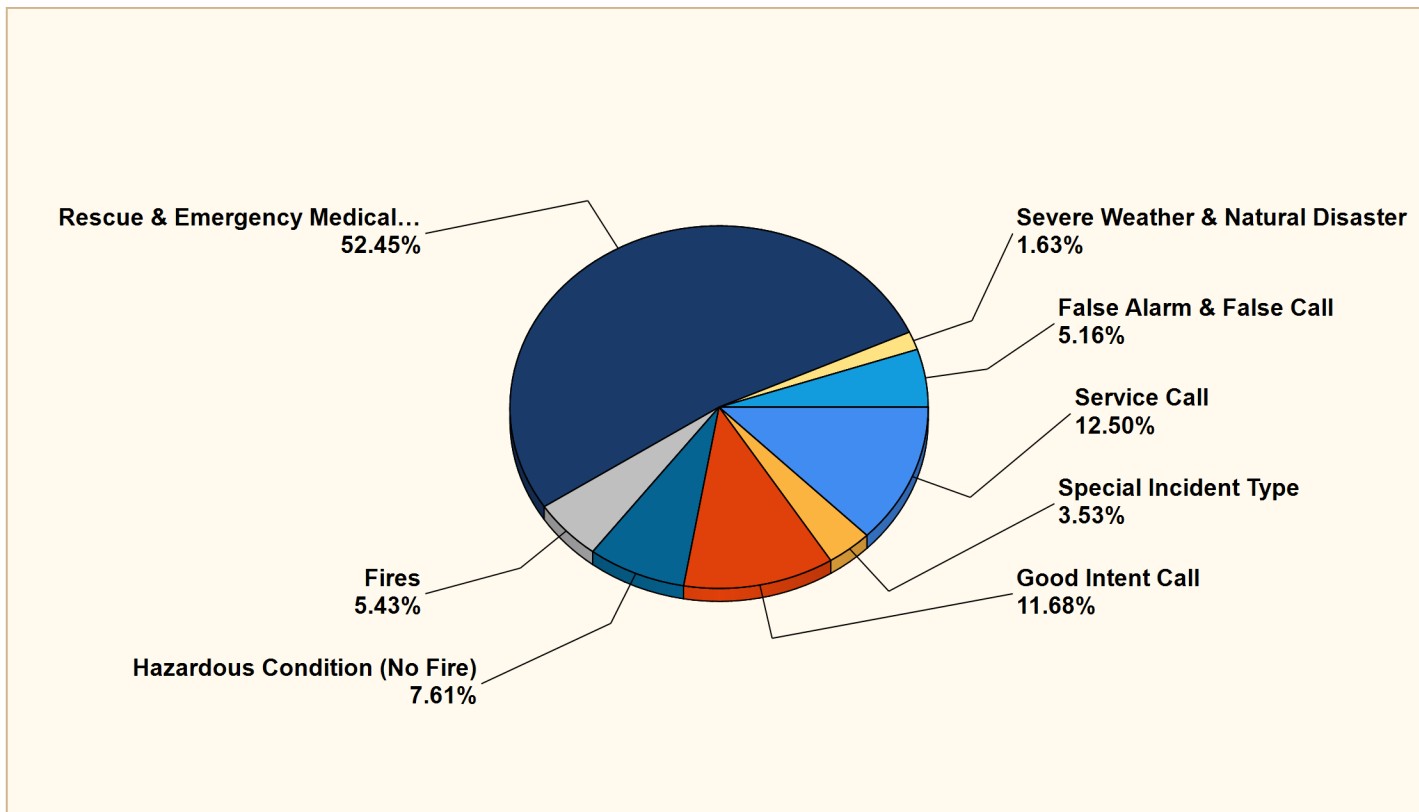
Mesilla, NM

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 10/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	20	5.43%
Rescue & Emergency Medical Service	193	52.45%
Hazardous Condition (No Fire)	28	7.61%
Service Call	46	12.50%
Good Intent Call	43	11.68%
False Alarm & False Call	19	5.16%
Severe Weather & Natural Disaster	6	1.63%
Special Incident Type	13	3.53%
TOTAL	368	100.00%

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

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	0.82%
113 - Cooking fire, confined to container	1	0.27%
118 - Trash or rubbish fire, contained	2	0.54%
122 - Fire in motor home, camper, recreational vehicle	1	0.27%
132 - Road freight or transport vehicle fire	1	0.27%
137 - Camper or recreational vehicle (RV) fire	1	0.27%
142 - Brush or brush-and-grass mixture fire	6	1.63%
143 - Grass fire	3	0.82%
150 - Outside rubbish fire, other	1	0.27%
151 - Outside rubbish, trash or waste fire	1	0.27%
300 - Rescue, EMS incident, other	1	0.27%
311 - Medical assist, assist EMS crew	21	5.71%
320 - Emergency medical service, other	3	0.82%
321 - EMS call, excluding vehicle accident with injury	132	35.87%
322 - Motor vehicle accident with injuries	14	3.80%
324 - Motor vehicle accident with no injuries.	9	2.45%
381 - Rescue or EMS standby	13	3.53%
412 - Gas leak (natural gas or LPG)	15	4.08%
421 - Chemical hazard (no spill or leak)	1	0.27%
424 - Carbon monoxide incident	1	0.27%
440 - Electrical wiring/equipment problem, other	3	0.82%
444 - Power line down	4	1.09%
445 - Arcing, shorted electrical equipment	3	0.82%
461 - Building or structure weakened or collapsed	1	0.27%
510 - Person in distress, other	1	0.27%
511 - Lock-out	12	3.26%
520 - Water problem, other	2	0.54%
522 - Water or steam leak	1	0.27%
542 - Animal rescue	1	0.27%
550 - Public service assistance, other	2	0.54%
551 - Assist police or other governmental agency	5	1.36%
552 - Police matter	3	0.82%
553 - Public service	8	2.17%
554 - Assist invalid	6	1.63%
561 - Unauthorized burning	5	1.36%
600 - Good intent call, other	1	0.27%
611 - Dispatched & cancelled en route	27	7.34%
622 - No incident found on arrival at dispatch address	2	0.54%
631 - Authorized controlled burning	8	2.17%
650 - Steam, other gas mistaken for smoke, other	1	0.27%
651 - Smoke scare, odor of smoke	1	0.27%
652 - Steam, vapor, fog or dust thought to be smoke	2	0.54%
671 - HazMat release investigation w/no HazMat	1	0.27%
710 - Malicious, mischievous false call, other	1	0.27%
721 - Bomb scare - no bomb	2	0.54%
730 - System malfunction, other	1	0.27%
733 - Smoke detector activation due to malfunction	3	0.82%
736 - CO detector activation due to malfunction	1	0.27%
740 - Unintentional transmission of alarm, other	3	0.82%
743 - Smoke detector activation, no fire - unintentional	3	0.82%
744 - Detector activation, no fire - unintentional	1	0.27%
745 - Alarm system activation, no fire - unintentional	4	1.09%
812 - Flood assessment	2	0.54%
813 - Wind storm, tornado/hurricane assessment	3	0.82%
814 - Lightning strike (no fire)	1	0.27%

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

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
900 - Special type of incident, other	11	2.99%
911 - Citizen complaint	2	0.54%
TOTAL INCIDENTS:	368	100.00%

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



MESILLA MARSHAL'S DEPARTMENT

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

To: Honorable Mayor and Mesilla Board of Trustees
From: Lt. E. Salas
Re: October Report

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

911 hang ups -20	Missing Child -1
Agency assist - 12	Obstruction -1
Alarm burglary -10	Poisoning - 1
Allergies - 1	Public assist -6
Animal control -7	Robbery -1
Assault -2	Runaway -2
Atv -2	Seizures -1
Auto burglary -1	Sex offense -1
Behavioral -3	Suicidal subject -2
Building check - 1	Supplemental reports -6
Burglary -3	Suspicious activity - 4
Crash extra response -1	Suspicious package-2
Crash hit & run -4	Suspicious vehicle - 5
Crash w/ injuries -4	Suspicious person - 4
Crash w/o injuries -4	Theft - 4
Disorderly subject 3	Threats -1
Domestic disputes -2	Traffic control -3
Drugs/narcotics -4	Traffic stops -66
Dumpster fire -1	Trespassing -2
DWI -1	Unattended death -1
Found property -1	Unconscious person -1
Frequent patrol - 19	Vandalism -2
Ill person -1	Weapons -1
Incorrigible child -1	WA34:A49elfare check -6
Information report -13	

There were 57 citations issued fort this month.



TOWN OF MESILLA

Public Works Department

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

Office: (575) 524-3262

Fax: (575) 541-6327

MEMORANDUM

Date: November 5, 2019

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

FROM: Rodney J. McGillivray, Public Works Director 

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

On-going maintenance, custodial and operations:

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

Miscellaneous items/work orders/accomplishments:

Weed eradication/street cleaning (continual)
Community Center insurance claim repairs (complete)
Painted benches at Community Center
Halloween haunted house set-up and tear down
Installed signage at Town Hall parking lot
Continued renovations for Community Center Kitchen
Assist with Code violations
Weed eradication and tree trimming (inmate labor) on University

Dees Locksmith rekey door at Community Center
Repairs to school lights on University
Refurbished wood signage at Veterans Park
Refinished floors, beams and posts a Plaza gazebo
Refreshed Community Center front doors
Began winterizing sprinkler systems
Repairs to Mesilla water system booster station
Repairs to fire hydrant Public Safety Building
Removed and replaced window at Community Center
Winterized Public Safety evaporative coolers
Pothole/street repairs
Cleaning and maintenance of storm system drains

Project update:

Bowman – Complete on-time and within budget. Punch list and change order work underway with substantial completion scheduled for first week in November.

FY20 LGRF – Executed agreement with Molzen Corbin. Design underway. Waiting for design schedule.

Capital Outlay Parian – Executed agreement with Molzen Corbin. Design underway. Waiting for design schedule.

McDowell wastewater project Phase II – Received proposal for professional services from SMA. Awaiting review and approval by NMED.

La Llorona Trail Extension – Received approved plans from NMDOT. Construction Administration contract negotiations underway.

LGTPF – LGTPF (Local Government Transportation Project Fund) awaiting executed agreement from NMDOT and awaiting determination on match waiver resolution