



**THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, DECEMBER 9, 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. (30 minutes)*
2. **Discussion:** Revision to Chapter 18.35 H-R – Residential – Cultural – Historical Zone Ordinances – *Cynthia Stoechner-Hernandez, Clerk/Treasurer. (30 minutes)*

**THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, DECEMBER 9, 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. **CLOSED SESSION** – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to personnel matters in the Marshal’s Department. – *Nora L. Barraza, Mayor.*
6. **For Approval:** action on limited personnel matters following closed session relating to the Marshal’s Department. – *Nora L. Barraza, Mayor.*
7. **\*APPROVAL OF CONSENT AGENDA – (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk \*):**
  - a) **\* BOT Minutes** – Minutes of a Work Session & Regular Meeting on November 25, 2019.
  - b) **\*PZHAC CASE 060896** – 1680 Calle de Alvarez, submitted by Chris Schaefer; a request for a zoning permit to construct a freestanding directory sign on a commercial property at this address. Zoned: General Commercial (C).
  - c) **\* PZHAC CASE 060987** – 2685 Calle de Parian, submitted by William McIlvaine; a request for a zoning permit to replace or install new posts on an existing porch as part of a renovation of a dwelling at this address. Zoned: Historic Residential (HR)
  - d) **\* PZHAC CASE 060991** – 2214 Calle de Guadalupe, submitted by Pat Taylor; a request for a zoning permit to allow additional renovations on a commercial building this address. Zoned: Historical Commercial (HC).
8. **NEW BUSINESS:**
  - a) **Discussion:** submittal of a Letter of Interest to the Paso del Norte Health Foundation for active living classes at the Community Center.
9. **OLD BUSINESS:**
  - a) **PZHAC Case 060968** – SW corner of Calle de Colon and Calle de Tercera; submitted by Samuel Kane; a request for a zoning permit to allow the construction of four units on a property at this address. Zoned: Historical Residential (HR).

- b) **PZHAC Case 060973** – Immediately adjacent to the east side of 2138 Calle del Sur submitted by Davie and Kelly Salas; a request for a zoning permit to allow the construction of two units on a property at this address. Zoned: Historical Residential (HR).

**10. \*STAFF REPORTS:**

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

**11. BOARD OF TRUSTEE COMMITTEE REPORTS**

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

**13. ADJOURNMENT**

**NOTICE:**

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

Posted **12/6/19** 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.

## **Chapter 18.35**

### **H-R – RESIDENTIAL – CULTURAL – HISTORICAL ZONE**

Sections:

- 18.35.010 Purpose.
- 18.35.020 Uses permitted.
- 18.35.030 Exterior appearance.
- 18.35.040 New structures.
- 18.35.050 Height limitations.
- 18.35.060 Yards.
- 18.35.070 Development standards.

#### **18.35.010 Purpose.**

The purpose of this zone is to provide for the protection of those residential sections of the town that are worth preserving because of historical, cultural and aesthetic or architectural interest. All remodeling or new structures must be compatible with established architectural styles and design elements as outlined in the town’s “Guidelines and Criteria for Preservation and Development” manual and approved by the commission and board of trustees. [Ord. 94-06 § 1; prior code § 11-2-11.4.A]

#### **18.35.020 Uses permitted.**

Uses permitted in the H-R zone are as follows:

Residential and related uses approved by the commission upon application and approval of a “development plan” (see MTC 18.50.030). [Ord. 94-06 § 1; prior code § 11-2-11.4.B]

#### **18.35.030 Exterior appearance.**

An application for a permit which would authorize construction, modification, moving or destruction which would affect the exterior appearance of any structure, sign, or other improvement affecting use or function must first be approved by the commission. [Ord. 94-06 § 1; prior code § 11-2-11.4.C]

#### **18.35.040 New structures.**

New structures may be built in this zone providing the exterior appearance of the structure is approved by the commission. [Ord. 94-06 § 1; prior code § 11-2-11.4.D]

**18.35.050 Height limitations.**

Requires commission approval. No building or structure shall have a height greater than two stories or 30 feet, whichever is less. [Ord. 94-06 § 1; prior code § 11-2-11.4.E]

**18.35.060 Yards.**

Requires approval by commission.

A. For all structures, side and rear yard must be at least seven feet unless structure meets UBC fire-resistive requirements.

B. In addition to subsection (A) of this section, a minimum setback of three feet in all yards is required for all newly constructed buildings. [Ord. 2001-04 § 2; Ord. 94-06 § 1; prior code § 11-2-11.4.F]

**18.35.070 Development standards.**

A. Lot Area. Each lot or parcel to be developed in the H-R zone shall have a minimum of 80 feet of frontage on a public street and a minimum of 8,000 square feet of area.

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

C. Side and Rear Yard Setback. If found to be existing within the development zone pursuant to the YGUADO plan, structures (buildings) may be built up to the property line if constructed of materials that meet current building code fire-resistive requirements such as adobe or equivalent. Structures (buildings) using materials that do not meet current building code fire-resistive requirements must be set back at least seven feet from the side property line.

1. Structures (buildings) constructed to the property line, “zero-lot-line,” shall require a “right-of-entry” agreement signed by all property owners of all applicable properties for construction and maintenance that is recorded in Dona Ana County records and filed with the town clerk; and

2. This document must be acquired prior to planning, zoning, and historical appropriateness commission approval; and
3. This document shall be permanent and remain with all properties regardless of ownership; and
4. In the event that a mutual agreement cannot be acquired, the applicant may:
  - a. Meet the required setback of seven feet, or
  - b. Apply for a variance through Chapter 18.85 MTC to the board of adjustment.

*D. Repealed by Ord. 2006-03.*

E. Utilities. All installations of utility lines shall be underground, wherever technically feasible. [Ord. 2006-03 § 1; Ord. 2004-7 § 6; Ord. 2001-04 § 2; Ord. 94-06 § 1; Ord. 92-07 § 1; prior code § 11-2-11.4.G]



**BOARD OF TRUSTEES  
TOWN OF MESILLA  
WORK SESSION  
MONDAY, NOVEMBER 25, 2019  
5:00 P.M.**

- TRUSTEES:** Nora L. Barraza, Mayor  
Stephanie Johnson-Burick, Mayor Pro Tem  
Carlos Arzabal, Trustee  
Jesus Caro, Trustee  
Veronica Garcia, Trustee
- STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer  
Gloria Maya, Recorder

**PUBLIC:**

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

Mayor Barraza reviewed additions, deletions and changes for each article in the Town of Mesilla Personnel Rules and Regulations Handbook.

Worksession closed at 6:00 p.m.

**BOARD OF TRUSTEES  
TOWN OF MESILLA  
REGULAR MEETING  
MONDAY, NOVEMBER 25, 2019  
6:00 P.M.**

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

**STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer  
Kevin Hoban, Fire Chief  
Ron McGillivray, Public Works Director  
Enrique Salas, Lieutenant  
Gloria Maya, Recorder

**PUBLIC:** Mary Helen Ratje Mike Noonchester  
Rafael Geck Sam Kane  
Davie Salas Kelly Salas  
Susan Krueger Becky King  
Victor R. Sakalys B. Denton

**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 Arzabal, Trustee Caro, Trustee Garcia.

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

Mayor Barraza requested postponing PZHAC Case #060698 & #060973 from agenda until we receive clarification from the attorney.

Trustee Arzabal asked if there could be a Special Meeting once we received the information from the attorney.

Mayor Barraza asked for a motion with the condition that once written information is received that the

1 required posting be done accordingly for a Special Meeting.

2  
3 **Motion:** To approve agenda as amended with the condition that once written information is received that  
4 the required posting be done accordingly for a Special Meeting, **Moved by Trustee Arzabal, Seconded**  
5 **by Trustee Garcia.**

6  
7 **Roll Call Vote:** Motion passed (**summary:** Yes =4).

8 Mayor Pro Tem Johnson-Burick Yes

9 Trustee Arzabal Yes

10 Trustee Caro Yes

11 Trustee Garcia Yes

12  
13 **4. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

14 Mr. and Mrs. Noonchester thanked the town for fixing Bowman Street; everyone is thrilled.

15  
16 Mayor Barraza stated she is thankful as well.

17  
18 Ms. Ratje stated they are waiting for information on the wellness classes that were held at the Community  
19 Center. They are hoping it will be discussed during trustee comments. She stated there was concern  
20 regarding liability and insurance and hopes the town has that covered.

21  
22 Ms. King stated the fee for City of Rocks is \$5 for the whole day. We are asking for 2 days a week, 1  
23 hour a day for use of the Community Center.

24  
25 **5. \*APPROVAL OF CONSENT AGENDA – (The Board will be asked to approve by one**  
26 **motion the following items of recurring or routine business. The Consent Agenda is**  
27 **marked with an asterisk \*):**

28 Trustee Arzabal asked if the resolution can be placed on the consent agenda.

29  
30 Mayor Barraza responded she would like to leave it on the agenda for discussion.

31  
32 **Motion:** To approve consent agenda, **Moved by Mayor Pro Tem Johnson Burick, Seconded by**  
33 **Trustee Arzabal.**

34  
35 **Roll Call Vote:** Motion passed (**summary:** Yes =4).

36 Mayor Pro Tem Johnson-Burick Yes

37 Trustee Arzabal Yes

38 Trustee Caro Yes

39 Trustee Garcia Yes

40  
41 a) **\*BOT Minutes** – Minutes of a Work Session & Regular Meeting on November 12, 2019.  
42 *Approved by consent agenda*

43 b) **\* For Acknowledgement:** termination of contract regarding the Town of Mesilla Arson  
44 Dog program. *Approved by consent agenda*



- 1 c) **\*PZHAC Case 060979** – 2305 Calle de Colon, submitted by Gerard Nevarez, a request for  
2 a zoning permit to allow the addition of a sunroom to an existing dwelling at this  
3 address. Zoned: Historic Residential (HR). *Approved by consent agenda*
- 4 d) **\*PZHAC Case 060982** – 2184 Avenida de Mesilla, submitted by Eric Serna for  
5 Eleda Guggiana; a request to discuss plans to renovate a dwelling at this address.  
6 (Case 060982) Zoned: Historic Commercial (HC). *Approved by consent agenda*
- 7 e) **\*PZHAC Case 060986** – 1750 Calle de Mercado, submitted by Melissa Roybal for  
8 “United Country Real Estate – Revolution LLC”; a request for zoning permit to  
9 allow a wall sign for a real estate office at this location. Zoned: General Commercial  
10 (C). *Approved by consent agenda*

11  
12 **6. OLD BUSINESS:**

- 13 a) **PZHAC Case 060968** – SW corner of Calle de Colon and Calle de Tercera; submitted by  
14 Samuel Kane; a request for a zoning permit to allow the construction of four units on a  
15 property at this address. Zoned: Historical Residential (HR). *Postponed*
- 16 b) **\*PZHAC Case 060973** – Immediately adjacent to the east side of 2138 Calle del Sur  
17 submitted by Davie and Kelly Salas; a request for a zoning permit to allow the construction  
18 of two units on a property at this address. Zoned: Historical Residential (HR). *Postponed*

19  
20 **7. NEW BUSINESS:**

- 21 a) **Resolution 2019-26:** A resolution by the Board of Trustees acting on a 120-day  
22 Moratorium regarding multifamily housing in the Historic Residential Zone. – ***Nora L.***  
23 ***Barraza, Mayor.***

24 Ms. Stoechner-Hernandez stated approval of this resolution will gives us 3 months for further review and  
25 research to see if ordinance changes are needed.

26  
27 Mayor Barraza stated she would like the resolution to address all residential HR Zoning.

28  
29 **Motion:** To approve Resolution 2019-26: A resolution by the Board of Trustees acting on a 120-day  
30 Moratorium regarding all residential housing in the Historic Residential Zone, **Moved by Mayor Pro**  
31 **Tem Johnson-Burick, Seconded by Trustee Arzabal. *\*\*Removed multifamily and added all***  
32 ***residential housing in HR Zones.***

33  
34 Mayor Barraza responded this would apply to construction of new homes.

35  
36 Trustee Arzabal stated permits for a single house should be given the opportunity. The issue is  
37 apartments, multifamily homes, casitas.

38  
39 Mayor Barraza responded she also wants to address setbacks to include new housing as well. The  
40 moratorium can be lifted if things are completed before the 120 days.

41  
42 Mayor Barraza responded it does not include any remodeling or renovations; strictly new construction.  
43 There will be a worksession; information will be sent to the trustees for review.

44  
45 Trustee Arzabal stated at the last meeting we did not talk about new buildings or setbacks.

1  
2 Mayor Barraza responded she wants to address everything at one time as to not prolong the process.

3  
4 Trustee Arzabal recommended a 60-day moratorium.

5  
6 **Amended Motion:** To approve Resolution 2019-26: A resolution by the Board of Trustees acting on a  
7 60-day Moratorium regarding all residential housing in the Historic Residential Zone; Chapter 18, **Moved**  
8 **by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Arzabal \*\*\*Removed multifamily and**  
9 **added all residential housing in HR Zones.**

10  
11  
12 **Amended Motion Roll Call Vote:** Motion passed (summary: Yes =4).

13 Mayor Pro Tem Johnson-Burick Yes

14 Trustee Arzabal Yes

15 Trustee Caro Yes

16 Trustee Garcia Yes

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

19 Mayor Pro Tem Johnson-Burick Yes

20 Trustee Arzabal Yes

21 Trustee Caro Yes

22 Trustee Garcia Yes

23  
24 **b) For Approval:** A stipend for Lieutenant Salas for temporary assignment of duties. - *Nora*  
25 *L. Barraza, Mayor.*

26 **Motion:** To approve a stipend for Lieutenant Salas for Temporary assignment of duties, **Moved by**  
27 **Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-Burick.**

28  
29 Mayor Barraza stated it is only fair and fitting that we provide Lieutenant Salas a stipend for fulfilling the  
30 duties of the Marshal's position.

31  
32 Ms. Stoechner-Hernandez stated we are proposing \$100 a week until a new marshal is actually working.

33  
34 **Roll Call Vote:** Motion passed (summary: Yes =4).

35 Mayor Pro Tem Johnson-Burick Yes

36 Trustee Arzabal Yes

37 Trustee Caro Yes

38 Trustee Garcia Yes

39  
40 **8. BOARD OF TRUSTEE COMMITTEE REPORTS**

41 Trustee Arzabal stated CEO meeting December 13<sup>th</sup> in Hatch.

42  
43 Mayor Pro Tem Johnson-Burick stated MPO meeting will be December 11<sup>th</sup> at the City of Las Cruces  
44 Chambers. At the last MPO meeting there was a temporary hire for a Planning Assistant position, Valley  
45 Drive project should be finished in February, Round About Project on I25 will begin in January,  
46 University Avenue project is in process, I10 project will begin soon to the Arizona border.

47  
48 Mayor Barraza stated the trail will be going out to bid for Phase I (river through Calle de Norte) soon with  
49 Phase II (Calle de Norte, Calle de Oeste to Community Center Park) to follow. I10 had work done from

1 Las Cruces to Deming; looking for funding to work on I10 to the Arizona border. The National League  
2 of Cities Summit in San Antonio was enlightening. Cynthia could probably tell you more on that.  
3 Attended the Ribbon Cutting at the Leadership Academy; fortunate to have them as a neighbor. Las  
4 Cruces Public Schools have been hit with Ransom Ware; they are coming over to use our internet to  
5 complete projects. Asked Trustee Garcia to attend the RTD meeting on Wednesday. The offices will be  
6 closed Thursday and Friday for Thanksgiving.  
7

#### 8 **9. BOARD OF TRUSTEE/STAFF COMMENTS**

9 Lieutenant Salas thanked the board for approving the stipend.

10  
11 Trustee Garcia wished everyone a Happy Thanksgiving. She asked the Mayor to update the wellness  
12 representatives.

13  
14 Trustee Arzabal thanked the town for helping the schools.

15  
16 Mayor Pro Tem Johnson Burick thanked the applicants for their patience. She believes that people who  
17 assume higher duties should be compensated. She happy to see projects being fulfilled. She stated that  
18 something needs to be done for the exercising class. Wished everyone a Happy Thanksgiving and  
19 thanked staff for all they do for the town and the residents.  
20

21 Trustee Caro stated the wellness class is asking for limited space; believes there should be a minimum  
22 fee. Happy Thanksgiving to everyone.  
23

24 Mayor Barraza stated when she met with the group, she indicated she would be looking at a grant to hire  
25 an instructor and there would be a fee for participants. She is looking at getting other exercise classes as  
26 well. If the person is a town employee, the town picks up the additional liability.  
27

28 Mayor Pro Tem Johnson-Burick asked if participants will be charged a fee; what would the grant money  
29 do.  
30

31 Mayor Barraza responded the participants will be charged a fee; the grant money pays the instructor. Ms.  
32 Sellers collected food for 60 Thanksgiving Baskets for the schools in the town. We are so thankful to our  
33 local businesses for their donations. Town Hall will be closed Thursday and Friday for Thanksgiving,  
34 Military Civilian Luncheon is December 10<sup>th</sup> at 11:30 a.m. at La Posta, SCCOG meeting December 13<sup>th</sup>  
35 at 10:30 a.m. at La Posta, MPO meeting December 11<sup>th</sup>. Congratulations to all the newly elected persons  
36 for the City of Las Cruces. Tree Lighting Ceremony will be Friday, December 6<sup>th</sup> at 5:30 p.m.; there will  
37 be entertainment. Thanked the residents for the information regarding Bowman Street. She wished  
38 everyone a Happy Thanksgiving.  
39

#### 40 **10. ADJOURNMENT**

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

42  
43 **MEETING ADJOURNED AT 6:50 P.M.**  
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1 **APPROVED THIS 9<sup>th</sup> DAY OF DECEMBER 2019.**

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\_\_\_\_\_  
Nora L. Barraza  
Mayor

**ATTEST:**

\_\_\_\_\_  
Cynthia Stoeher-Hernandez  
Town Clerk/Treasurer

Draft

**PZHAC ACTION FORM**  
**ZONING PERMIT 060869**  
**[PZHAC REVIEW – 5/20/2019]**  
**STAFF ANALYSIS**

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

**Item:**

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

*This request received a recommendation of approval from the PZHAC on June 20, 2019 and was subsequently submitted to the BOT for approval at their June 28 regular meeting. Due to the fact that the proposed sign would be an off-premises directory sign, the request was tabled by the BOT in order for the applicant to obtain a variance from the Board of Adjustment (BOA) in order to allow the sign as an off-premises directory sign. A request for a variance from the BOA was granted for the sign on July 2, but this decision was appealed to the BOT on August 12 by Susan Krueger on the grounds that the BOA did not have the authority to allow a sign that was prohibited by the Code. The BOT denied the appeal and upheld the decision of the BOA. The original case is now being presented to the BOT by the applicant based on the fact that the applicant has received a variance from the BOA to allow the sign, as requested by the BOT on June 28, 2019.*

**Staff Analysis:**

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

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

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

**Consistency with the Code:**

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

**Findings:**

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of constructing a directory sign at 1680 Calle de Alvarez.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

**PZHAC ACTION:**

*The PZHAC determined that the proposed sign was definitely needed for the Mercado area, and voted 3 – 0 to recommend **APPROVAL** of this request to the BOT even though the sign will not be located on the same property as the businesses.*

**BOT OPTIONS:**

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

**BOT ACTION:**

**PZHAC WORK SESSION  
MAY 20, 2019  
ITEM 3**

Submitted by Chris Schaefer for Paul Miller (property owner); 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)

**DESCRIPTION OF REQUEST:**

The applicant occupies part of a commercial building located in the commercial area behind the subject property. Currently, there is no indication or signs along Avenida de Mesilla that this commercial area exists or that there are commercial operations in the area. (This area is considered the “Mercado”, or commercial, area of Mesilla.) According to the applicant, very few people who visit Mesilla are even aware that this area exists, so he would like to install what would be, in essence, a directional sign that will be located on the property that is at the entrance to the area and will list the businesses in the Mercado area. (Attached is a photo of the proposed property where the sign would be located.) The owner of the property is aware of this request, and is the applicant for the sign permit.

The proposed sign is shown in an attached diagram.

The following are the portions of the Sign Code that address Directory and Development Identification Signs: (The Sign Code is attached in its entirety at the end of this presentation.)

**18.65.165 Directory signs.**

- A. A directory sign may be permitted for a building or development where there is more than one business or tenant. A directory sign may be a wall sign, projecting sign, or freestanding sign, provided the sign complies with all requirements for the type of sign.
- B. A directory sign shall be limited to 15 square feet in area for signs located in the Historical Commercial (H-C zone) zone and 25 square feet in area for signs located in the Commercial (C) zone.
- C. All directory signs shall be located on the premises where the businesses are located.
- D. A directory sign may list all businesses or only the building or development name.
- E. Each business may have one individual sign in addition to the identification on the directory sign, in accordance with the sign regulations and all other laws and ordinances. [Ord. 2008-04 § 10]

**18.65.170 Development identification signs.**

A development identification sign may be permitted at the entrance/exit to a commercial development to identify the development name and logo only.

- A. The structure of a development identification sign shall be no larger than 48 square feet in size, and have a height no higher than four feet.
- B. The actual sign portion of the development identification sign shall not exceed 25 square feet for the Commercial (C) zone, or 15 square feet for the Historic Commercial (H-C) zone. Area of the actual sign shall be determined by measuring the extent of the painted sign or graphic horizontally and vertically and calculating the area. [Ord. 2003-05 § 5; prior code § 11-3-17]

The PZHAC will need to decide if the proposed sign can be allowed as a directory sign, or if it falls under any other category.

The applicant will be present to provide further information regarding this request, and to answer any questions that might arise.



OFFICIAL USE ONLY:

Case # 060896

Fee \$ 50.00

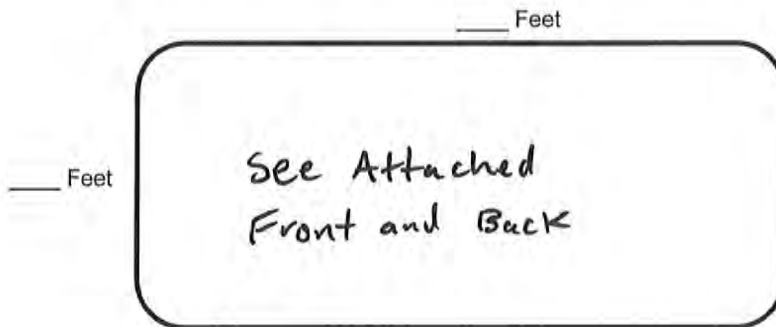
CASE NO. 060896 ZONE: C APPLICATION DATE: 5/7/19

Directory Sign 575-636-3856  
Business Name Business Telephone Number  
Mercado de Mesilla Mesilla, NM 88047  
Business Address City State Zip Code

Chris Schaefer/Paul Miller 575-636-3856  
Applicant Name Applicant Telephone/Cell Number  
1680 Calle de Alvarez Ste C2, Las Cruces, NM 88005  
Mailing Address City State Zip Code

Description of sign: Free standing directory sign

Please include dimensions, lettering, shape, material, texture, colors, and/or finish to be used on the diagram below.



Colors: \_\_\_\_\_

**FOR OFFICAL USE ONLY**

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

CONDITIONS: \_\_\_\_\_

PERMIT ISSUED BY: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_

Community Development Department  
2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104  
www.mesilla-nm.gov

**PHOTOS OF THE SUBJECT PROPERTY**





# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type:

Account N

Maps

Legend

### Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401179](#)

Parcel Number: 4006137231190

Owner: MILLER PAUL D G

Mail Address: PO BOX 121

Subdivision: MERCADO DE LA

MESILLA PHASE 1 (BK 19 PG 87-88 - 989472)

Property Address: CALLE DE MERCADO

Acres: 0



# Doña Ana County, NM

General Reference Maps

2014 Aerial    Addresses    County Address Points    Select Search Type: Account N

2014 Aerial    Addresses    County Address Points

**Maps**

Legend

**Map Themes**

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

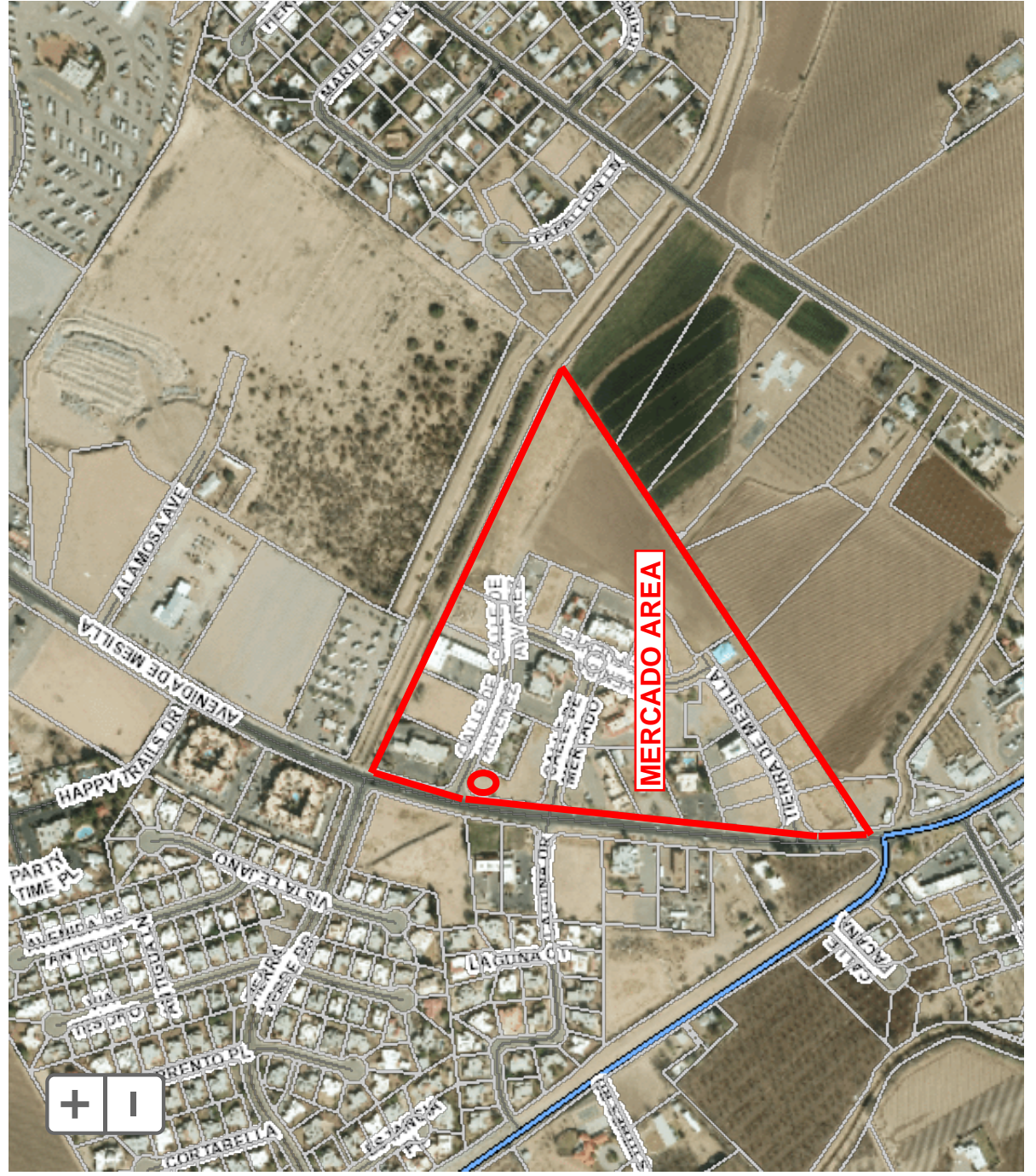
NM Senate Districts

County Commission Districts

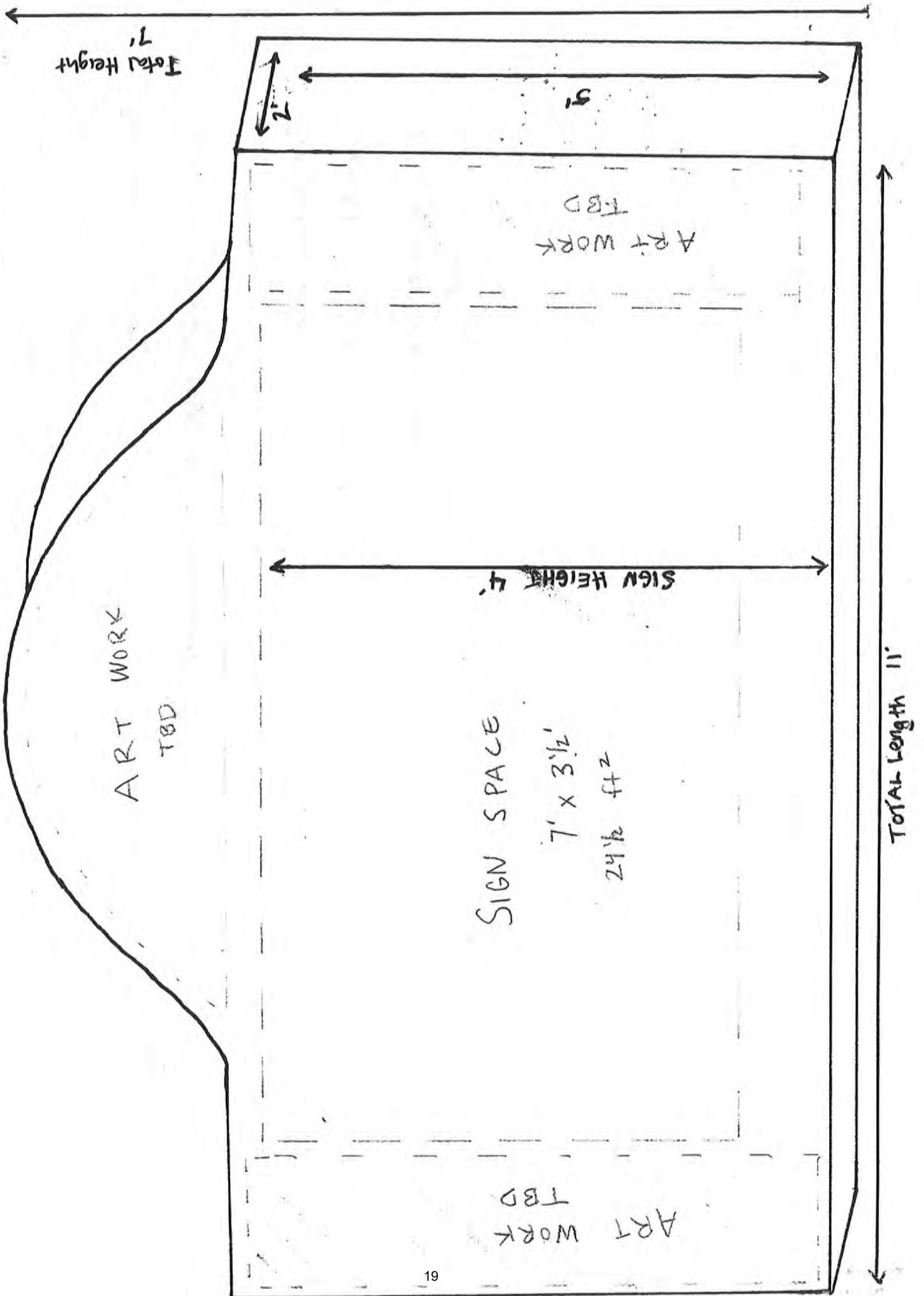
City Council Districts

Median Household Income

General Land Ownership



\* See Back



Total height 7 feet  
Total length 11 feet  
Total width 2 feet  
Sign height 4 feet

Sign space  $7 \times 3\frac{1}{2}$  feet =  $24\frac{1}{2}$  feet squared

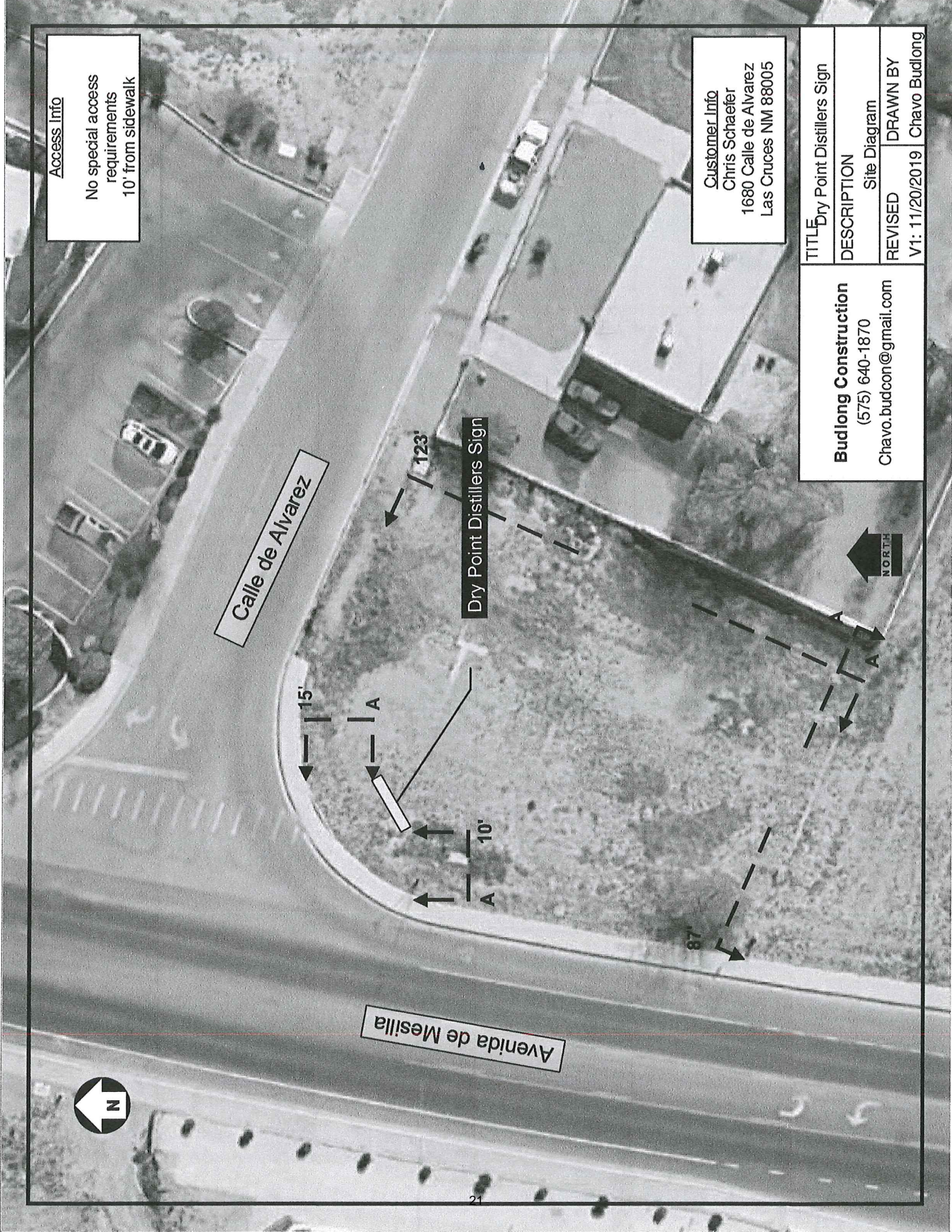
- Tan stucco finish
- Rounded adobe-like construction
- All art work to be determined and approved by Town of Mesilla

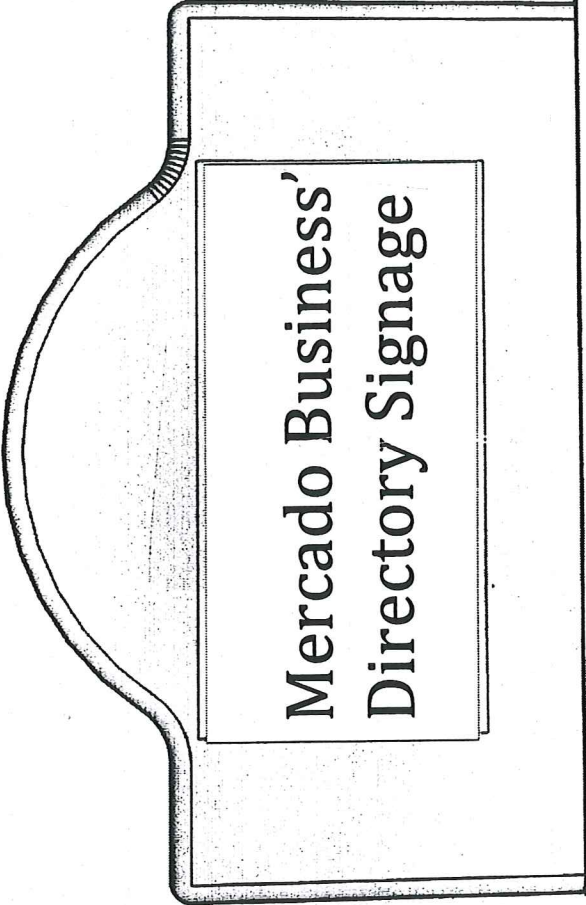
Access Info  
 No special access requirements  
 10' from sidewalk

Customer Info  
 Chris Schaefer  
 1680 Calle de Alvarez  
 Las Cruces NM 88005

TITLE	Dry Point Distillers Sign
DESCRIPTION	Site Diagram
REVISED	DRAWN BY
V1: 11/20/2019	Chavo Budlong

**Budlong Construction**  
 (575) 640-1870  
 Chavo.budcon@gmail.com





**BOT ACTION FORM**  
**ZONING PERMIT 060987**  
**[PZHAC REVIEW – 12/2/2019]**

**Item:**  
**Case 060987** – 2685 Calle de Parian, submitted by William McIlvaine; a request for a zoning permit to replace or install new posts on an existing porch as part of a renovation of a dwelling at this address. Zoned: Historic Residential (HR)

**Staff Analysis:**  
The applicant is in the process of renovating the main dwelling at this address and has been before the PZHAC several times in the past two months for reviews of various permits associated with the renovation, including a discussion of the work needed to complete the renovation. This is part of that work and is part of what was discussed, but not included in any of the permits submitted at that time. The reason for this permit is to allow the applicant to modify and replace seven existing posts (see attached photos) with larger posts and corbels to strengthen the support for porch, and to add five new posts and corbels to fill in places that do not have posts (see attached photos) in order to provide additional support to these areas.. The header above the posts will then be covered with stucco at the time the dwelling is stuccoed according to the permit approved by the PZHAC on October 7, 2019 (Case 060966).

The proposed work will be done to the existing porches only and will not change the appearance or style of the structure as approved at the October 6, 2019 PZHAC meeting.

**Estimated Cost: @ \$6,510.00**

**Consistency with the Code:**  
The PZHAC will need to determine that the proposed addition, when finished, will be consistent with other development in the Historic Residential zoning district. Additionally, the PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

- Findings that need to be made:**
- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
  - The proposed work consists of replacing or adding posts to an existing porch on an existing dwelling at this address.
  - The PZHAC has determined that the proposed renovations meet all applicable Code requirements.

**PZHAC ACTION:**  
*The PZHAC determined that the proposed renovations will not be out of character with the nature of other structures in the area and voted 3 – 0 to recommend APPROVAL of this request to the BOT.*

- BOT OPTIONS:**
1. Approve the application as recommended by the PZHAC.
  2. Approve the application with conditions.
  3. Reject the application.

**BOT ACTION:**

**PHOTO OF PORCH SHOWING POSTS TO BE REPLACED**



# Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: [ ]

Maps

Legend

### Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400441](#)

Parcel Number: 4006138096083

Owner: MCILVAINE WILLIAM

Mail Address: 7101 NORTH MESA #370

Subdivision:

Property Address: 2685 CALLE DE PARIAN #2

Acres: 0.93000001





**PHOTOS OF PORCH SHOWING WHERE NEW POSTS WILL BE PLCAED**



# Proposal

D.J. Walker Construction LLC License #360618  
 DBA A PLUS EXTERIORS (575-644-0049)  
 518 N 17th Street Las Cruces NM 88005  
 Customer:

Will & Stephan Mcilvaine  
 2685 Calle De Parion  
 Mesilla, NM *310 990 9894*

Date: 11/11/2019  
 W.O. #: 1019153  
 Estimator Darrell Walker  
 Phone 575-644-0049



Scope of Work Complete Stucco Renovation

Product Detailed Description

1.00 Stucco Renovation  
 Trench perimeter to expose all stucco

Preparation Power wash to remove all dirt/debris  
 Tape, paper and plastic to windows and doors

Windows Note that new Anderson windows are being installed by others  
 Remove all delaminated stucco

Repairs Inspect and replace weather barrier and lath as needed  
 STO # 727 premix with embedded fiber mesh over all existing stucco

Finish STO 1.0 Synthetic over all existing stucco

Calking Siliconized caulking at all window and doors

Color TBD (two colors to front elevations)

2.00 Lath 540 SF  
 Lath Install moisture barrier wire and lath at gables on either end of home

3.00 Electrical  
 Lights Electrical to move Light boxes and other miscellaneous conduit estimated hours and materials. *This is subject to change depending on time and material.* TBD 680.00

**4.00** Additional cost for framing and installing beams, columns and corbels.  
 Framing labor for all framing and additiona cost for lath and stucco to header 2,650.00  
 Material Framing materials for header 1,260.00  
 C&D Cedar materials for post and corbels 6"X6" rough cut with metal stand 2,600.00

sub total 21,357.00  
 tax 1,748.60  
 total 23,105.60  
 deposit  
 balance

Customer Signature X *[Signature]* 18 Nov 2019  
 Company Representative X *[Signature]*

ARBITRATION: All disputes between the parties arising out of or related to any agreement term, or any breach or alleged breach of this contract will be decided by arbitration. No arbitration proceeding under this provision shall include any person or entity not a party to this agreement except by prior written consent. This written consent must specifically refer to this agreement's arbitration provision, describe the matter to be arbitrated, and be signed by the Builder and/or Contractor. An arbitration proceeding involving an additional person or entity is limited to the parties and matter described in the consent.

Phone 575-644-3180 email [djwalkerconstruction@gmail.com](mailto:djwalkerconstruction@gmail.com)  
[www.aplusexteriorsandroofing.com](http://www.aplusexteriorsandroofing.com)

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

OFFICIAL USE ONLY:

Case # 060987

Fee \$ 21.00

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

CASE NO. 060987 ZONE: HR CODE: ADM APPLICATION DATE: 11/19/19

WB McILVAINE Name of Applicant/Owner 310 990 9896 Applicant's Telephone Number

PO Box 360 MESILLA NM 88046 Applicant's/Owner's Mailing Address City State Zip Code

WBMcILVAINE@MAC.COM Applicant's/Owner's E-mail Address

D.J WALKER CONSTRUCTION Contractor's Name & Address (If none, indicate Self)

575 640049 Contractor's Telephone Number  
Contractor's Tax ID Number  
Contractor's License Number

Address of Proposed Work: 2685 CALLE DE TARIAN MESILLA

Description of Proposed Work: REPLACE 7 POSTS. ADD 5 NEW POSTS + CORBELS. COVER HEADER. STUCCO HEADER.

\$ 6510.00 Estimated Cost  
W. McIlvaine Signature of Applicant  
19 NOV 2019 Date

Signature of property owner if applicant is not the property owner: \_\_\_\_\_

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

**FOR OFFICIAL USE ONLY**

**PZHAC**  Administrative Approval  Approved Date: \_\_\_\_\_  
 Approved Date: \_\_\_\_\_  Disapproved Date: \_\_\_\_\_  
 Disapproved Date: \_\_\_\_\_  Approved with Conditions  
 Approved with conditions

**FIRE INSPECTION/APPROVAL REQUIRED:** \_\_\_ YES  NO \_\_\_ SEE CONDITIONS

**CID PERMIT/INSPECTION REQUIRED:** \_\_\_ YES \_\_\_ NO  SEE CONDITIONS

**CONDITIONS:** \_\_\_\_\_  
CID PERMIT MAY BE REQUIRED

**PERMISSION ISSUED/DENIED BY:** \_\_\_\_\_ **ISSUE DATE:** \_\_\_\_\_

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

**BOT ACTION FORM**  
**ZONING PERMIT 060991**  
**[PZHAC REVIEW – 12/2/2019]**  
**STAFF ANALYSIS**

**(Decision was based on information presented during the Work Session – Item 1)**

**Items:**

**Case 060991** – 2214 Calle de Guadalupe, submitted by Pat Taylor; a request for a zoning permit to allow additional renovations on a commercial building this address. Zoned: Historical Commercial (HC)

**Staff Analysis:**

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

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

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

**Estimated Cost: @ \$3,000.00**

**Consistency with the Code:**

The PZHAC will need to determine that the proposed work, when finished, will be consistent with the zoning requirements for this property. Additionally, the PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

**Findings that need to be made:**

- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
- The proposed work consists of renovating an existing building at this address.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

**PZHAC ACTION:**

*The PZHAC determined that the proposed addition would not be out of character with the nature of other structures in the area and voted 3 – 0 to recommend APPROVAL of this request to the BOT.*

**BOT OPTIONS:**

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

**BOT ACTION:**

**PZHAC WORK SESSION  
DECEMBER 2, 2019  
ITEM 1**

**Item:**

Submitted by Pat Taylor, a request to discuss plans to conduct additional renovations on a commercial building at 2214 Calle de Guadalupe. (Case 060991) Zoned: Historical Commercial (HC)

**Description of Work Done:**

The purpose of this request is to allow the applicant to repair and restore an existing structure at this address. Although zoned Historical Commercial, the structure was previously used as a dwelling until the applicant obtained it. The applicant proposes to use the structure to house a commercial consulting and contracting practice. The applicant applied for and received a permit in January of 2017 (Permit 060472) to renovate the structure. The permit was to allow the applicant to remove, rebuild, and replace the existing windows in the dwelling and to apply a temporary plastic cover over the window openings while the windows were being rebuilt. Additionally, the applicant was to patch the roof and repair portions of the exterior adobe walls.

In addition to the work allowed earlier, the applicant would now like to complete work to the doorways and entrances to the structure, a window at the west side of the structure, and several porches over window and doors to protect them from the elements. Additionally, the applicant would like to repaint the entire structure. (See attached letter and drawings from the applicant for more details as to what is being proposed.)

**Estimated Cost: @ \$3,000.00**

**CONSISTENCY WITH THE CODE:**

The PZHAC will need to determine that the proposed work will not result in any changes to the structure that will affect its character and impacts on the surrounding properties, and that the work will be consistent with the following sections of the Code:

**Chapter 18.33 – Historic Preservation**

**18.33.040 Declaration of purpose and statement of public policy.**

A. The board of trustees declares that the historical heritage of Mesilla and its historic buildings and its historic districts are among its most valued and important assets. The board finds that some buildings having historical, architectural, aesthetic and cultural value have been neglected, altered or destroyed notwithstanding the feasibility of preserving and continuing the use of such buildings and without adequate consideration of the irreplaceable loss to the public and the town. The board finds that the historic character of Mesilla is of vital importance in maintaining the economy of the town and that its historic landmarks and the buildings in its historic district can be preserved, rehabilitated and used. The board finds that this chapter benefits all the residents of Mesilla and all the owners of property.

B. The board of trustees declares as a matter of public policy that the preservation, protection and use of historic landmarks and buildings in the historic districts are a public necessity because they have a special character or a special historic, architectural, aesthetic or cultural value and thus serve as visible reminders of the history and heritage of this town, state and nation. The board declares as a matter of public policy that this chapter is required in the interest of the health, safety, welfare and economic well-being of the public. The board declares as a matter of public policy that the identification and designation of historic landmarks and historic districts and the approval or disapproval of exterior changes to designated property or their demolition or relocation or new construction on the site are stated to be a public purpose. [Ord. 2011-03]

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

# Do?a Ana County Zoning Map

## Layer Visibility:

- Roads
- Buildings
- City Limits

Parcel ID: [04-00282](#)  
 Map Code: [4-006-137-204-415](#)  
 NAME: HALL ALEXANDRA NASON  
 NAME2:  
 Mail Address: PO BOX 365  
 CITY: MESILLA  
 STATE: NM  
 ZIP: 88046-0365  
 LOT:  
 BLOCK:  
 Subdivision:  
 Condo Name:  
 Condo Unit:  
 Mobile Homes: 0  
 Clerk Record: 9116675  
 RTS: 1E 23S 25  
 Property Address: 2214 CALLE DE GUADALUPE  
 Acres: 0.14



	Parcel ID	Map Code	Owner 1	Owner 2
--	-----------	----------	---------	---------

--	--	--	--	--

**PHOTO OF THE SUBJECT STRUCTURE FROM CALL DE GUADALUPE (EAST SIDE)**



**PHOTO OF THE FRONT DOOR OF THE STRUCTURE**



**PHOTOS OF THE REAR (WEST SIDE) OF THE SUBJECT STRUCTURE SHOWING PROPOSED LOCATIONS OF AWNINGS**





Pat & Wendy Taylor  
P.O. Box 673  
Mesilla, NM 88046  
Cell 575-526-7995  
November 20th, 2019

Larry Shannon  
Town of Mesilla Community Director

The Town has previously approved permit #060472 which covers general adobe repair, drainage and window/door repair for our property on 2214 Calle de Guadalupe. Attached is a new permit for the east and west door entryways, west awnings/porch and plaster color.

This new permit includes the east entryway which has some additional information not previously submitted. The color (white) of the doorway remains the same, the trim will be repaired and/or replaced. A new door appropriate for the time period and had been approved by the State Historic Preservation Office, see attached. New sidelights for the entryway will be built and installed matching the door.

The new permit also includes the west entry plan. The existing door was too narrow for ADA access so the plan calls for a wider doorway. The windows that are currently on either side will be re located to the south side of the door, see attached.

The exterior walls will be painted the color of the west side of the house.

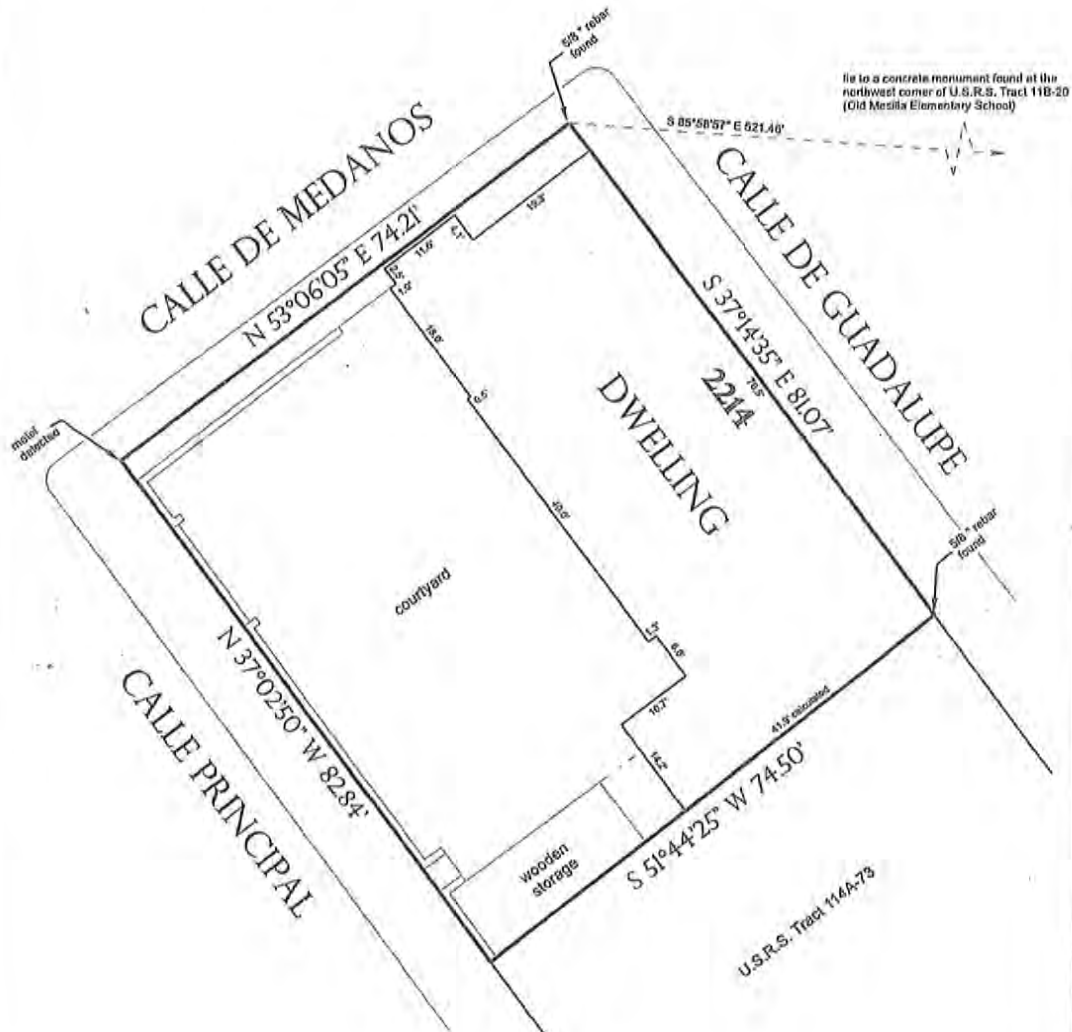
The sunroom windows have been recently replaced but the originals were destroyed by rain and their west facing orientation. We are proposing an awning over the sunroom window and the south room door to protect them from the elements. A porch over the west door is proposed for the same reasons. The roofing material for both awnings and porch will be a standing seam roof similar to what is on the nearby church. The wood elements of the awnings and porch will be stained.

Thank you,

Pat and Wendy Taylor

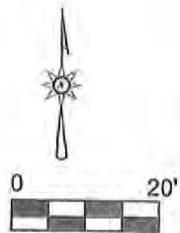
A handwritten signature in black ink, appearing to read "Pat Taylor", written in a cursive style.

PLAT OF SURVEY 0.1399 ACRE PARCEL, BEING U.S.R.S. TRACT 11A-74,  
 IN THE SW 1/4, SECTION 25, T.23S, R.1E, N.M.P.M., U.S.R.S. SURVEYS IN THE  
 TOWN OF MESILLA, DOÑA ANA COUNTY, NEW MEXICO, AS THE SAME IS SHOWN  
 AND DESIGNATED ON INSTRUMENT NO. 9116675 THEREOF, FILED OF RECORD IN THE  
 OFFICE OF THE COUNTY CLERK OF SAID COUNTY ON SEPTEMBER 24, 1991 AND  
 RECORDED IN BOOK 353, PAGE 74, CLERK'S RECORDS.



tie to a concrete monument found at the northwest corner of U.S.R.S. Tract 11B-20 (Old Mesilla Elementary School)

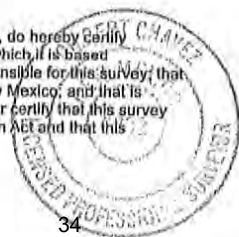
1. Date of Survey: September 14, 2016
2. Basis of Bearing: property corners found in place for Warranty Deed filed September 24, 1991 in Clerk's Record 353 page 74 of the records of Doña Ana County, New Mexico.
3. Distances are ground in U.S. Feet.
4. Record or platted information, where it differs from that found in the field, is shown in brackets [ ].
5. Property lies within Flood Zone "X"; area is determined to be outside the 500-year flood plain as designated in Flood Insurance Rate Map No. 35013C1093 G effective date: July 6, 2016.



I, Gilbert Chavez, New Mexico Professional Surveyor No. 6832, do hereby certify that this Plat of Survey and actual survey on the ground upon which it is based were performed by me on September 14, 2016; that I am responsible for this survey; that this survey meets the Minimum Standards for Surveying in New Mexico; and that it is true and correct to the best of my knowledge and belief. I further certify that this survey is not a land division or subdivision as defined in the Subdivision Act and that this instrument is a Plat of Survey of an existing lot.

Gilbert Chavez, PS 6832

September 15, 2016



Gilbert Chavez  
 Professional Surveyor

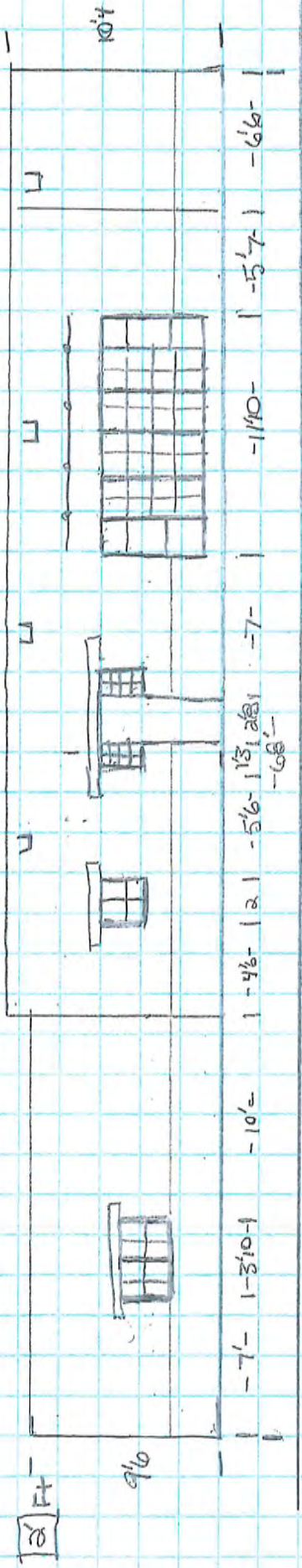
Vista Grande Surveys

P.O. Box 882  
 Mesilla, NM 88046-0882  
 Phone (575) 527-9280  
 E-mail: gilchvz@q.com

VG 16-079

WEST ELEVATION

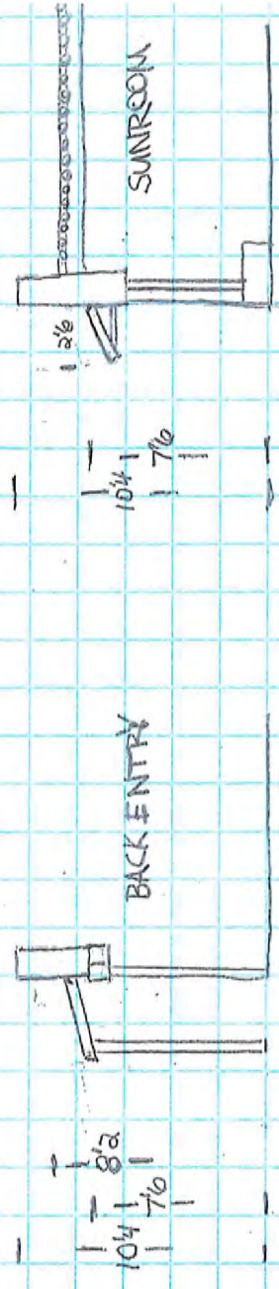
EXISTING



2214 CALLE DE CORDOVA  
 PAT & DEBY TAYLOR

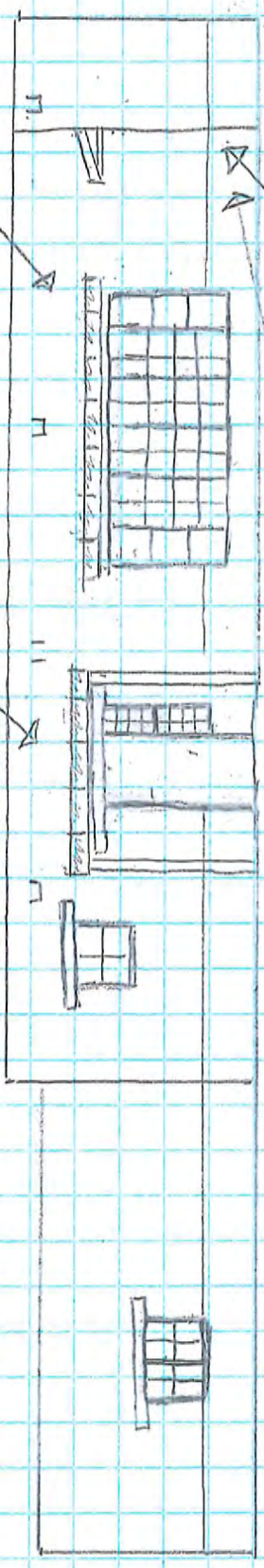
BACK ENTRY

SUNROOM



WEST ELEVATION

PROPOSED



NORTH ELEVATION



2214 Calle Guadalupe  
PAT & Wendy Taylor

6"

PROPOSED  
STANDING  
SEAM ROOF

1 - 2'6"

10'4"

7'6"

PROPOSED  
AWNING  
w/ 2x4  
RAFTERS

SUNROOM

6"

2214 Calle Guadalupe  
Pat & Wendy Taylor

PROPOSED  
STANDING  
SEAM ROOF

PROPOSED  
PORCH

- 2x4 RAFTERS
- 4x4 POSTS  
CHANFERED

PROPOSED DOOR 3'6"



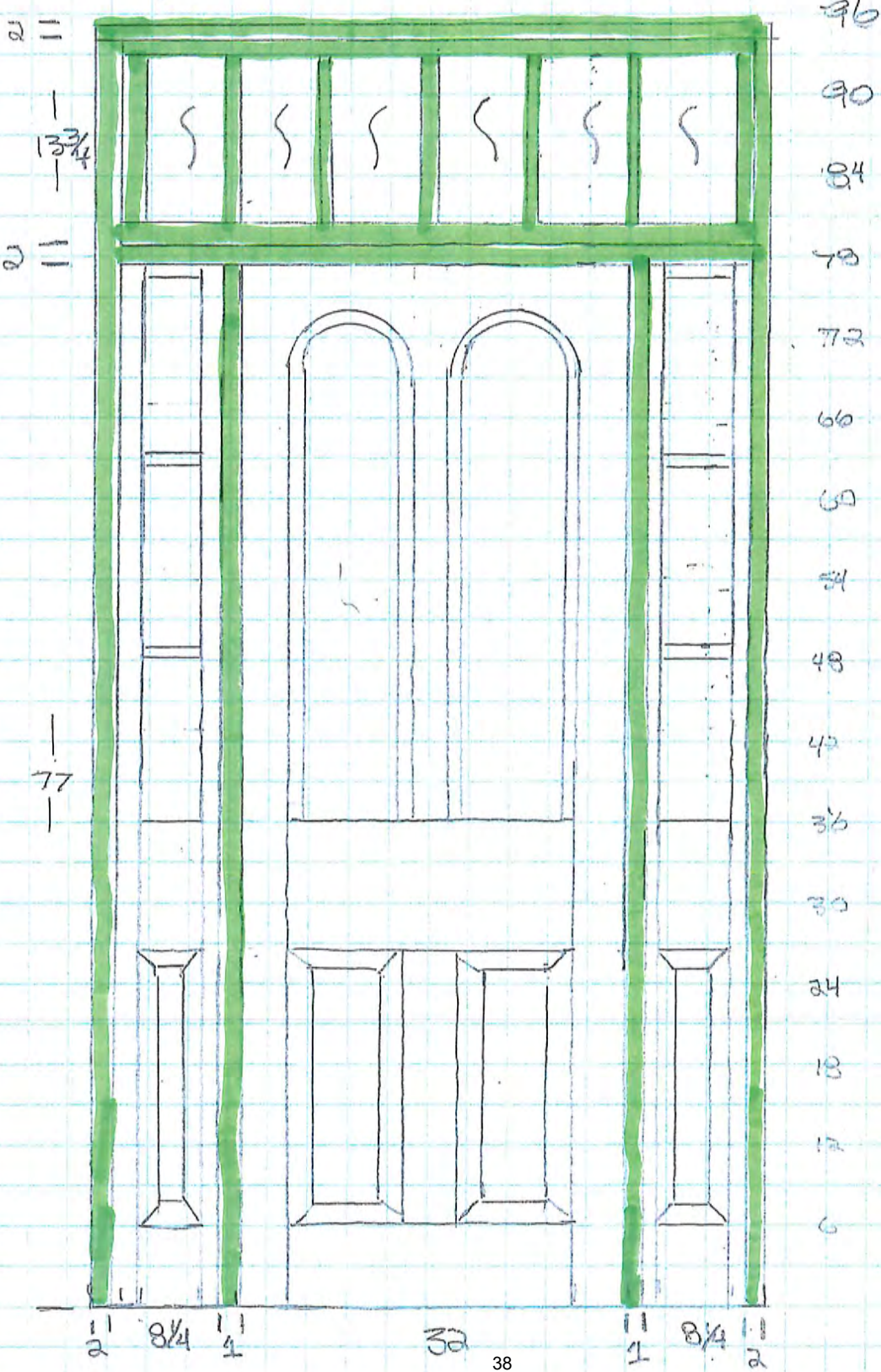
Vintage Door Restore!  
Existing windows  
Restored

- 36" - 1 - 16" - 1  
37

31

2214 Calle de Guadalupe  
PAT & WENDY TAYLOR

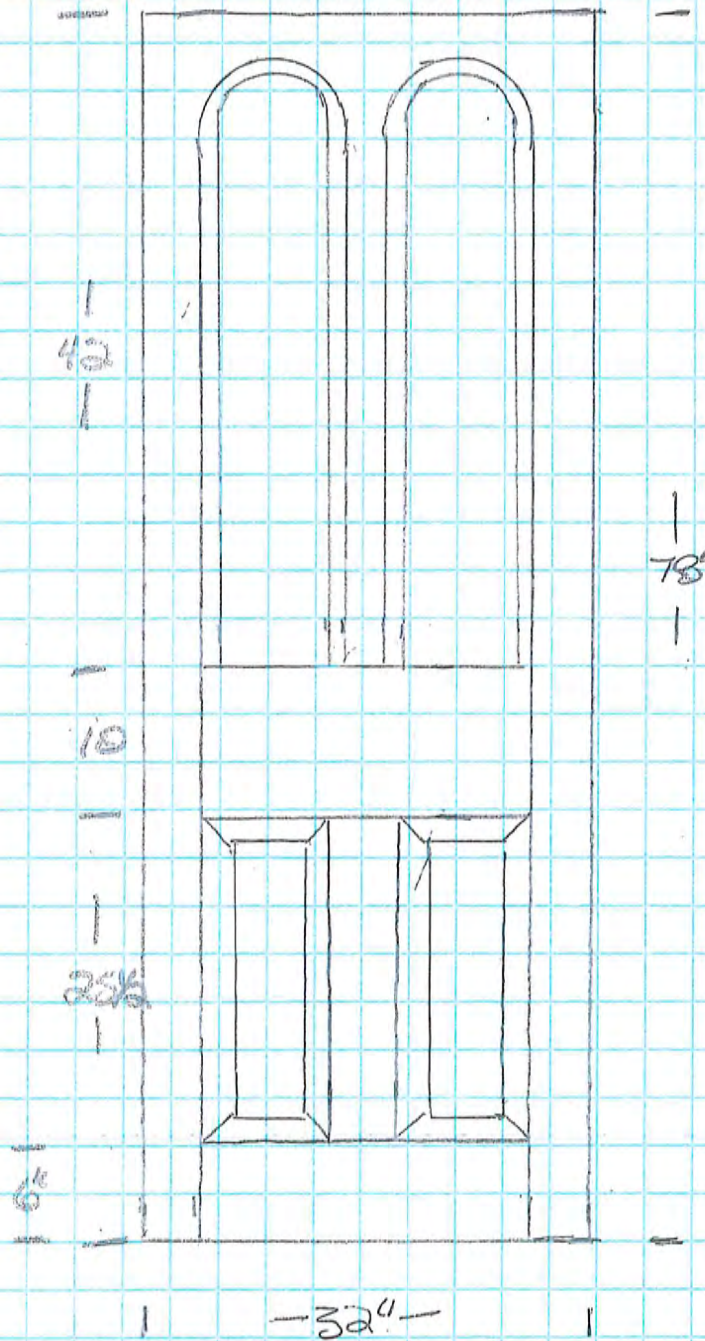
EAST ENTRY FROM DOOR/Sidelights  
EXISTING DOOR FRAME TO REMAIN, New DOOR & Side Lites



2214 Calle de Guadalupe  
Pat & Wendy Taylor

32

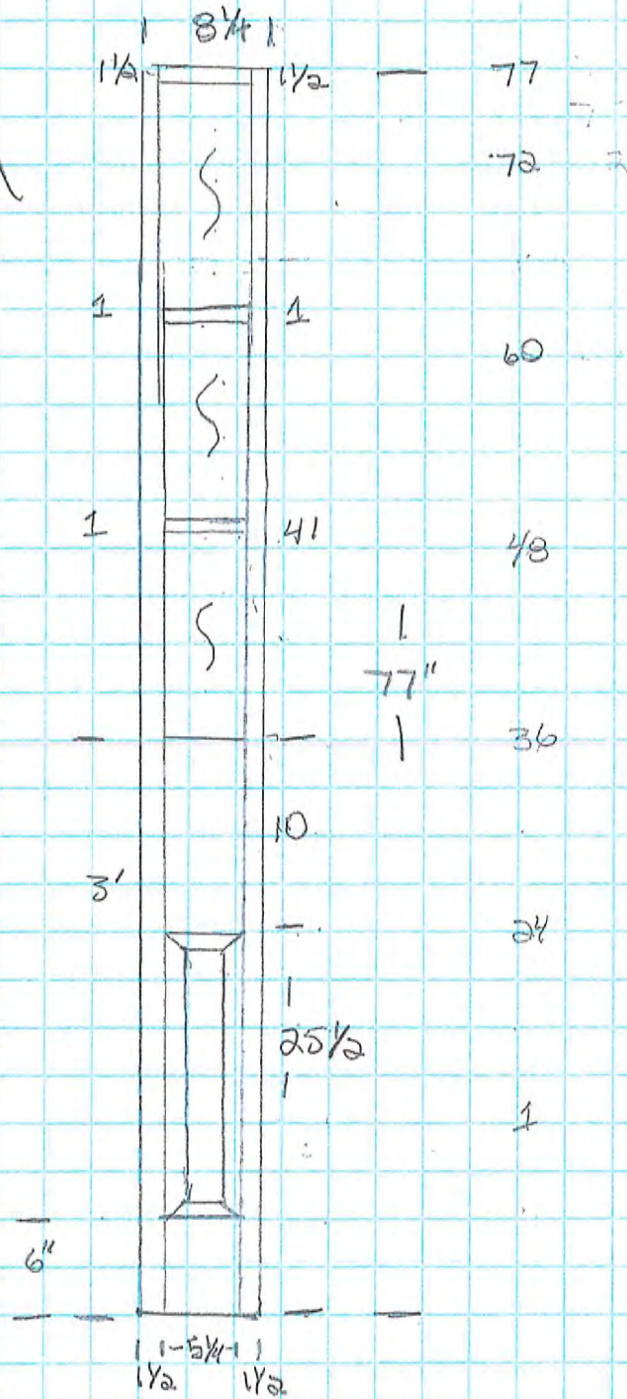
NEW FRONT DOOR  
Vintage Door Restored



2214 Calle de Guadalupe  
 PATSY Waddy Taylor

57

New  
 sidelights  
 East Entry way

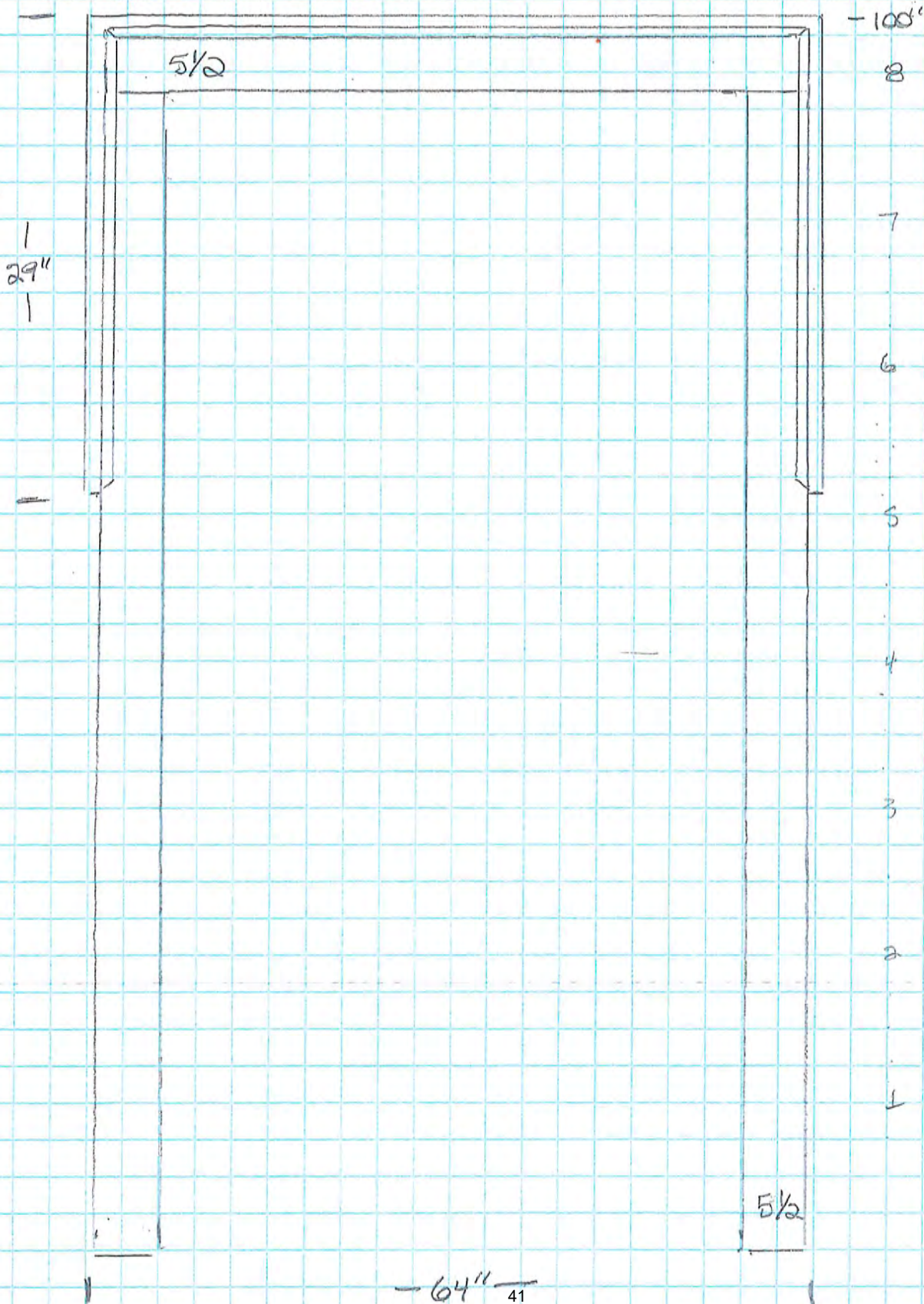




2214 Calle de Guadalupe  
PAT & WALLY TAYLOR

3

EAST ENTRY WAY EXTENSION TRIM  
REPAIR/REPLACE AS NECESSARY



Case # 060991

Fee \$ 15,00

TOWN OF MESILLA

APPLICATION FOR RESIDENTIAL BUILDING PERMIT

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

CASE NO. 060991 ZONE: HC CODE: ALT APPLICATION DATE: 11/20/19

Pat Taylor  
Name of Applicant

575 526 7995  
Applicant's Telephone Number

PO Box 673 Mesilla NM 88046  
Mailing Address City State Zip Code

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

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

2214 Calle de Guadalupe  
Address of Proposed Work: East West Entry way work, west window

Description of Proposed Work:  
Awnings, west entry way porch

\$ 3,000 Estimated Cost  
Pat Taylor Signature of Applicant  
11/20/19 Date

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

FOR OFFICIAL USE ONLY

PZHAC  Administrative Approval  Approved Date: \_\_\_\_\_  
 Approved Date: \_\_\_\_\_  Disapproved Date: \_\_\_\_\_  
 Disapproved Date: \_\_\_\_\_  Approved with Conditions  
 Approved with conditions

CONDITIONS: PZHAC REVIEW + BOT APPROVAL REQUIRED  
COMMERCIAL BDDG - CID PERMIT REQUIRED

REVIEW ISSUED BY: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_  
PERMIT ISSUED BY: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_

- This application includes:
1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was **legally** subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
  2. Foundation Plan with details.
  3. Floor Plans showing rooms, their uses and dimensions.
  4. Cross Sections of walls.
  5. Roof and floor framing plan. (If manufactured trusses, submit layout of trusses and stamped engineer design plan.)
  6. Drainage plan.
  7. Architectural style and color scheme (Historical and commercial zones only).
  8. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).



# HEAL

## Letter of Intent Instructions

The Paso del Norte Health Foundation seeks Letters of Intent (LOIs) from eligible organizations to promote the Foundation's Strategic Plan for Healthy Eating Active Living (HEAL). Specifically, the Foundation seeks LOIs for funding in one of the interest areas that help meet the goals identified in the HEAL Strategic Plan:

- Sustainable programs to advance healthy eating or active living;
- Policy and program solutions related to the Food for Every Child Report ([http://pdnhf.org/wp-content/uploads/2017/11/PasodelNorte\\_reportFINAL\\_lowres2.pdf](http://pdnhf.org/wp-content/uploads/2017/11/PasodelNorte_reportFINAL_lowres2.pdf));
- School health systems, organizational, or policy change designed to improve healthy eating or active living outcomes.

The Foundation uses LOIs to welcome a wide-range of proposals from a diverse applicant pool. After review, the Foundation will invite selected applicants to submit a full proposal. Selected applicants may be asked to address specific comments or questions from the LOI review in their proposal.

Applicants are encouraged to download and read the HEAL Strategic Plan at [https://pdnhf.s3.amazonaws.com/initiatives/strategic\\_plan\\_ens/000/000/002/original/2021\\_Strategic\\_plan\\_4\\_11\\_19\\_ENGLISH.pdf?1560892747](https://pdnhf.s3.amazonaws.com/initiatives/strategic_plan_ens/000/000/002/original/2021_Strategic_plan_4_11_19_ENGLISH.pdf?1560892747) (link directly to the strategic plan).

### Eligibility

Eligible applicants include nonprofit tax-exempt organizations, including churches and units of government, located in the Paso del Norte Region. See the Paso del Norte Health Foundation website [www.pdnhf.org](http://www.pdnhf.org) in the Grant Center for more information.

### Deadlines & Schedule

Letters of intent due to Foundation via the Foundation's on-line application system: December 18, 2019

Invitations for full proposals announced: By January 24, 2020. (Note: Communication regarding LOI status will be sent to the primary and secondary contacts listed on the LOI application. Please make sure that the program contact is one of these contacts and that the information is entered is correct.)

Invited applicants are encouraged to meet with Program Officer before submitting full proposal

Full proposals due: March 6, 2020

Notice of grant award: By June 1, 2020

Funding cycle starts: Earliest grant start date is June 1, but other dates may be proposed

### Letter of Intent Format

1. Purpose: In 100 words or less, state the purpose or goal of the proposed program. Applicants must clearly link the purpose of the proposed program with advancement of healthy eating or active living.
2. Anticipated Program Objectives: In 100 words or less, list up to three measurable objectives. These objectives may be modified if a full proposal is solicited. Objectives may be policy, systems-level, or related to any other determinate of the healthy eating or active living program goal.
3. Major Strategies Under Consideration: In 300 words or less, describe anticipated approaches or strategies to meet the proposed program objectives.

A budget is not required for the LOI.

Applicants are encouraged to speak with Jana Renner, Program Officer, about the LOI or the full proposal. For technical questions about online submission, please contact Juanita Galaviz.

Applicants looking for data, resources, and best practices are encouraged to visit the Healthy Paso del Norte website: <http://www.healthypasodelnorte.org/>. This website is a source of population data and community healthy information.

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## MEMORANDUM

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**TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES**

**FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR**

**SUBJECT: ACTIVITY REPORT – NOVEMBER 2019**

**DATE: DECEMBER/NOVEMBER 5, 2019**

**PZHAC BUSINESS**  
**OCTOBER 2019**  
**[Items presented to the PZHAC**

**PZHAC WORK SESSION ITEMS:**

1. Submitted by Sam and Jessica Kane; a request to discuss plans to re-establish a lot line that had been recorded with Dona Ana County as part of a subdivision since 1939, recreating a second property at the SW corner of Calle de Colon and Calle de Tercera. (Case 060978). Zoned: Historic Residential (HR)
2. Submitted by Gerard Nevarez; a request to discuss plans to add a sunroom to an existing dwelling at 2305 Calle de Segunda. (Case 060979) Zoned: Historical Residential (HR)
3. Submitted by Dave and Kelly Salas; a request to discuss plans to construct an additional two dwellings on a property located on the north side of Calle del Sur, adjacent to the east side of the property at 2138 Calle del Sur. (Case 060981) Zoned: Historic Residential (HR).
4. Submitted by Eric Serna for Eleda Guggiana; a request to discuss plans to renovate a dwelling at 2184 Avenida de Mesilla. (Case 060982) Zoned: Historic Commercial (HC).

**PZHAC ADMINISTRATIVE APPROVALS:**

**Zoning Permits**

1. **Case 060976** – 2842 Erminda Street, submitted by Karen S. Crumpton; a request for a zoning permit to paint the trim above the front entryway of the dwelling at this address. Zoned: Historic Residential (HR)
2. **Case 060977** – 1701 Calle de Mesilla #2, submitted by Louise Berchell; a request to repaint the sign on the business (Emerald Isle) at this address. Zoned: General Commercial (C)
3. **Case 060984** – 2392 Calle de Parian, submitted by Yolanda Lucero; a request for a zoning permit to repair a storage door and a front gate, and to add a small portales over a door on a dwelling at this address. Zoned: Historic Residential (HR)
4. **Case 060985** – 1780 Calle de El Paso, submitted by Jon Strain; a request for a zoning permit to remodel a bathroom in a dwelling at this address. Zoned: Rural/Agricultural (RA)

**PZHAC DECISION ITEMS:**

**Summary Subdivision:**

1. **Case 060978** – SW corner of Calle de Colon and Calle de Tercera, submitted Samuel and Jessica Kane; a request for a summary subdivision to re-establish a lot line that had been recorded as part of a subdivision in 1939, recreating a second property at this location. Zoned: Historical Residential (HR)  
**(This case was discussed during the Work Session)**

### **Zoning Permits:**

1. **Case 060979 – 2305** Calle de Colon, submitted by Gerard Nevarez; a request for a zoning permit to allow the addition of a sunroom to an existing dwelling at this address. Zoned: Historic Residential (HR) **(This case was discussed during the Work Session)**
2. **Case 090681** - Submitted by Dave and Kelly Salas; a request to discuss plans to construct an additional two dwellings on a property located on the north side of Calle del Sur, adjacent to the east side of the property at 2138 Calle del Sur. (Case 060981) Zoned: Historic Residential (HR). **(This case was discussed during the Work Session)**
3. **Case 060982** – 2184 Avenida de Mesilla, submitted by Eric Serna for Eleda Guggiana; a request to discuss plans to renovate a dwelling at this address. (Case 060982) Zoned: Historic Commercial (HC). **(This case was discussed during the Work Session)**
4. **Case 060983** – 208 Capri Road, submitted by Fort Selden Roofing for Andy Ondo: a request for a zoning permit to reroof a dwelling at this address. Zoned: Residential, one acre minimum (R1)

### **Business Permits**

1. **0465** – 1701 Calle de Mercado, Suite B, submitted by Jenna Emerick for “Salon de Mesilla, LLC”; a request to allow the applicant to relocate an existing hair salon to this location. Zoned: General Commercial (C)
2. **0824** – 2488 Calle de Guadalupe, submitted by Elaine Foster for “Desert Botanicals Day Spa”; a request for a business license to allow the applicant to operate a massage therapy operation at this location. Zoned: Historical Commercial (HC)

### **Sign Permit**

1. **Case 060980** – 2488 Calle de Guadalupe, submitted by Elaine Foster for “Desert Botanicals Day Spa”; a request for a freestanding sign for a massage therapy operation at this location. Zoned: Historical Commercial (HC)
2. **Case 060986** – 1750 Calle de Mercado, submitted by Melissa Roybal for “United Country Real Estate – Revolution LLC”; a request for zoning permit to allow a wall sign for a real estate office at this location. Zoned: General Commercial (C)

**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](mailto:larrys@mesillanm.gov).**

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

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
060982	04-00295	11/1/19	Eleda Guggiana/Eric Serna	70,000.00	115.50	RN	2184 Avenida de Mesilla	Renovation of dwelling at this address
060983	04-00777	11/1/19	Andy Ondo/Fort Selden Roofing	17,474.00	37.50	RR	208 Capri Road	Reroof a dwelling at this address
060984	04-00225	11/5/19	Yolanda Lucero/Johnny Jacquez	252.00	0.00	MI	2329 Calle de Parian	Repairs to storage door and front gate, addition of portales
060985	04-00207	11/4/19	Jon M Strain/JJMS Construction	1,000.00	10.50	MI	1780 Calle de El Paso	Bathroom remodel
060986	04-01181	11/1/19	Real Estate Revolution	6 square feet	12.00	SIGN	1750 Calle de Mercado	Install a wall sign on the business
060987	04-01180	11/19/19	William McIlvaine/DJ Walker Construction	6,510.00	81.00	ACM	2685 Calle de Parian	Replace 7 posts and add 5 new posts to a porch on a dwelling at this address
060988	04-00687	11/19/19	Jesus Martinez/self	6,000.00	19.50	MI	3115 Calle de Guadalupe	Stucco a dwelling at this address
060989	04-00525	11/15/19	William and Amy Abruzzi	8,000.00	22.0	MI	2930 La Mesilla Circle	Build a storage shed on a residential property at this address.
060990	04-00222	11/26/19	Jorge Larrazabal	4,500.00	100.00	MI	2195 Calle del Norte	Restucco a dwelling at this address
060991	04-00282	11/20/19	Pat Taylor	3,000.00	15.00	MI	2214 Calle de Guadalupe	Misc. renovation to the exterior of a commercial building at this address
060992	04-01282	11/15/19	Robert Carson/self	50,000.00	85.50	SP	3000 Mesilla Valley Terrace	In-ground swimming pool

# Community Projects Report

Project	Description
Current Contact information	Dorothy Sellers Email: <a href="mailto:DorothyS@mesillanm.gov">DorothyS@mesillanm.gov</a> Work: 575-524-3262 Cell:575-571-3890
Veteran's Day	This event ran very smooth. Special thank you to all participates and donations. (Andele's, LCHS Choir, Kenny Arroyos, DAV 38, Fred Madrid, BOT, Mayor, LT Col Childs, Adrian Cisneros.)
El Tratado de La Mesilla	This event ran smoothly. Will work with John Smith again for next year. Plan is to get more volunteers to expand on this event and make it a larger event in the future. Thank you Pro-Tem Stephanie Johnson-Burick for being the honorary speaker.
Christmas Eve Luminarias	Collaborating with Los Leones as well as LCHS Band on delivery of the luminarias for Tuesday, December 24 <sup>th</sup> . I have reached out to the baseball team in hopes of assistance in lighting them. Choir has been hired. Kenny Arroyos will be hired to provide sound
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.
Thanksgiving Baskets	This years Thanksgiving Baskets were a success. In total 66 local families were blessed with food for the holiday.
Christmas Tree Lighting	Radio station will do a live remote. Dance Group Jewells as well as the ballet folklorico and choir from Mesilla Elementary will perform. Andele's, La Posta, and Silver Studio have signed on to provide refreshments. Have reached out to Los Leones de Mesilla for possible volunteers in passing out refreshments.







# MEMORANDUM

**To:** Mayor and Trustees

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

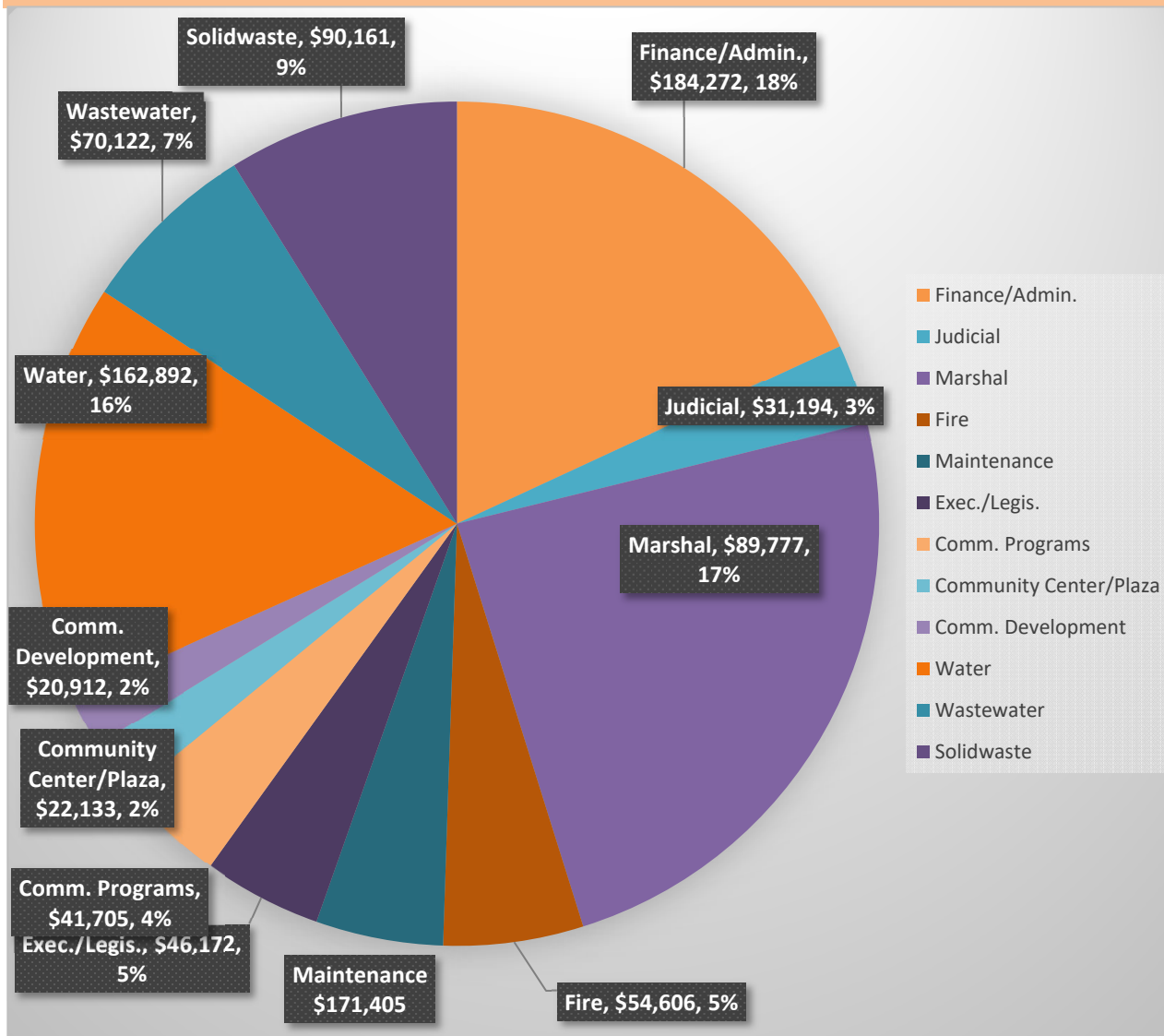
**RE:** Monthly Finance Report

Listed below is a review of department and fund expenditures for: **NOVEMBER**  
General Fund should be at: **41.67% spending**

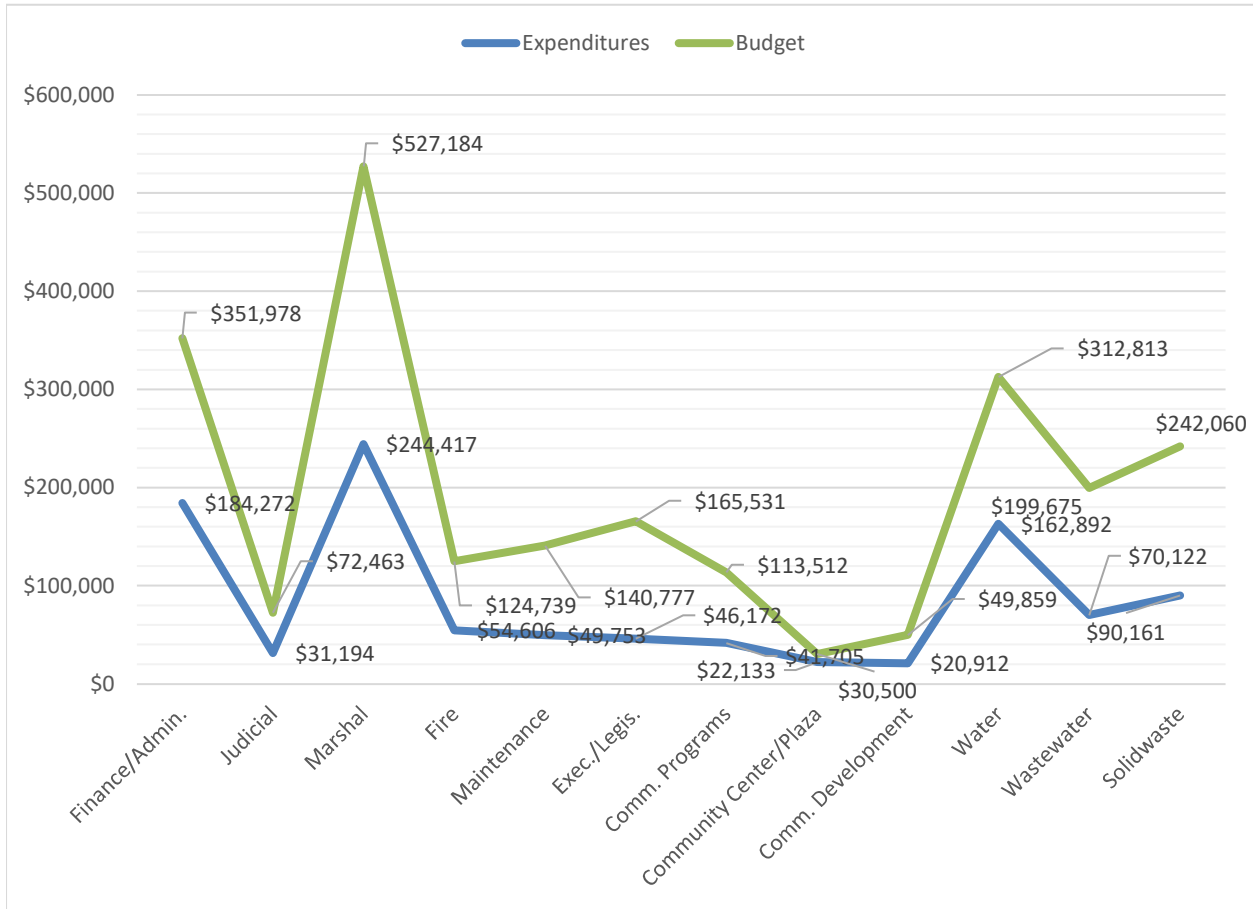
**\*\*spending is a little high this month due to paying of 1/2 of insurances (July 1st 1/2 due, January 1st the other 1/2 is due). This will even out in the next few months**

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	52.35%	\$184,272	100.00%	-47.65%	\$ 351,978
Judicial	43.05%	\$31,194	100.00%	-56.95%	\$ 72,463
Marshal	46.36%	\$244,417	100.00%	-53.64%	\$ 527,184
Fire	43.78%	\$54,606	100.00%	-56.22%	\$ 124,739
Maintenance	35.34%	\$49,753	100.00%	-64.66%	\$ 140,777
Exec./Legis.	27.89%	\$46,172	100.00%	-72.11%	\$ 165,531
Comm. Programs	36.74%	\$41,705	100.00%	-63.26%	\$ 113,512
Community Center/Plaza	72.57%	\$22,133	100.00%	-27.43%	\$ 30,500
Comm. Development	41.94%	\$20,912	100.00%	-58.06%	\$ 49,859
<b>General Fund</b>	<b>44.09%</b>	<b>\$695,164</b>	<b>100.00%</b>	<b>-55.91%</b>	<b>\$ 1,576,543</b>
Water	52.07%	\$162,892	100.00%	-47.93%	\$ 312,813
Wastewater	35.12%	\$70,122	100.00%	-64.88%	\$ 199,675
Solidwaste	37.25%	\$90,161	100.00%	-62.75%	\$ 242,060
<b>Enterprise Fund</b>	<b>39.97%</b>	<b>\$323,174</b>	<b>100.00%</b>	<b>-60.03%</b>	<b>\$ 808,548</b>

## EXPENDITURES



## EXPENDITURES VS BUDGET

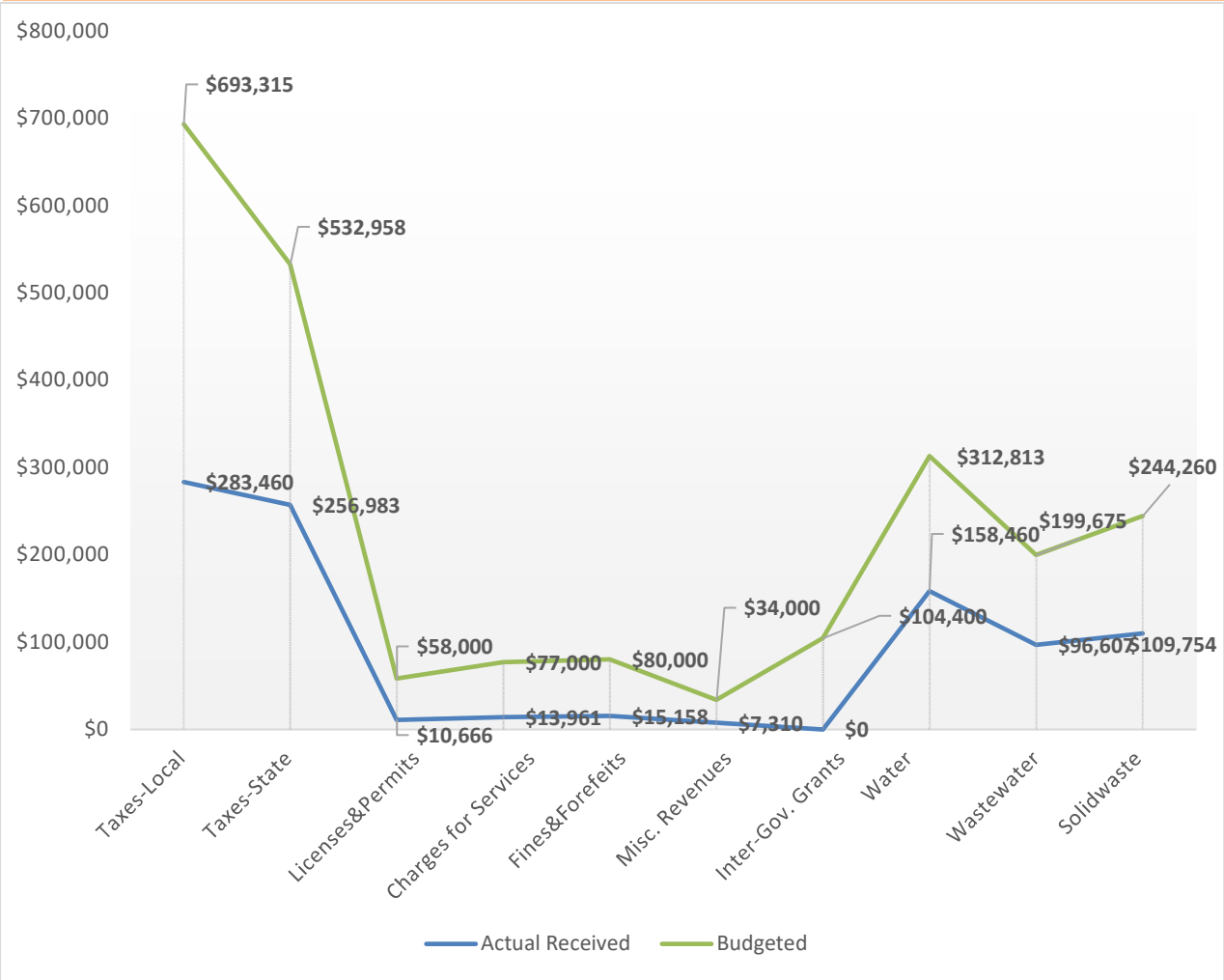


Please request the INCODE report for detail revenues and expenses by fund.

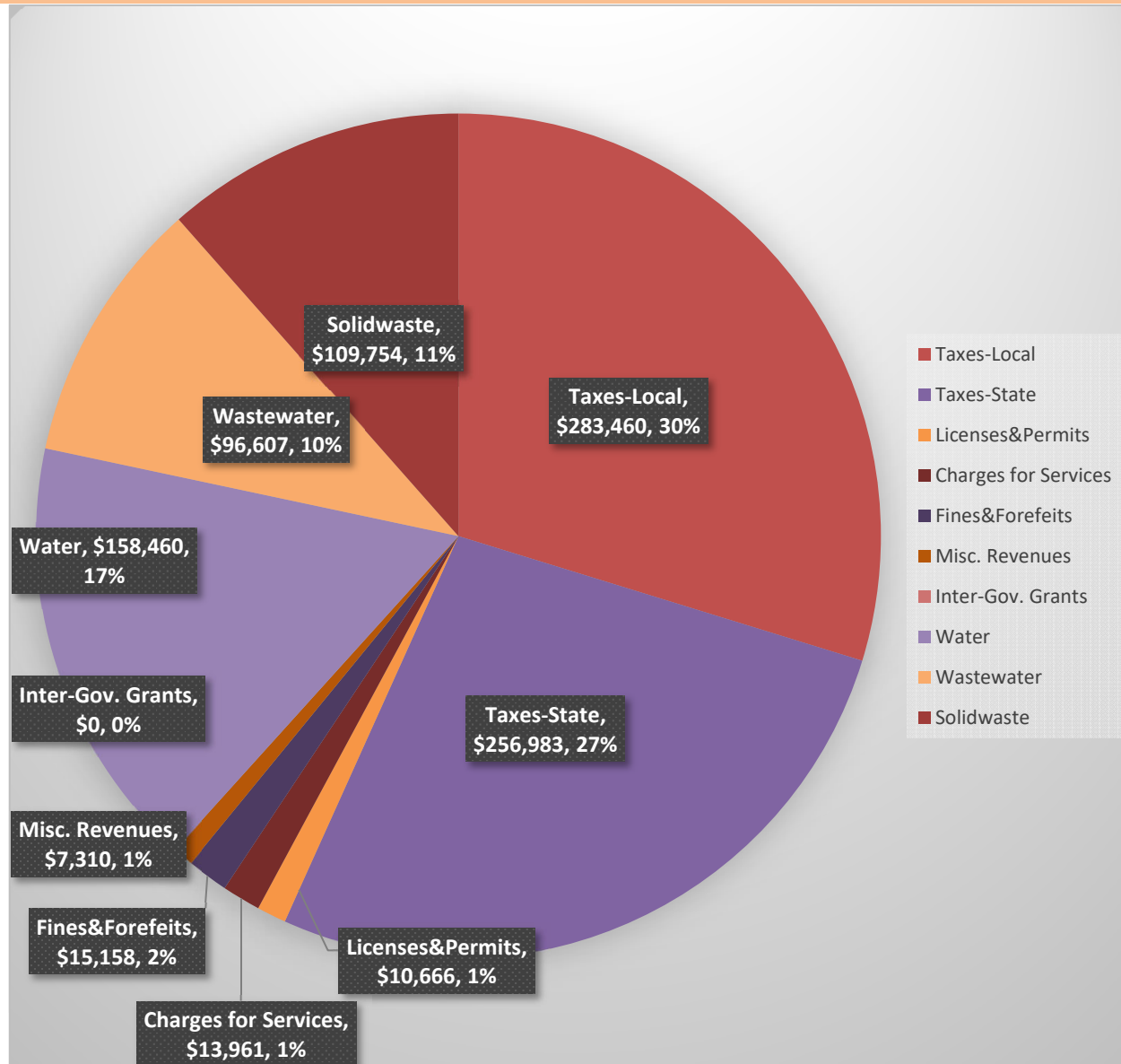
## REVENUE

YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	40.88%	\$283,460	100.00%	-59.12%	\$693,315
Taxes-State	48.22%	\$256,983	100.00%	-51.78%	\$532,958
Licenses&Permits	18.39%	\$10,666	100.00%	-81.61%	\$58,000
Charges for Service	18.13%	\$13,961	100.00%	-81.87%	\$77,000
Fines&Forefeits	18.95%	\$15,158	100.00%	-81.05%	\$80,000
Misc. Revenues	21.50%	\$7,310	100.00%	-78.50%	\$34,000
Inter-Gov. Grants	0.00%	\$0	100.00%	-100.00%	\$104,400
<b>General Fund</b>	<b>37.19%</b>	<b>\$587,538</b>	<b>100.00%</b>	<b>-62.81%</b>	<b>\$1,579,673</b>
Water	50.66%	\$158,460	100.00%	-49.34%	\$ 312,813
Wastewater	48.38%	\$96,607	100.00%	-51.62%	\$ 199,675
Solidwaste	44.93%	\$109,754	100.00%	-55.07%	\$ 244,260
<b>Enterprise Fund</b>	<b>48.21%</b>	<b>\$364,821</b>	<b>100.00%</b>	<b>-51.79%</b>	<b>\$756,748</b>

# REVENUE vs BUDGET



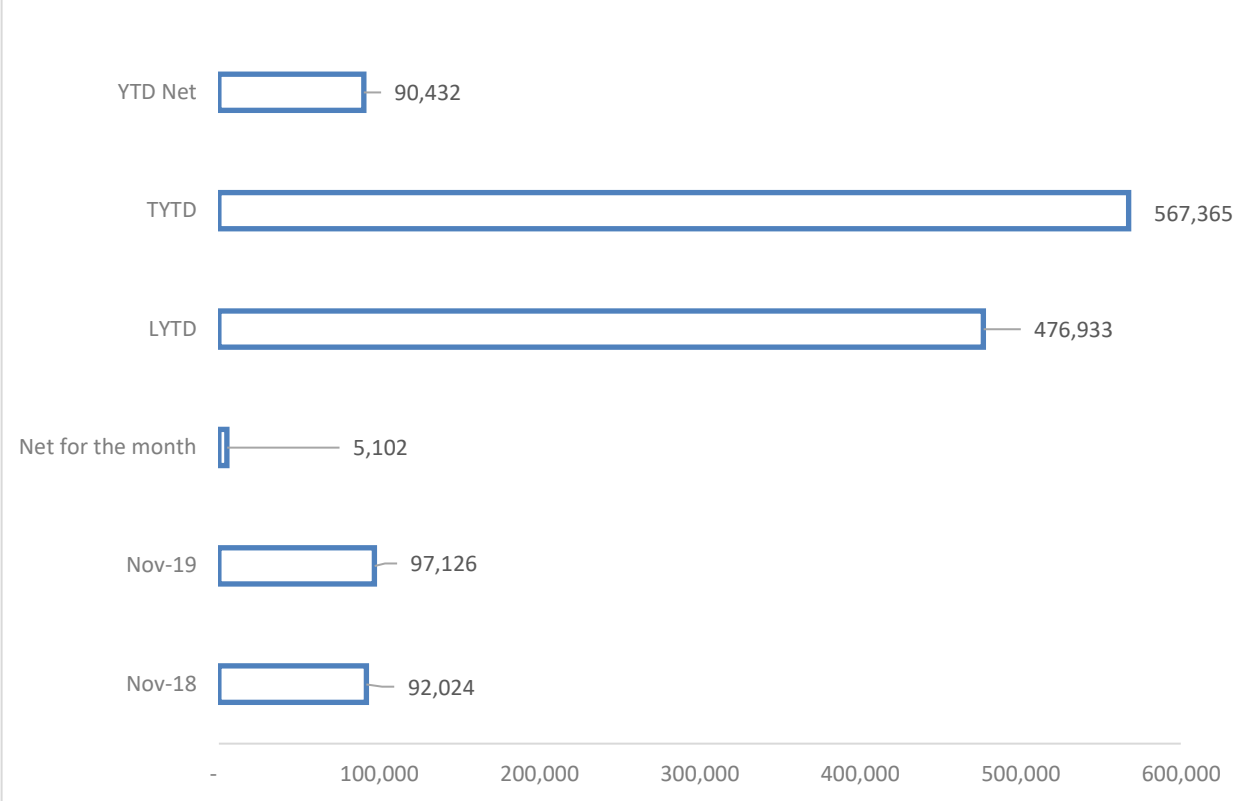
## YTD REVENUES



## GRT COMPARISONS

Nov-18	Nov-19	Net for the month	LYTD	TYTD	YTD Net
92,024	97,126	5,102	476,933	567,365	90,432

### GRT Comparisons



### Business GRT in September 2019

Percentage by month	<b>6%</b>	Percentage over last FYTD	<b>19%</b>
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**TOWN OF MESILLA FIRE DEPARTMENT  
MONTHLY BOT REPORT**



**DATE:**            **November 2019**

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**MAJOR ADDITIONS TO INVENTORY**            NONE

**MAINTENANCE OF EQUIPMENT**            Ground lights repaired on Engine 31, charging system tested on Brush 31  
All power tools cleaned, inspected and tested by crews. Work order placed  
for electrical issues with Brush 31.

**COMMENTS**            Grant application made to NM EMS System Improvement Fund to replace aging LifePak 12  
cardiac monitor. EMS Region II Conference held at the Mesilla Community Center.  
On two separate CPR calls Return of Spontaneous Circulation (ROSC) was achieved by  
MFD and MMAR responders along with AMR. Additionally the recent acquisition of AED  
by the Marshal's Department allowed for deployment of an AED on a call which also  
resulted a return of ROSC before transport.

**SUBMITTED BY**            Fire Chief Kevin Hoban \_\_\_\_\_

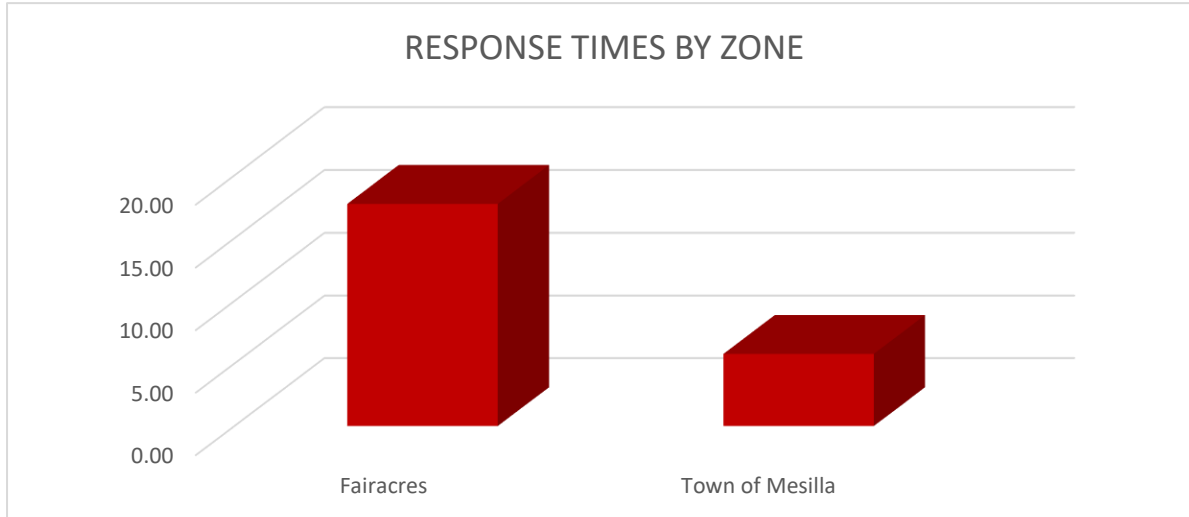
# Mesilla Fire Department

Mesilla, NM

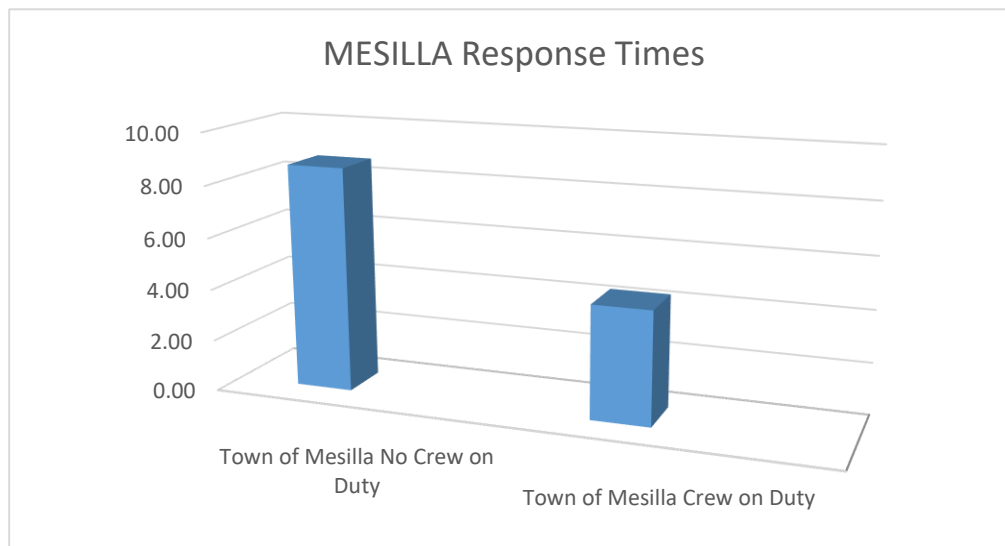
This report was generated on 12/03/2019



Response Mode: Lights and Sirens | Start Date: 11/01/2019 | End Date: 11/30/2019



Zone	AVERAGE RESPONSE TIME (in minutes)
Fairacres	17.73
Town of Mesilla	5.77
<b>Town of Mesilla No Crew on Duty</b>	<b>8.67</b>
<b>Town of Mesilla Crew on Duty</b>	<b>4.36</b>



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

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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 12/4/2019 10:59:53 AM



## Total Hours by Volunteers for Date Range

Pay Grades: All Pay Grades | Start Date: 11/01/2019 | End Date: 11/30/2019

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Boyd, Lachlan James	2:11	13:00	68:30	83:41
Davis-Whited, Crystal	0:32	26:00	2:30	29:02
Embury, Andy G.	1:22	14:00	0:00	15:22
Felix, Manuel R	0:00	5:00	18:00	23:00
Frietze, Trevor R	1:38	18:00	148:30	168:08
Gaytan, Aleksandra Melina	0:00	2:00	8:00	10:00
Gomez, Sonny	1:10	5:00	24:00	30:10
Guzman, Phillip	0:29	1:00	0:00	1:29
Klebansky, George A	7:46	12:00	8:30	28:16
Knoll, Justin S	0:29	3:00	13:00	16:29
Linares, Sebastian	2:10	2:00	33:30	37:40
Lopez, Francisco A	0:00	3:00	0:00	3:00
Lucero, Jojo	0:00	2:00	0:00	2:00
Manriquez, Humberto	2:35	8:00	35:00	45:35
Martinez, Mateo	2:39	25:00	110:00	137:39
Montoya, Thomas M	0:00	0:00	17:00	17:00
Navarro, Nicolas A	1:22	9:00	90:00	100:22
O'Brien, Amy M	0:00	4:00	0:00	4:00
Orrantia, Laura T	0:00	0:00	12:00	12:00
Porter, Zachary S	0:46	10:00	25:00	35:46
Renteria, Irwin	0:00	3:00	39:30	42:30
Roberson, Cavin C	0:29	0:00	0:00	0:29
Salas, Enrique	0:00	0:00	0:00	0:00
Sanchez, Xavier	0:00	6:00	0:00	6:00
Smith, Morgan Samantha	0:46	3:00	46:00	49:46
Soto, Andrew	0:00	6:00	0:00	6:00
Tankesly, Jennifer	0:00	4:00	0:00	4:00
Thunhorst, Dylan P	1:38	0:00	37:00	38:38
Thunhorst, Ines C	1:06	6:00	10:00	17:06
Torres, Joseph J	0:51	14:00	58:00	72:51
Tucker, Austin J	0:00	5:00	22:00	27:00
Villazon, Lillian M	1:22	4:00	22:00	27:22
Whited, Gregory E	0:28	6:00	2:30	8:58
			<b>TOTAL</b>	<b>1101:19:00</b>

# Mesilla Fire Department

Mesilla, NM

This report was generated on 12/4/2019 10:30:03 AM



## Incident Statistics

Start Date: 11/01/2019 | End Date: 11/30/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		22	
FIRE		8	
<b>TOTAL</b>		<b>30</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
Bat31	0	9	9
BR31	0	4	4
E31	0	2	2
MFD	0	1	1
<b>TOTAL</b>	<b>0</b>	<b>16</b>	<b>16</b>
PRE-INCIDENT VALUE		LOSSES	
<b>\$0.00</b>		<b>\$0.00</b>	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		6	
Aid Received		3	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
0		NaN	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:07:31	0:05:07	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:07:21</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:01:31	0:01:08	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:30</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		18:40	

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

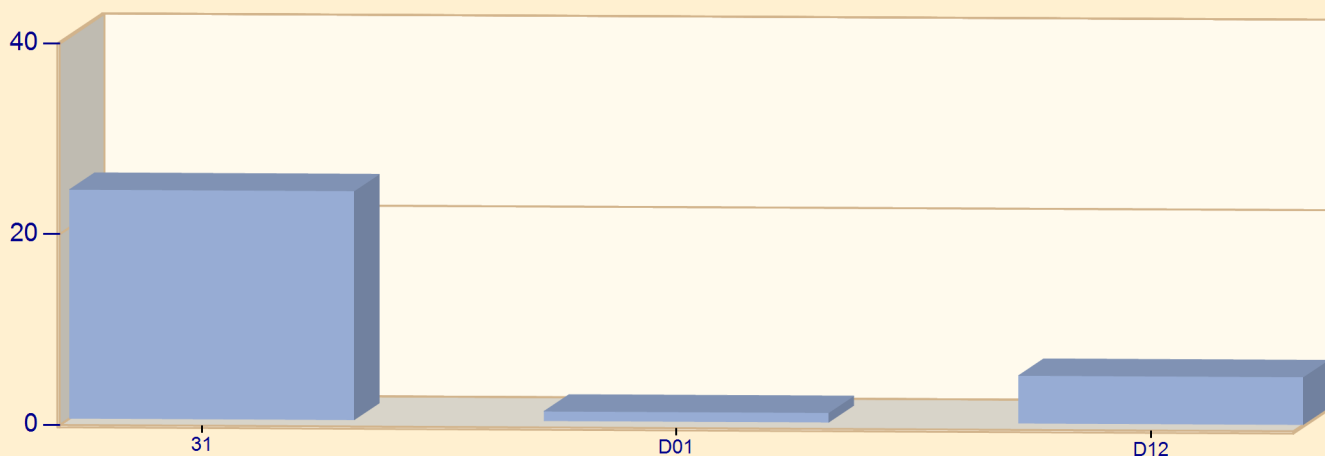
Mesilla, NM

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## Incident Type Count per Zone for Date Range

Start Date: 11/01/2019 | End Date: 11/30/2019



ZONES	INCIDENT TYPE	COUNT
<b>31 - Town of Mesilla</b>		
	311 - Medical assist, assist EMS crew	1
	320 - Emergency medical service, other	1
	321 - EMS call, excluding vehicle accident with injury	16
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	553 - Public service	1
	561 - Unauthorized burning	2
	735 - Alarm system sounded due to malfunction	1
	<i>Total Incidents for 31 - Town of Mesilla</i>	<b>24</b>
<b>D01 - Dona Ana</b>		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D01 - Dona Ana.</i>	<b>1</b>
<b>D12 - Fairacres</b>		
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	611 - Dispatched & cancelled en route	2
	735 - Alarm system sounded due to malfunction	1
	<i>Total Incidents for D12 - Fairacres.</i>	<b>5</b>
<b>Total Count for all Zone:</b>		<b>30</b>

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 12/4/2019 11:22:26 AM



## Occupancies Inspected for Date Range

Start Date: 11/01/2019 | End Date: 11/30/2019

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
CW Concessions		P.O. 126 highway 70		11/01/2019
Donut Director		595 N Valley DR		11/01/2019
Indian Taco Sales		1135 Monte Vista AVE #4		11/09/2019
Julienne Jewelry		2329 Calle De Guadalupe		11/15/2019
Las cruces homes		1701 Calle de mercado #1		11/15/2019
Mesilla Valley Baptist Church		2912 La mesilla circle		11/14/2019
Parker's BBQ		850 E Madrid		11/01/2019
The Green Chile Paddy Wagon		Plaza #18		11/01/2019
Tornita's Gorditas		6976 880 Vereda Granate		11/01/2019
Town of Mesilla Community Center		2251 Calle De Santiago		11/14/2019

**# of Occupancies Inspected: 10**

**% Occupancies Inspected: 4.67**

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



# Mesilla Fire Department

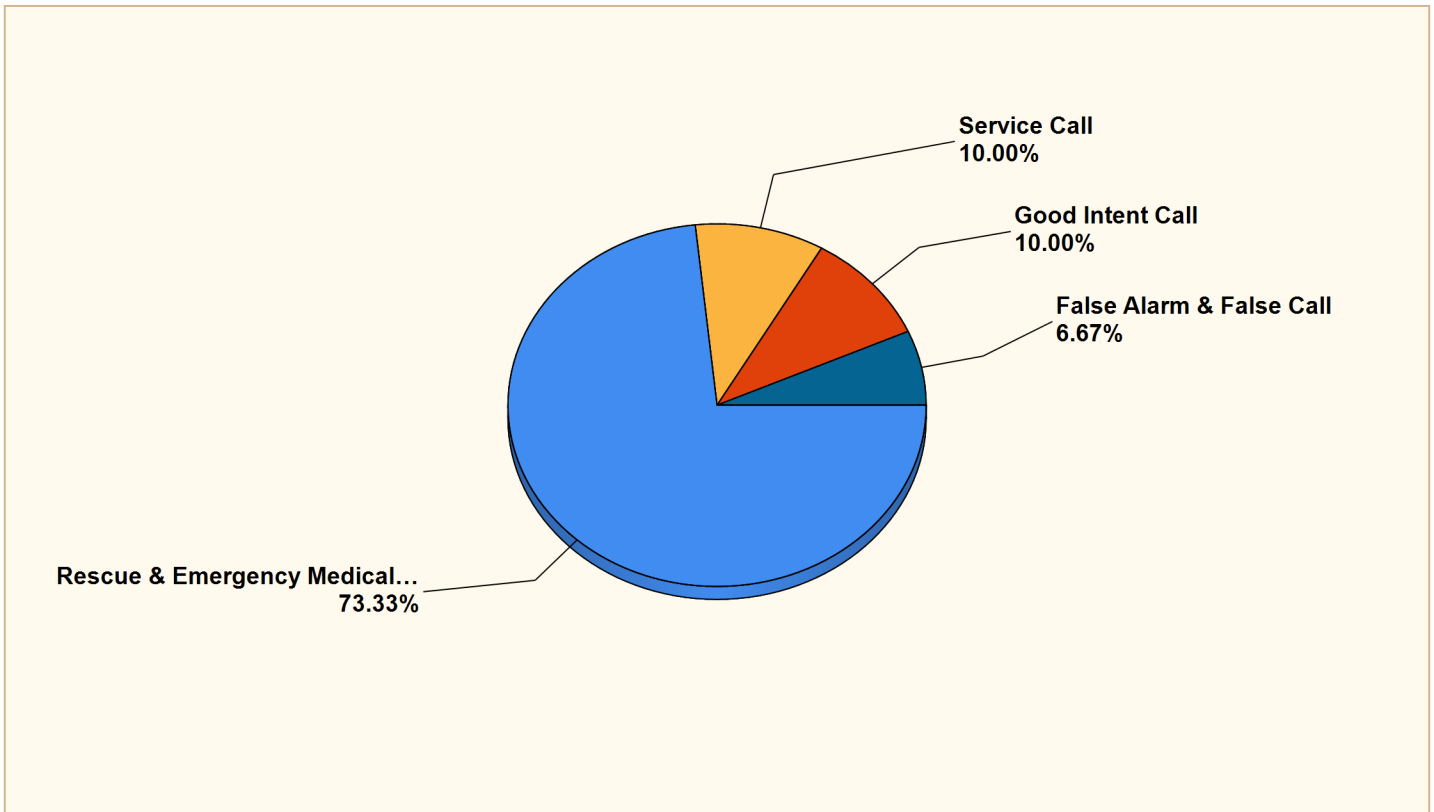
Mesilla, NM

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2019 | End Date: 11/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	22	73.33%
Service Call	3	10.00%
Good Intent Call	3	10.00%
False Alarm & False Call	2	6.67%
<b>TOTAL</b>	<b>30</b>	<b>100.00%</b>

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**

<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
311 - Medical assist, assist EMS crew	1	3.33%
320 - Emergency medical service, other	1	3.33%
321 - EMS call, excluding vehicle accident with injury	16	53.33%
322 - Motor vehicle accident with injuries	2	6.67%
324 - Motor vehicle accident with no injuries.	2	6.67%
553 - Public service	1	3.33%
561 - Unauthorized burning	2	6.67%
611 - Dispatched & cancelled en route	3	10.00%
735 - Alarm system sounded due to malfunction	2	6.67%
<b>TOTAL INCIDENTS:</b>	<b>30</b>	<b>100.00%</b>

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 12/4/2019 11:20:40 AM



## Response Activity Report

Start Date: 11/01/2019 | End Date: 11/30/2019

INCIDENT #	DATE	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
<b>311 - Medical assist, assist EMS crew</b>					
2019-0000392	2019/11/24	15:52:05	16:01:34	00:09:29	5000 Calle del Norte
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:09:29</b>			
<b>320 - Emergency medical service, other</b>					
2019-0000388	2019/11/19	11:32:44	12:02:12	00:29:28	2255 Avenida de Mesilla
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:29:28</b>			
<b>321 - EMS call, excluding vehicle accident with injury</b>					
2019-0000372	2019/11/02	09:49:52	09:58:00	00:08:08	310 Capri RD
2019-0000373	2019/11/03	07:15:50	07:28:56	00:13:06	2569 Calle de Oeste
2019-0000374	2019/11/03	14:12:35	14:24:41	00:12:06	2360 Calle de Principal
2019-0000375	2019/11/04	15:53:07	16:00:04	00:06:57	2714 Calle Cuarta
2019-0000376	2019/11/06	02:25:14	02:31:14	00:06:00	2417 Calle Cuarta
2019-0000377	2019/11/06	21:56:22	22:05:32	00:09:10	Calle de San Albino
2019-0000378	2019/11/07	11:27:04	11:31:09	00:04:05	2251 Calle de Santiago
2019-0000380	2019/11/08	14:33:42	14:40:31	00:06:49	2355 Avenida de Mesilla
2019-0000381	2019/11/09	07:55:44	08:06:39	00:10:55	2491 Calle de Santa Ana
2019-0000382	2019/11/10	12:19:34	12:25:24	00:05:50	Calle de Guadalupe
2019-0000383	2019/11/10	17:03:17	17:08:00	00:04:43	2531 Avenida de Mesilla
2019-0000384	2019/11/11	15:14:51	15:28:16	00:13:25	5000 Calle del Norte
2019-0000386	2019/11/14	08:59:48	09:04:24	00:04:36	2191 Calle de Oeste
2019-0000390	2019/11/24	11:25:53	11:36:03	00:10:10	2586 Calle de Principal
2019-0000393	2019/11/24	20:35:26	20:46:07	00:10:41	2937 Estrada DR
2019-0000395	2019/11/25	08:30:22	08:35:13	00:04:51	2480 Calle de San Albino
<b>Subtotal Count: 16</b>		<b>Average Response Time for Incident Type: 00:08:05</b>			
<b>322 - Motor vehicle accident with injuries</b>					
2019-0000379	2019/11/08	11:16:18	11:21:18	00:05:00	Avenida de Mesilla
2019-0000385	2019/11/11	16:20:33	16:37:22	00:16:49	129 Interstate 10
<b>Subtotal Count: 2</b>		<b>Average Response Time for Incident Type: 00:10:54</b>			
<b>324 - Motor vehicle accident with no injuries.</b>					
2019-0000369	2019/11/01	08:36:31	09:02:00	00:25:29	113 Interstate 10
2019-0000394	2019/11/25	02:37:56	02:49:00	00:11:04	Avenida de Mesilla
<b>Subtotal Count: 2</b>		<b>Average Response Time for Incident Type: 00:18:16</b>			
<b>553 - Public service</b>					
2019-0000389	2019/11/21	17:12:45	17:12:45	00:00:00	Calle del Sur
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:00:00</b>			
<b>561 - Unauthorized burning</b>					
2019-0000370	2019/11/01	12:13:24	12:14:55	00:01:31	2750 Old Farm RD
2019-0000391	2019/11/24	14:54:14	14:55:52	00:01:38	2104 Stithes RD
<b>Subtotal Count: 2</b>		<b>Average Response Time for Incident Type: 00:01:32</b>			

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

**735 - Alarm system sounded due to malfunction**

2019-0000396	2019/11/27	02:11:44	02:19:34	00:07:50	2355 Avenida de Mesilla
2019-0000397	2019/11/27	08:24:56	08:40:50	00:15:54	4015 W Picacho AVE

**Subtotal Count: 2** **Average Response Time for Incident Type: 00:10:31**

**Grand Total: 27**

**Average Response Time for All Incident Types: 00:08:43**

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

# Mesilla Fire Department

Mesilla, NM

This report was generated on 12/4/2019 10:26:42 AM



## Events per Event Type for Date Range (Landscape)

Start Date: 11/01/2019 | End Date: 11/30/2019

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
<b>On Call Duty Officer</b>						
	11/01/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/02/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/04/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/05/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/06/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/07/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/08/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/09/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	11/10/2019	On Call	Administrative	Battalion 31	26	Kevin Hoban
	11/11/2019	On Call	Administrative	Battalion 31	19.5	Kevin Hoban
	11/12/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/13/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/14/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/15/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/16/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	11/17/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	11/18/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/19/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	11/20/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/21/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/22/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/23/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	11/24/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	11/25/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/26/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/27/2019	On Call	Administrative	Battalion 31	15	Kevin Hoban
	11/28/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	11/29/2019	On Call	Administrative	Battalion 31	24	Kevin Hoban
	11/30/2019	On Call	Administrative	Battalion 31	21	Kevin Hoban

**Total Hours for On Call Duty Officer: 519.5**

Daily Operations Shift						
	11/01/2019	C-shift	Shifts	House 31	7	Lachlan Boyd, Humberto Manriquez, Mateo Martinez
	11/08/2019	B-Shift	Shifts	Firehouse 31	4.5	Sebastian Linares
	11/15/2019	C Shift	Shifts	House 31	23	Lachlan Boyd, Trevor Fietze, Zachary Porter, Joseph Torres
	11/24/2019	C Shift	Shifts	House 31	6	Trevor Fietze, George Klebansky

**Total Hours for Daily Operations Shift: 40.5**

24 hr Operations Shift						
	11/03/2019	C-Shift	Shifts	House-31	18	Lachlan Boyd, Trevor Fietze, Mateo Martinez, Irwin Renteria
	11/06/2019	C-shift	Shifts	House 31	24	Lachlan Boyd, Trevor Fietze, Mateo Martinez, Zachary Porter, Joseph Torres

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	11/10/2019	A-Shift	Shifts	Station 31	27	Manuel Felix, Thomas Montoya, Laura Orrantia, Dylan Thunhorst, Ines Thunhorst
	11/21/2019	C-shift	Shifts	House 31	24	Manuel Felix, Trevor Fietze, Humberto Manriquez, Mateo Martinez, Zachary Porter, Joseph Torres, Austin Tucker

**Total Hours for 24 hr Operations Shift: 93**

<b>Evening Operations Shift</b>						
	11/04/2019	A shift	Shifts	Firehouse 31	12	Humberto Manriquez, Thomas Montoya, Nicolas Navarro
	11/09/2019	C-shift	Shifts	House-31	11	Lachlan Boyd, Mateo Martinez, Irwin Renteria
	11/11/2019	B-Shift	Shifts	Firehouse 31	16	Trevor Fietze, Sonny Gomez, Justin Knoll, Nicolas Navarro, Austin Tucker, Lillian Villazon
	11/17/2019	B-Shift	Shifts	Firehouse 31	17	Trevor Fietze, Sebastian Linares, Nicolas Navarro
	11/18/2019	C-shift	Shifts	House-31	15	Trevor Fietze, Mateo Martinez, Irwin Renteria
	11/23/2019	B-Shift	Shifts	Firehouse 31	15	Trevor Fietze, Aleksandra Gaytan, Nicolas Navarro, Morgan Smith, Dylan Thunhorst
	11/24/2019	C-shift	Shifts	House 31	18	Lachlan Boyd, Trevor Fietze, Mateo Martinez, Morgan Smith
	11/26/2019	B Shift	Shifts	Firehouse 31	19	Sonny Gomez, Sebastian Linares, Nicolas Navarro, Lillian Villazon
	11/27/2019	C-shift	Shifts	House 31	16	Lachlan Boyd, Trevor Fietze, Mateo Martinez, Irwin Renteria, Morgan Smith, Joseph Torres

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	11/28/2019	C-shift coverage of A-shift	Shifts	House 31	13	
	11/29/2019	B-Shift	Shifts	Firehouse 31	15	Nicolas Navarro, Morgan Smith

**Total Hours for Evening Operations Shift: 167**

<b>Special Assignment</b>						
	11/11/2019	Veterans' Day Ceremony	Holiday Event	Veterans' Park, Mesilla	2.5	Crystal Davis-Whited, Kevin Hoban, George Klebansky, Gregory Whited

**Total Hours for Special Assignment: 2.5**

<b>Prevention Division Shift</b>						
	11/14/2019	Inspections	Prevention Event	town of mesilla	6	George Klebansky, Gregory Whited

**Total Hours for Prevention Division Shift: 6**

<b>Police Assist</b>						
	11/30/2019	Trucker Toy Run	Police Assist	17th and Amador	2	Kevin Hoban

**Total Hours for Police Assist: 2**

Only LOCKED events included.



# Mesilla Fire Department

Mesilla, NM

This report was generated on 12/4/2019 10:58:05 AM



## Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 11/01/2019 | End Date: 11/30/2019

### Boyd, Lachlan James

Class Category	Class Count	Total Class Hours
EMS Training	2	6:00
Firefighter 1 - Fire Hose, Nozzles, Streams & Foam	1	2:00
I.S.O. Company Training	1	3:00
I.S.O. New Driver and Operator Training	1	2:00
<b>Total for Boyd, Lachlan James</b>	<b>5</b>	<b>13:00</b>

### Davis-Whited, Crystal

Class Category	Class Count	Total Class Hours
EMS	2	12:00
EMS Training	2	12:00
Equipment Training	1	2:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Davis-Whited, Crystal</b>	<b>6</b>	<b>29:00</b>

### Embury, Andy G.

Class Category	Class Count	Total Class Hours
EMS Training	2	12:00
Equipment Training	1	2:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Embury, Andy G.</b>	<b>4</b>	<b>17:00</b>

### Felix, Manuel R

Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
Firefighter 1 - Fire Hose, Nozzles, Streams & Foam	1	2:00
<b>Total for Felix, Manuel R</b>	<b>2</b>	<b>5:00</b>

### Frietze, Trevor R

Class Category	Class Count	Total Class Hours
Driver Operator Training	1	2:00
EMS	1	3:00
EMS Training	2	6:00
Equipment Training	1	1:00
Firefighter 1 - Fire Hose, Nozzles, Streams & Foam	1	2:00
I.S.O. Company Training	1	1:00
I.S.O. Hazardous Materials	1	3:00
I.S.O. New Driver and Operator Training	1	2:00
SOG, Policies & Procedures Review Training	1	1:00
<b>Total for Frietze, Trevor R</b>	<b>10</b>	<b>21:00</b>

### Gaytan, Aleksandra Melina

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
Equipment Training	1	2:00
<b>Total for Gaytan, Aleksandra Melina</b>	<b>1</b>	<b>2:00</b>
<b>Gomez, Sonny</b>		
Class Category	Class Count	Total Class Hours
Driver Operator Training	1	2:00
Equipment Training	1	2:00
SOG, Policies & Procedures Review Training	1	1:00
<b>Total for Gomez, Sonny</b>	<b>3</b>	<b>5:00</b>
<b>Guzman, Phillip</b>		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
<b>Total for Guzman, Phillip</b>	<b>1</b>	<b>1:00</b>
<b>Hoban, Kevin M</b>		
Class Category	Class Count	Total Class Hours
EMS	4	20:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Hoban, Kevin M</b>	<b>5</b>	<b>23:00</b>
<b>Klebansky, George A</b>		
Class Category	Class Count	Total Class Hours
EMS	2	9:00
I.S.O. Company Training	1	3:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Klebansky, George A</b>	<b>4</b>	<b>15:00</b>
<b>Knoll, Justin S</b>		
Class Category	Class Count	Total Class Hours
Driver Operator Training	1	2:00
I.S.O. Company Training	1	1:00
<b>Total for Knoll, Justin S</b>	<b>2</b>	<b>3:00</b>
<b>Linares, Sebastian</b>		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
SOG, Policies & Procedures Review Training	1	1:00
<b>Total for Linares, Sebastian</b>	<b>2</b>	<b>2:00</b>
<b>Lopez, Francisco A</b>		
Class Category	Class Count	Total Class Hours
EMS	1	3:00
<b>Total for Lopez, Francisco A</b>	<b>1</b>	<b>3:00</b>
<b>Lucero, Jojo</b>		
Class Category	Class Count	Total Class Hours
Equipment Training	1	2:00
<b>Total for Lucero, Jojo</b>	<b>1</b>	<b>2:00</b>

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.

<b>Madson, Ed</b>		
Class Category	Class Count	Total Class Hours
I.S.O. Hazardous Materials	1	3:00
<b>Total for Madson, Ed</b>	<b>1</b>	<b>3:00</b>

<b>Manriquez, Humberto</b>		
Class Category	Class Count	Total Class Hours
EMS Training	1	3:00
Firefighter 1 - Fire Hose, Nozzles, Streams & Foam	1	2:00
I.S.O. Company Training	1	3:00
<b>Total for Manriquez, Humberto</b>	<b>3</b>	<b>8:00</b>

<b>Martinez, Mateo</b>		
Class Category	Class Count	Total Class Hours
EMS	2	6:00
EMS Training	3	10:00
Equipment Training	1	1:00
Firefighter 1 - Fire Hose, Nozzles, Streams & Foam	1	2:00
I.S.O. Company Training	1	3:00
I.S.O. New Driver and Operator Training	1	2:00
SOG, Policies & Procedures Review Training	1	1:00
<b>Total for Martinez, Mateo</b>	<b>10</b>	<b>25:00</b>

<b>Navarro, Nicolas A</b>		
Class Category	Class Count	Total Class Hours
Driver Operator Training	1	2:00
EMS	1	3:00
Equipment Training	1	2:00
I.S.O. Company Training	1	1:00
I.S.O. Hazardous Materials	1	3:00
SOG, Policies & Procedures Review Training	1	1:00
<b>Total for Navarro, Nicolas A</b>	<b>6</b>	<b>12:00</b>

<b>O'Brien, Amy M</b>		
Class Category	Class Count	Total Class Hours
EMS Training	1	4:00
<b>Total for O'Brien, Amy M</b>	<b>1</b>	<b>4:00</b>

<b>Porter, Zachary S</b>		
Class Category	Class Count	Total Class Hours
EMS	1	3:00
EMS Training	1	3:00
Firefighter 1 - Fire Hose, Nozzles, Streams & Foam	1	2:00
I.S.O. New Driver and Operator Training	1	2:00
<b>Total for Porter, Zachary S</b>	<b>4</b>	<b>10:00</b>

<b>Renteria, Irwin</b>		
Class Category	Class Count	Total Class Hours
EMS 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. Hazardous Materials	1	3:00
<b>Total for Renteria, Irwin</b>	<b>2</b>	<b>6:00</b>

**Sanchez, Xavier**

Class Category	Class Count	Total Class Hours
EMS Training	1	4:00
Equipment Training	1	2:00
<b>Total for Sanchez, Xavier</b>	<b>2</b>	<b>6:00</b>

**Smith, Morgan Samantha**

Class Category	Class Count	Total Class Hours
Equipment Training	1	2:00
SOG, Policies & Procedures Review Training	1	1:00
<b>Total for Smith, Morgan Samantha</b>	<b>2</b>	<b>3:00</b>

**Soto, Andrew**

Class Category	Class Count	Total Class Hours
EMS Training	1	4:00
Equipment Training	1	2:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Soto, Andrew</b>	<b>3</b>	<b>9:00</b>

**Tankesly, Jennifer**

Class Category	Class Count	Total Class Hours
EMS Training	1	4:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Tankesly, Jennifer</b>	<b>2</b>	<b>7:00</b>

**Thunhorst, Dylan P**

Class Category	Class Count	Total Class Hours
I.S.O. Hazardous Materials	1	3:00
<b>Total for Thunhorst, Dylan P</b>	<b>1</b>	<b>3:00</b>

**Thunhorst, Ines C**

Class Category	Class Count	Total Class Hours
EMS Training	1	4:00
Equipment Training	1	2:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Thunhorst, Ines C</b>	<b>3</b>	<b>9:00</b>

**Torres, Joseph J**

Class Category	Class Count	Total Class Hours
EMS	1	3:00
EMS Training	1	3:00
Equipment Training	1	2:00
Firefighter 1 - Fire Hose, Nozzles, Streams & Foam	1	2:00
I.S.O. Company Training	2	2:00
I.S.O. New Driver and Operator Training	1	2:00
<b>Total for Torres, Joseph J</b>	<b>7</b>	<b>14:00</b>

**Tucker, Austin J**

This report lists a count of Classes completed by each Person, for each Class Category. Optionally filtered by Personnel and Passage or Failure. Time shown in Hours and Minutes. If "All Personnel" is selected, this report also includes non-agency Personnel. 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
Driver Operator Training	1	2:00
EMS	1	3:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Tucker, Austin J</b>	<b>3</b>	<b>8:00</b>

**Villazon, Lillian M**

Class Category	Class Count	Total Class Hours
Driver Operator Training	1	2:00
I.S.O. Company Training	1	1:00
SOG, Policies & Procedures Review Training	1	1:00
<b>Total for Villazon, Lillian M</b>	<b>3</b>	<b>4:00</b>

**Whited, Gregory E**

Class Category	Class Count	Total Class Hours
EMS	1	6:00
I.S.O. Hazardous Materials	1	3:00
<b>Total for Whited, Gregory E</b>	<b>2</b>	<b>9:00</b>

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

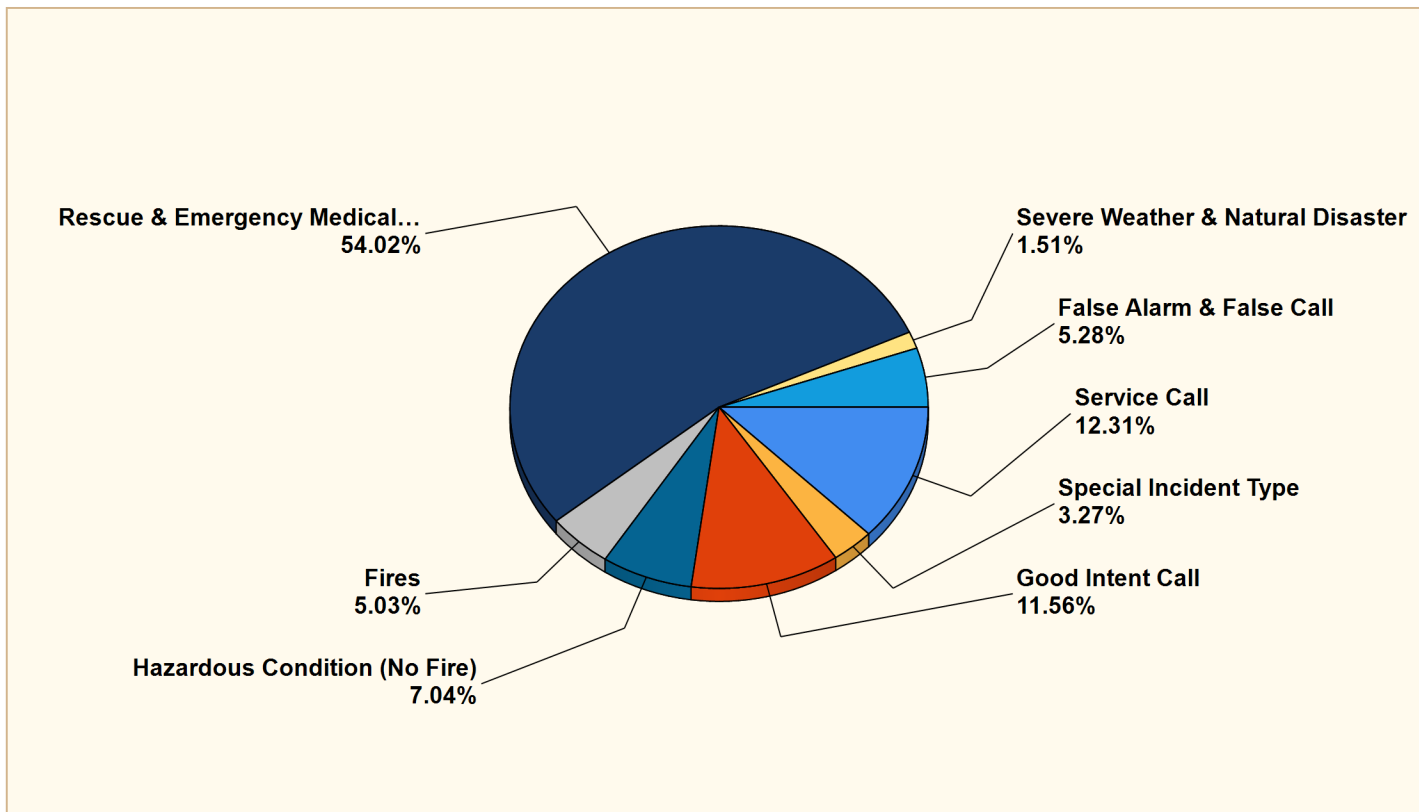
Mesilla, NM

This report was generated on 12/4/2019 11:24:46 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 11/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	20	5.03%
Rescue & Emergency Medical Service	215	54.02%
Hazardous Condition (No Fire)	28	7.04%
Service Call	49	12.31%
Good Intent Call	46	11.56%
False Alarm & False Call	21	5.28%
Severe Weather & Natural Disaster	6	1.51%
Special Incident Type	13	3.27%
<b>TOTAL</b>	<b>398</b>	<b>100.00%</b>

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	0.75%
113 - Cooking fire, confined to container	1	0.25%
118 - Trash or rubbish fire, contained	2	0.50%
122 - Fire in motor home, camper, recreational vehicle	1	0.25%
132 - Road freight or transport vehicle fire	1	0.25%
137 - Camper or recreational vehicle (RV) fire	1	0.25%
142 - Brush or brush-and-grass mixture fire	6	1.51%
143 - Grass fire	3	0.75%
150 - Outside rubbish fire, other	1	0.25%
151 - Outside rubbish, trash or waste fire	1	0.25%
300 - Rescue, EMS incident, other	1	0.25%
311 - Medical assist, assist EMS crew	22	5.53%
320 - Emergency medical service, other	4	1.01%
321 - EMS call, excluding vehicle accident with injury	148	37.19%
322 - Motor vehicle accident with injuries	16	4.02%
324 - Motor vehicle accident with no injuries.	11	2.76%
381 - Rescue or EMS standby	13	3.27%
412 - Gas leak (natural gas or LPG)	15	3.77%
421 - Chemical hazard (no spill or leak)	1	0.25%
424 - Carbon monoxide incident	1	0.25%
440 - Electrical wiring/equipment problem, other	3	0.75%
444 - Power line down	4	1.01%
445 - Arcing, shorted electrical equipment	3	0.75%
461 - Building or structure weakened or collapsed	1	0.25%
510 - Person in distress, other	1	0.25%
511 - Lock-out	12	3.02%
520 - Water problem, other	2	0.50%
522 - Water or steam leak	1	0.25%
542 - Animal rescue	1	0.25%
550 - Public service assistance, other	2	0.50%
551 - Assist police or other governmental agency	5	1.26%
552 - Police matter	3	0.75%
553 - Public service	9	2.26%
554 - Assist invalid	6	1.51%
561 - Unauthorized burning	7	1.76%
600 - Good intent call, other	1	0.25%
611 - Dispatched & cancelled en route	30	7.54%
622 - No incident found on arrival at dispatch address	2	0.50%
631 - Authorized controlled burning	8	2.01%
650 - Steam, other gas mistaken for smoke, other	1	0.25%
651 - Smoke scare, odor of smoke	1	0.25%
652 - Steam, vapor, fog or dust thought to be smoke	2	0.50%
671 - HazMat release investigation w/no HazMat	1	0.25%
710 - Malicious, mischievous false call, other	1	0.25%
721 - Bomb scare - no bomb	2	0.50%
730 - System malfunction, other	1	0.25%
733 - Smoke detector activation due to malfunction	3	0.75%
735 - Alarm system sounded due to malfunction	2	0.50%
736 - CO detector activation due to malfunction	1	0.25%
740 - Unintentional transmission of alarm, other	3	0.75%
743 - Smoke detector activation, no fire - unintentional	3	0.75%
744 - Detector activation, no fire - unintentional	1	0.25%
745 - Alarm system activation, no fire - unintentional	4	1.01%
812 - Flood assessment	2	0.50%
813 - Wind storm, tornado/hurricane assessment	3	0.75%

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
814 - Lightning strike (no fire)	1	0.25%
900 - Special type of incident, other	11	2.76%
911 - Citizen complaint	2	0.50%
<b>TOTAL INCIDENTS:</b>	<b>398</b>	<b>100.00%</b>

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

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

911 HANG UP	14	HARRASMENT	1
AGENCY ASSIST	11	ILL PERSON	3
ABANDONED CHILD	1	ILLEGALLY PARKED VEH	1
ALARM-BURGLARY	7	INCORRIGABLE CHILD	1
ALARM-PANIC	1	INFORMATION REPROT	10
ANIMAL-LOUD	3	INJURED PERSON	2
ANIMAL-STRAY	1	MISSING CHILD	3
ANIMAL-CARE & MAINT	1	MOTOR VEH CRASH-H&R	2
ANIMAL- BITE	1	MOTOR VEH CRASH-NON-	
ANIMAL- SICK	1	INJURY	2
ASSAULT	4	MOTOR VEH CRASH-INJURY	1
AUTO BURGLARY	2	PHONE CALL REQUEST	7
AUTO THEFT	1	PRISONER TRANSPORT	2
BEHAVRIOAL	1	PUBLIC ASSIST	4
BLEEDING	2	SEX OFFENSE	1
BREATHING PROBLEM	1	SHOTS FIRED	2
BUILDING CHECK	2	SUICIDAL SUBJECT	1
BURGLARY	1	SUSPICIOUS -ACTIVITY	2
CASE FOLLOW UP	13	SUSPICIOUS-SUBJECT	3
CIVIL PROCESS	2	SUSPICIOUS- VEH	11
CPR	4	STABBING	1
DIABETIC PROBLEM	1	STANDBY	2
DISTURBANCE	11	THEFT	3
DOMESTIC	5	TRAFFIC CONTROL	5
DWI	1	TRAFFIC STOPS	92
FALL/INJURY	1	VANDALISIM	2
FOUND PROPERTY	1	WELFARE CHECK	4
FREQUENT PATROL	33	Total calls for service.	295

Thank you,

Enrique Salas

Lieutenant



# TOWN OF MESILLA

Public Works Department

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

Office: (575) 524-3262

Fax: (575) 541-6327

## MEMORANDUM

Date: December 2, 2019

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

FROM: Rodney J. McGillivray, Public Works Director 

RE: **Public Works Division Activity Report – November 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
- Vehicle maintenance on-going
- Monthly water sampling and reporting is up-to-date
- Meter reading continues
- Utility location services
- Street sweeping on-going
- Monitoring of lift stations and review of reporting
- Monitoring of water tank, wells and pumps
- Custodial responsibilities on-going
- Grounds maintenance on-going
- Staff training
- Event set-up and tear down on-going

### **Miscellaneous items/work orders/accomplishments:**

- Assisted with Code violations
- Painted restroom partitions (public restrooms)
- Completed installation of signage at Town Hall
- Completed renovations for Community Center Kitchen
- Repairs from accident at Veterans park
- Overseeding and fertilizing of Plaza lawn
- Installed Ristras at Plaza light poles
- Installed new seal on water tank hatch door

Removed dirt and debris from behind Town Hall  
Plumbing repairs at Community Center Building  
Continued winterizing sprinkler systems  
Community Center light replacement  
Pothole/street repairs  
Continued cleaning and maintenance of storm system drains  
Sewer line cleaning complete  
Began preventative maintenance valve exercise program  
Set up and tear down for Dia de los Muertos  
Set-up and tear down for Veterans Ceremony  
Inspection of water meter covers

**Project update:**

**Bowman Road Re-construction** – Project close-out underway.

**LGRF** - Design is underway for the re-construction of Calle de Principal from Calle del Norte to Calle de Medanos.

**Parian Capital Outlay** - Design is underway for the re-construction of Calle de Parian at the intersection of Calle de Oeste.

**La Llorona Extension multi-use path** – Engineering fee negotiations are underway. Project is anticipated to be out to bid late January or early February.

**McDowell wastewater system Phase II** – Engineering services are being reviewed by NMED. Project is anticipated to be underway early January.

**Calle del Norte Trail Phase II** - The Town of Mesilla received information from NMDOT that the grant match waiver has been approved for the grant from the state special project fund (LGTPF) for the extension of the Mesilla trail system.