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8 **BOARD OF TRUSTEES**
9 **TOWN OF MESILLA**
10 **WORK SESSION**
11 **MONDAY, DECEMBER 9, 2019**
12 **5:00 P.M.**
13

14
15 **TRUSTEES:** Nora L. Barraza, Mayor
16 Stephanie Johnson-Burick, Mayor Pro Tem
17 Carlos Arzabal, Trustee
18 Jesus Caro, Trustee (absent)
19 Veronica Garcia, Trustee (absent)
20

21 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
22 Kevin Hoban, Fire Chief
23 Larry Shannon, Community Development
24 Gloria Maya, Recorder
25

26 **PUBLIC:** Rafael Geck Susan Krueger
27

- 28 1. **Discussion:** Revisions to the Town of Mesilla Personnel Rules and Regulations Handbook. –
29 *Cynthia Stoechner-Hernandez, Clerk/Treasurer. (30 minutes)*

30 Mayor Barraza reviewed the revisions to the Town of Mesilla Personnel Rules and Regulations
31 Handbook.
32

- 33 2. **Discussion:** Revision to Chapter 18.35 H-R – Residential – Cultural – Historical Zone
34 Ordinances – *Cynthia Stoechner-Hernandez, Clerk/Treasurer. (30 minutes)*

35 Mayor Barraza reviewed the revisions to Chapter 18.35 H-R – Residential – Cultural – Historical Zone
36 Ordinances.

- 37 - No definition for Development Plan
38 - Setback concerns
39 - Property lines
40 - Requirements to build to property line
41

42 Mayor Barraza asked the trustees to look through the ordinance and submit changes.
43

44 Trustee Arzabal stated he understood they would be getting the document staff has been working on.
45

1 Mayor Barraza responded the trustee's input is needed. We can present what staff has worked on if that
2 is what the trustee's want. She is against building up to the property line; recommends at least 5 feet
3 from the property line.

4
5 Trustee Arzabal asked if the applicant would need a variance if building up to property line.

6
7 Mayor Barraza responded the plans would need to meet the requirements.

8
9 Mayor Barraza closed worksession at 5:50 p.m.

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**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, DECEMBER 9, 2019
6:00 P.M.**

7 **TRUSTEES:** Nora L. Barraza, Mayor
8 Stephanie Johnson-Burick, Mayor Pro Tem
9 Carlos Arzabal, Trustee
10 Jesus Caro, Trustee (arrived at 6:20p.m.)
11 Veronica Garcia, Trustee (absent)

12
13 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
14 Kevin Hoban, Fire Chief
15 Ron McGillivray, Public Works Director
16 Larry Shannon, Community Development
17 Lance Shepan, Sergeant
18 Gloria Maya, Recorder

19
20 **PUBLIC:** Rafael Geck Susan Krueger
21 Stefan Schaefer Ken Dickson
22 Ricky Herrera Charles Madrid
23 Yolanda Lucero Barb/Harold Denton
24 Mary H. Ratje Becky King
25 Sam Kane

26
27 **1. PLEDGE OF ALLEGIANCE**

28 Mayor Barraza led the Pledge of Allegiance.
29

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

31 **Roll Call.**

32 **Present:** Mayor Barraza, Mayor Pro Tem Johnson-Burick, Trustee Arzabal, Trustee Caro (arrived at 6:20
33 p.m.)
34

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

36 **Motion:** To approve agenda, **Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-**
37 **Burick.**

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

40 Mayor Pro Tem Johnson-Burick Yes

41 Trustee Arzabal Yes

42
43 **4. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

44 Ms. Krueger recommended the board work on developing an infield strategy with regards to 18.35. for
45 the HR Zone. She reviewed her concerns on Case #06968. Mr. Shannon mentioned there had been

1 restricted development in the HR Zone regardless of the lot size.

2
3 Officer Lopez stated himself and Officer Rivera will be attending Town of Mesilla Board meetings to see
4 what is going on in the community.

5
6 Mr. Geck stated he is concerned with too many structures being built on one lot. People speed through
7 the town's narrow streets and adding 4 units would add to the issues. He asked the board to respect the
8 voice of the people.

9
10 **5. CLOSED SESSION** – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited
11 to personnel matters in the Marshal's Department. – *Nora L. Barraza, Mayor.*

12 **Motion:** To enter Closed Session pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to
13 personnel matters in the Marshal's Department, **Moved by Trustee Arzabal, Seconded by Mayor Pro**
14 **Tem Johnson-Burick.**

15
16 **Roll Call Vote:** Motion passed (**summary:** Yes =2).

17 Mayor Pro Tem Johnson-Burick Yes

18 Trustee Arzabal Yes

19
20 **Entered Closed Session at 6:12 p.m.**

21
22 **Motion:** To enter Regular Meeting after discussion limited to personnel matters in the Marshal's
23 Department pursuant to NMSA 1978 Chapter 10-15-1(H)(2); no action taken in Closed Session, **Moved**
24 **by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Arzabal.**

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

27 Mayor Pro Tem Johnson-Burick Yes

28 Trustee Arzabal Yes

29 Trustee Caro Yes

30
31 **Entered Regular Meeting at 6:26 p.m.**

32
33 **6. For Approval:** action on limited personnel matters following closed session relating to the
34 Marshal's Department. – *Nora L. Barraza, Mayor.*

35 Mayor Barraza recommended Mr. Timothy Garcia for position of deputy in the Town of Mesilla.

36
37 **Motion:** To approve the hiring of Mr. Timothy Garcia as deputy with the Town of Mesilla
38 Marshal's Department, **Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-Burick.**

39
40
41 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

42 Mayor Pro Tem Johnson-Burick Yes

43 Trustee Arzabal Yes

44 Trustee Caro Yes

45
46 Mayor Barraza stated Mr. Garcia will be paid \$15.50 an hour; final approval will depend on background
47 check.

48
49 **7. *APPROVAL OF CONSENT AGENDA – (The Board will be asked to approve by one**

1 **motion the following items of recurring or routine business. The Consent Agenda is**
2 **marked with an asterisk *):**

3 **Original Motion:** To approve consent agenda, **Moved by Trustee Arzabal, Seconded by Mayor Pro**
4 **Tem Johnson-Burick.**

5
6 Mayor Barraza stated Dr. Schaefer needs to provide the artwork being proposed for the directory sign to
7 insure it follows the ordinance.

8
9 **Amended Motion:** To approve consent agenda with the condition placed on Case #060896, **Moved by**
10 **Mayor Pro Tem Johnson-Burick, Seconded by Trustee Arzabal.**

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

13 Mayor Pro Tem Johnson-Burick Yes

14 Trustee Arzabal Yes

15 Trustee Caro Yes

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

18 Mayor Pro Tem Johnson-Burick Yes

19 Trustee Arzabal Yes

20 Trustee Caro Yes

21
22 a) * **BOT Minutes** – Minutes of a Work Session & Regular Meeting on November 25, 2019.
23 *Approved by consent agenda*

24 b) ***PZHAC CASE 060896** – 1680 Calle de Alvarez, submitted by Chris Schaefer; a request
25 for a zoning permit to construct a freestanding directory sign on a commercial property at
26 this address. Zoned: General Commercial (C). *Approved by consent agenda with condition*
27 *that sign graphic is submitted prior to adding to freestanding directory sign and meets the*
28 *ordinance requirements.*

29 Dr. Schaefer stated nothing has been designed yet but would like to build the monument. He will approach
30 the businesses to see who will be advertising on the sign.

31
32 Mayor Barraza responded the monument foundation can be built but he must provide the artwork that will
33 be on the sign for approval.

34
35 Dr. Schaefer stated it will have the names of the businesses. It will depend on the cost of what artwork
36 will be on the directory and will be added later. We will follow the ordinance.

37
38 Mayor Barraza reiterated the monument foundation can be built now; the board will need to approve the
39 final artwork.

40
41 Dr. Schaefer responded he objects to that and is against bring everything to the board.

42
43 Mayor Barraza stated the foundation is approved. The board will need to approve the final artwork and
44 what is being put on the directory sign.

1 Dr. Schaefer stated this puts us in jeopardy. This application was approved on May 28th and there have
2 been no changes made.

3
4 Mayor Barraza responded he can move forward with the monument if it is approved by the board tonight.
5 The content of the directory sign still needs to be approved by the board; plans are required to be
6 submitted.

7
8 Dr. Schaefer asked if it is mandated that the artwork be brought for approval.

9
10 Mayor Barraza responded yes; it is mandated that the artwork be brought forth for approval.

11
12 c) * **PZHAC CASE 060987** – 2685 Calle de Parian, submitted by William McIlvaine; a
13 request for a zoning permit to replace or install new posts on an existing porch as part of a
14 renovation of a dwelling at this address. Zoned: Historic Residential (HR). *Approved by*
15 *consent agenda*

16 d) * **PZHAC CASE 060991** – 2214 Calle de Guadalupe, submitted by Pat Taylor; a request
17 for a zoning permit to allow additional renovations on a commercial building this address.
18 Zoned: Historical Commercial (HC). *Approved by consent agenda*

19
20 **8. NEW BUSINESS:**

21 a) **Discussion:** submittal of a Letter of Interest to the Paso del Norte Health Foundation for
22 active living classes at the Community Center.

23 Mayor Barraza stated she would like to move forward in submitting a Letter of Intent to the Paso del
24 North Health Foundation for funding for the living classes held at the Community Center.

25
26 Ms. Stoechner-Hernandez stated deadline for submitting Letter of Intent is December 18th; invitations for
27 full proposals will be sent out afterward and we will see them if we can move forward.

28
29 **9. OLD BUSINESS:**

30 **Motion:** Mayor Barraza requested a 10-minute break for Mr. Cervantes to be present, **Moved by Trustee**
31 **Arzabal, Seconded by Mayor Pro Tem Johnson-Burick.**

32
33 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

34 Mayor Pro Tem Johnson-Burick Yes

35 Trustee Arzabal Yes

36 Trustee Caro Yes

37
38 Break at 6:43 p.m.

39
40 Mayor Barraza reconvened at 7:00 p.m.

41
42 **Motion:** Approval to reconvene regular meeting after break, **Moved by Trustee Arzabal, Seconded by**
43 **Mayor Pro Tem Johnson-Burick.**

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Roll Call Vote: Motion passed (**summary:** Yes =3).
Mayor Pro Tem Johnson-Burick Yes
Trustee Arzabal Yes
Trustee Caro Yes

Mayor Barraza requested Mr. Cervantes be available to answer questions and to review the ordinance.

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).

Original Motion: To approve 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), **Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Arzabal.**

Mr. Cervantes reviewed his evaluation and interpretation of the Town of Mesilla’s Development Standards (18.35.070). Structures will need to meet the definition of multi-family dwellings.

Mayor Barraza stated over 4 units will become commercial properties. She met with Mr. & Mrs. Salas and Mr. Kane to provide information. She asked Mr. Cervantes if the applicants attached the units would that constitute a multi-family dwelling.

Mr. Cervantes responded structures with a common roof or common wall would constitute a multi-family dwelling.

Trustee Arzabal asked if that would apply to both classes.

Mr. Cervantes responded Mr. Kane could subdivide his property due to the size of the lot; multi-family dwellings.

Mr. Cervantes responded the lot area must be 4,000 square feet per unit not the units themselves.

Mayor Barraza responded the condition would need to be added to the motion. Mr. Salas currently has an application for 2 homes. He has additionally applied, which has been tabled by Planning and Zoning Commission, for 2 additional homes.

Mr. Kane stated they would be willing to join them together to meet the definition. Aesthetically they will not look as nice, but the landscape can be removed to join the structures.

Mayor Barraza recommended amending the motion to include a condition.

Mayor Pro Tem Johnson-Burick stated her concerns are historic preservation, architectural style, traffic and tin roof. She understands there could be 12 parking spaces.

Mr. Denton responded there are carports for the tenants and additional parking for visitors. Inaudible

Mayor Pro Tem Johnson-Burick stated she would be more comfortable going off the Historic Residential Code regarding the roof.

1
2 Mr. Denton responded they picked the one they felt would best fit the area which called for a tin roof;
3 corrugated roof.
4

5 Trustee Arzabal stated there are tin roofs in the area. Planning and Zoning works hard researching
6 applications and when it comes the board, we change them. He does not feel that is the way to do
7 business.
8

9 Mr. Geck asked what the distance from the property line would be; would it be greater than 5 feet and he
10 does not agree with the style.
11

12 Mayor Barraza asked what the setback would be.
13

14 Mr. Denton responded not closer than 5 feet and, in some cases, it may be up to 10 feet.
15

16 **Amended Motion:** To approve PZHAC Case 060968 – SW corner of Calle de Colon and Calle de
17 Tercera; submitted by Samuel Kane; a request for a zoning permit to allow the construction of four units
18 on a property at this address. Zoned: Historical Residential (HR) with condition that the structures are
19 adjoined, **Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Arzabal.**
20

21 **Amended Motion Roll Call Vote:** Motion passed (**summary:** Yes =3).
22

23 Mayor Pro Tem Johnson-Burick Yes
24

25 Trustee Arzabal Yes
26

27 Trustee Caro Yes
28

29 **Original Roll Call Vote:** Motion passed (**summary:** No=1, Yes =3).
30

31 Mayor Pro Tem Johnson-Burick Yes
32

33 Trustee Arzabal Yes
34

35 Trustee Caro No
36

37 **b) PZHAC Case 060973** – Immediately adjacent to the east side of 2138 Calle del Sur
38 submitted by Davie and Kelly Salas; a request for a zoning permit to allow the construction
39 of two units on a property at this address. Zoned: Historical Residential (HR).
40

41 **Motion:** To approve PZHAC Case 060973 – Immediately adjacent to the east side of 2138 Calle del
42 Sur submitted by Davie and Kelly Salas; a request for a zoning permit to allow the construction of two
43 units on a property at this address with condition that the structures are adjoined. Zoned: Historical
44 Residential (HR), **Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-Burick.**
45

46 Mayor Barraza stated Mr. & Mrs. Salas applied prior to us placing a moratorium on new structures; asked
47 of the process can continue.
48

49 Mr. Cervantes responded we cannot enforce the moratorium since the application was submitted prior to
50 approving the moratorium.
51

52 **Roll Call Vote:** Motion passed (**summary:** No=1; Yes =3).
53

54 Mayor Pro Tem Johnson-Burick Yes
55

56 Trustee Arzabal Yes
57

58 Trustee Caro No
59

60 **10. *STAFF REPORTS:**

- 1 Community Development
- 2 Community Programs
- 3 Finance Department
- 4 Fire Department
- 5 Marshal's Department
- 6 Public Works Department
- 7

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

9 Mayor Pro Tem Johnson-Burick stated there is an MPO meeting Wednesday at the City of Las Cruces
10 chambers.
11

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

13 Mayor Pro Tem Johnson-Burick stated her job is to listen to the residents and their concerns. She must
14 follow the ordinance when making decisions. We would like to get the residents involved when making
15 decisions. We are lucky and blessed for working and living in the community.
16

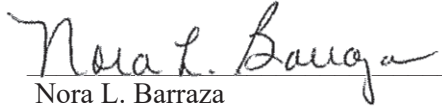
17 Mayor Barraza stated this has help aware of revisions that need to be made to our ordinances. We will be
18 meeting with legislators on December 17th at 10:00 a.m. at the Community Center to review our priorities.
19 We will be inviting the surrounding entities. There will be a Special Meeting on December 16th at 1:00
20 p.m. for a Special Use License Celebration. Civilian Military Luncheon will be held tomorrow at La
21 Posta at 11:30 p.m. The Christmas Tree Lighting Ceremony was well attended and thanked Andele's, and
22 La Posta for their donations. Luminarias on the plaza December 24th at 5:30 p.m.

23 **13. ADJOURNMENT**

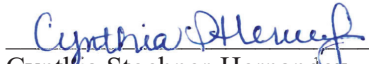
24 **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-3)**

25 **MEETING ADJOURNED AT 7:44 P.M.**

26 **APPROVED THIS 23rd DAY OF DECEMBER, 2019.**

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32 
33 _____
34 Nora L. Barraza
35 Mayor

36
37 **ATTEST:**

38
39
40 
41 _____
42 Cynthia Stoechner-Hernandez
43 Town Clerk/Treasurer

