



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, JANUARY 13, 2019 AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

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

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, JANUARY 13, 2019 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWNHALL, 2231 AVENIDA DE MESILLA.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL & DETERMINATION OF A QUORUM
3. CHANGES TO THE AGENDA & APPROVAL
4. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.
5. *APPROVAL OF CONSENT AGENDA – (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *):
 - a) * BOT Minutes – Minutes of a Work Session & Regular Meeting on December 9, 2019.
 - b) * BOT Minutes – Minutes of a Special Meeting on December 16, 2019.
6. NEW BUSINESS:
 - a) For 1st Reading/Public Hearing: Ordinance 2020-01: An ordinance to be called chapter 10.15 – adopting regulations for recreational off highway motor vehicles.
 - b) Resolution 2020-01: A resolution establishing, amending and repealing certain sections of the Personnel Policies and Procedures for the Town of Mesilla; all prior resolutions are repealed.
7. *STAFF REPORTS:
 - Community Development
 - Community Programs
 - Finance Department
 - Fire Department
 - Marshal's Department
 - Public Works Department
8. BOARD OF TRUSTEE COMMITTEE REPORTS
9. BOARD OF TRUSTEE/STAFF COMMENTS
10. ADJOURNMENT

NOTICE:

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

Posted 1/10/2020 at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristramn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



**BOARD OF TRUSTEES
TOWN OF MESILLA
WORK SESSION
MONDAY, DECEMBER 9, 2019
5:00 P.M.**

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

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Larry Shannon, Community Development
Gloria Maya, Recorder

PUBLIC: Rafael Geck Susan Krueger

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

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

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

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

- No definition for Development Plan
- Setback concerns
- Property lines
- Requirements to build to property line

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

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

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.

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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.**

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

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STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Ron McGillivray, Public Works Director
Larry Shannon, Community Development
Lance Shepan, Sergeant
Gloria Maya, Recorder

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PUBLIC: Rafael Geck Susan Krueger
Stefan Schaefer Ken Dickson
Ricky Herrera Charles Madrid
Yolanda Lucero Barb/Harold Denton
Mary H. Ratje Becky King
Sam Kane

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1. PLEDGE OF ALLEGIANCE

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Mayor Barraza led the Pledge of Allegiance.

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2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

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

3. CHANGES TO THE AGENDA & APPROVAL

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

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Arzabal Yes

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

Ms. Krueger recommended the board work on developing an infield strategy with regards to 18.35. for 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.

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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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33 _____
34 Nora L. Barraza
35 Mayor

36 **ATTEST:**

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40 _____
41 Cynthia Stoehner-Hernandez
42 Town Clerk/Treasurer
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**BOARD OF TRUSTEES
TOWN OF MESILLA
SPECIAL MEETING
MONDAY, DECEMBER 16, 2019
1:00 P.M.**

- TRUSTEES:** Nora L. Barraza, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Carlos Arzabal, Trustee
Jesus Caro, Trustee (absent)
Veronica Garcia, Trustee
- STAFF:** Cynthia Stoehner-Hernandez, Town Clerk/Treasurer
Larry Shannon, Community Development
Gloria Maya, Recorder
- PUBLIC:** Morgan Switzer Marshall McGinley
Tiffany Haggard Greg Switzer

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 Garcia.

3. CHANGES TO THE AGENDA & APPROVAL

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

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Arzabal Yes

Trustee Garcia Yes

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

No Public Input

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2
3 **5. NEW BUSINESS:**

4 ****A public hearing must be held prior to approval of item A.****
5
6

7 **Motion:** To close Regular Meeting and open Public Hearing, **Moved by Trustee Arzabal, Seconded by**
8 **Trustee Garcia.**
9

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

11 Mayor Pro Tem Johnson-Burick Yes

12 Trustee Arzabal Yes

13 Trustee Garcia Yes

14
15 No Public Comments
16

17 **Motion:** To close Public Hearing, **Moved by Trustee Arzabal, Seconded by Trustee Garcia.**
18

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

20 Mayor Pro Tem Johnson-Burick Yes

21 Trustee Arzabal Yes

22 Trustee Garcia Yes
23

24 **Motion:** To open Regular Meeting, **Moved by Trustee Arzabal, Seconded by Trustee Garcia.**
25

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

27 Mayor Pro Tem Johnson-Burick Yes

28 Trustee Arzabal Yes

29 Trustee Garcia Yes
30

- 31 a) **For approval:** a winegrower liquor license, with on-premise consumption and package
32 sales with patio service for Cowbelle Wines, LLC at 2310 Avenida de Mesilla,
33 Application number 1146565 – **Cynthia Stoechner-Hernandez, Clerk/Treasurer.**

34 Ms. Stoechner-Hernandez stated this license is currently issued to her home address; this would be a
35 transfer to New Mexico Vintage Market located at 2310 Avenida de Mesilla.
36

37 Mayor Barraza asked if the town received any correspondence from the Las Cruces Public Schools.
38

39 Ms. Stoechner-Hernandez responded no correspondence has been received.
40

41 **Motion:** To approve a winegrower liquor license, with on-premise consumption and package sales with
42 patio service for Cowbelle Wines, LLC at 2310 Avenida de Mesilla, Application number 1146565,
43 **Moved by Trustee Arzabal, Seconded by Trustee Garcia.**
44

45
46 **Roll Call Vote:** Motion passed (summary: Yes =3).

1 Mayor Pro Tem Johnson-Burick Yes
2 Trustee Arzabal Yes
3 Trustee Garcia Yes

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5 **6. ADJOURNMENT**

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

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8 **MEETING ADJOURNED AT 1:07 P.M.**

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10 **APPROVED THIS 13th DAY OF JANUARY, 2020.**

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Nora L. Barraza
Mayor

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ATTEST:

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Cynthia Stoeher-Hernandez
Town Clerk/Treasurer

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**NOTICE OF PUBLIC HEARING & INTENT TO RECOMMEND ADOPTION
OF ORDINANCE 2020-01: AN ORDINANCE TO BE CALLED CHAPTER 10.15 -
ADOPTING REGULATIONS FOR RECREATIONAL OFF HIGHWAY MOTOR
VEHICLES**

The Board of Trustees (BOT) will hold a public hearing on **Monday, January 13, 2020 at 6:00 p.m.** in the board room of the Mesilla Town Hall, 2231 Avenida de Mesilla. The purpose of the hearing was to take public comments on the proposed ordinance 2020-01 to be called Chapter 10.15 Recreational Off Highway Motor Vehicles - adopting regulations for recreational off highway motor vehicles on Town owned roads.

As part of their regularly scheduled meeting on **Monday, January 27, 2020 at 6:00 p.m.**, the BOT will consider recommending the adoption of ordinance 2020-01 adopting an ordinance to be called Chapter 10.15 Recreational Off Highway Motor Vehicles – adopting regulations for recreational off highway motor vehicles on Town owned roads. Copies of the proposed ordinance change can be found on the Town of Mesilla website www.mesillanm.gov or by calling (575) 524-3262.

Posted on 12/30/19 on 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.

ORDINANCE 2020-01

**Chapter 10.15
RECREATIONAL OFF HIGHWAY MOTOR VEHICLES***

Be it ordained by the Board of Trustees that:

Section 1:

- 10.15.010 Short title.
- 10.15.020 Authority, purpose and goals.
- 10.15.030 Definitions.
- 10.15.040 Operation on paved streets and highways owned and controlled by the Town of Mesilla.
- 10.15.050 Public safety off-highway motor vehicles.
- 10.15.060 Speed limit.
- 10.15.070 Passengers.
- 10.15.080 Obedience to traffic laws required.
- 10.15.090 Severability.
- 10.15.100 Penalties.

10.15.010 Short title.

This chapter may be cited as the recreational off-highway motor vehicle ordinance of the Town of Mesilla.

10.15.020 Authority, purpose and goals.

A. Authority. This chapter is adopted pursuant to the enabling provisions of Sections 3-13-3 and 3-17-1 NMSA 1978, as amended. The New Mexico Off-Highway Motor Vehicle Act of 2005 and subsequent legislation in 2009 were designed to protect the safety of Off-Highway Vehicles (OHV) users and ensure responsible and sensitive use of OHVs on public lands. Sections 66-3-1001 through 66-3-1016 [and 66-3-1017 through 66-3-1020] NMSA 1978, *q.v.*

B. Purpose. The purpose of this article is to allow the operation of off-highway motor vehicles on a paved street or highway owned and controlled by the Town of Mesilla within the county of Doña Ana, as authorized in this chapter.

C. Goals. The goals of this chapter are to:

1. Protect the citizens of the town and their property; and
2. Regulate the legal and safe operation of Off-Highway Motor Vehicles within the boundary of the Town of Mesilla.

10.15.030 Definitions.

As used in this chapter, the following words, terms, phrases, and their derivations shall have the following meanings:

A. "Recreational Off-highway motor vehicle" means a motor vehicle designed by the manufacturer for operation exclusively off the highway or road and includes:

1. An all-terrain vehicle;
2. A recreational off-highway vehicle;
3. Off Highway Motorcycle; or
3. By rule of the Department of Game and Fish, any other vehicles that may enter the market that fit the general profile of vehicles operated off the highway for recreational purposes.

B. All-terrain vehicle," which means a motor vehicle 50 inches or less in width, having an unladen dry weight of 1,000 pounds or less, traveling on three or more low-pressure tires and having a seat designed to be straddled by the operator and handlebar-type steering control

C. "Off-highway motorcycle", which means a moto vehicle traveling on not more than two tires and having a seat designed to be straddled by the operator and that has handlebar-type steering control;

D. "Recreational off-highway vehicle," which means a motor vehicle designed for travel on four or more non-highway tires, for recreational use by one or more persons, and having:

1. A steering wheel for steering control;
2. Non-straddle seating;
3. Maximum speed capability greater than 35 miles per hour;
4. Gross vehicle weight rating no greater than 1,750 pounds;
5. Less than 80 inches in overall width, exclusive of accessories;
6. Engine displacement of less than 1,000 cubic centimeters; and
7. Identification by means of a seventeen-character vehicle identification number; or

E. By rule of the Department of Game and Fish, any other vehicles that may enter the market that fit the general profile of vehicles operated off the highway for recreational purposes.

F. "Staging area" means a parking lot, trailhead or other location to or from which an off-highway motor vehicle is transported so that it may be placed into operation or removed from operation; and

G. "Unpaved public roadway" means a dirt graveled street or road that is constructed, signed and maintained for regular passenger-car use by the general public.

10.15.040 Operation on paved streets or highways owned and controlled by the town of Mesilla.

A. A person shall not operate an off-highway motor vehicle on any:

1. Limited-access highway or freeway at any time; or
2. Any State Highway within the Town of Mesilla including: Avenida de Mesilla, Snow Road, Motel Blvd., or University Avenue; or
3. Paved street or highway except as provided in Subsection B, C, or D of this section.

B. Off-highway motor vehicles may cross streets or highways, except limited-access highways or freeways, if the crossings are made after coming to a complete stop prior to entering the roadway. Off-highway motor vehicles shall yield the right of way to oncoming traffic and shall begin a crossing only when it can be executed safely and then cross in the most direct manner as close to a perpendicular angle as possible.

C. A recreational off-highway vehicle or an all-terrain vehicle may be operated on a paved street or highway owned and controlled by the Town of Mesilla if:

1. The vehicle has one or more headlights and one or more taillights that comply with the Off-Highway Motor Vehicle Act; (NMSA 1978, §§ 66-3-1010.3)
2. The vehicle has brakes, mirrors and mufflers;
3. The operator has valid driver's licenses or permits as required under the Motor Vehicle Code and off-highway motor vehicle safety permits as required under the Off-Highway Motor Vehicle Act; (NMSA 1978, §§ 66-3-1010)
4. The operator is insured in compliance with the provisions of the Mandatory Financial Responsibility Act (NMSA 1978, §§ 66-5-201 through 66-5-239);
5. The operator of the vehicle is using eye protection that complies with the Off-Highway Motor Vehicle Act; and
6. If the operator is under 18 years of age, the operator is wearing a safety helmet that complies with the Off-Highway Motor Vehicle Act. (NMSA 1978, §§ 66-3-1010.3)

D. Except for sections of the Motor Vehicle Code that are in conflict with the licensing and equipment requirements of the Off-Highway Motor Vehicle Act, any operator using an off-highway motor vehicle on a paved street or highway shall be subject to the requirements and penalties for operators of moving and parked vehicles under the Motor Vehicle Code. (NMSA 1978, §§ 66)

10.15.050 Public Safety off-highway motor vehicles.

A. A recreational off-highway vehicle or an all-terrain vehicle may be operated on a paved street or highway owned and controlled by the Town of Mesilla if operated by Town Staff on official town business. Such authorization includes emergency response to reported or actual emergencies.

10.15.060 Speed limit.

A. The Off-Highway Motor Vehicle Act allows the town to establish separate speed limits for off-highway motor vehicles. The speed limits shall be as follows:

B. The speed limit for all-terrain vehicles operated within the town shall be 35 miles per hour or the posted speed limit, whichever is less. If the posted speed limit is higher than 35 miles per hour, the operator shall operate the all-terrain vehicle on the extreme right-hand side of the roadway.

C. The speed limit for recreational off-highway vehicles operated within the town shall be 35 miles per hour or the posted speed limit, whichever is less.

10.15.070 Passengers.

A. The Off-Highway Motor Vehicle Act allows the town to establish operating restrictions for off-highway motor vehicles. The operating restrictions shall be as follows:

B. A person operating a recreational off-highway vehicle shall ride only upon the permanent and regular seat attached thereto and such operator shall not carry any other person nor shall any other person ride on a recreational off-highway vehicle unless such vehicle is designed to carry more than one person, if

designed for two persons, or upon another seat firmly attached to the recreational off-highway vehicle at the rear of the operator.

C. A person under the age of 18 shall not operate an all-terrain vehicle while carrying a passenger.

D. A person shall ride an all-terrain vehicle only while sitting astride the seat, facing forward, with one leg on either side of the off-highway motor vehicle.

E. No person shall ride upon an all-terrain vehicle while carrying any package, bundle, or other article which prevents him from keeping both hands on the handlebars.

F. No operator shall carry any person, nor shall any person ride, in a position that will interfere with the operation of the all-terrain vehicle or the view of the operator.

10.15.080 Obedience to traffic laws required.

A. Any person operating an off-highway motor vehicle shall obey all traffic laws, rules and regulations and shall be subject to the provisions of NMSA 1978, Articles 1 through 8 of Chapter 66.

10.15.090: Severability.

A. In the event that any clause, sentence, paragraph, section, or other portion of this article is found by any Court of competent jurisdiction to be invalid, it is the intent of the Board of Trustees that the remaining portions of the article be given full force and effect. It is the expressed intent of the Board of Trustees to adopt each section, phrase, paragraph, and word of this article separately.

10.15.100: Penalties.

Any person who shall violate this chapter shall upon conviction be punished by a fine of not less than \$5.00 nor more than \$500.00 or by imprisonment not exceeding 90 days, or by both such fine and imprisonment at the discretion of the municipal judge.

SECTION 2. Repealer

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

SECTION 3. Effective Date

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

PASSED, ADOPTED AND APPROVED this XX day of XXXXX, 2019.

Mayor
Town of Mesilla

ATTEST:

By: _____

Town Clerk/Treasurer



A RESOLUTION ESTABLISHING, AMENDING AND REPEALING CERTAIN SECTIONS OF THE PERSONNEL POLICIES AND PROCEDURES FOR THE TOWN OF MESILLA; ALL PRIOR PERSONNEL RESOLUTIONS ARE REPEALED.

WHEREAS, Section 3-13-4, NMSA 1978, of the New Mexico State Statutes authorizes municipalities to establish a policy for the hiring, promotion, discharge and general regulation of municipal employees; and

WHEREAS, Section 3-1-5 (C). Section 1 of the Municipal Code of the Town of Mesilla authorizes the governing body of the Town of Mesilla to establish a personnel policy; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of the Town of Mesilla to modify its existing personnel policies.

NOW, THEREFORE, BE IT ORDAINED by the Board of Trustees of the Town of Mesilla, that the Personnel Policies and Procedures for the Town of Mesilla (adopted February 12, 1990) and subsequent resolutions adopting changes be repealed and replaced with this newly revamped Personnel Policy and Procedures and put in place immediately upon ratification.

A copy of said Personnel Policies and Procedures are on file at the office of the Town Clerk.

PASSED, ADOPTED, and APPROVED on this 13th day of **January 2020**.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Clerk/Treasurer

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES

FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR

SUBJECT: ACTIVITY REPORT – DECEMBER 2019

DATE: DECEMBER 30, 2019

PZHAC BUSINESS DECEMBER 2019

[Items presented to the PZHAC

PZHAC WORK SESSION ITEMS:

1. 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)

PZHAC DECISION ITEMS:

Zoning Permits:

1. **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)
2. **Case 060988** – 3115 Calle de Guadalupe, submitted by Jesus Martinez; a request for a zoning permit to allow a dwelling at this address to be restuccoed. Zoned: Rural/Agricultural (RA)
3. **Case 060989** – 2930 La Mesilla Circle, submitted by William and Amy Abruzzi; a request for a zoning permit to allow the construction of a 16 foot by 18 foot (224 square foot) tool shed and storage unit on a residential property at this address. Zoned: Historical Residential (HR)
4. **Case 060992** – 3000 Mesilla Verde Terrace, submitted by Robert Carson; a request for a zoning permit to allow the construction of an in-ground swimming pool on a residential property at this address. Zoned: Rural/Agricultural (RA)
5. **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)

Business Permits

1. **0826** – 1680 Calle de Alvarez, submitted by Carol A. Grady for “High on Life”; a request for a business permit to allow the operation of a mental health and addiction counseling operation 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.**

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

| Mesilla CASE # | DAC ACC'T # | APPL. DATE | ISSUEE/CONTRACTOR | VALUATION / COST | FEE | BLDG CODE | ADDRESS | DESCRIPTION OF WORK |
|-------------------|----------------|---------------|--|---------------------|--------|--------------|--|--|
| 060990 | 04-00222 | 12/2/19 | Jorge Larrazabal/self | 4,500.00 | 100.00 | MI | 2195 Calle del Norte | Repaint a dwelling at this address. |
| 060993 | 04-01622 | 12/13/19 | Chris Scheafer | 2,000.00 | 13.50 | ACM | 1680 Calle de Alvarez | Expand into an adjacent part of the building (no change to exterior) |
| 060994 | 04-00516 | 12/17/19 | Lola Chavez/Airmax Heating, Cooling and Refrigeration, LLC | 8,000.00 | 22.50 | MI | 2544 Calle Tercera | Convert to refrigerated air conditioning |
| 060995 | 04-00389 | 12/11/19 | Nia Rucker/self | 100.00 | 0.00 | MI | 1922 Calle de Cura | Replace a bathroom window |
| 060996 | 04-00480 | 12/27/19 | Cecilia Quintana/self | 1,000.00 | 58.00 | MI | 2424 Calle de Parian | Install four lengths of coyote fencing on a residential property at this address |
| 060997 | 04-00441 | 12/9/19 | William McIlvaine/Ironworks Unlimited | 21,339.98 | 43.50 | MI | 2685 Calle de Parian | The addition of three new gates and privacy panels to a rock wall around a residential property at this address. |
| 060998 | 04-01337 | 12/26/19 | Darren and Lora Loken/A New Beginning Custom Homes | 465,000.00 | 708.00 | NR | Lot 8, Los Reyes Subd., Camino del Rey | Construct a new dwelling on this lot |
| 060999 | 04-01209 | 12/6/19 | Joseph W. Foster/self | 100.00 | 0.00 | MI | 2488 Calle de Guadalupe | Paint a 5 foot by 3 foot mural on an exterior wall at this address |

Community Projects Report

| Project | Description |
|-----------------------------|---|
| Current Contact information | Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890 |
| Christmas Tree Lighting | Radio station did a live remote. Dance Group Jewells, theatre group from RGPI as well as the ballet folklorico and choir from Mesilla Elementary performed. Andele's, La Posta, and Silver Studio provided refreshments. Will purchase additional cups and napkins next year. Volunteers from RGPI assisted in handing out refreshments. |
| Christmas Eve Luminarias | Luminarias were placed as arranged December 24 th . Unfortunately, many were destroyed by rain and wind. LCHS baseball was unable to light them. Choir was very nice and did a good job of encouraging participation. Kenny Arroyos provided sound. Andeles and Salud! Provided refreshments. Additional cups and napkins were provided by Valley plumbing. Candles were provided to all who wished to participate in the candlelight vigil with many left over for use next year. |
| Community Rental Forms | I have begun revamping the rental forms for the CC, Plaza, and parks. Edits are needed for clarification and to provide more cost options for those who seek more options. |
| For the Love of Art | Call for Artists will be done. Will hold the even on Feb. 9 th on the plaza weather permitting. |
| 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. |
| | |



MEMORANDUM

To: Mayor and Trustees

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

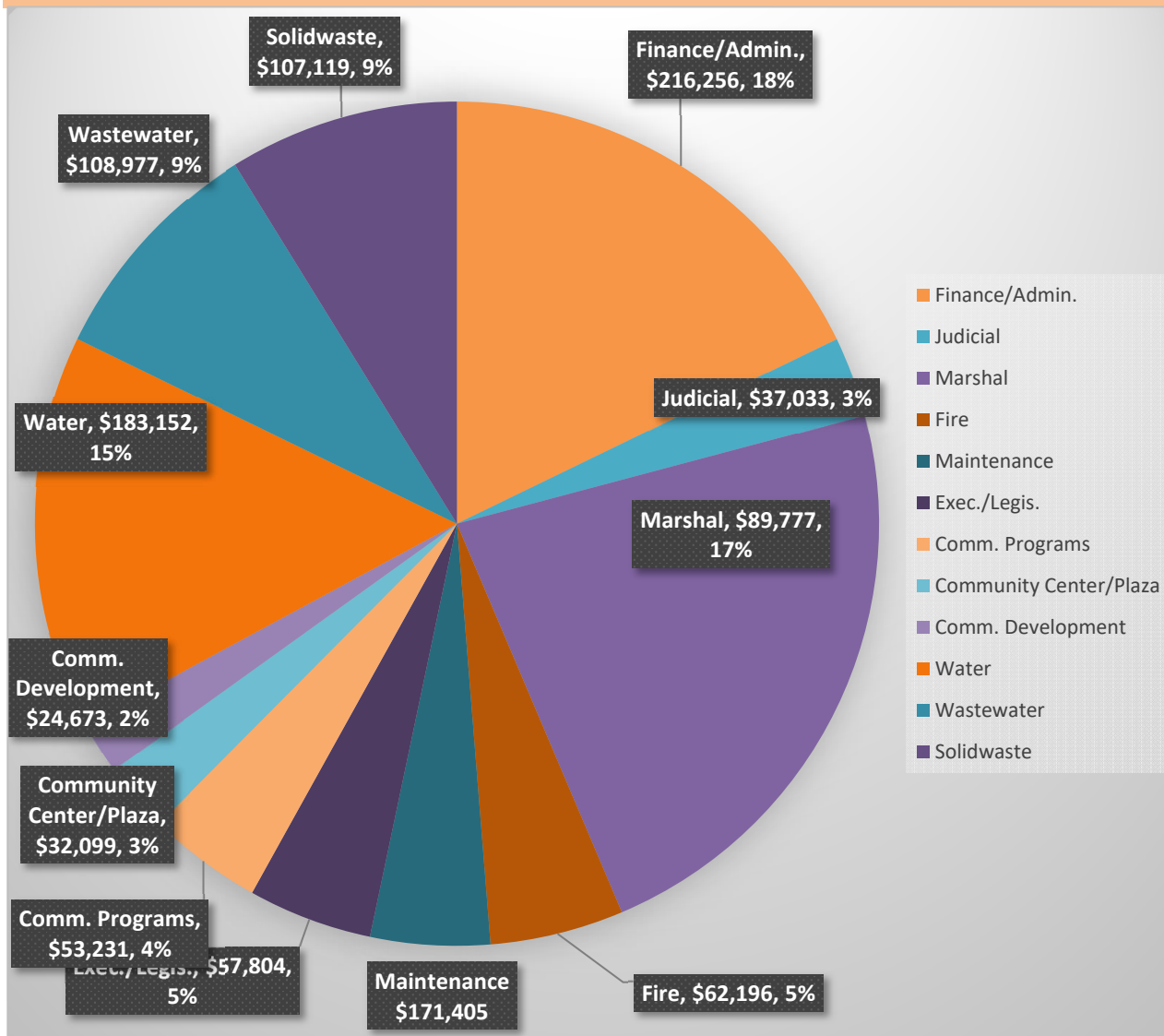
RE: Monthly Finance Report

Listed below is a review of department and fund expenditures for: **DECEMBER**
General Fund should be at: **50.00% spending**

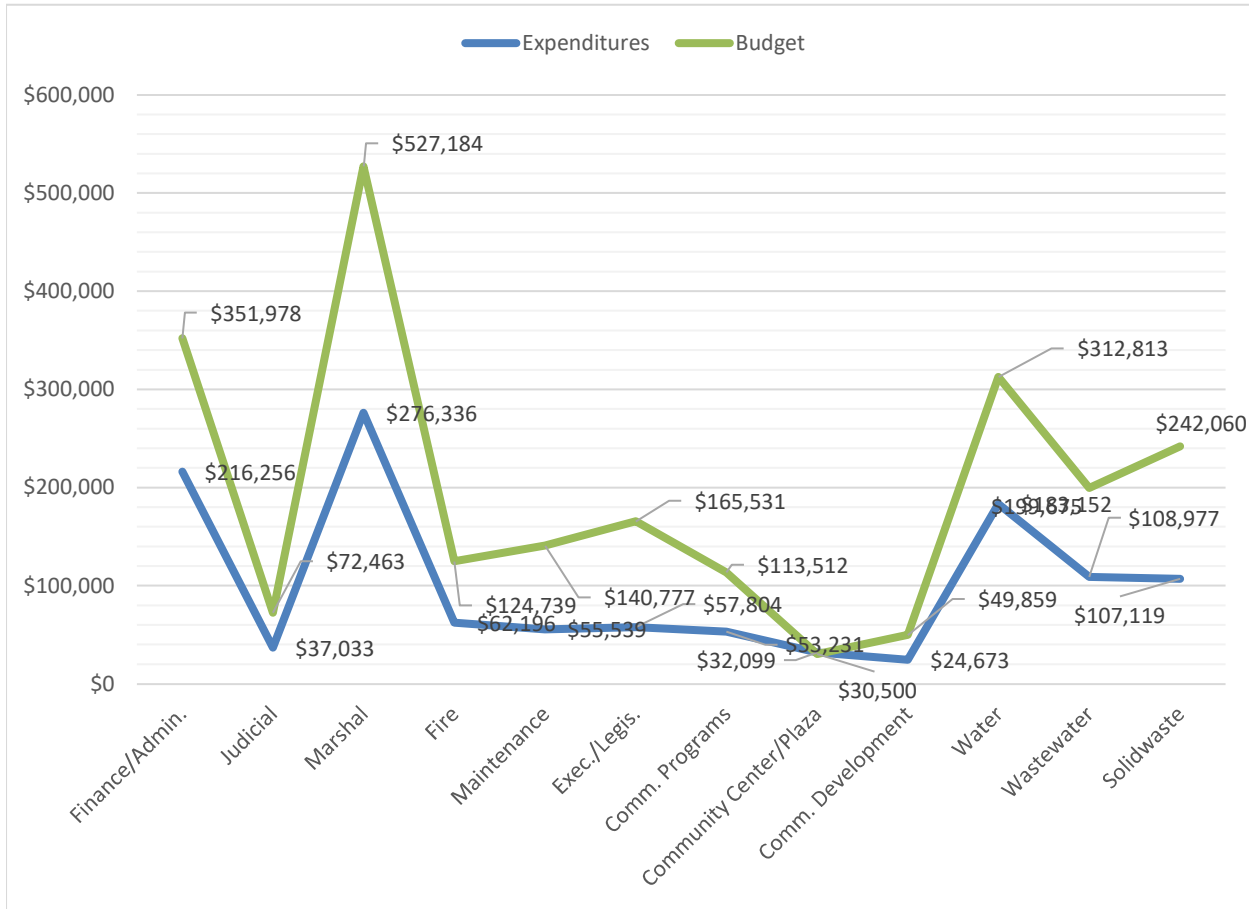
****spending is a little high this month due to paying of 1/2 of insurances (July 1st 1/2 due, January 1st the other 1/2 is due). This will even out in the next few months**

| YTD EXPENDITURES | %Exp. | \$ Money YTD | Mo.% | YTD % over/under | Approved Budget |
|------------------------|---------------|------------------|----------------|------------------|---------------------|
| Finance/Admin. | 61.44% | \$216,256 | 100.00% | -38.56% | \$ 351,978 |
| Judicial | 51.11% | \$37,033 | 100.00% | -48.89% | \$ 72,463 |
| Marshal | 52.42% | \$276,336 | 100.00% | -47.58% | \$ 527,184 |
| Fire | 49.86% | \$62,196 | 100.00% | -50.14% | \$ 124,739 |
| Maintenance | 39.45% | \$55,539 | 100.00% | -60.55% | \$ 140,777 |
| Exec./Legis. | 34.92% | \$57,804 | 100.00% | -65.08% | \$ 165,531 |
| Comm. Programs | 46.89% | \$53,231 | 100.00% | -53.11% | \$ 113,512 |
| Community Center/Plaza | 105.24% | \$32,099 | 100.00% | 5.24% | \$ 30,500 |
| Comm. Development | 49.49% | \$24,673 | 100.00% | -50.51% | \$ 49,859 |
| General Fund | 51.71% | \$815,167 | 100.00% | -48.29% | \$ 1,576,543 |
| Water | 58.55% | \$183,152 | 100.00% | -41.45% | \$ 312,813 |
| Wastewater | 54.58% | \$108,977 | 100.00% | -45.42% | \$ 199,675 |
| Solidwaste | 44.25% | \$107,119 | 100.00% | -55.75% | \$ 242,060 |
| Enterprise Fund | 49.38% | \$399,248 | 100.00% | -50.62% | \$ 808,548 |

EXPENDITURES



EXPENDITURES VS BUDGET

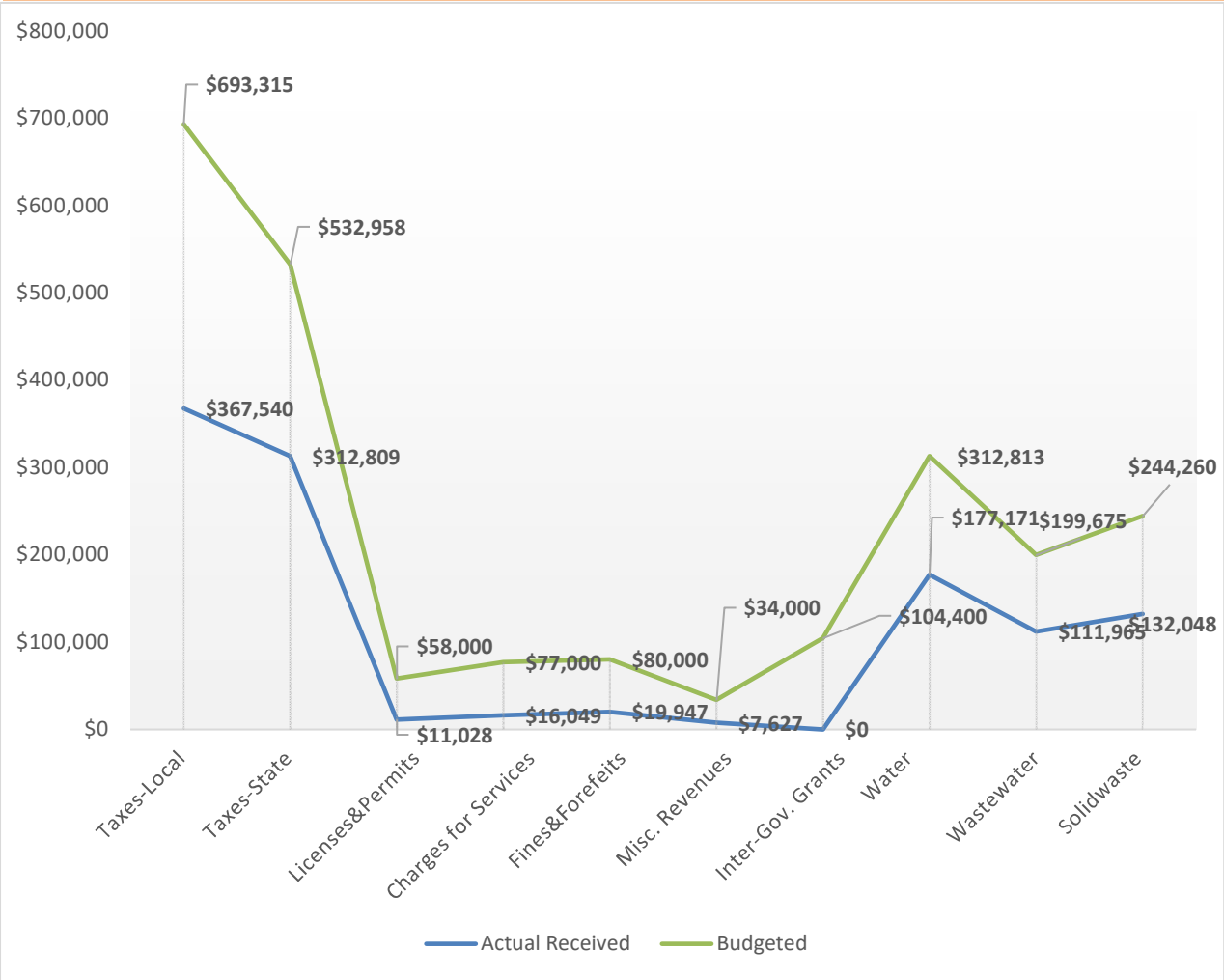


Please request the INCODE report for detail revenues and expenses by fund.

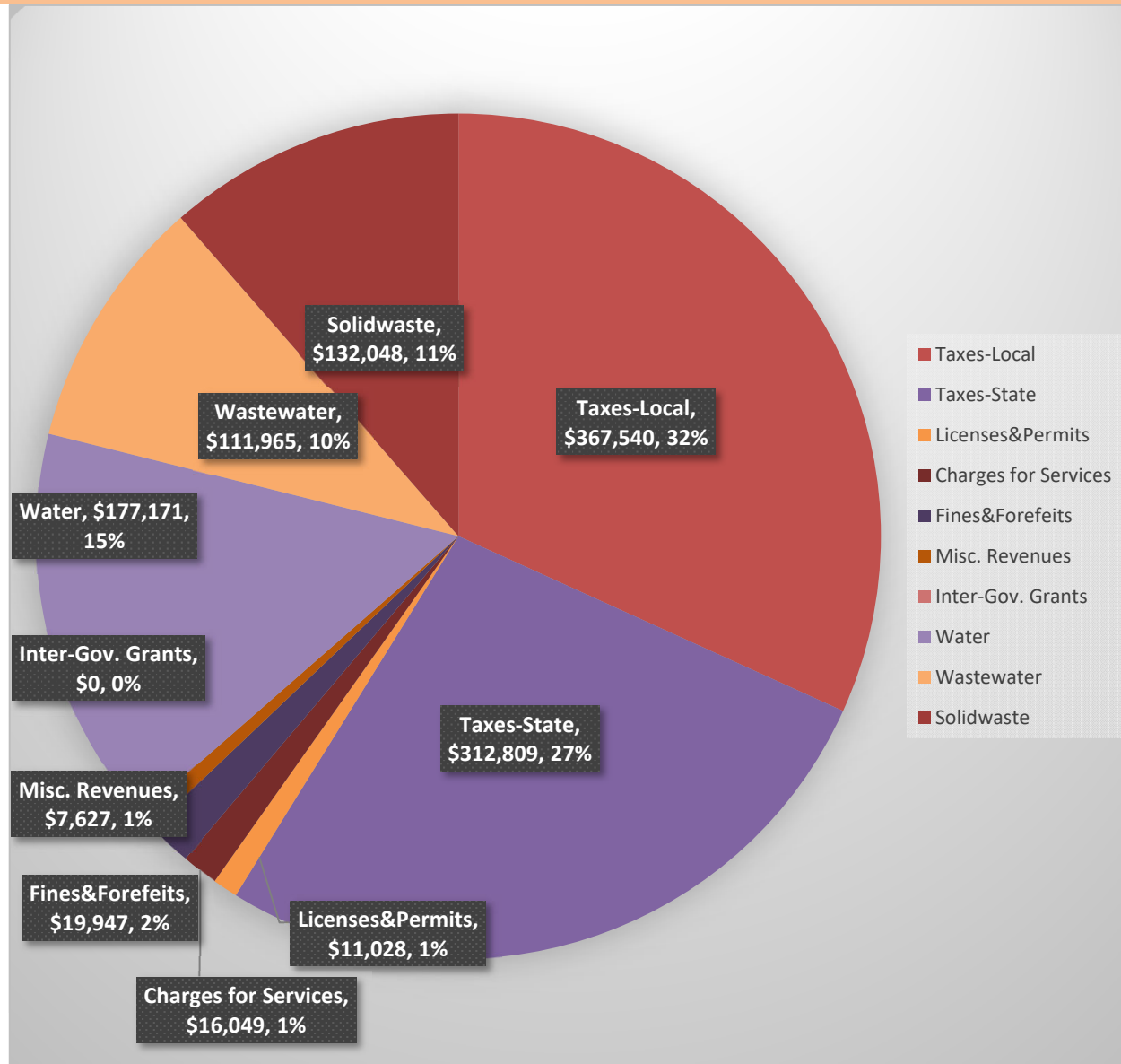
REVENUE

| YTD REVENUES | % Rec. | YTD Money \$ | % Est. | YTD % over/under | AMOUNT BUDGETED |
|------------------------|---------------|------------------|----------------|------------------|--------------------|
| Taxes-Local | 53.01% | \$367,540 | 100.00% | -46.99% | \$693,315 |
| Taxes-State | 58.69% | \$312,809 | 100.00% | -41.31% | \$532,958 |
| Licenses&Permits | 19.01% | \$11,028 | 100.00% | -80.99% | \$58,000 |
| Charges for Service | 20.84% | \$16,049 | 100.00% | -79.16% | \$77,000 |
| Fines&Forefeits | 24.93% | \$19,947 | 100.00% | -75.07% | \$80,000 |
| Misc. Revenues | 22.43% | \$7,627 | 100.00% | -77.57% | \$34,000 |
| Inter-Gov. Grants | 0.00% | \$0 | 100.00% | -100.00% | \$104,400 |
| General Fund | 46.53% | \$734,999 | 100.00% | -53.47% | \$1,579,673 |
| Water | 56.64% | \$177,171 | 100.00% | -43.36% | \$ 312,813 |
| Wastewater | 56.07% | \$111,965 | 100.00% | -43.93% | \$ 199,675 |
| Solidwaste | 54.06% | \$132,048 | 100.00% | -45.94% | \$ 244,260 |
| Enterprise Fund | 55.66% | \$421,183 | 100.00% | -44.34% | \$756,748 |

REVENUE vs BUDGET

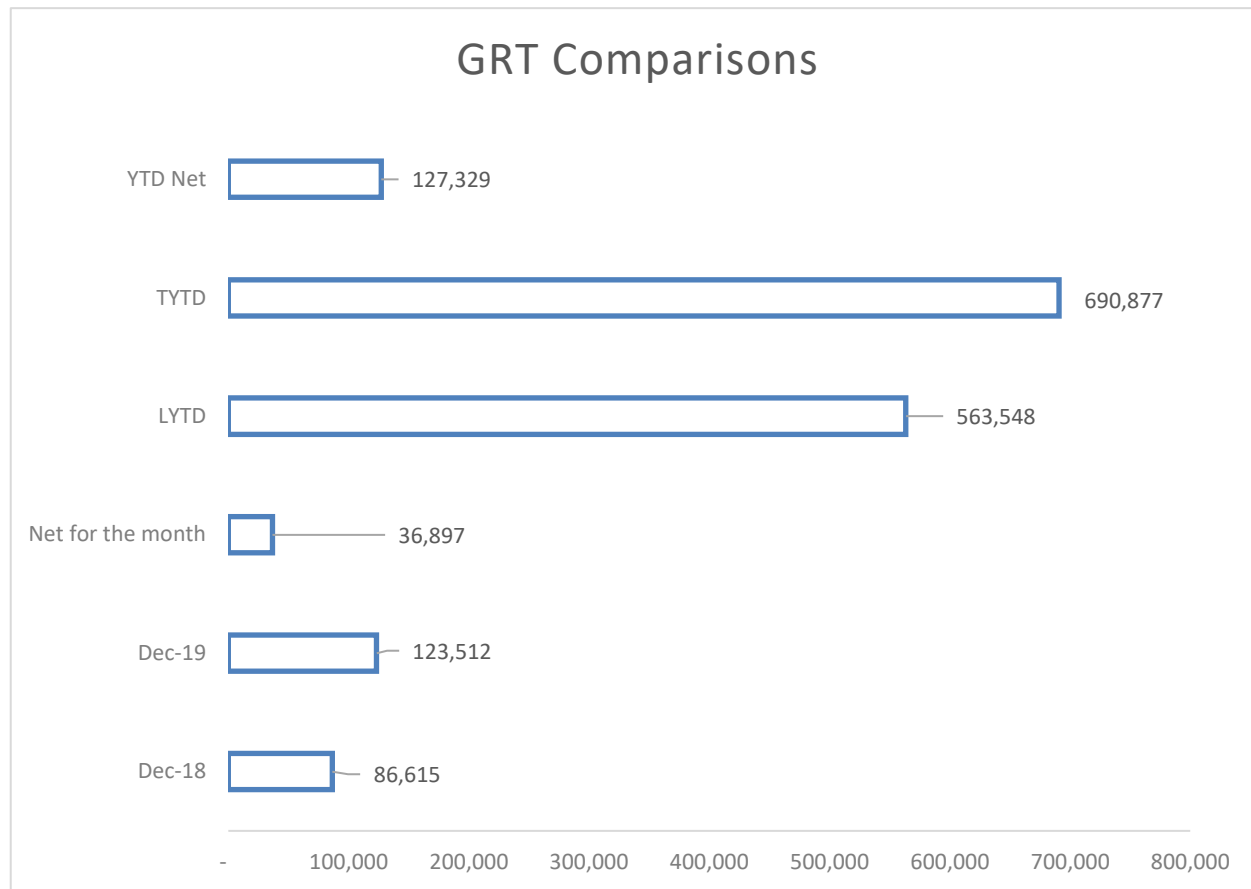


YTD REVENUES



GRT COMPARISONS

| Dec-18 | Dec-19 | Net for the month | LYTD | TYTD | YTD Net |
|--------|---------|-------------------|---------|---------|---------|
| 86,615 | 123,512 | 36,897 | 563,548 | 690,877 | 127,329 |



Business GRT in October 2019

| | | | |
|---------------------|------------|---------------------------|------------|
| Percentage by month | 43% | Percentage over last FYTD | 23% |
|---------------------|------------|---------------------------|------------|

**TOWN OF MESILLA FIRE DEPARTMENT
MONTHLY BOT REPORT**



DATE: December, 2019

MAJOR ADDITIONS TO INVENTORY

1200 ft. of 1.75 inch combat attack hose to replace aging hose.
10 sets of turnout gear to replace gear that is aging out and unrepairable.

MAINTENANCE OF EQUIPMENT

Replaced tank to pump and tank fill valves in Engine 31, repaired electrical short in pump panel on Brush 31. Replaced batteries in Brush 33 (5 years old).

COMMENTS

Personnel participated in live burns at the NM State Firefighters Academy in Socorro, NM. This was conducted over 3 days. Four volunteers completed the EMT Basic course at DACC and are scheduled for National Registry testing. 2 personnel completed their Fire I and II training and testing at DACC.
Santa Claus was given rides to the Mesilla Plaza and Mesilla Elementary School at two separate events. The tree lighting and Luminarias in the Plaza events were without incident.
Spot inspections of business during the busy sales period for the holidays revealed no major issues or concerns.

SUBMITTED BY

Fire Chief Kevin Hoban _____

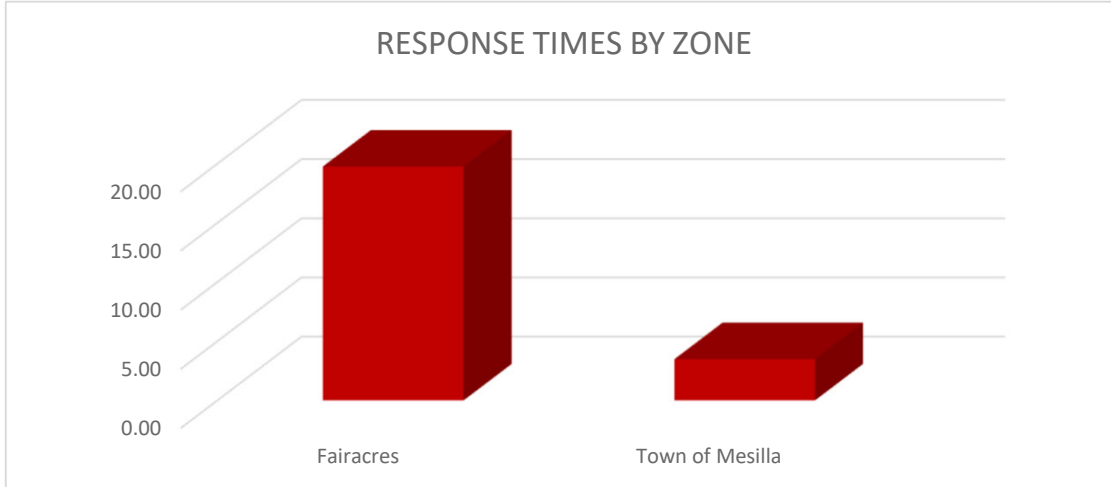
Mesilla Fire Department

Mesilla, NM

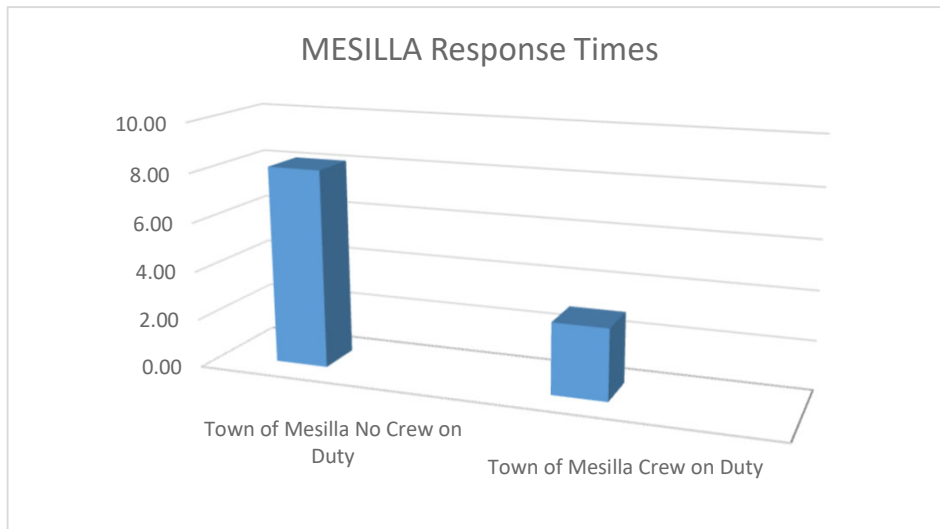
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Response Mode: Lights and Sirens | Start Date: 12/01/2018 | End Date:12/31/2018



| Zone | AVERAGE RESPONSE TIME (in minutes) |
|--|------------------------------------|
| Fairacres | 19.77 |
| Town of Mesilla | 3.49 |
| Town of Mesilla No Crew on Duty | 8.12 |
| Town of Mesilla Crew on Duty | 2.91 |



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

Mesilla Fire Department

Mesilla, NM

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Incident Statistics

Start Date: 12/01/2019 | End Date: 12/31/2019

| INCIDENT COUNT | | | |
|--|---------------------------|-------------------------------|-----------------------------|
| INCIDENT TYPE | | # INCIDENTS | |
| EMS | | 15 | |
| FIRE | | 12 | |
| TOTAL | | 27 | |
| TOTAL TRANSPORTS (N2 and N3) | | | |
| APPARATUS | # of APPARATUS TRANSPORTS | # of PATIENT TRANSPORTS | TOTAL # of PATIENT CONTACTS |
| 0 | 0 | 0 | 0 |
| Bat31 | 0 | 7 | 7 |
| BR31 | 1 | 5 | 5 |
| MFD | 0 | 1 | 1 |
| TOTAL | 1 | 13 | 13 |
| PRE-INCIDENT VALUE | | LOSSES | |
| \$0.00 | | \$0.00 | |
| CO CHECKS | | | |
| TOTAL | | | |
| MUTUAL AID | | | |
| Aid Type | | Total | |
| Aid Given | | 6 | |
| Aid Received | | 2 | |
| OVERLAPPING CALLS | | | |
| # OVERLAPPING | | % OVERLAPPING | |
| 6 | | 22.22 | |
| LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival) | | | |
| Station | EMS | FIRE | |
| Mesilla Fire Main Station 31 | 0:03:44 | 0:10:29 | |
| AVERAGE FOR ALL CALLS | | 0:04:58 | |
| LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute) | | | |
| Station | EMS | FIRE | |
| Mesilla Fire Main Station 31 | 0:01:20 | 0:01:10 | |
| AVERAGE FOR ALL CALLS | | 0:01:19 | |
| AGENCY | | AVERAGE TIME ON SCENE (MM:SS) | |
| Mesilla Fire Department | | 21:28 | |

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

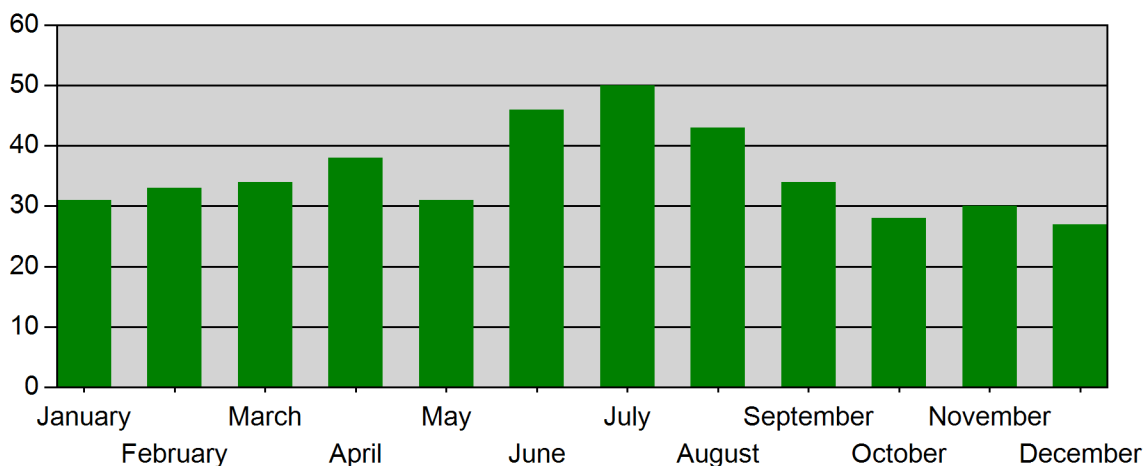
Mesilla, NM

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Incidents by Month for Month Range

Start Month: January | End Month: December | Year: 2019



| MONTH | INCIDENTS |
|-----------|-----------|
| January | 31 |
| February | 33 |
| March | 34 |
| April | 38 |
| May | 31 |
| June | 46 |
| July | 50 |
| August | 43 |
| September | 34 |
| October | 28 |
| November | 30 |
| December | 27 |

Only REVIEWED incidents included

Mesilla Fire Department

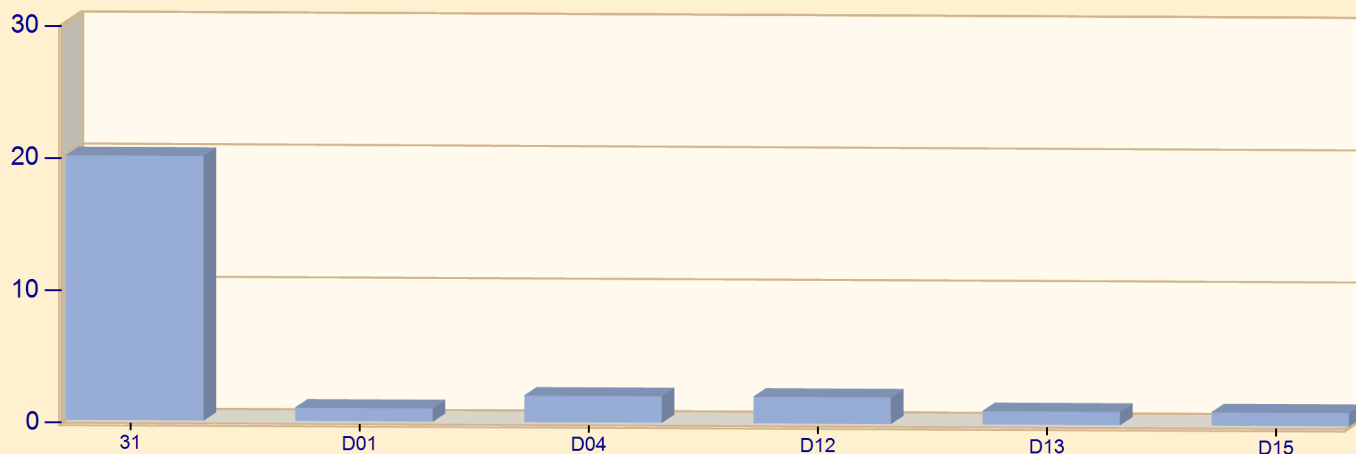
Mesilla, NM

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Incident Type Count per Zone for Date Range

Start Date: 12/01/2019 | End Date: 12/31/2019



| ZONES | INCIDENT TYPE | COUNT |
|-----------------------------|--|-------|
| 31 - Town of Mesilla | | |
| | 113 - Cooking fire, confined to container | 1 |
| | 311 - Medical assist, assist EMS crew | 1 |
| | 321 - EMS call, excluding vehicle accident with injury | 12 |
| | 511 - Lock-out | 1 |
| | 551 - Assist police or other governmental agency | 1 |
| | 553 - Public service | 1 |
| | 600 - Good intent call, other | 1 |
| | 611 - Dispatched & cancelled en route | 2 |
| | <i>Total Incidents for 31 - Town of Mesilla</i> | 20 |
| D01 - Dona Ana | | |
| | 611 - Dispatched & cancelled en route | 1 |
| | <i>Total Incidents for D01 - Dona Ana.</i> | 1 |
| D04 - La Mesa | | |
| | 140 - Natural vegetation fire, other | 1 |
| | 611 - Dispatched & cancelled en route | 1 |
| | <i>Total Incidents for D04 - La Mesa.</i> | 2 |
| D12 - Fairacres | | |
| | 132 - Road freight or transport vehicle fire | 1 |
| | 321 - EMS call, excluding vehicle accident with injury | 1 |
| | <i>Total Incidents for D12 - Fairacres.</i> | 2 |

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

| ZONES | INCIDENT TYPE | COUNT |
|----------------------------------|--|-----------|
| D13 - South Valley | | |
| | 321 - EMS call, excluding vehicle accident with injury | 1 |
| | <i>Total Incidents for D13 - South Valley.</i> | 1 |
| D15 - Las Alturas | | |
| | 611 - Dispatched & cancelled en route | 1 |
| | <i>Total Incidents for D15 - Las Alturas.</i> | 1 |
| Total Count for all Zone: | | 27 |

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

Mesilla Fire Department

Mesilla, NM

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Occupancies Inspected for Date Range

Start Date: 12/01/2019 | End Date: 12/31/2019

| OCCUPANCY | ID | ADDRESS | ZONE | LAST INSPECTION |
|----------------------------------|----|-----------------------------------|------|-----------------|
| Agave Artists | | 2250 Calle de San albino | | 12/19/2019 |
| Desert Botanicals Day Spa | | 2488 Calle de Guadalupe | | 12/19/2019 |
| Fountain Theater | | 2469 Calle De Guadalupe | | 12/19/2019 |
| Indigo yoga | | 2489 Calle de principal | | 12/19/2019 |
| Julienne Jewelry | | 2329 Calle De Guadalupe | | 12/19/2019 |
| Las cruces homes | | 1701 Calle de mercado #1 | | 12/19/2019 |
| Mesilla Elementary School | | 2363 Calle Del Sur | | 12/19/2019 |
| mesilla valley fine arts | | 2470 calle de guadalupe #a | | 12/19/2019 |
| Planet Fireworks LLC | | 2001 Ave de Mesilla/Calle El Paso | | 12/30/2019 |
| topaz salon | | 2220 Calle de Parian | | 12/19/2019 |
| Town Hall | | 2231 Avenida De Mesilla | | 12/19/2019 |
| Town of Mesilla Community Center | | 2251 Calle De Santiago | | 12/19/2019 |
| vacant | | 2488 CALLE DE GUADELUPE | | 12/19/2019 |

of Occupancies Inspected: 13

% Occupancies Inspected: 6.10

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

Mesilla Fire Department

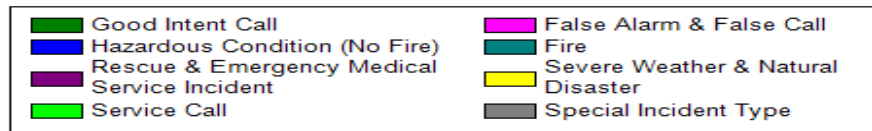
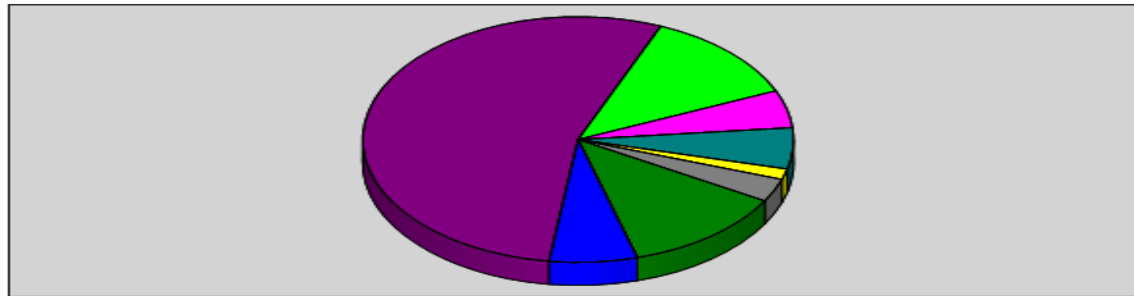
Mesilla, NM

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Major Incident Types by Month for Date Range

Start Date: 01/01/2019 | End Date: 12/31/2019



| INCIDENT TYPE | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOT |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
| False Alarm & False Call | | 2 | 1 | 2 | | 5 | 4 | 2 | 2 | 1 | 2 | | 21 |
| Fire | | 2 | 2 | 3 | 2 | 3 | 1 | 2 | 4 | 1 | | 3 | 23 |
| Good Intent Call | 5 | 7 | 1 | 4 | 2 | 5 | 8 | 7 | 1 | 3 | 3 | 6 | 52 |
| Hazardous Condition (No Fire) | 1 | 3 | 3 | 5 | 3 | 3 | 8 | | 2 | | | | 28 |
| Rescue & Emergency Medical | 22 | 16 | 19 | 20 | 18 | 26 | 13 | 25 | 16 | 18 | 22 | 15 | 230 |
| Service Call | 3 | 3 | 6 | 4 | 5 | 2 | 3 | 6 | 9 | 5 | 3 | 3 | 52 |
| Severe Weather & Natural | | | 2 | | 1 | 2 | | 1 | | | | | 6 |
| Special Incident Type | | | | | | | 13 | | | | | | 13 |
| Total | 31 | 33 | 34 | 38 | 31 | 46 | 50 | 43 | 34 | 28 | 30 | 27 | 425 |

REVIEWED incidents included

Mesilla Fire Department

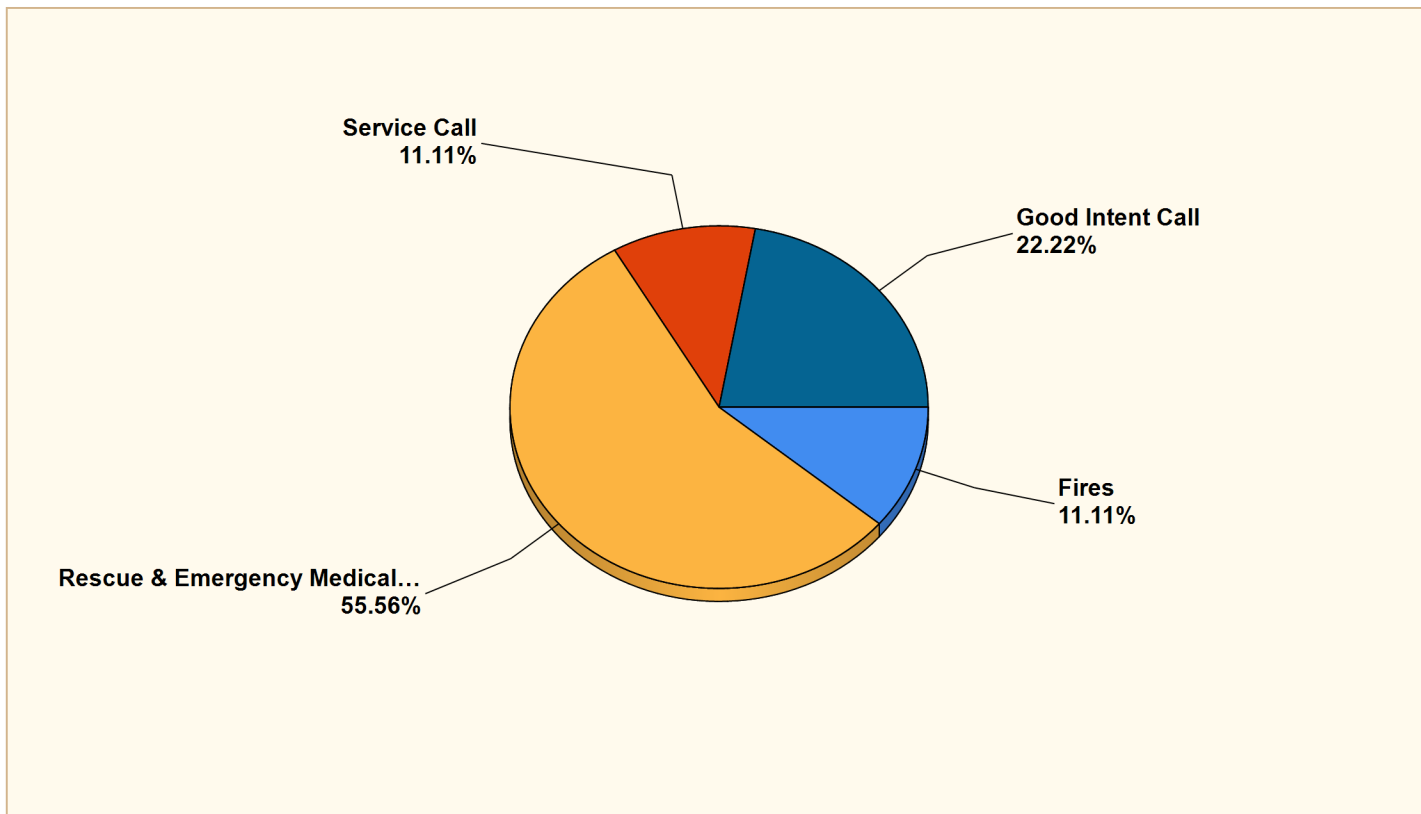
Mesilla, NM

This report was generated on 1/6/2020 11:38:25 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2019 | End Date: 12/31/2019



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|----------------|
| Fires | 3 | 11.11% |
| Rescue & Emergency Medical Service | 15 | 55.56% |
| Service Call | 3 | 11.11% |
| Good Intent Call | 6 | 22.22% |
| TOTAL | 27 | 100.00% |

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

Detailed Breakdown by Incident Type

| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|--|--------------------|-------------------|
| 113 - Cooking fire, confined to container | 1 | 3.70% |
| 132 - Road freight or transport vehicle fire | 1 | 3.70% |
| 140 - Natural vegetation fire, other | 1 | 3.70% |
| 311 - Medical assist, assist EMS crew | 1 | 3.70% |
| 321 - EMS call, excluding vehicle accident with injury | 14 | 51.85% |
| 511 - Lock-out | 1 | 3.70% |
| 551 - Assist police or other governmental agency | 1 | 3.70% |
| 553 - Public service | 1 | 3.70% |
| 600 - Good intent call, other | 1 | 3.70% |
| 611 - Dispatched & cancelled en route | 5 | 18.52% |
| TOTAL INCIDENTS: | 27 | 100.00% |

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 1/7/2020 9:22:26 AM



Response Activity Report

Start Date: 12/01/2019 | End Date: 12/31/2019

| INCIDENT # | DATE | ALARM TIME | ARRIVE TIME | RESPONSE TIME | ADDRESS |
|---|------------|--|-------------|---------------|------------------------------|
| 113 - Cooking fire, confined to container | | | | | |
| 2019-0000417 | 2019/12/20 | 13:50:14 | 13:53:20 | 00:03:06 | 2417 Calle de Parian |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:03:06 | | | |
| 132 - Road freight or transport vehicle fire | | | | | |
| 2019-0000412 | 2019/12/12 | 13:00:56 | 13:23:45 | 00:22:49 | 117 Interstate 10 |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:22:49 | | | |
| 140 - Natural vegetation fire, other | | | | | |
| 2019-0000404 | 2019/12/06 | 17:03:09 | 17:05:03 | 00:01:54 | 19 S Highway 29 |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:01:54 | | | |
| 311 - Medical assist, assist EMS crew | | | | | |
| 2019-0000415 | 2019/12/13 | 14:16:28 | 14:22:12 | 00:05:44 | 1891 Avenida de Mesilla |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:05:44 | | | |
| 321 - EMS call, excluding vehicle accident with injury | | | | | |
| 2019-0000399 | 2019/12/02 | 10:34:55 | 10:38:03 | 00:03:08 | 2850 McDowell CT |
| 2019-0000400 | 2019/12/04 | 11:53:11 | 12:08:39 | 00:15:28 | 2363 Calle del Sur |
| 2019-0000401 | 2019/12/05 | 16:46:24 | 16:50:36 | 00:04:12 | 2250 Calle de Picacho |
| 2019-0000402 | 2019/12/06 | 16:21:18 | 16:21:18 | 00:00:00 | 2521 Avenida de Mesilla |
| 2019-0000405 | 2019/12/06 | 21:16:52 | 21:26:00 | 00:09:08 | 2410 Calle de San Albino |
| 2019-0000407 | 2019/12/09 | 08:02:36 | 08:19:38 | 00:17:02 | 6150 Aswan CT |
| 2019-0000408 | 2019/12/09 | 17:28:05 | 17:32:56 | 00:04:51 | 2410 Calle de San Albino |
| 2019-0000410 | 2019/12/11 | 12:19:54 | 12:22:59 | 00:03:05 | 1300 W University AVE |
| 2019-0000411 | 2019/12/11 | 16:59:45 | 17:05:47 | 00:06:02 | 2351 Calle de Santiago |
| 2019-0000413 | 2019/12/12 | 13:21:53 | 13:32:00 | 00:10:07 | 1300 W University AVE |
| 2019-0000419 | 2019/12/22 | 18:27:10 | 18:33:42 | 00:06:32 | 3044 Snow RD |
| 2019-0000422 | 2019/12/29 | 06:38:50 | 06:53:02 | 00:14:12 | 3901 Calle de Las Margaritas |
| 2019-0000424 | 2019/12/30 | 12:01:43 | 12:06:33 | 00:04:50 | 2510 Calle de Parian |
| 2019-0000425 | 2019/12/30 | 17:43:03 | 17:49:14 | 00:06:11 | 1717 Boutz RD |
| Subtotal Count: 14 | | Average Response Time for Incident Type: 00:07:59 | | | |
| 511 - Lock-out | | | | | |
| 2019-0000421 | 2019/12/28 | 21:48:50 | 22:01:19 | 00:12:29 | 2600 Avenida de Mesilla |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:12:29 | | | |
| 551 - Assist police or other governmental agency | | | | | |
| 2019-0000420 | 2019/12/22 | 19:21:25 | 20:05:17 | 00:43:52 | Calle de Guadalupe |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:43:52 | | | |
| 553 - Public service | | | | | |
| 2019-0000409 | 2019/12/10 | 14:23:46 | 14:30:16 | 00:06:30 | 2491 Calle de Santa Ana |
| Subtotal Count: 1 | | Average Response Time for Incident Type: 00:06:30 | | | |

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

600 - Good intent call, other

| | | | | | |
|--------------|------------|----------|----------|----------|----------------------|
| 2019-0000414 | 2019/12/12 | 15:27:11 | 15:33:49 | 00:06:38 | 2510 Calle de Parian |
|--------------|------------|----------|----------|----------|----------------------|

Subtotal Count: 1 **Average Response Time for Incident Type: 00:06:38**

Grand Total: 22 **Average Response Time for All Incident Types: 00:09:09**

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 1/6/2020 11:34:42 PM



Events per Event Type for Date Range (Landscape)

Start Date: 12/01/2019 | End Date: 12/31/2019

| EVENT TYPE | DATE | EVENT NAME | CATEGORY | LOCATION | HOURS | PARTICIPANTS |
|----------------------------------|------------|----------------------|------------------|------------------------------|-------|---|
| Prevention Division Shift | | | | | | |
| | 01/01/2020 | On Call | Administrative | Battalion 31 | 32 | Kevin Hoban |
| | 12/12/2019 | prevention event | Administrative | MFD firehouse | 5 | Gregory Whited |
| | 12/19/2019 | Building inspections | Prevention Event | Town of Mesilla | 8 | John Chavez, Trevor Frieze, Joseph Torres, Gregory Whited |
| | 12/22/2019 | Preplanning | Prevention Event | Telework and around the town | 4 | Crystal Davis-Whited, Gregory Whited |

Total Hours for Prevention Division Shift: 49

| On Call Duty Officer | | | | | | |
|-----------------------------|------------|---------|----------------|--------------|----|-------------|
| | 12/01/2019 | On Call | Administrative | Battalion 31 | 24 | Kevin Hoban |
| | 12/02/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/03/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/04/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/05/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/06/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/07/2019 | On Call | Administrative | Battalion 31 | 24 | Kevin Hoban |
| | 12/08/2019 | On Call | Administrative | Battalion 31 | 24 | Kevin Hoban |
| | 12/09/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/10/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |

Only LOCKED events included.

| EVENT TYPE | DATE | EVENT NAME | CATEGORY | LOCATION | HOURS | PARTICIPANTS |
|------------|------------|------------|----------------|--------------|-------|--------------|
| | 12/11/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/12/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/13/2019 | On call | Administrative | Battalion 31 | 63 | Kevin Hoban |
| | 12/16/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/17/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/18/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/19/2019 | On Call | Administrative | Battalion 31 | 15 | Kevin Hoban |
| | 12/20/2019 | On Call | Administrative | Battalion 31 | 63 | Kevin Hoban |
| | 12/28/2019 | On Call | Administrative | Battalion 31 | 48 | Kevin Hoban |

Total Hours for On Call Duty Officer: 441

| 24 hr Operations Shift | | | | | | |
|------------------------|------------|--|----------|--------------|----|---|
| | 12/01/2019 | A-Shift | Shifts | Firehouse 31 | 28 | Manuel Felix, Dylan Thunhorst, Ines Thunhorst |
| | 12/12/2019 | Stop the bleed Thursday night EMS Training | Training | House 31 | 2 | Lachlan Boyd, Crystal Davis-Whited, Trevor Fietze, Sonny Gomez, Kevin Hoban, George Klebansky, Xavier Sanchez, Andrew Soto, Dylan Thunhorst, Ines Thunhorst, Gregory Whited |
| | 12/18/2019 | C-shift | Shifts | House 31 | 31 | Lachlan Boyd, Manuel Felix, Trevor Fietze, Mateo Martinez, Irwin Renteria, Morgan Smith |

Total Hours for 24 hr Operations Shift: 61

| Evening Operations Shift | | | | | | |
|--------------------------|------------|---------|--------|--------------|----|---|
| | 12/02/2019 | B-Shift | Shifts | Firehouse 31 | 14 | Sonny Gomez, Sebastian Linares, Thomas Montoya, Nicolas Navarro, Lillian Villazon |
| | 12/07/2019 | A-Shift | Shifts | Firehouse 31 | 14 | Manuel Felix, Trevor Fietze, Nicolas Navarro |

Only LOCKED events included.

| EVENT TYPE | DATE | EVENT NAME | CATEGORY | LOCATION | HOURS | PARTICIPANTS |
|------------|------------|------------|----------|--------------|-------|---|
| | 12/08/2019 | B-Shift | Shifts | Firehouse 31 | 14 | Trevor Fietze, Sonny Gomez, Sebastian Linares, Nicolas Navarro |
| | 12/11/2019 | B-Shift | Shifts | Firehouse 31 | 14 | Sonny Gomez, Justin Knoll, Nicolas Navarro, Lillian Villazon |
| | 12/13/2019 | A-Shift | Shifts | Firehouse 31 | 14.5 | Manuel Felix, Francisco Lopez, Anthony Martinez Jr. , Thomas Montoya, Laura Orrantia, Dylan Thunhorst |
| | 12/16/2019 | A shift | Shifts | station 31 | 16 | Manuel Felix, Sebastian Linares, Francisco Lopez |
| | 12/17/2019 | B shift | Shifts | station 31 | 31 | Manuel Felix, Sonny Gomez, Justin Knoll, Sebastian Linares |
| | 12/20/2019 | B Shift | Shifts | Station 31 | 13.5 | Manuel Felix, Sebastian Linares, Francisco Lopez |
| | 12/26/2019 | B-Shift | Shifts | Firehouse 31 | 15 | Alexsandra Gaytan, Nicolas Navarro |
| | 12/29/2019 | B-Shift | Shifts | Firehouse 31 | 15 | Manuel Felix, Trevor Fietze, Sebastian Linares, Nicolas Navarro |

Total Hours for Evening Operations Shift: 161

| Administration Shift | | | | | | |
|-----------------------------|------------|-------------|----------------|----------|------|----------------------|
| | 12/07/2019 | Admin Shift | Administrative | Telework | 1.75 | Crystal Davis-Whited |

Total Hours for Administration Shift: 1.75

| Daily Operations Shift | | | | | | |
|-------------------------------|------------|--------------------------------|--------|--------------|------|--|
| | 12/07/2019 | B-Shift covering A-Shift (Day) | Shifts | Firehouse 31 | 10 | Lachlan Boyd, Nicolas Navarro |
| | 12/25/2019 | A Shift | Shifts | House 31 | 14.5 | Manuel Felix, Trevor Fietze, Joseph Torres |
| | 12/27/2019 | C Shift | Shifts | House 31 | 757 | Lachlan Boyd, Manuel Felix, Trevor Fietze |

Total Hours for Daily Operations Shift: 781.5

Only LOCKED events included.

| EVENT TYPE | DATE | EVENT NAME | CATEGORY | LOCATION | HOURS | PARTICIPANTS |
|---|------------|-------------------------|---------------|---------------------------|----------|--|
| Special Assignment | | | | | | |
| | 12/11/2019 | Santa to the Plaza | Holiday Event | The Mesilla Plaza | 2 | Kevin Hoban, George Klebansky |
| | 12/21/2019 | Christmas party Standby | Holiday Event | MFD 31 | 4 | Crystal Davis-Whited, Andy Embury, Manuel Felix, Kevin Hoban, George Klebansky, Francisco Lopez, Humberto Manriquez, Thomas Montoya, Amy O'Brien, Laura Orrantia, Irwin Renteria, Tabitha Rossman, Xavier Sanchez, Jennifer Tankesly, Dylan Thunhorst, Ines Thunhorst, Joseph Torres, Gregory Whited |
| Total Hours for Special Assignment: | | | | | 6 | |
| Training Division Shift | | | | | | |
| | 12/17/2019 | Santa to Mesilla ES | Holiday Event | Mesilla Elementary School | 3 | Manuel Felix, Kevin Hoban, Thomas Montoya, Laura Orrantia, Ines Thunhorst |
| Total Hours for Training Division Shift: | | | | | 3 | |

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 1/6/2020 9:51:41 PM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 12/01/2019 | End Date: 12/31/2019

Boyd, Lachlan James

| Class Category | Class Count | Total Class Hours |
|--------------------------------------|-------------|-------------------|
| EMS Training | 2 | 3:00 |
| Equipment Training | 1 | 1:00 |
| Total for Boyd, Lachlan James | 3 | 4:00 |

Chavez, John Eric

| Class Category | Class Count | Total Class Hours |
|------------------------------------|-------------|-------------------|
| Fire-ground Operations | 3 | 24:00 |
| I.S.O. Fire Prevention | 2 | 11:00 |
| Total for Chavez, John Eric | 5 | 35:00 |

Davis-Whited, Crystal

| Class Category | Class Count | Total Class Hours |
|--|-------------|-------------------|
| EMS Training | 2 | 3:00 |
| Fire Explorer Post | 1 | 1:00 |
| I.S.O. Fire Prevention | 1 | 3:00 |
| Total for Davis-Whited, Crystal | 4 | 7:00 |

Embury, Andy G.

| Class Category | Class Count | Total Class Hours |
|----------------------------------|-------------|-------------------|
| EMS Training | 1 | 2:00 |
| Fire-ground Operations | 2 | 14:00 |
| I.S.O. Fire Prevention | 1 | 3:00 |
| Total for Embury, Andy G. | 4 | 19:00 |

Felix, Manuel R

| Class Category | Class Count | Total Class Hours |
|----------------------------------|-------------|-------------------|
| EMS Training | 1 | 2:00 |
| Firefighter 1 - Water Supply | 1 | 1:00 |
| I.S.O. Company Training | 1 | 2:00 |
| Total for Felix, Manuel R | 3 | 5:00 |

Floyd, Jason E

| Class Category | Class Count | Total Class Hours |
|---------------------------------|-------------|-------------------|
| Fire-ground Operations | 3 | 24:00 |
| Total for Floyd, Jason E | 3 | 24:00 |

Frietze, Trevor R

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

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

| | | |
|------------------------------------|----------|--------------|
| I.S.O. Fire Prevention | 2 | 11:00 |
| Total for Frietze, Trevor R | 6 | 17:00 |

Fuentes-Diaz, Harley (Post 2150)

| Class Category | Class Count | Total Class Hours |
|---|-------------|-------------------|
| EMS Training | 1 | 1:00 |
| Total for Fuentes-Diaz, Harley (Post 2150) | 1 | 1:00 |

Gomez, Sonny

| Class Category | Class Count | Total Class Hours |
|-------------------------------|-------------|-------------------|
| Firefighter 1 - Water Supply | 1 | 1:00 |
| Total for Gomez, Sonny | 1 | 1:00 |

Hoban, Kevin M

| Class Category | Class Count | Total Class Hours |
|---------------------------------|-------------|-------------------|
| EMS Training | 2 | 3:00 |
| I.S.O. Fire Prevention | 1 | 3:00 |
| Total for Hoban, Kevin M | 3 | 6:00 |

Klebansky, George A

| Class Category | Class Count | Total Class Hours |
|--------------------------------------|-------------|-------------------|
| EMS Training | 1 | 2:00 |
| Total for Klebansky, George A | 1 | 2:00 |

Knoll, Justin S

| Class Category | Class Count | Total Class Hours |
|----------------------------------|-------------|-------------------|
| Firefighter 1 - Water Supply | 1 | 1:00 |
| Total for Knoll, Justin S | 1 | 1:00 |

Linares, Sebastian

| Class Category | Class Count | Total Class Hours |
|-------------------------------------|-------------|-------------------|
| Firefighter 1 - Water Supply | 1 | 1:00 |
| Fire-ground Operations | 3 | 24:00 |
| Incident Command Systems (ICS) | 1 | 2:00 |
| Total for Linares, Sebastian | 5 | 27:00 |

Lopez, Francisco A

| Class Category | Class Count | Total Class Hours |
|-------------------------------------|-------------|-------------------|
| I.S.O. Fire Prevention | 1 | 3:00 |
| Total for Lopez, Francisco A | 1 | 3:00 |

Lucero, Jojo

| Class Category | Class Count | Total Class Hours |
|-------------------------------|-------------|-------------------|
| EMS Training | 1 | 1:00 |
| Fire Explorer Post | 1 | 1:00 |
| Total for Lucero, Jojo | 2 | 2:00 |

Madson, Ed

| Class Category | Class Count | Total Class Hours |
|--------------------------------|-------------|-------------------|
| Incident Command Systems (ICS) | 1 | 2:00 |
| Total for Madson, Ed | 1 | 2:00 |

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.

| Martinez, Mateo | | |
|----------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 1:00 |
| Equipment Training | 1 | 1:00 |
| I.S.O. Fire Prevention | 1 | 3:00 |
| Total for Martinez, Mateo | 3 | 5:00 |

| Montoya, Thomas M | | |
|------------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| I.S.O. Fire Prevention | 1 | 3:00 |
| Incident Command Systems (ICS) | 1 | 2:00 |
| Total for Montoya, Thomas M | 2 | 5:00 |

| Navarro, Nicolas A | | |
|-------------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| Fire-ground Operations | 3 | 24:00 |
| Incident Command Systems (ICS) | 1 | 2:00 |
| Total for Navarro, Nicolas A | 4 | 26:00 |

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

| Porter, Zachary S | | |
|------------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 2:00 |
| Equipment Training | 1 | 1:00 |
| Total for Porter, Zachary S | 2 | 3:00 |

| Rossman, Tabitha A | | |
|-------------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 1:00 |
| I.S.O. Fire Prevention | 1 | 3:00 |
| Total for Rossman, Tabitha A | 2 | 4:00 |

| Sanchez, Xavier | | |
|----------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 2 | 3:00 |
| Fire Explorer Post | 1 | 1:00 |
| Total for Sanchez, Xavier | 3 | 4:00 |

| Soto, Andrew | | |
|-------------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| EMS Training | 1 | 2:00 |
| I.S.O. Fire Prevention | 1 | 3:00 |
| Total for Soto, Andrew | 2 | 5:00 |

| Tankesly, Jennifer | | |
|---------------------------|-------------|-------------------|
| Class Category | Class Count | Total Class Hours |
| I.S.O. Fire Prevention | 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.

| | | | |
|--------------------------------------|--------------------|--------------------------|--------------|
| Total for Tankesly, Jennifer | | 1 | 3:00 |
| Thunhorst, Dylan P | | | |
| Class Category | Class Count | Total Class Hours | |
| EMS Training | 1 | 2:00 | |
| Total for Thunhorst, Dylan P | | 1 | 2:00 |
| Thunhorst, Ines C | | | |
| Class Category | Class Count | Total Class Hours | |
| EMS Training | 2 | 3:00 | |
| Fire Explorer Post | 1 | 1:00 | |
| Total for Thunhorst, Ines C | | 3 | 4:00 |
| Torres, Joseph J | | | |
| Class Category | Class Count | Total Class Hours | |
| I.S.O. Company Training | 1 | 2:00 | |
| I.S.O. Fire Prevention | 2 | 11:00 | |
| Total for Torres, Joseph J | | 3 | 13:00 |
| Tucker, Austin J | | | |
| Class Category | Class Count | Total Class Hours | |
| EMS Training | 2 | 3:00 | |
| Total for Tucker, Austin J | | 2 | 3:00 |
| Villazon, Lillian M | | | |
| Class Category | Class Count | Total Class Hours | |
| Incident Command Systems (ICS) | 1 | 2:00 | |
| Total for Villazon, Lillian M | | 1 | 2:00 |
| Whited, Gregory E | | | |
| Class Category | Class Count | Total Class Hours | |
| EMS Training | 1 | 2:00 | |
| Fire-ground Operations | 3 | 24:00 | |
| I.S.O. Fire Prevention | 2 | 11:00 | |
| Total for Whited, Gregory E | | 6 | 37:00 |
| Willmann, Keenan | | | |
| Class Category | Class Count | Total Class Hours | |
| Fire-ground Operations | 3 | 24:00 | |
| Total for Willmann, Keenan | | 3 | 24:00 |
| Zecha, Chad | | | |
| Class Category | Class Count | Total Class Hours | |
| Fire-ground Operations | 3 | 24:00 | |
| Total for Zecha, Chad | | 3 | 24:00 |

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.

Mesilla Fire Department

Mesilla, NM

This report was generated on 1/7/2020 9:48:44 AM



Total Hours by Volunteers for December, 2019

Pay Grades: All Pay Grades | Start Date: 12/01/2019 | End Date: 12/31/2019

| PERSONNEL | INCIDENT TIME | TRAINING TIME | EVENT TIME | TOTAL TIME |
|---------------------------|---------------|---------------|------------|-------------------|
| Boyd, Lachlan James | 2:02 | 4:00 | 24:00 | 30:02 |
| Chavez, John Eric | 1:57 | 35:00 | 8:00 | 44:57 |
| Davis-Whited, Crystal | 0:00 | 7:00 | 11:45 | 18:45 |
| Embury, Andy G. | 1:51 | 19:00 | 4:00 | 24:51 |
| Felix, Manuel R | 0:59 | 5:00 | 125:30 | 131:29 |
| Frietze, Trevor R | 0:06 | 17:00 | 84:00 | 101:06 |
| Gaytan, Aleksandra Melina | 0:00 | 0:00 | 6:00 | 6:00 |
| Gomez, Sonny | 1:02 | 1:00 | 47:00 | 49:02 |
| Hoban, Kevin M | 5:07 | 6:00 | 483:00 | 494:07 |
| Klebansky, George A | 3:24 | 2:00 | 8:00 | 13:24 |
| Knoll, Justin S | 0:00 | 1:00 | 27:00 | 28:00 |
| Linares, Sebastian | 1:30 | 27:00 | 81:30 | 110:00 |
| Lopez, Francisco A | 0:00 | 3:00 | 32:30 | 35:30 |
| Lucero, Jojo | 0:00 | 2:00 | 0:00 | 2:00 |
| Manriquez, Humberto | 0:00 | 0:00 | 4:00 | 4:00 |
| Martinez Jr. , Anthony R | 0:38 | 0:00 | 8:30 | 9:08 |
| Martinez, Mateo | 0:35 | 5:00 | 22:00 | 27:35 |
| Montoya, Thomas M | 1:45 | 5:00 | 24:30 | 31:15 |
| Navarro, Nicolas A | 2:57 | 26:00 | 94:00 | 122:57 |
| O'Brien, Amy M | 0:00 | 3:00 | 4:00 | 7:00 |
| Orrantia, Laura T | 0:38 | 0:00 | 18:30 | 19:08 |
| Porter, Zachary S | 0:00 | 3:00 | 0:00 | 3:00 |
| Renteria, Irwin | 0:00 | 0:00 | 16:00 | 16:00 |
| Rossman, Tabitha A | 0:00 | 4:00 | 4:00 | 8:00 |
| Sanchez, Xavier | 0:00 | 4:00 | 6:00 | 10:00 |
| Smith, Morgan Samantha | 0:06 | 0:00 | 13:00 | 13:06 |
| Soto, Andrew | 0:00 | 5:00 | 2:00 | 7:00 |
| Tankesly, Jennifer | 0:00 | 3:00 | 4:00 | 7:00 |
| Thunhorst, Dylan P | 3:20 | 2:00 | 48:30 | 53:50 |
| Thunhorst, Ines C | 0:00 | 4:00 | 35:00 | 39:00 |
| Torres, Joseph J | 0:00 | 13:00 | 25:00 | 38:00 |
| Tucker, Austin J | 0:00 | 3:00 | 0:00 | 3:00 |
| Villazon, Lillian M | 0:00 | 2:00 | 20:00 | 22:00 |
| Whited, Gregory E | 0:17 | 37:00 | 18:00 | 55:17 |
| TOTAL | | | | 1585:29:00 |



MESILLA MARSHAL 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 December 2019 for the Mesilla Marshal's Department:

| | | | |
|-------------------------|----|----------------------------|----|
| 911 hang ups | 9 | Building check | 1 |
| Abandoned vehicle | 4 | Burglary | 1 |
| Agency assist | 13 | CPR | 1 |
| Alarm building | 9 | Custody dispute | 1 |
| Medical | 1 | Disturbance disorderly | 1 |
| Panic | 3 | Domestic | 5 |
| Animal Attack/bite | 2 | Fight | 5 |
| Care & maintenance | 1 | DWI | 2 |
| ACO | 1 | Fire Structure/residential | 1 |
| Dead | 1 | Follow up/supplement | 14 |
| Custody | 1 | Found property/recovered | 2 |
| Loud | 2 | Frequent patrol | 29 |
| Sick/injured | 1 | Gunshot victim | 1 |
| Stray | 3 | Illegally parked vehicle | 2 |
| Vicious | 2 | Information report | 2 |
| Assault | 2 | Injured person | 1 |
| Attempted armed robbery | 1 | Lost property | 5 |

| | | | |
|---------------------|---|------------------------------|----------|
| Minor in possession | 1 | Stroke/CVA | 1 |
| Missing person | 1 | Suspicious activity | 2 |
| Motor vehicle H & R | 5 | Person | 2 |
| Injury crash | 1 | Vehicle | 11 |
| Non injury crash | 3 | Theft | 5 |
| Overdose | 1 | Traffic control | 28 |
| Prisoner transport | 2 | Traffic stops | 83 |
| Public assist | 8 | Unattended death | 1 |
| Reckless driver | 2 | Wash down | 1 |
| Recovered property | 1 | Weapons | 1 |
| Sex offense | 1 | <u>Welfare check</u> | <u>4</u> |
| Shots fired | 1 | Total # of calls for service | 289 |

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: January 6, 2020
TO: Mayor Barraza, Board of Trustees and Cynthia Stoechner-Hernandez
FROM: Rodney J. McGillivray, Public Works Director 
RE: **Public Works Division Activity Report – December 2019**

On-going maintenance, custodial and operations:

Meter reading continues
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
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
Valve exercise program continues
Event set-up and tear down on-going
Staff training

Miscellaneous items/work orders/accomplishments:

Christmas decoration set up
Multiple Christmas and New Years event(s) set-up and tear-down
Performed painting interior of Town Hall
Performed clean up and grading at well road
Began landscape rock replacement at Community Center
Repairs from accident at Veterans park
Repairs to booster pump equipment

Cleaning of sanitary sewer system continues
Pothole/street repairs
Repaired Snow Road damage from garbage truck
Storm system drain maintenance
Lighting replacement Town Hall

Project update:

Bowman Road Re-construction – Project is complete. Processing final project payment application.

LGRF – The project pre-design survey is complete. Molzen Corbin is currently in design.

Parian Capital Outlay – The project pre-design survey is complete. Molzen Corbin is currently in design.

La Llorona Extension multi-use path – Coordination and meetings with NMDOT for engineering fee negotiations are underway.

McDowell wastewater system Phase II – Fee negotiations are complete. SMA is providing engineering services. Project began advertisement for bid on January 4, 2020.

Calle del Norte Trail Phase II – Review of project timeline and preparation of RFP is underway.