



**THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, MAY 11, 2020 AT 5:30 P.M. VIA TELECONFERENCE 1-346-248-7799, MEETING ID 934-0917-6886#.**

- Discussion of the Town of Mesilla Preliminary Budget for FY 2020/2021– Cynthia Stoechner-Hernandez, Clerk/Treasurer.

**THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, MAY 11, 2020 AT 6:00 P.M. VIA TELECONFERENCE 1-346-248-7799, MEETING ID 918-4113-2473#.**

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.  
**Public input in writing shall be received at [cvnthias-h@mesillanm.gov](mailto:cvnthias-h@mesillanm.gov) at by 5:00 p.m., the day of the meeting and will be read into the record. You will also be given an opportunity to speak during this time by pressing \*9 while in the teleconference. You will be prompted when to begin speaking.**
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 public hearing held April 23, 2020.
  - b) \* BOT Minutes – Minutes of a Regular Meeting on April 27, 2020.
6. NEW BUSINESS:
  - a) For consideration: **Ordinance 2020-02** – Revising Chapter 18.35 Historic Residential Zone. – Cynthia Stoechner-Hernandez, Clerk/Treasurer.
  - b) **Resolution 2020-10**: A resolution repealing all resolutions regarding a moratorium ceasing all construction of new building in the HR Zone. – **Nora L. Barraza, Mayor.**
  - c) For consideration: awarding RFP 2020-05; a construction contract to the low bidder for CN LC00320 La Llorona Trail Extension Project. – **Rod McGillivray, Public Works Director.**
  - d) For consideration: awarding RFP 2020-04; a contract to serve as On-Call Engineer for the Town of Mesilla. – **Rod McGillivray, Public Works Director.**
  - e) For consideration: awarding RFQ 2020-01; a contract to design/construct the Town of Mesilla Plaza Lighting Replacement Capital Outlay project. – **Rod McGillivray, Public Works Director.**
  - f) For consideration: changing the Planning, Zoning and Historical Appropriateness Commission and/or Board of Trustee meeting times during this pandemic crisis. – **Nora L. Barraza, Mayor.**

**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](http://www.mesillanm.gov).

Posted 5/8/2020 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, Ristrammn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



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5 **BOARD OF TRUSTEES**  
6 **TOWN OF MESILLA**  
7 **PUBLIC HEARING**  
8 **THURSDAY, APRIL 23, 2020**  
9 **10:30 A.M.**

10 **VIA TELECONFERENCE 1-346-248-7799**

11  
12 **TRUSTEES:** Nora L. Barraza, Mayor  
13 Carlos Arzabal, Mayor Pro Tem  
14 Jesus Caro, Trustee (absent)  
15 Veronica Garcia, Trustee  
16 Stephanie Johnson-Burick, Trustee  
17

18 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer  
19 Larry Shannon, Community Development Coordinator  
20

21 **1. PLEDGE OF ALLEGIANCE**

22 Mayor Barraza led the Pledge of Allegiance.

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

24 **Roll Call.**

25 **Present:** Mayor Barraza, Mayor Pro Tem Arzabal, Trustee Garcia, Trustee Johnson-Burick.  
26

27 **3. PUBLIC HEARING & FIRST READING: ORDINANCE 2020-02 REVISING**  
28 **CHAPTER 18.35 HISTORIC RESIDENTIAL ZONE.**  
29

30 Ms. Stoechner-Hernandez read correspondence submitted; see attached.  
31

32 **Closed Public Hearing at 11:35 a.m.**  
33

34 Mr. Shannon recommended changing the verbiage in 18.35.040 to read “a maximum of 40%  
35 impervious will be allowed on the property”; that is inclusive all structures.  
36

37 Trustee Garcia asked if the square footage was changed in 18.35.074 to read 8,000 square feet.  
38

39 Mayor Barraza responded the trustees did recommend changing it to 8,000 square feet.  
40

41 Trustee Garcia asked if that should have been a cross-out on the draft.  
42

43 Ms. Stoechner-Hernandez responded I will show the strikeout on the next version.

1  
2 Trustee Garcia asked what the next step after the first reading will be.

3  
4 Mayor Barraza responded she would like the first reading at the April 27th meeting and  
5 approval at the May 11th meeting. We would then be able to lift the moratorium and allow  
6 applicants to move forward with their permits.

7  
8 Trustee Garcia asked if we could lift the moratorium so the applicants that have been waiting  
9 can proceed and then place the moratorium back until we vote on this.

10  
11 Mayor Barraza responded if we lift the moratorium, we are opening the door for anyone to  
12 come forth with an application which we cannot deny. We have been working on this ordinance  
13 for 6 months. The public has had an opportunity to provide input and we have not received any  
14 new input. We need to move forward to allow construction in our community. Revisions can  
15 be made if things do not seem right.

16  
17 Trustee Garcia asked if we are going to consider public input.

18  
19 Mayor Barraza stated we have taken comments into consideration. The main thing being  
20 brought forward is the property that has been in the family for generations; that may change  
21 through the years.

22  
23 Trustee Garcia stated everything is grandfathered in until the property is sold.

24  
25 Mayor Barraza stated she does not see it written like that. Eventually everything needs to  
26 conform to the ordinance.

27  
28 Mayor Pro Tem Arzabal stated the Cadena's would need to comply to new ordinance.

29  
30 Mayor Barraza stated her question is the property going to be used for family members or will  
31 it be used as a rental property.

32  
33 Mayor Pro Tem Arzabal asked if the applicants that are on hold gone through Planning and  
34 Zoning.

35  
36 Mayor Barraza responded no.

37  
38 Trustee Johnson-Burick recommends having something in the ordinance regarding  
39 grandfathered in. She would like a draft that shows the strikeouts.

40  
41 Mayor Barraza stated has seen casitas become Airbnb. We are destroying how and what  
42 Mesilla is. There is no guarantee property will stay in the families. The first reading will be on  
43 the agenda for the April 27th meeting and approval at the May 11th meeting.

44  
45 Trustee Garcia requested the draft online.

46  
47 Ms. Stoechner-Hernandez responded it will be online once she completes it.

48

1 Mayor Barraza stated public input will be put into record.

2

3 **4. ADJOURNMENT**

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

5 **MEETING ADJOURNED AT 11:29 A.M.**

6

7 **APPROVED THIS 11TH DAY OF MAY, 2020.**

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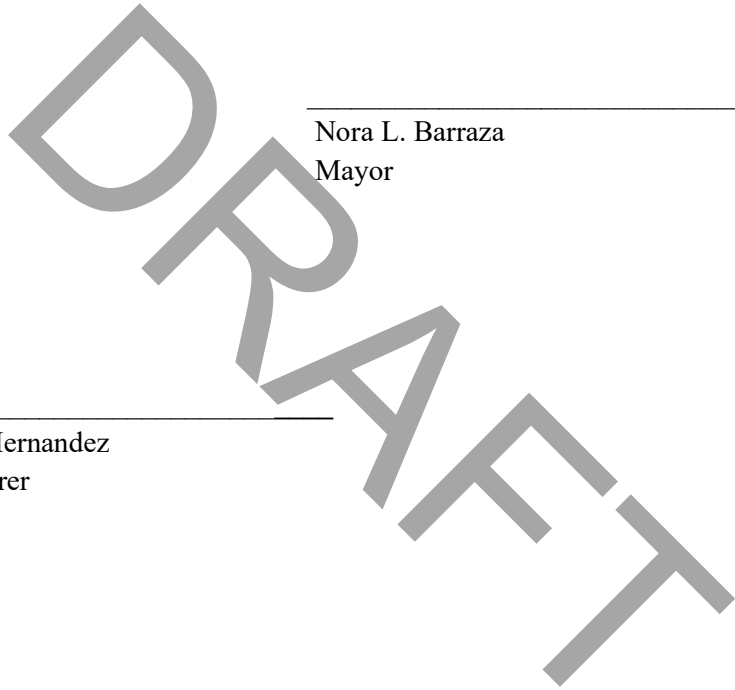
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\_\_\_\_\_  
Nora L. Barraza  
Mayor

**ATTEST:**

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





**BOARD OF TRUSTEES  
TOWN OF MESILLA  
REGULAR MEETING  
MONDAY, APRIL 27, 2020  
6:00 P.M.**

**VIA TELECONFERENCE 1-346-248-7799**

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

**STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer  
Kevin Hoban, Fire Chief  
Eddie Lerma, Marshal  
Rod McGillivray, Public Works Director  
Dorothy Sellers, Special Events Coordinator  
Larry Shannon, Community Development Coordinator  
Gloria Maya, Recorder

**1. PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Arzabal led the Pledge of Allegiance.

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

**Roll Call.**

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

Mayor Barraza held a Moment of Silence for Ms. Dolores Gallegos, Mr. Dan Lowry, and Ms. Diane Rogers.

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

Mayor Barraza moved item 7b down and move items 7c, d and e up on the agenda.

**Motion:** To approve agenda as amended, **Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Garcia.**

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

Mayor Pro Tem Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

1 Trustee Johnson-Burick Yes

2  
3  
4 **4. PROCLAMATIONS**

- 5 a) A proclamation recognizing 9-1-1 Telecommunicators and call takers as first responders. –  
6 **Mr. Albert Flores, Deputy Director, MVRDA/ Nora L. Barraza, Mayor.**

7 Ms. Stoechner-Hernandez read proclamation recognizing 9-1-1 Telecommunicators and call takers for  
8 first responders.

9  
10 Fire Chief Hoban stated this recognition is important not only for the work they do but it will make  
11 them eligible for benefits which they currently do not have. He asked for the town’s support during the  
12 legislative session.

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

15  
16 Ms. Stoechner-Hernandez read correspondence submitted; see attached.

17  
18 Mr. Geck stated his concerns of allowing new rental property construction and the demolition of old  
19 structures to build new structures which he feels is hurting the ambience of Mesilla. The Board of  
20 Trustees should not allow this to continue.

21  
22 **6. \*APPROVAL OF CONSENT AGENDA** – (The Board will be asked to approve by one motion the  
23 following items of recurring or routine business. The Consent Agenda is marked with an asterisk \*):

24 **Motion:** To approve consent agenda, **Moved by Mayor Pro Tem Arzabal, Seconded by Trustee**  
25 **Garcia.**

26  
27 **Roll Call Vote:** Motion passed (summary: Yes =4).

28 Mayor Pro Tem Arzabal Yes

29 Trustee Caro Yes

30 Trustee Garcia Yes

31 Trustee Johnson-Burick Yes

- 32  
33 a) **\* BOT Minutes** – Minutes of a Regular Meeting on April 13, 2020. *Approved by consent*  
34 *agenda*

35 **\*Sign Permits:**

- 36 b) **\*PZHAC Case 061023**– 2488 Calle de Guadalupe, submitted by Joseph Foster for  
37 “Psychology Consulting Options”; a request for a sign permit for a therapist practice at this  
38 address. Zoned: Historical Commercial (HC). *Approved by consent agenda*

- 39 c) **\*PZHAC Case 060125** – 2601-3 Calle de Santiago, submitted by Kerry Carman for “Co-  
40 Lab Artisan’s Loft”; a request to install a hanging sign at this address. Zoned: Historic  
41 Commercial (HC). *Approved by consent agenda*

42  
43 **7. NEW BUSINESS:**

- 44 a) **First Reading: ORDINANCE 2020-02** Revising Chapter 18.35 Historic Residential Zone. –  
45 **Cynthia Stoechner-Hernandez, Clerk/Treasurer.**

46 Ms. Stoechner-Hernandez noted some changes/deletions to draft. She stated the ordinance is posted on the  
47 town’s website; www.mesillanm.gov.

48  
49 Mayor Barraza confirmed the trustees have an opportunity to review the current draft; trustees responded  
50 yes.

1 Mayor Pro Tem Arzabal recommended adding a grandfather clause in the ordinance and having it  
2 reviewed by an attorney, who does not have history with the town, to insure the legality of the clause.

3  
4 Mayor Barraza stated Mr. Randy VanFleck, New Mexico Municipal League attorney, there cannot be a  
5 grandfather clause. The town has no way of knowing when property is being sold and to whom it is  
6 being sold to. Mr. VanFleck will submit his response in writing which she will share with the trustees.

7  
8 Trustee Caro stated Mr. VanFleck does not have the expertise in real estate that Mr. Cervantes has.

9  
10 Trustee Johnson-Burick stated records are available through the county that can be referenced. The town  
11 cannot discriminate if a parcel is rental property. We have the ability and the due diligence to honor  
12 what our forefathers created and founded. We owe it to families that want to keep their properties.

13  
14 Trustee Garcia asked if Mr. VanFleck explained why there could not be a grandfather clause. She  
15 agrees with Trustee Johnson-Burick.

16  
17 Mayor Barraza responded the only way we know if a property has been sold is if an applicant comes  
18 in for a permit and indicates that the property was purchased.

19  
20 Trustee Garcia recommended revising the Building Permit Application to include area for previous  
21 owner.

22  
23 Mayor Barraza responded the buyer will purchase property with certain intentions and not be aware  
24 there are limitations as to what they can do.

25  
26 Trustee Garcia stated new owners will have to abide by the new ordinance; grandfather clause would  
27 not be applicable.

28  
29 Mayor Barraza recommends waiting for the attorney recommendations.

30  
31 Trustee Johnson-Burick recommended having the ordinance read 2 multi-family units in order to  
32 avoid what happened near Mr. Geck's. She recommended having the required square footage at 6,000  
33 on property that has been in the family for years.

34  
35 Mayor Barraza responded we cannot discriminate against property owners but can limit the number of  
36 units. The square footage for multi-family lots, as they are now called, was changed to the same  
37 requirements for building a home; 8,000 square feet.

38  
39 Mayor Pro Tem Arzabal stated the board got legal interpretation regarding Mr. Kane's application for  
40 multi-family units before voting.

41  
42 Mayor Barraza stated the board has the option to give direction which was not done in Mr. Kane's case.  
43 She will contact Mr. Cervantes for a response regarding this and will share the information with the  
44 board. There are 2 applicants that have been waiting 6 months and it is costing them money; would it be



1 possible to allow them to proceed if they are meeting the requirements of the new ordinance  
2 recommendations. She also does not want to open the door for anybody else until the moratorium is  
3 lifted.

4  
5 Ms. Stoechner-Hernandez responded since the new ordinance has not been put in place they would need  
6 to abide by the old ordinance; this would be a legal question for the attorney.

7  
8 Mayor Barraza stated she will ask Mr. Cervantes for guidance as well. The board needs to move forward  
9 on passing this ordinance.

10  
11 **\*\*\*\*Motion:** To enter Closed Session pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion  
12 limited to personnel matters in the Marshal's Department and Planning, Zoning, and Historical  
13 Appropriateness Commission where no action will be taken, **Moved by Mayor Pro Tem Arzabal,**  
14 **Seconded by Trustee Garcia.**

15  
16 **Roll Call Vote:** Motion passed (**summary:** Yes =4).  
17 Mayor Pro Tem Arzabal Yes  
18 Trustee Caro Yes  
19 Trustee Garcia Yes  
20 Trustee Johnson-Burick Yes

21  
22 **Entered Closed Session at 7:20 p.m.**

23  
24 **\*\*\*\*Motion:** To enter Regular Meeting after discussion limited to personnel matters in the Marshal's  
25 Department and Planning, Zoning and Historical Appropriateness Commission pursuant to NMSA  
26 1978 Chapter 10-15-1(H)(2); no action taken, **Moved by Trustee Johnson-Burick, Seconded by**  
27 **Trustee Garcia.**

28  
29 **Roll Call Vote:** Motion passed (**summary:** Yes =4).  
30 Mayor Pro Tem Arzabal Yes  
31 Trustee Caro Yes  
32 Trustee Garcia Yes  
33 Trustee Johnson-Burick Yes

34  
35 **Entered Regular Meeting at 7:52 p.m.**

36  
37 **b) Discussion regarding COVID-19 and budget process for FY 2020. – Nora L. Barraza,**  
38 **Mayor.**

39 Mayor Barraza reported the budget process has started and will be brought forth at the first meeting in  
40 May. The FY 2020-21 budget will be the same as FY 2019-20; the only increase will be to the fringe  
41 benefits line item. The town has met what was project for GRT for this fiscal year. There will be some  
42 short months before we can get on our feet for next fiscal year. Ms. Stoechner-Hernandez will keep the  
43 board informed. Mayor Barraza reviewed the COVID-19 current statistics in New Mexico. The Town  
44 of Mesilla currently does not have any cases; residents should be commended. She would like to know  
45 how many have recovered in Dona Ana County. She will be doing research on municipal parks on when  
46 they can be open as residents are asking.

47  
48 Mayor Pro Tem Arzabal recommended there be certain restrictions when the parks are reopened.

1 Trustee Garcia stated she has seen quite a few people on the plaza.  
2  
3 Mayor Barraza responded she has not seen mass gatherings. The deputies have been doing a great job  
4 to insure there are not mass gatherings around the town. She feels comfortable having the plaza open if  
5 people are continuing to do social distancing.  
6  
7 Trustee Garcia asked if we are doing the stay at home and does that include the town hall staff.  
8  
9 Mayor Barraza responded Governor Lujan-Grisham has imposed Stay-At-Home until May 15<sup>th</sup>. Town  
10 Hall is still closed to the public. She had all staff return to regular work hours. Everyone is to stay in  
11 their office with the door closed, wear their mask and no social gatherings.  
12  
13 Trustee Garcia asked why can staff not stay home.  
14  
15 Mayor Barraza responded the anti-donation clause is a concern when we pay employees to stay at home  
16 and not work.  
17  
18 Mayor Pro Tem Arzabal asked for clarification on anti-donation clause.  
19  
20 Mayor Barraza responded we are paying employees to work when they are not working.  
21  
22 Mayor Pro Tem Arzabal stated the state offices are closed; people are working from home. Why are we  
23 putting people in danger?  
24  
25 Mayor Barraza responded there is some staff that cannot or does not have the equipment to work from  
26 home; gave receptionist and maintenance as an example.  
27  
28 Trustee Garcia asked if she was split schedule.  
29  
30 Mayor Barraza responded they were on rotation. There are 5 people at the office right now.  
31  
32 Trustee Johnson-Burick stated people are adhering to social distancing at the plaza.  
33  
34 Mayor Barraza stated municipalities are being asked to come up with a plan on how they will be opening  
35 businesses as restrictions are lifted. These plans are to be submitted to the New Mexico Municipal  
36 League who then will forward them to Governor Lujan Grisham for review the opening of the business  
37 implementation. She reviewed her recommendation for members of a Task Force.  
38  
39 Trustee Garcia recommended Ms. McGinley who has several businesses in the town. She is a big part  
40 of Experience Mesilla along with Mr. Hernandez from Salud.  
41  
42 Mayor Barraza responded she was looking at having representation, 1 or 2, from each area; difficult to  
43 make decisions when there are too many people.

1  
2 Mayor Pro Tem Arzabal recommended Mr. Blevins. Sometimes too many different personalities can  
3 make it difficult to make decisions.  
4

5 Mayor Barraza responded she did get some plaza business owners.  
6

7 Trustee Johnson-Burick recommended Julienne.  
8

9 Mayor Barraza stated the task force will need to be opened minded.  
10

11 Trustee Johnson-Burick agreed Ms. McGinley and Mr. Shaefer should be part of the task force.  
12 Recommended looking at how the City of Las Cruces is planning to reopen up the businesses.  
13

14 Mayor Barraza stated Governor Lujan Grisham is interested to see how each municipality is planning to  
15 open businesses according to the needs of the area.  
16

17 Mayor Pro Tem Arzabal stated he feels the task force mix is a good one.  
18

- 19 c) For consideration: the appointment of a Planning, Zoning and Historical Appropriateness  
20 Commissioner to serve a two-year term. – **Nora L. Barraza, Mayor.**

21 Mayor Barraza recommended Mr. Davie Salas to serve a two-year term on the Planning, Zoning and  
22 Historical Appropriateness.  
23

24 **Motion:** To approve the appointment of a Planning, Zoning and Historical Appropriateness  
25 Commission to serve a two-year term, **Moved by Mayor Pro Tem Arzabal, Seconded by Trustee**  
26 **Garcia.**  
27

28 **Roll Call Vote:** Motion passed (**summary:** Yes =3; No=1).  
29

30 Mayor Pro Tem Arzabal Yes

31 Trustee Caro No

32 Trustee Garcia Yes

33 Trustee Johnson-Burick Yes  
34

- 35 d) For consideration: the hiring of a deputy marshal. – **Edward Lerma, Marshal/ Nora L.**  
36 **Barraza, Mayor.**

37 Mayor Barraza recommended Mr. Gilbert Garcia for deputy marshal.  
38

39 **Motion:** To approve the hiring of a deputy marshal, **Moved by Mayor Pro Tem Arzabal, Seconded**  
40 **by Trustee Garcia.**  
41

42 **Roll Call Vote:** Motion passed (**summary:** Yes =3; No=1).  
43

44 Mayor Pro Tem Arzabal Yes

Trustee Caro No

Trustee Garcia Yes

1 Trustee Johnson-Burick Yes

2  
3 Mayor Barraza indicated the position will be offered to Mr. Garcia upon receipt of his background  
4 check.

- 5  
6 e) For consideration: an agreement with Dona Ana County to allow them to serve as fiscal agent  
7 for Emergency Management funding. – **Cynthia Stoechner-Hernandez, Clerk/Treasurer.**

8 Ms. Stoechner-Hernandez stated agreement with Dona Ana County to serve as the fiscal agent for  
9 Emergency Management funding is for \$10k with a 25% match per agreement. The town does not  
10 anticipate using the total amount of the agreement. The county will not be charging an administration  
11 fee.

12  
13 **Motion:** To approve the hiring of a deputy marshal, **Moved by Mayor Pro Tem Arzabal, Seconded**  
14 **by Trustee Caro.**

15  
16 **Roll Call Vote:** Motion passed (summary: Yes =4).

17 Mayor Pro Tem Arzabal Yes

18 Trustee Caro Yes

19 Trustee Garcia Yes

20 Trustee Johnson-Burick Yes

- 21  
22 f) For consideration: establishing a Taskforce to assist in developing a plan for the re-opening  
23 businesses after the executive order is lifted. – **Nora L. Barraza, Mayor.**

24  
25 **8. BOARD OF TRUSTEE COMMITTEE REPORTS**

26  
27 **9. BOARD OF TRUSTEE/STAFF COMMENTS**

28 Trustee Johnson-Burick reiterated she would like to see Ms. McGinley on the Task Force.

29  
30 Mayor Pro Tem Arzabal reiterated that with regards to Mr. Geck's concerns, the board sought legal  
31 opinion before voting.

32  
33 Mayor Barraza thanked and congratulated Sergeant Shepan, who will be retiring on April 30<sup>th</sup>, for his  
34 dedication and commitment he provided to the Town of Mesilla. Thanked everyone for their  
35 commitment; we will get through this.

36  
37 Mr. McGillivray stated Caliber Construction which came in 10% below our estimate for the trail.

38  
39  
40 **10. ADJOURNMENT**

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

**MEETING ADJOURNED AT 8:30 P.M.**

**APPROVED THIS 11th DAY OF MAY, 2020.**

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Nora L. Barraza  
Mayor

**ATTEST:**

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Cynthia Stoechner-Hernandez  
Town Clerk/Treasurer

DRAFT

**ORDINANCE 2020-02 Chapter 18.35**

**H-R – HISTORICAL RESIDENTIAL ZONE**

Be it ordained by the Town of Mesilla that:

**Section 1:**

Sections:

- 18.35.010 Purpose.
- 18.35.020 Uses permitted.
- 18.35.030 Exterior appearance.
- 18.35.040 Development Standards

**18.35.010 Purpose.**

The purpose of this zone is to provide for the protection of those residential sections of the town that are worth preserving because of historical, cultural and aesthetic or architectural interest. All remodeling or new structures must be compatible with established architectural styles and design elements as outlined in Chapter 18.33 (Historic Preservation) MTC. [Ord. 94-06 § 1; prior code § 11-2-11.4.A]

**18.35.020 Uses permitted.**

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

Single family and multiple-family residences and related uses approved by the commission upon application and approval of a “development plan” in accordance with Sections 18.33 (Historic Preservation) and 18.35 (Historic Residential Development Standards) MTC and the Comprehensive Land Use Ordinance for the Town. [Ord. 94-06 § 1; prior code § 11-2-11.4.B]

**18.35.030 Exterior appearance.**

An application for a permit which would authorize construction, modification, moving or destruction, use or function which would affect the exterior appearance of any structure or sign must first reviewed and approved by the PZHAC for compliance with Chapter 18.33 (Historic Preservation) MTC, and receive final approval by the Board of Trustees. [Ord. 94-06 § 1; prior code § 11-2-11.4.C]

**18.35.040 Development standards.**

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

B. Population Density. When lots or parcels in the H-R zone are to be developed to single-family or multiple single-family dwellings, each lot or parcel shall have sufficient area to provide 8,000 square feet of area for each family unit to be built. The maximum number of dwellings allowed on any property shall be two providing density and parking requirements are met. A maximum of 40% impervious and 60% pervious shall be required unless otherwise noted by the development zone requirements of Chapter 18.33 (Historic Preservation) MTC.

C. New Construction. New structures and modifications to existing structures may be built in this zone providing the exterior appearance of the structure is approved by the PZHAC for compliance with Chapter 18.33 (Historic Preservation) MTC and the Comprehensive Land Use Ordinance for the Town, with final approval by the BOT. [Ord. 94-06 § 1; prior code § 11-2-11.4.D]

1. New structures on properties containing existing structures shall be architecturally similar to the principal dwelling or structure on the property and shall not exceed the height or size of the principal dwelling or structure on the property. 2. If a property is undeveloped, any new structure shall be architecturally similar to the dwellings or structures in the development zone immediately adjacent to the property and shall not exceed 15 feet including parapet, whichever is lower. The height of chimneys is to meet building code, but not be higher than 17 feet.

D. Yards. For all new buildings, front, side and rear yard must be at least seven feet.

1. Any repairs of structures that have been legally built on a property line, or new construction of fences shall require a “right-of-entry” agreement signed by all property owners of all applicable properties for construction and maintenance that is recorded in Dona Ana County records and filed with the town clerk; and

2. This document must be acquired prior to planning, zoning, and historical appropriateness commission approval; and

3. This document shall be permanent and remain with all properties regardless of ownership; and

4. In the event that a mutual agreement cannot be acquired, the applicant may:

a. Meet the required setback of seven feet,

E. Utilities. All new installations of utility lines shall be underground unless a utility service provider demonstrates the inability to provide service.

F. Flagpole Lots (existing). Lots substandard of 80’ fronts.

1. Shall be limited to only one single-family home.

2. Must meet the height requirement in section 18.35.40 C (2).

3. Must meet the size requirements in 18.35.40 (B).

## **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 11th day of May 2020.

## **TOWN OF MESILLA**

---

Nora L. Barraza, Mayor  
Town of Mesilla

**ATTEST:**

By: \_\_\_\_\_

Cynthia Stohner-Hernandez  
Town Clerk/Treasurer





**RESOLUTION NO. 2020-10**

**A RESOLUTION BY THE BOARD OF TRUSTEES REPEALING ALL RESOLUTIONS REGARDING A MORATORIUM CEASING ALL CONSTRUCTION OF NEW BUILDING IN THE HR ZONE.**

**WHEREAS**, the Board of Trustees (BOT) approved a 60-day moratorium on November 25, 2019; and

**WHEREAS**, the BOT heard public input regarding changes to the ordinance on January 27th and determined that more time was needed to resolve some of the issues encountered within the ordinance; and

**WHEREAS**, the BOT approved an extension for another 30 days on February 10, 2020; and

**WHEREAS**, the BOT and P&Z held a joint work session on February 10, 2020 and determined that more time was needed for revisions to the Historic Residential Zone code;

**WHEREAS**, the BOT approved an extension to April 20, 2020 on March 9, 2020; and

**WHEREAS**, COVID-19 pandemic interfered with the regular schedule of meetings; and

**WHEREAS**, the BOT extended the Moratorium until April 28, 2020 to consider final revisions to Mesilla Town Code Chapter 18.35.

**NOW THEREFORE IT BE RESOLVED**, by the Board of Trustees, that all resolutions pertaining to this moratorium are now repealed.

**PASSED, ADOPTED AND APPROVED** on this **11th** day of May 2020.

**TOWN OF MESILLA**

---

NORA L. BARRAZA  
MAYOR

ATTEST BY:

---

CYNTHIA STOEHNER-HERNANDEZ  
CLERK/TREASURER

<b>ROLL CALL VOTE:</b>	<b>Y/N</b>
MAYOR BARRAZA	_____
MAYOR PRO-TEM JOHNSON-BURICK	_____
TRUSTEE CARO	_____
TRUSTEE ARZABAL	_____
TRUSTEE GARCIA	_____



May 5, 2020

Rod McGillivray  
Public Works Director  
Town of Mesilla  
2231 Avenida de Mesilla

**Re: CN LC00320 | La Llorona Trail Extension**

Dear Mr. McGillivray:

The Department has reviewed the Town's bid tabulations, contract bid proposals of the three lowest bidders, and recommendation for award. The Department **concurs** with your recommendation of awarding the above-mentioned project to **Caliper Construction**.

Upon execution of the contract, the Town needs to send the Notice to Proceed (work order) to the contractor from the Town, advising him of the date to commence work.

If you have any questions, please contact, me at 575-323-4242. If there should be a need for any modifications to the plans, specifications, and/or contract documents during construction, please contact Alden Elwess, District One Construction Audit at 575-313-7835.

Sincerely,

A handwritten signature in black ink that reads "Judith Gallardo".

Judith Gallardo, P.E.  
South Region T/LPA Coordinator

XC: Trent Doolittle, P.E., District One Engineer  
Michael Smelker, P.E., South Region Design Assistant Manager  
Alden Elwess, T/LPA District Coordinator  
Jessica Hunter, P.E., District 1, T/LPA-Construction Liaison Engineer  
Joshua Abeyta, Compliance Officer

**Michelle Lujan  
Grisham**  
Governor

**Michael R. Sandoval**  
Cabinet Secretary

**Commissioners**

**Jennifer Sandoval**  
Commissioner, Vice-Chairman  
District 1

**Bruce Ellis**  
Commissioner  
District 2

**Hilma Espinoza  
Chynoweth**  
Commissioner  
District 3

**Walter G. Adams**  
Commissioner, Chairman  
District 4

**Thomas C. Taylor**  
Commissioner  
District 5

**Charles Lundstrom**  
Commissioner, Secretary  
District 6



# TOWN OF MESILLA

Public Works Department  
P.O. Box 10, Mesilla, New Mexico 88046  
Office: (575) 524-3262  
Fax: (575) 541-6327

May 5, 2020

New Mexico Department of Transportation  
Judith Gallardo, P.E.  
T/LPA South Region Coordinator  
750 North Solano Drive  
Las Cruces, NM 88001

**Subject: LC00320 La Llorona Trail Extension – Recommendation to Award**

Dear Judith,

The Town of Mesilla is respectfully requesting your review of the award recommendation prepared by Souder, Miller and Associates (SMA) for the bid opening on April 27, 2020 for the subject project. The Town of Mesilla concurs with this recommendation and would like to proceed with this awarding the contract to Caliper Construction.

If you have any questions or require additional information, please do not hesitate to contact me at 575-524-3262

Sincerely,

A handwritten signature in blue ink, appearing to read "Rod McGillivray".

Rod McGillivray  
Public Works Director



May 6, 2020

Rod McGillivray  
Public Works Director  
Town of Mesilla  
2231 Avenida de Mesilla  
Mesilla, NM 88046

Re: La Llorona Trail Extension  
PCN: LC00320  
Award Recommendation

Dear Mr. McGillivray:

On April 27, 2020 bids for the above referenced project were received at 2:00 pm at the Town of Mesilla, and then opened via Microsoft Teams Web Meeting at 3:00 PM. Three (3) bids were received as shown below:

- Caliper Construction, Inc. \$ 396,777.50
- Diamond Construction Inc. \$ 477,714.63
- Smith & Aguirre Construction \$ 518,267.83

The bid amounts as shown do not include New Mexico Gross Receipts Tax. All bid submittals were checked and verified for completeness and accuracy (Checklist attached).

**The following items were noted in the Bid Schedule:**

- 1) Caliper Construction had a minor mistake in the Bid Schedule/Form with Item No. 603100 – temporary Soil Stabilant. The Unit Cost at \$1,000.00 at 3.24 Acres should have totaled \$3,240.00. They instead showed a total Price of \$5,000.00. However, the Project Total amount of \$396,777.50 was the correct Project Total using the Unit Cost of \$1,000.00. Caliper Construction’s submittals were complete.
- 2) Diamond Construction’s Bid Schedule/Form and submittals were correct and complete.
- 3) Smith & Aguirre Construction’s Bid Schedule was correct. However, they failed to submit the Campaign Contribution Disclosure Form or the Disclosure of Lobbying Activities making this bid Non-Responsive.
  - Following the requirements of the T/LPA Section 100’s, Section 102.5.1 Mandatory Rejection of Bids, Item 4 – “A Bidder omits any portion of the Required Documents for Bid Submittal when submitting its Bid. It is the recommendation to reject the bid submitted by Smith & Aguirre Construction.

**Souder, Miller & Associates recommends that the City award the above referenced project to Caliper Construction Inc., in the amount of \$396,777.50 (excluding Gross Receipts Tax).** If you have any questions, please feel free to call me at 575-647-0799.

Sincerely,  
MILLER ENGINEERS, INC. D/B/A  
SOUDER, MILLER & ASSOCIATES

Alonzo L. Martinez, P.E.  
Project Engineer

Attachments: Certified Bid Tabulation, Bid Submittal Checklist



May 6, 2020

Rod McGillivray  
Public Works Director  
Town of Mesilla  
2231 Avenida de Mesilla  
Mesilla, NM 88046

Re: La Llorona Trail Extension  
PCN: LC00320  
Award Recommendation

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**The following items were noted in the Bid Schedule:**

- 1) Caliper Construction had a minor mistake in the Bid Schedule/Form with Item No. 603100 – temporary Soil Stabilant. The Unit Cost at \$1,000.00 at 3.24 Acres should have totaled \$3,240.00. They instead showed a total Price of \$5,000.00. However, the Project Total amount of \$396,777.50 was the correct Project Total using the Unit Cost of \$1,000.00. Caliper Construction’s submittals were complete.
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Sincerely,  
MILLER ENGINEERS, INC. D/B/A  
SOUDER, MILLER & ASSOCIATES

Alonzo L. Martinez, P.E.  
Project Engineer

Attachments: Certified Bid Tabulation, Bid Submittal Checklist

La Llorona Trail Extension  
 Bid Tabulation  
 Town of Mesilla  
 Mesilla, New Mexico  
 Bid Opening: April 27, 2020

CERTIFIED BID TABULATION  
 LA LLORONA TRAIL EXTENSION PCN LC00320

ITEM NO.	ITEM DESCRIPTION	UNIT	QTY.	ENGINEER'S ESTIMATE			CALLIPER CONSTRUCTION, INC.			DIAMOND CONSTRUCTION, INC.			SMITH & AGUIRRE CONSTRUCTION		
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	UNIT PRICE	TOTAL PRICE	
201000	CLEARING AND GRUBBING	L.S.	1.00	7,500.00	7,500.00	3,130.00	3,130.00	10,000.00	10,000.00	2,000.00	2,000.00	2,000.00	2,000.00		
203000	UNCLASSIFIED EXCAVATION	CU.YD.	1730.00	12.00	20,760.00	12.50	21,625.00	21.00	36,330.00	18.12	31,347.60	31,347.60	31,347.60		
207000	SUBGRADE PREPARATION	SO.YD.	8600.00	2.50	21,500.00	3.50	30,100.00	5.00	43,000.00	7.28	62,608.00	62,608.00	62,608.00		
303000	BASE COURSE	TON	1650.00	26.00	42,900.00	40.70	67,155.00	55.00	90,750.00	48.21	79,546.50	79,546.50	79,546.50		
408100	PRIME COAT MATERIAL	TON	1.00	550.00	550.00	7,160.00	7,160.00	3,000.00	3,000.00	1,164.23	1,164.23	1,164.23			
417000	MISCELLANEOUS PAVING	SO.YD.	6970.00	19.00	132,430.00	14.84	103,434.80	16.00	111,520.00	13.58	94,652.60	94,652.60			
515000	REINFORCED CONCRETE FOR MINOR STRUCTURES	CU.YD.	5.00	450.00	2,250.00	1,000.00	5,000.00	1,211.00	6,055.00	1,242.50	6,212.50	6,212.50			
570036	36" CULVERT PIPE	LIN.FT.	22.00	180.00	3,960.00	140.00	3,080.00	260.00	5,720.00	174.19	3,832.18	3,832.18			
601000	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	L.S.	1.00	4,200.00	4,200.00	3,040.00	3,040.00	1,000.00	1,000.00	3,341.16	3,341.16				
601110	REMOVAL OF SURFACING	SO.YD.	300.00	15.00	4,500.00	17.15	5,145.00	5.00	1,500.00	8.63	2,589.00	2,589.00			
603100	TEMPORARY SOIL STABILANT	ACRE	3.24	1,500.00	4,860.00	1,000.00	3,240.00	1,000.00	3,240.00	950.19	3,078.62	3,078.62			
603281	SWPPP PLAN PREPARATION AND MAINTENANCE	L.S.	1.00	4,500.00	4,500.00	4,580.00	4,580.00	5,000.00	5,000.00	5,000.00	5,000.00				
607079	PEDESTRIAN/BICYCLE RAILING	LIN.FT.	147.00	140.00	20,580.00	44.10	6,482.70	68.00	9,996.00	115.43	16,968.21	16,968.21			
608004	CONCRETE SIDEWALK 4"	SO.YD.	15.00	200.00	3,000.00	325.00	4,875.00	69.50	1,042.50	438.94	6,584.10	6,584.10			
613000	CLEANING CULVERTS AND DRAINAGE STRUCTURES	L.S.	1.00	5,000.00	5,000.00	2,870.00	2,870.00	22,440.00	22,440.00	5,611.59	5,611.59				
618000	TRAFFIC CONTROL MANAGEMENT	L.S.	1.00	42,000.00	42,000.00	45,634.00	45,634.00	14,000.00	14,000.00	30,000.00	30,000.00				
621000	MOBILIZATION	L.S.	1.00	29,000.00	29,000.00	10,700.00	10,700.00	15,000.00	15,000.00	50,000.00	50,000.00				
632000	CLASS A SEEDING	ACRE	1.62	7,500.00	12,150.00	11,300.00	11,300.00	28,724.40	28,724.40	32,517.64	32,517.64				
667110	MAIL BOX INSTALLATION-SINGLE	EACH	7.00	700.00	4,900.00	320.00	2,240.00	400.00	2,800.00	394.42	2,760.54	2,760.54			
667130	MAIL BOX INSTALLATION-MULTIPLE	EACH	1.00	1,200.00	1,200.00	725.00	725.00	800.00	800.00	594.67	594.67				
701000	PANEL SIGNS	SO.FT.	50.00	26.00	1,300.00	22.00	1,100.00	45.00	2,250.00	21.24	1,062.00	1,062.00			
701030	REMOVE AND RESET PANEL SIGN	EACH	8.00	170.00	1,360.00	190.00	1,520.00	200.00	1,600.00	182.04	1,456.52	1,456.52			
701100	STEEL POST AND BASE POST FOR ALUMINUM PANEL SIGNS	LIN.FT.	90.00	12.00	1,080.00	10.00	900.00	27.00	2,430.00	9.71	873.90	873.90			
702810	TRAFFIC CONTROL DEVICES FOR CONSTRUCTION	L.S.	1.00	35,000.00	35,000.00	32,375.00	32,375.00	25,000.00	25,000.00	31,190.09	31,190.09				
703002	OBJECT MARKER TYPE 2	EACH	6.00	55.00	330.00	65.00	390.00	85.20	511.20	91.03	546.18	546.18			
703003	OBJECT MARKER TYPE 3	EACH	6.00	110.00	660.00	140.00	840.00	228.00	1,368.00	133.50	801.00	801.00			
704704	HOT THERMOPLASTIC PAVEMENT MARKINGS 24"	LIN.FT.	90.00	30.00	2,700.00	20.00	1,800.00	52.60	4,734.00	18.64	1,677.60	1,677.60			
704728	HOT THERMOPLASTIC PAVEMENT MARKING YIELD LINE	LIN.FT.	20.00	25.00	500.00	16.00	320.00	54.72	1,094.40	15.48	309.60	309.60			
801000	CONSTRUCTION STAKING BY THE CONTRACTOR	L.S.	1.00	10,000.00	10,000.00	6,300.00	6,300.00	5,000.00	5,000.00	12,136.22	12,136.22				
802000	POST CONSTRUCTION PLANS	L.S.	1.00	4,900.00	4,900.00	2,710.00	2,710.00	4,000.00	4,000.00	7,644.45	7,644.45				
					<b>PROJECT TOTAL (W/O GRT) \$</b>	<b>425,570.00</b>	<b>396,777.50</b>	<b>477,714.63</b>	<b>518,267.83</b>						

Calpor Construction had an error on Item No. 603100 Temporary Soil Stabilant. Their Unit Cost AT \$1,000.00 at 3.24 acres should have totaled \$3,240.00. (Shown in this Bid Tab)  
 Their Total Price submitted was \$5,000.00. However, their Project Total of \$396,777.50 was correct using \$3,240 as shown in this Bid Tab.  
 This did not affect the outcome of the bid.

Digitally signed by  
 Alonzo Martinez  
 Date: 2020.05.05  
 09:23:31-06'00'

These tabulations are correct to the best of my knowledge:

Alonzo L. Martinez, P.E. No. 24647

Date:



**La Llorona Trail Extension  
 Bid Submittal Checklist**  
 Town of Mesilla  
 Mesilla, New Mexico  
 Bid Opening: April 27, 2020

<b>Bid Submittal Checklist</b>		Caliper Const.	Diamond Const.	Smith & Aguirre	COMMENT
PROJECT: CN LC00320 La Llorona Trail Extension		SUBMITTED	SUBMITTED	SUBMITTED	
BID DATE & TIME: April 27, 2020 3:00 p.m.					
REQUIRED SUBMITTALS					
AFFIDAVIT OF BIDDER		X	X	X	
BID GUARANTY		X	X	X	
BID BOND		X	X	X	
BIDDERS'S LIST OF QUOTERS FOR DBE PROGRAM		X	X	X	
NON-DEBARMENT CERTIFICATION		X	X	X	
PAY EQUITY ACKNOWLEDGEMNET (EXECUTIVE ORDER 2009-049)		X	X	X	
BID FORM/SCHEDULE		X	X	X	
STATEMENT OF BIDDERS QUALIFICATIONS		X	X	X	
CAMPAIGN CONTRIBUTION DISCLOSURE FORM		X	X	*	Not submitted
DISCLOSURE OF LOBBYING ACTIVITIES		X	X	*	Not submitted
SUBCONTRACTOR LIST		X	X	X	
ADDENDUMS 1 THRU 3		X	X	X	
SUBMITTED BID AMOUNT		\$396,777.50	\$477,714.63	\$518,267.84	See the Certified Bid Tabulation for comments

Smith & Aguirre Construction Co. did not submit the Campaign Contribution Disclosure Form or the Disclosure of Lobbying Activities form.

  
 Digitally signed by Alonzo Martinez  
 Date: 2020.05.05 09:23:51-06'00'

Alonzo L. Martinez, P. E. 24647 \_\_\_\_\_ Date: \_\_\_\_\_





La Llorona Trail Extension  
 Bid Tabulation  
 Town of Mesilla  
 Mesilla, New Mexico  
 Bid Opening: April 27, 2020

CERTIFIED BID TABULATION		ENGINEER'S ESTIMATE		CALIPER CONSTRUCTION, INC.		DIAMOND CONSTRUCTION, INC.		SMITH & AGUIRE CONSTRUCTION	
ITEM NO.	ITEM DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
201000	CLEARING AND GRUBBING	L.S.	1.00	7,500.00	7,500.00	3,130.00	3,130.00	10,000.00	10,000.00
203000	UNCLASSIFIED EXCAVATION	CU.YD.	1730.00	12.00	20,760.00	12.50	21,625.00	21.00	36,330.00
207000	SUBGRADE PREPARATION	SO.YD.	8600.00	2.50	21,500.00	3.50	30,100.00	5.00	43,000.00
303000	BASE COURSE	TON	1650.00	26.00	42,900.00	40.70	67,155.00	55.00	90,750.00
408100	PRIME COAT MATERIAL	TON	1.00	550.00	550.00	7,160.00	7,160.00	3,000.00	3,000.00
417000	MISCELLANEOUS PAVING	SO.YD.	6970.00	19.00	132,430.00	14.84	103,434.80	16.00	111,520.00
515000	REINFORCED CONCRETE FOR MINOR STRUCTURES	CU.YD.	5.00	450.00	2,250.00	1,000.00	5,000.00	1,211.00	6,055.00
570036	36" CULVERT PIPE	LIN.FT.	22.00	180.00	3,960.00	140.00	3,080.00	260.00	5,720.00
601000	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	L.S.	1.00	4,200.00	4,200.00	3,040.00	3,040.00	1,000.00	1,000.00
601110	REMOVAL OF SURFACING	SO.YD.	300.00	15.00	4,500.00	17.15	5,145.00	5.00	1,500.00
603100	TEMPORARY SOIL STABILANT	ACRE	3.24	1,500.00	4,860.00	1,000.00	3,240.00	1,000.00	3,240.00
603281	SWPPP PLAN PREPARATION AND MAINTENANCE	L.S.	1.00	4,500.00	4,500.00	4,580.00	4,580.00	5,000.00	5,000.00
607079	PEDESTRIAN/BICYCLE RAILING	LIN.FT.	147.00	140.00	20,580.00	44.10	6,482.70	68.00	9,996.00
608004	CONCRETE SIDEWALK 4"	SO.YD.	15.00	200.00	3,000.00	325.00	4,875.00	69.50	1,042.50
613000	CLEANING CULVERTS AND DRAINAGE STRUCTURES	L.S.	1.00	5,000.00	5,000.00	2,870.00	2,870.00	22,440.00	22,440.00
618000	TRAFFIC CONTROL MANAGEMENT	L.S.	1.00	42,000.00	42,000.00	45,634.00	45,634.00	14,000.00	14,000.00
621000	MOBILIZATION	L.S.	1.00	29,000.00	29,000.00	10,700.00	10,700.00	15,000.00	15,000.00
632000	CLASS A SEEDING	ACRE	1.63	7,500.00	12,150.00	11,300.00	18,306.00	28,724.40	46,533.53
667110	MAIL BOX INSTALLATION-SINGLE	EACH	7.00	700.00	4,900.00	320.00	2,240.00	400.00	2,800.00
667130	MAIL BOX INSTALLATION-MULTIPLE	EACH	1.00	1,200.00	1,200.00	725.00	725.00	800.00	800.00
701000	PANEL SIGNS	SO.FT.	50.00	26.00	1,300.00	22.00	1,100.00	45.00	2,250.00
701030	REMOVE AND RESET PANEL SIGN	EACH	8.00	170.00	1,360.00	190.00	1,520.00	200.00	1,600.00
701100	STEEL POST AND BASE POST FOR ALUMINUM PANEL SIGNS	LIN.FT.	90.00	12.00	1,080.00	10.00	900.00	27.00	2,430.00
702810	TRAFFIC CONTROL DEVICES FOR CONSTRUCTION	L.S.	1.00	35,000.00	35,000.00	32,375.00	32,375.00	25,000.00	25,000.00
703002	OBJECT MARKER TYPE 2	EACH	6.00	55.00	330.00	65.00	390.00	85.20	511.20
703003	OBJECT MARKER TYPE 3	EACH	6.00	110.00	660.00	140.00	840.00	228.00	1,368.00
704704	HOT THERMOPLASTIC PAVEMENT MARKINGS 24"	LIN.FT.	90.00	30.00	2,700.00	20.00	1,800.00	52.60	4,734.00
704728	HOT THERMOPLASTIC PAVEMENT MARKING YIELD LINE	LIN.FT.	20.00	25.00	500.00	16.00	320.00	54.72	1,094.40
801000	CONSTRUCTION STAKING BY THE CONTRACTOR	L.S.	1.00	10,000.00	10,000.00	6,300.00	6,300.00	5,000.00	5,000.00
802000	POST CONSTRUCTION PLANS	L.S.	1.00	4,900.00	4,900.00	2,710.00	2,710.00	4,000.00	4,000.00
				<b>PROJECT TOTAL (W/O GRT)</b>	<b>\$ 425,570.00</b>	<b>\$ 396,777.50</b>	<b>\$ 477,714.63</b>	<b>\$ 7,644.45</b>	<b>\$ 518,267.83</b>

Caliper Construction had an error on Item No. 603100 Temporary Soil Substant. Their Unit Cost AT \$1,000.00 at 3.24 acres should have totaled \$3,240.00. (Shown in this Bid Tab)  
 Their Total Price submitted was \$5,000.00. However, their Project Total of \$396,777.50 was correct using \$3,240 as shown in this Bid Tab.

This did not affect the outcome of the bid.

Digitally signed by  
 Alonzo Martinez  
 Date: 2020.05.05  
 09:23:31-06'00'

*Alonzo Martinez*

These tabulations are correct to the best of my knowledge:

Alonzo L. Martinez, P.E. No. 24647 Date:



**La Llorona Trail Extension  
Bid Submittal Checklist**  
Town of Mesilla  
Mesilla, New Mexico  
Bid Opening: April 27, 2020

<b>Bid Submittal Checklist</b>		Caliper Const.	Diamond Const.	Smith & Aguirre	COMMENT
PROJECT: CN LC00320 La Llorona Trail Extension		SUBMITTED	SUBMITTED	SUBMITTED	
BID DATE & TIME: April 27, 2020 3:00 p.m.					
REQUIRED SUBMITTALS					
AFFIDAVIT OF BIDDER		X	X	X	
BID GUARANTY		X	X	X	
BID BOND		X	X	X	
BIDDERS'S LIST OF QUOTERS FOR DBE PROGRAM		X	X	X	
NON-DEBARMENT CERTIFICATION		X	X	X	
PAY EQUITY ACKNOWLEDGEMNET (EXECUTIVE ORDER 2009-049)		X	X	X	
BID FORM/SCHEDULE		X	X	X	
STATEMENT OF BIDDERS QUALIFICATIONS		X	X	X	
CAMPAIGN CONTRIBUTION DISCLOSURE FORM		X	X	*	Not submitted
DISCLOSURE OF LOBBYING ACTIVITIES		X	X	*	Not submitted
SUBCONTRACTOR LIST		X	X	X	
ADDENDUMS 1 THRU 3		X	X	X	
SUBMITTED BID AMOUNT		\$396,777.50	\$477,714.63	\$518,267.84	See the Certified Bid Tabulation for comments

Smith & Aguirre Construction Co. did not submit the Campaign Contribution Disclosure Form or the Disclosure of Lobbying Activities form.

  
 Digitally signed by Alonzo Martinez  
 Date: 2020.05.05 09:23:51-06'00'

Alonzo L. Martinez, P. E. 24647 \_\_\_\_\_ Date: \_\_\_\_\_



**Souder, Miller & Associates**  
Engineering ♦ Environmental ♦ Geomatics

## BOARD ACTION FORM

### ITEM:

Select Engineering firms from RFP – General Engineering RFP dated April 9, 2020. This Board Action Form will serve as authorization for the selection committee to award / select two of the engineering firms that submitted proposals.

### BACKGROUND:

An RFP for General Engineering was posted and advertised on March 9, 2020. The RFP closed on April 30, 2020. A total of six proposals were received. The selection committee is scoring the proposals and making recommendations for award.

### SUPPORTING INFORMATION:

Town of Mesilla RFP – General Engineering dated March 9, 2020

### BOT OPTIONS:

1. Approve the application.
2. Modify the application with conditions.
3. Reject the application.

Mesilla plaza lighting project

LYNCO ELECTRIC CO. INC.  
1520 WEST AMADOR  
LAS CRUCES, NM 88005  
1-575-523-9066

April 29,2020

Town of Mesilla  
2231 Avenida de Mesilla  
P.O. Box 10  
Mesilla, NM 88046

Attn: Mr. Rod McGillivray

Listed below is our clarification to the proposal for the Mesilla Historical Plaza Lighting Improvement Project of March 9,2020. This is a Guaranteed Maximum Price (GMP) based on the scope of work defined below. This pricing includes the items listed below :

- \*\* Engineered drawings.
- \*\* CID review.
- \*\* CID permitting and inspections.

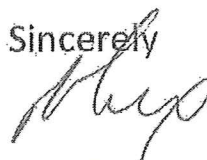
- \*\* Replacing 17 poles and fixture heads. The color will be the same as the existing poles in the middle of the Plaza.
- \*\* Replace the one fixture head in the Northwest area so that the color matches the other ones.
- \*\* Modifying the existing concrete light pole bases as needed.
- \*\* Installing weatherproof GFI receptacles at each pole.
- \*\* Replacing the wiring to the light poles.
- \*\* Installing new wiring for the new receptacles (2 poles per circuit)
- \*\* Reconfiguring the existing power panel for the modified loads.
- \*\* Installing new circuit breakers for the receptacles.
- \*\* Removing the old poles and fixtures.
- \*\* Delivering the old poles and fixtures to the Town of Mesilla yard.
- \*\* Remove and reinstall the signs that are on the existing poles.

Please note that this is based on being able to pull the new conductors in the existing conduits to each pole.

The cost for this work would be \$92,291.00 plus \$7,556.32 tax.

Attached is the cost breakdown per the CES Contract #18-02B-C104-678. Please let me know if you have any questions.

Sincerely



Raylyn Wilcox

**UNIT BID**

**JOB PHASE: Miscellaneous**

<b>JOB PHASE</b>
------------------

ADJUST COST: %   
 TOTAL EXCOST: \$ 92,291

ADJUST HRS: %   
 TOTAL EXHRS:

ID#	DESCRIPTION	QTY	COST	EXCOST	HRS	EXHRS
	OLD MESILLA LIGHTING PERIMETER					
	CES CONTRACT #18-02B-C104-678					
	REGION 8					
	LIGHT POLES AND FIXTURES	17	\$2,622.00	\$44,574		
	WITH OPENING FOR GFI RECEPTACLE					
	SPECIALTY ITEM					
	GFI WEATHERPROOF RECEPTACLES	17	\$22.09	\$376		
	IN USE METAL COVERS	17	\$17.30	\$294		
	20A-1P BREAKERS	9	\$17.88	\$161		
	PULLSOAP	3	\$16.00	\$48		
	#10 THHN COPPER WIRE	2378	\$0.18	\$428		
	#10 THHN COPPER GROUND	1189	\$0.18	\$214		
	#8 THHN COPPER WIRE	4426	\$0.28	\$1,239		
	#12 THHN COPPER WIRE	1360	\$0.12	\$163		
	JOINTS IN POLES	51	\$1.05	\$54		
	LIGHT FIXTURE HEAD ONLY	1	\$704.00	\$704		
	ALTERNATIVE METHODS OF	1	\$9,651.00	\$9,651		
	COSTING OF MATERIALS - 20%					
	DISCOUNTS OFFERED OFF	-1	\$482.55	(\$483)		
	ALTERNATIVE COSTING METHODS					
	LESS 1%					
	SERVICE TRUCK PER DAY ZONE 8	23	\$51.00	\$1,173		
	BUCKET TRUCK PER DAY ZONE 8	14	\$151.00	\$2,114		
	ELECTRICIAN MANHOURL	422	\$67.97	\$28,683		
	PRICING ZONE 8					
	ENGINEERING	1	\$2,785.00	\$2,785		
	CID REVIEW / PERMITTING	1	\$113.00	\$113		





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## MEMORANDUM

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

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

**SUBJECT: ACTIVITY REPORT – APRIL 2020**

**DATE: MAY 4, 2020**

### PZHAC BUSINESS APRIL 2020

#### Items presented to the PZHAC

#### PZHAC WORK SESSION ITEMS:

1. Submitted by Jessie L. Herrera; a request to discuss plans to construct an addition to a dwelling at 2929 Calle de Guadalupe. (Permit 061020). Zoned: Residential Agricultural (RA)
2. Submitted by Nia Rucker; a request to discuss plans to replace windows on a dwelling at 1922 Calle de Cura. (Permit 061021) Zoned: Historical Residential (HR)

#### ADMINISTRATIVE APPROVAL

##### Zoning Permits

1. **Case 061013** – 2235 Avenida de Mesilla, submitted by Kristin Reardon; a request for a zoning permit to repair and repaint damaged stucco on an adobe dwelling at this address. Zoned: Historical Commercial (HC)
2. **Case 061014** – 1901 Calle de Correo, submitted by Brittany Bloch for Black Rat Tattoo; a request for a zoning permit to allow the installation of underground electrical service to a commercial structure at this address. Zoned: Historical Commercial (HC)
3. **Case 061015** – 1401 West Boutz Road, submitted by Lori and Xavier Jurado; a request for a zoning permit to allow the installation of a 6-foot high rock wall and landscaping on a residential property at this address. Zoned: Historical Residential (HR)
4. **Case 061018** – 2557 Calle de Parian, submitted by Andrea Bryan; a request for a zoning permit to allow the installation of photovoltaic cells on the roof of a dwelling at this address. Zoned: Historical Residential (HR)
5. **Case 061019** – 2280 Calle Principal, submitted by Anthony Radke for San Albino Church; a request for a zoning permit to allow the restriping of a parking lot at this address as part of a Boy Scout Eagle project. Zoned: Historical Commercial (HC)
6. **Case 061022** – 1948 Calle de Santiago, submitted by Lori S. Dahlstrom for “Silver Assets”; a request for a zoning permit to repair and repaint the stucco on a commercial structure at this address. Zoned: Historical Commercial (HC)

#### PZHAC DECISION ITEMS:

##### Zoning Permits:

1. **Case 061017** – 1940 Calle Pacana, submitted by Henry Newman and Lisa Belvito, a request for a zoning permit to construct an inground swim spa behind a dwelling that is under construction at this address. Zoned: Historic Residential (HR).
2. **Case 061020** – 2929 Calle de Guadalupe, submitted by Jessie L. Herrera; a request to for a zoning permit to allow an addition to a dwelling at this address. Zoned: Residential Agricultural (RA) (**Case heard during Work Session**)

3. **Case 061021** - 1922 Calle de Cura, submitted by Nia Rucker; a request for a zoning permit to replace windows on a dwelling at this address. Zoned: Historical Residential (HR) **(Case heard during Work Session)**
4. **Case 061024** – 2000 Calle de Parian, submitted by Julienne Hadfield; a request for a zoning permit to renovate the second floor of a commercial building at this address to include an office and a short-term rental unit. Zoned: Historical Commercial (HR)

#### **Sign Permit**

1. **Case 061023**– 2488 Calle de Guadalupe, submitted by Joseph Foster for “Psychology Consulting Options”; a request for a sign permit to allow two wall signs having a total of twelve square feet for a therapist practice at this address. Zoned: Historical Commercial (HC)

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

***Town of Mesilla Assessor's Report  
MARCH 2020***

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
061025	04-00318	3/4/20	Kerry Carman (Co-Lab Artisans Loft)	250.00		SIGN	2601-3 Calle de Santiago	4 square foot double sided hanging sign
061026	04-00411	3/4/20	Martin Serna/Serna Construction	5,000.00	100.00	MI	2795 Calle del Sur	Build a rock and wood wall around the property at this address.
061027	04-00498	3/12/20	Paul Barraza/self	1,050.00	60.00	MI	2649 Calle del Sur	Repair and restucco a parapet on a dwelling at this address
061028	04-00572	3/9/20	Gerard Nevarez	100.00	0.00	MI	2305 Calle de Colon	6 foot by 8 foot decorative panel in rear yard
061030	04-01146	3/5/20	Gabriel Quintana/Serna Construction	10,500.00	160.00	MI	2149 Calle de Los Huertos	Construct a rock wall around a residential property at this address.
061032	04-00572	3/9/20	Gerard Nevarez/Patrick Vigil	20,000	40.50	ADN	2305 Calle de Colon	Enclose an existing patio and build a new patio
061033	04-00628	3/13/20	Steven Cadena/self	3,000.00	80.00	MI	2230 Calle del Sur	Construct a rock wall and a stucco wall on the property at this address
061034	04-00628	3/13/20	Steven Cadena/self	2,000.00	13.50	AND	2230 Calle del Sur	Construct a porch around a dwelling at this address

# Community Projects Report

Project	Description
Current Contact information	Dorothy Sellers Email: <a href="mailto:DorothyS@mesillanm.gov">DorothyS@mesillanm.gov</a> Work: 575-524-3262 Cell:575-571-3890
Census Day in Mesilla	Census day in Mesilla was cancelled. I have continued to work with Census teams to step up online presence. Spreading news through social media, website, and mailed flyers.
Social Media	Keep social media up to date with things happening in Mesilla.
Cinco de Mayo	Majority of vendors selected the option to carry funds forward to next available fiesta. Most people were completely understanding and look forward to when traditions can be continued.
Summer Rec Program	Program may need to be adjusted to accommodate current situation. Looking at a later start date. Applied for this years grant and still await award results. I have applications to fill the lead/supervisors for the program. Waiting 2 more weeks before conducting interviews.
Mercado	Mercado is currently closed until further notice. Vendors have been notified and Marshal Dept is assisting in ensuring no one is setting up on Fridays and Sundays.
Clean & Beautiful Grant	Work continues on Community Center park to comply with the FY20 grant received.  Application for next years grant (FY21) has been submitted. The items applied for are more tables, benches and grills for the parks. Trash and recycle receptacles for parks. Information signs for Town Hall, Plaza, Public Parking and 3 parks. In addition, pollinator plants were applied for to support our environment and keep pollinator population up. Two bike stations were applied for to encourage bike riders who will then lessen the carbon footprint for Mesilla and help the environment. Lastly, applied for materials to be used at fiestas for an end littering, please recycle campaign.

<p>NM Tourism Grant</p>	<p>The media push of our video and banner has been paused and will resume when it is responsible to do so.</p> <p>Application window for next years grant has been extended to better evaluate the needs and availability of funds and will be applied for again. Looking at budgets and adjusting for the current situation plan to apply for money to assist with a billboard located near Belen, NM.</p>
<p>2020 Summer Series</p>	<p>As of now, Summer Series is still moving forward. All bands have been booked for this years summer series. KW Sounds will provide the sound for these events. Beer garden will continue this year. Experience will provide a list of businesses that shall participate in May. Looking for ways to encourage social distancing during these events.</p>
<p>Covid-19</p>	<p>Have been updating the website with valid Covid-19 information as well as providing PSA for the public via social media and website. Have also participating daily on the Joint Information Center calls providing information relevant to Covid-19 and Mesilla so it can be pushed out to the public.</p>
<p>4<sup>th</sup> of July</p>	<p>Talent has been booked for the 4<sup>th</sup> of July. Reaching out to Planet Fireworks to ensure we can partner once more on display.</p>



# MEMORANDUM

**To:** Mayor and Trustees

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

**RE:** Monthly Finance Report

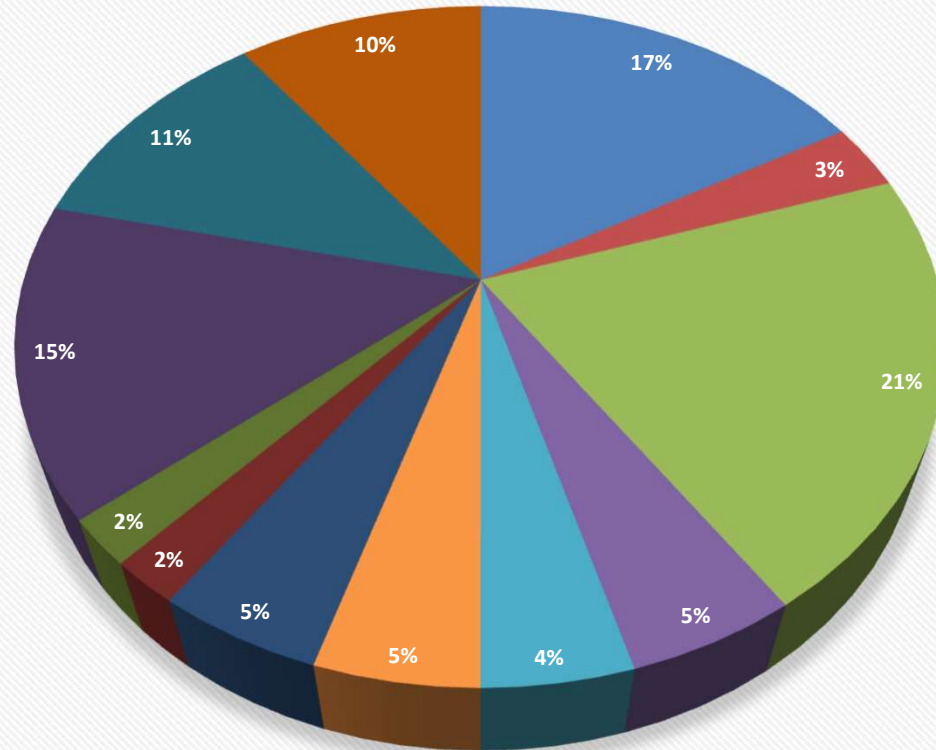
Listed below is a review of department and fund expenditures for: APRIL

General Fund should be at: 75.00% spending

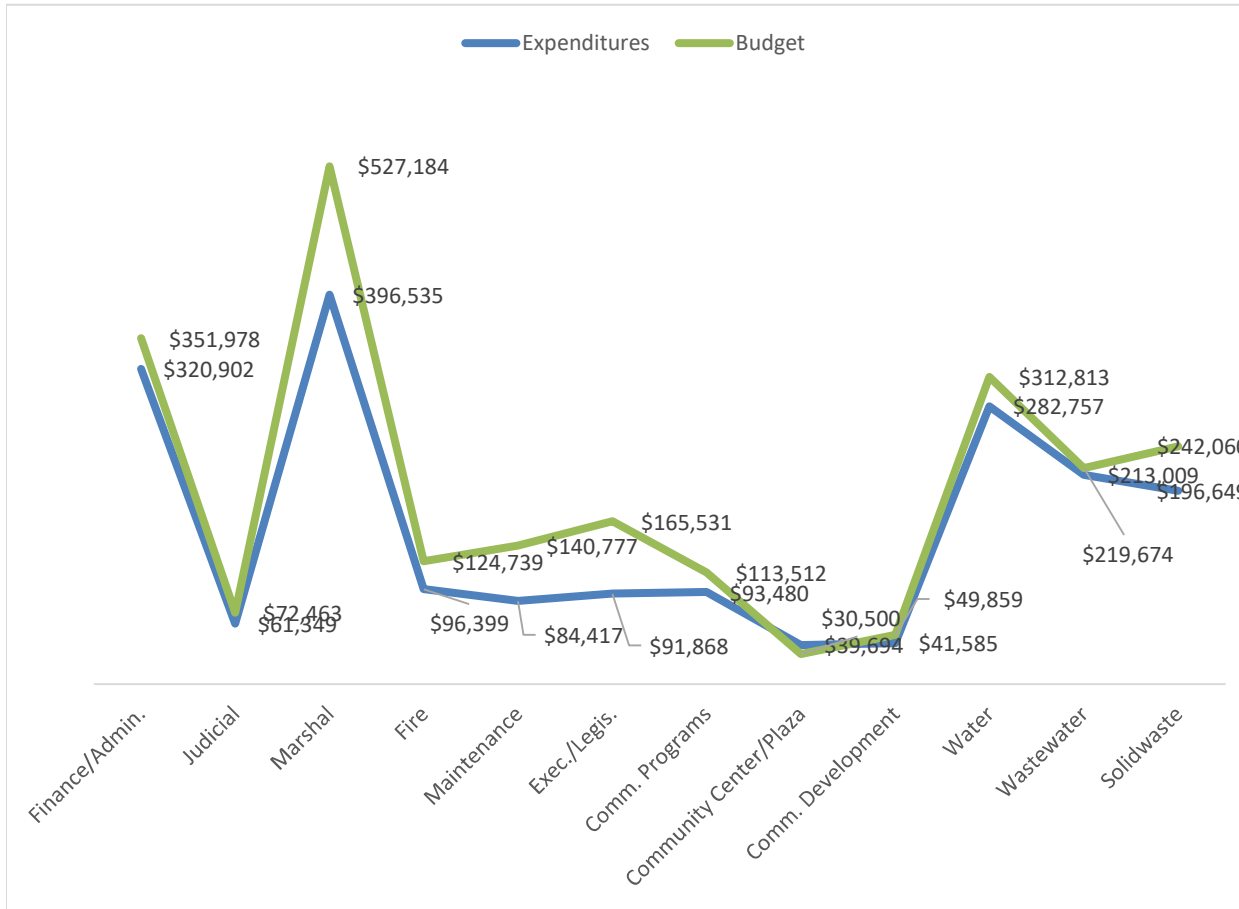
**PER THE MAYOR'S DIRECTION - BUDGETS HAVE BEEN FROZEN WITH THE EXCEPTION OF EMERGENCY EXPENDITURES**

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	91.17%	\$320,902	100.00%	-8.83%	\$ 351,978
Judicial	84.66%	\$61,349	100.00%	-15.34%	\$ 72,463
Marshal	75.22%	\$396,535	100.00%	-24.78%	\$ 527,184
Fire	77.28%	\$96,399	100.00%	-22.72%	\$ 124,739
Maintenance	59.96%	\$84,417	100.00%	-40.04%	\$ 140,777
Exec./Legis.	55.50%	\$91,868	100.00%	-44.50%	\$ 165,531
Comm. Programs	82.35%	\$93,480	100.00%	-17.65%	\$ 113,512
Community Center/Plaza	130.14%	\$39,694	100.00%	30.14%	\$ 30,500
Comm. Development	83.41%	\$41,585	100.00%	-16.59%	\$ 49,859
<b>General Fund</b>	<b>77.78%</b>	<b>\$1,226,228</b>	<b>100.00%</b>	<b>-22.22%</b>	<b>\$ 1,576,543</b>
Water	90.39%	\$282,757	100.00%	-9.61%	\$ 312,813
Wastewater	96.97%	\$213,009	100.00%	-3.03%	\$ 219,674
Solidwaste	81.24%	\$196,649	100.00%	-18.76%	\$ 242,060
<b>Enterprise Fund</b>	<b>83.57%</b>	<b>\$692,416</b>	<b>100.00%</b>	<b>-16.43%</b>	<b>\$ 828,547</b>

# EXPENDITURES



## EXPENDITURES VS BUDGET



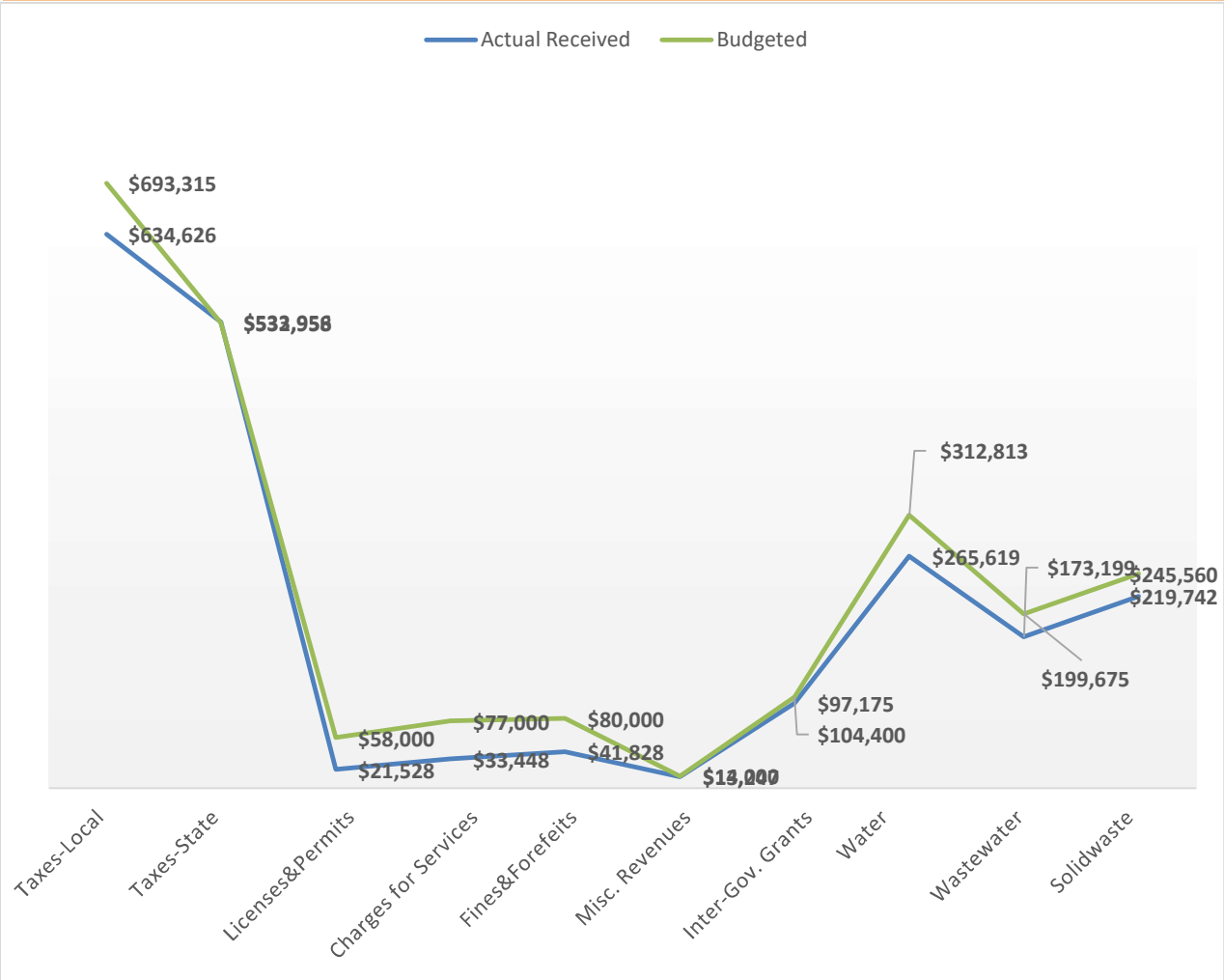
Please request the INCODE report for detail revenues and expenses by fund.



## REVENUE

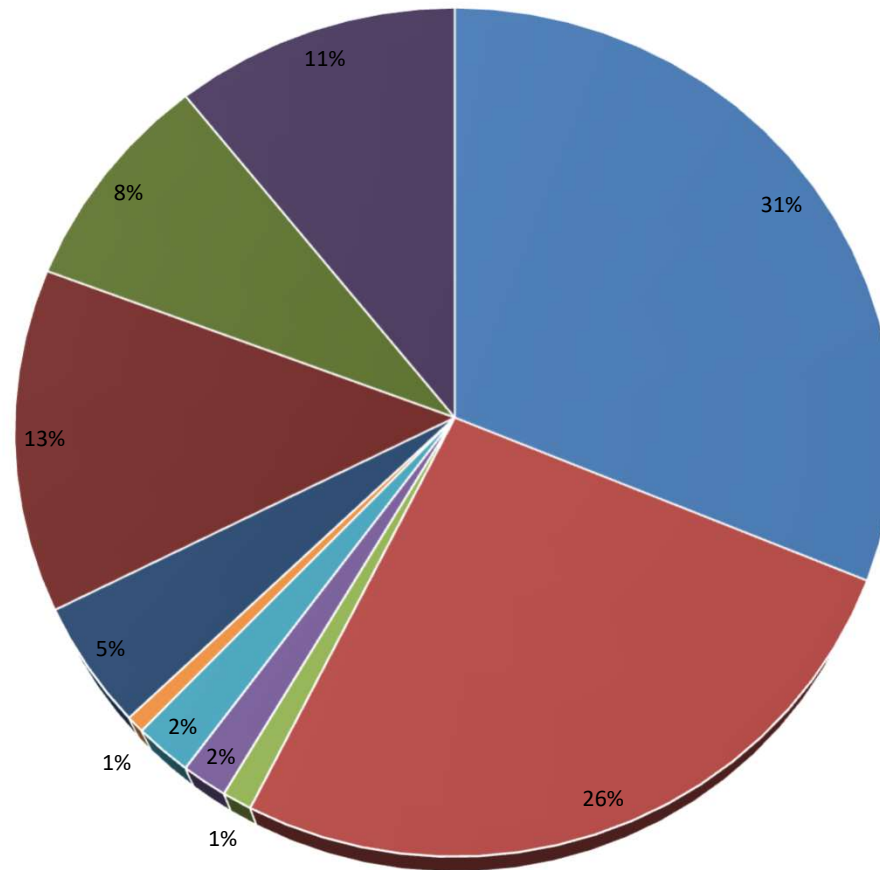
YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	91.54%	\$634,626	100.00%	-8.46%	\$693,315
Taxes-State	100.19%	\$533,956	100.00%	0.19%	\$532,958
Licenses&Permits	37.12%	\$21,528	100.00%	-62.88%	\$58,000
Charges for Service	43.44%	\$33,448	100.00%	-56.56%	\$77,000
Fines&Forefeits	52.29%	\$41,828	100.00%	-47.72%	\$80,000
Misc. Revenues	94.62%	\$13,247	100.00%	-5.38%	\$14,000
Inter-Gov. Grants	93.08%	\$97,175	100.00%	-6.92%	\$104,400
<b>General Fund</b>	<b>88.21%</b>	<b>\$1,375,807</b>	<b>100.00%</b>	<b>-11.79%</b>	<b>\$1,559,673</b>
Water	84.91%	\$265,619	100.00%	-15.09%	\$ 312,813
Wastewater	86.74%	\$173,199	100.00%	-13.26%	\$ 199,675
Solidwaste	89.49%	\$219,742	100.00%	-10.51%	\$ 245,560
<b>Enterprise Fund</b>	<b>86.88%</b>	<b>\$658,560</b>	<b>100.00%</b>	<b>-13.12%</b>	<b>\$758,048</b>

# REVENUE vs BUDGET



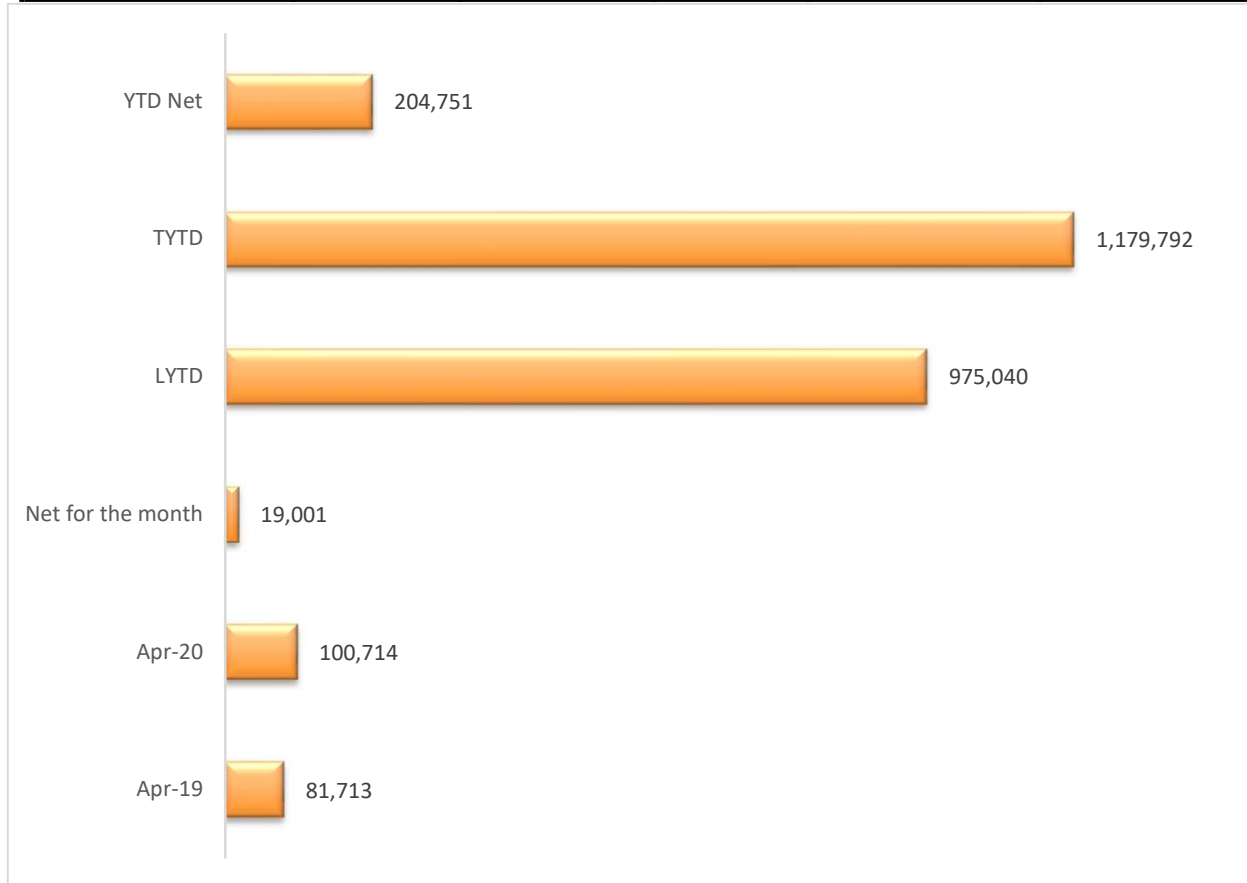
## YTD REVENUES

- Taxes-Local
- Taxes-State
- Licenses&Permits
- Charges for Services
- Fines&Forefeits
- Misc. Revenues
- Inter-Gov. Grants
- Water
- Wastewater
- Solidwaste



## GRT COMPARISONS

Apr-19	Apr-20	Net for the month	LYTD	TYTD	YTD Net
81,713	100,714	19,001	975,040	1,179,792	204,751



### Business GRT in february 2020

Percentage by month	<b>23%</b>	Percentage over last FYTD	<b>21%</b>
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**TOWN OF MESILLA FIRE DEPARTMENT  
MONTHLY BOT REPORT**



**DATE: APRIL, 2020**

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**MAJOR ADDITIONS TO INVENTORY** NONE

**MAINTENANCE OF EQUIPMENT** Repairs to Brush 31 completed, unit back in service. Rail on Bay 1 repaired, rail replaced. Hand tools for wildland firefighting cleaned, sharpened and oiled. Lighting short on Engine 32 repaired. Cut saw from Engine 31 repaired, new carbarator. One handheld radio to the shop-not transmitting. 4 gas detector parts received for Battalion 31 unit.

**COMMENTS** Please note we did no inspections during April as businesses are mostly closed and no complaints/reports of violations received. As businesses reopen we will see a return to routing and special inspections. Our members remain healthy during this pandemic. We have received donations of cloth masks for the firefighters from Deputy E. Madson's family and are very grateful. PPE supplies for COVID-19 responses have improved as our supply chain regains some balance. We are expecting delivery of a new Type 1 apparatus at the end of May and are very excited to put the unit into service. Our firefighter initiated donation drive to deliver supplies to the elderly and immune compromised individuals is still receicing donations and making deliveries. Most recently we received a big boost from Los Lioneses de Mesilla. Great work one and all.

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

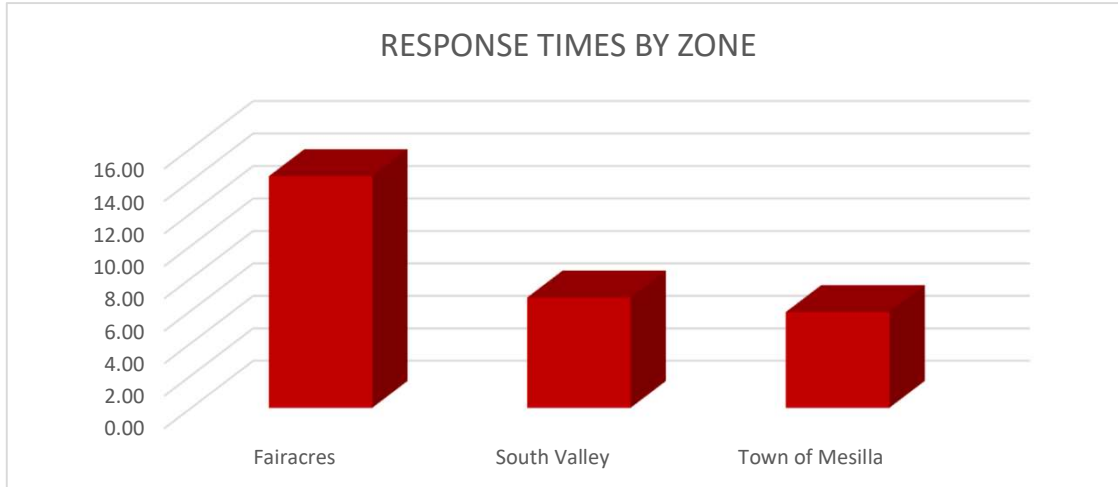
# Mesilla Fire Department

Mesilla, NM

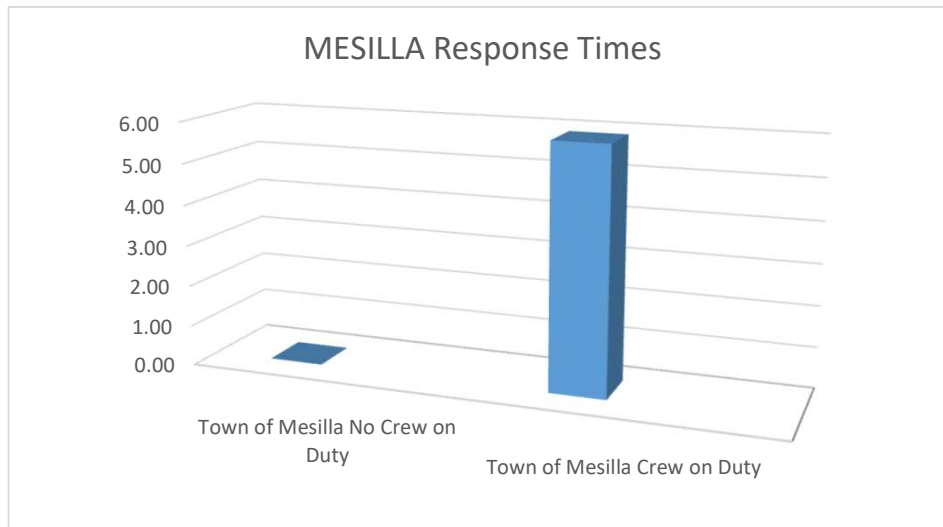
This report was generated on 01/02/2019



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



Zone	AVERAGE RESPONSE TIME (in minutes)
Fairacres	14.27
South Valley	6.80
Town of Mesilla	5.90
<b>Town of Mesilla No Crew on Duty</b>	<b>0.00</b>
<b>Town of Mesilla Crew on Duty</b>	<b>5.90</b>



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

# Mesilla Fire Department

Mesilla, NM

This report was generated on 5/6/2020 2:00:30 PM



## Incident Statistics

Start Date: 04/01/2020 | End Date: 04/30/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		19	
FIRE		9	
<b>TOTAL</b>		<b>28</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
Bat31	0	4	4
BR31	1	1	1
E31	4	5	5
<b>TOTAL</b>	<b>5</b>	<b>10</b>	<b>10</b>
PRE-INCIDENT VALUE		LOSSES	
<b>\$0.00</b>		<b>\$0.00</b>	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		8	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
7		25	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:10:16	0:12:20	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:12:31</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:01:36	0:00:47	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:21</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		95:43	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

# Mesilla Fire Department

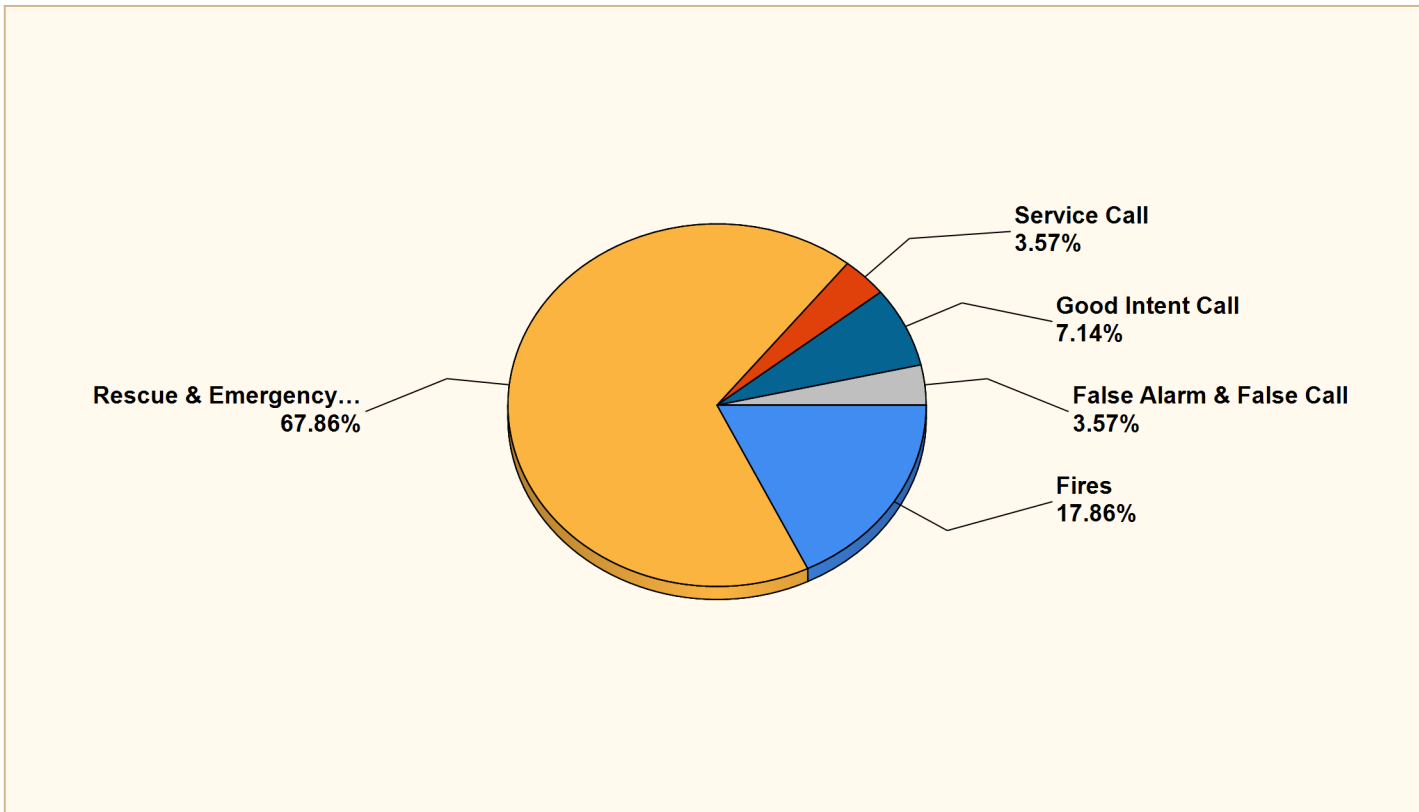
Mesilla, NM

This report was generated on 5/6/2020 3:47:11 PM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2020 | End Date: 04/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	17.86%
Rescue & Emergency Medical Service	19	67.86%
Service Call	1	3.57%
Good Intent Call	2	7.14%
False Alarm & False Call	1	3.57%
<b>TOTAL</b>	<b>28</b>	<b>100.00%</b>

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



**Detailed Breakdown by Incident Type**

<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
111 - Building fire	1	3.57%
142 - Brush or brush-and-grass mixture fire	4	14.29%
300 - Rescue, EMS incident, other	1	3.57%
311 - Medical assist, assist EMS crew	1	3.57%
320 - Emergency medical service, other	2	7.14%
321 - EMS call, excluding vehicle accident with injury	11	39.29%
322 - Motor vehicle accident with injuries	2	7.14%
381 - Rescue or EMS standby	2	7.14%
561 - Unauthorized burning	1	3.57%
622 - No incident found on arrival at dispatch address	1	3.57%
651 - Smoke scare, odor of smoke	1	3.57%
735 - Alarm system sounded due to malfunction	1	3.57%
<b>TOTAL INCIDENTS:</b>	<b>28</b>	<b>100.00%</b>

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

# Mesilla Fire Department

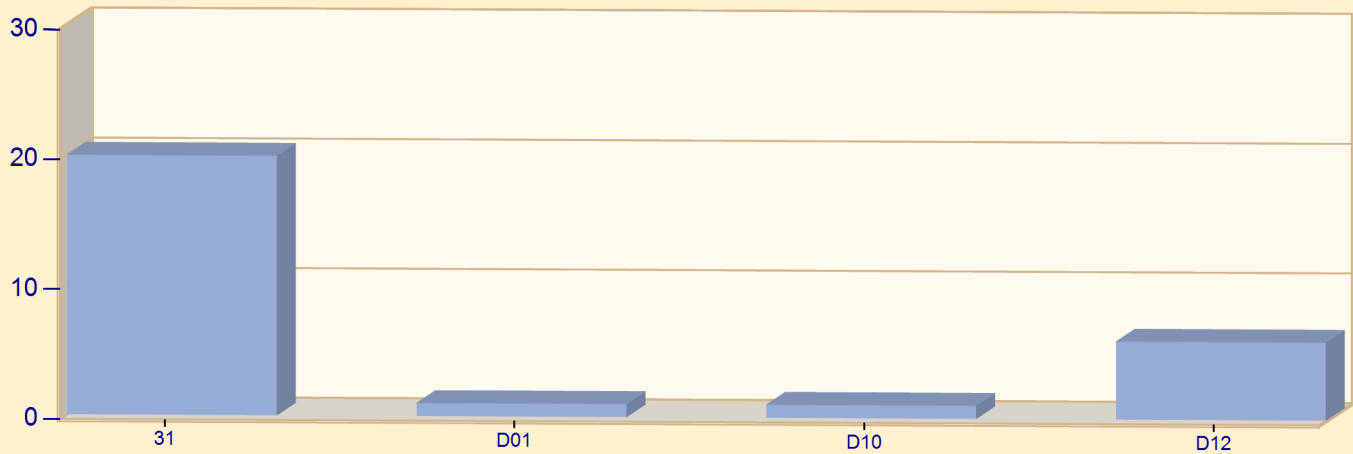
Mesilla, NM

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## Incident Type Count per Zone for Date Range

Start Date: 04/01/2020 | End Date: 04/30/2020



ZONES	INCIDENT TYPE	COUNT
<b>31 - Town of Mesilla</b>		
	142 - Brush or brush-and-grass mixture fire	3
	300 - Rescue, EMS incident, other	1
	320 - Emergency medical service, other	2
	321 - EMS call, excluding vehicle accident with injury	8
	322 - Motor vehicle accident with injuries	1
	381 - Rescue or EMS standby	2
	561 - Unauthorized burning	1
	651 - Smoke scare, odor of smoke	1
	735 - Alarm system sounded due to malfunction	1
	<i>Total Incidents for 31 - Town of Mesilla</i>	20
<b>D01 - Dona Ana</b>		
	111 - Building fire	1
	<i>Total Incidents for D01 - Dona Ana.</i>	1
<b>D10 - Mesquite</b>		
	311 - Medical assist, assist EMS crew	1
	<i>Total Incidents for D10 - Mesquite.</i>	1
<b>D12 - Fairacres</b>		
	142 - Brush or brush-and-grass mixture fire	1
	321 - EMS call, excluding vehicle accident with injury	3
	322 - Motor vehicle accident with injuries	1

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

ZONES	INCIDENT TYPE	COUNT
	622 - No incident found on arrival at dispatch address	1
	<i>Total Incidents for D12 - Fairacres.</i>	6
	<b>Total Count for all Zone:</b>	<b>28</b>

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

# Mesilla Fire Department

Mesilla, NM

This report was generated on 5/6/2020 3:43:02 PM



## Response Activity Report

Start Date: 04/01/2020 | End Date: 04/30/2020

INCIDENT #	DATE	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
<b>111 - Building fire</b>					
2020-0000106	2020/04/06	17:00:32	18:06:00	01:05:28	5280 Hermanitas RD
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 01:05:28</b>			
<b>142 - Brush or brush-and-grass mixture fire</b>					
2020-0000102	2020/04/03	10:56:33	11:20:12	00:23:39	3715 Mesilla Hills Drive
2020-0000117	2020/04/22	15:48:46	16:03:00	00:14:14	500 Pajaro RD
2020-0000124	2020/04/25	22:15:31	22:20:12	00:04:41	2653 Snow RD
2020-0000125	2020/04/25	22:15:31	22:20:12	00:04:41	2653 Snow RD
<b>Subtotal Count: 4</b>		<b>Average Response Time for Incident Type: 00:15:07</b>			
<b>300 - Rescue, EMS incident, other</b>					
2020-0000104	2020/04/06	07:59:08	08:00:39	00:01:31	2231 Avenida de Mesilla
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:01:31</b>			
<b>311 - Medical assist, assist EMS crew</b>					
2020-0000123	2020/04/25	21:40:12	22:04:46	00:24:34	9320 Teak Timber RD
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:24:34</b>			
<b>320 - Emergency medical service, other</b>					
2020-0000101	2020/04/01	12:17:20	12:24:54	00:07:34	2231 Avenida de Mesilla
2020-0000110	2020/04/13	07:32:19	07:33:13	00:00:54	2231 Avenida de Mesilla
<b>Subtotal Count: 2</b>		<b>Average Response Time for Incident Type: 00:04:14</b>			
<b>321 - EMS call, excluding vehicle accident with injury</b>					
2020-0000105	2020/04/06	09:08:36	09:15:50	00:07:14	2555 Calle del Norte
2020-0000107	2020/04/08	19:16:38	19:20:21	00:03:43	2310 Calle de Oeste
2020-0000108	2020/04/09	19:45:17	20:02:04	00:16:47	6950 Raasaf DR
2020-0000111	2020/04/13	11:35:14	11:41:09	00:05:55	2414 Snow RD
2020-0000112	2020/04/13	11:36:05	11:48:53	00:12:48	2300 Snow RD
2020-0000114	2020/04/15	20:43:44	20:54:07	00:10:23	675 Ritter DR
2020-0000118	2020/04/22	21:11:17	21:39:44	00:28:27	5921 Derby AVE
2020-0000119	2020/04/23	17:22:27	17:30:52	00:08:25	322 Capri Arc
2020-0000120	2020/04/24	01:37:47	01:50:56	00:13:09	Calle del Sur
2020-0000128	2020/04/27	19:51:56	19:57:27	00:05:31	Calle Segunda
<b>Subtotal Count: 10</b>		<b>Average Response Time for Incident Type: 00:11:15</b>			
<b>322 - Motor vehicle accident with injuries</b>					
2020-0000113	2020/04/13	18:13:31	18:23:41	00:10:10	500 Pajaro RD
2020-0000122	2020/04/25	17:37:12	18:10:02	00:32:50	111 Interstate 10
<b>Subtotal Count: 2</b>		<b>Average Response Time for Incident Type: 00:21:30</b>			
<b>381 - Rescue or EMS standby</b>					
2020-0000115	2020/04/20	07:45:58	07:45:58	00:00:00	2231 Avenida de Mesilla
2020-0000127	2020/04/27	07:38:43	07:39:34	00:00:51	2231 Avenida de Mesilla
<b>Subtotal Count: 2</b>		<b>Average Response Time for Incident Type: 00:00:34</b>			

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

<b>561 - Unauthorized burning</b>					
2020-0000103	2020/04/05	18:12:20	18:12:20	00:00:00	3211 Calle del Norte
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:00:00</b>			
<b>622 - No incident found on arrival at dispatch address</b>					
2020-0000109	2020/04/11	23:40:45	00:01:51	00:21:06	122 Interstate 10
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:21:06</b>			
<b>651 - Smoke scare, odor of smoke</b>					
2020-0000116	2020/04/20	20:46:54	20:57:21	00:10:27	2880 Calle de San Albino
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:10:27</b>			
<b>735 - Alarm system sounded due to malfunction</b>					
2020-0000121	2020/04/24	09:46:53	09:52:16	00:05:23	2363 Calle Del Sur
<b>Subtotal Count: 1</b>		<b>Average Response Time for Incident Type: 00:05:23</b>			
<b>Grand Total: 27</b>		<b>Average Response Time for All Incident Types:</b>			<b>00:12:01</b>

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

# Mesilla Fire Department

Mesilla, NM

This report was generated on 5/6/2020 3:44:02 PM



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

Start Date: 04/01/2020 | End Date: 04/30/2020

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
<b>Daily Operations Shift</b>						
	04/01/2020	C-Shift	Shifts	Firehouse 31	14	Manuel Felix, Trevor Frieze, Nicolas Navarro, Dylan Thunhorst
	04/02/2020	A-Shift	Shifts	Firehouse 31	10	
	04/02/2020	A-Shift	Shifts	Firehouse 31	14	Humberto Manriquez, Mateo Martinez, Nicolas Navarro, Laura Orrantia, Dylan Thunhorst
	04/03/2020	B-Shift	Shifts	Firehouse 31	10	Manuel Felix, Trevor Frieze, Humberto Manriquez, Nicolas Navarro
	04/03/2020	B-Shift	Shifts	Firehouse 31	14	Manuel Felix, Trevor Frieze, Sebastian Linares, Humberto Manriquez, Nicolas Navarro, Cavin Roberson, Dylan Thunhorst, Austin Tucker
	04/04/2020	C-Shift	Shifts	Firehouse 31	10	Manuel Felix, Sebastian Linares, Humberto Manriquez, Nicolas Navarro, Cavin Roberson, Joseph Torres
	04/04/2020	C-Shift	Shifts	Firehouse 31	14	Lachlan Boyd, Ariel Caro, Trevor Frieze, Nicolas Navarro, Dylan Thunhorst, Joseph Torres

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/05/2020	A-Shift	Shifts	Firehouse 31	10	Ariel Caro, Trevor Fietze, Nicolas Navarro, Joseph Torres
	04/05/2020	A Shift	Shifts	Firehouse 31	14	Manuel Felix, Trevor Fietze, Nicolas Navarro, Dylan Thunhorst, Joseph Torres
	04/06/2020	B-Shift	Shifts	Firehouse 31	10	Manuel Felix, Trevor Fietze, Nicolas Navarro, Dylan Thunhorst, Joseph Torres
	04/06/2020	B-Shift	Shifts	Firehouse 31	14	Sebastian Linares, Nicolas Navarro, Laura Orrantia, Cavin Roberson, Dylan Thunhorst, Lillian Villazon
	04/07/2020	C-Shift	Shifts	Firehouse 31	10	Trevor Fietze, Nicolas Navarro, Dylan Thunhorst, Joseph Torres
	04/07/2020	C-Shift	Shifts	Firehouse 31	14	Trevor Fietze, Thomas Montoya, Nicolas Navarro, Dylan Thunhorst, Joseph Torres
	04/08/2020	A-Shift	Shifts	Firehouse 31	10	Nicolas Navarro, Dylan Thunhorst
	04/08/2020	A-Shift	Shifts	Firehouse 31	14	Humberto Manriquez, Anthony Martinez Jr. , Nicolas Navarro, Laura Orrantia, Dylan Thunhorst
	04/09/2020	B-Shift	Shifts	Firehouse 31	10	Humberto Manriquez, Nicolas Navarro, Dylan Thunhorst
	04/09/2020	B-Shift	Shifts	Firehouse 31	14	Sebastian Linares, Nicolas Navarro, Dylan Thunhorst
	04/10/2020	C-Shift	Shifts	Firehouse 31	10	Nicolas Navarro
	04/10/2020	C-Shift	Shifts	Firehouse 31	14	Trevor Fietze, Mateo Martinez, Nicolas Navarro, Morgan Smith, Dylan Thunhorst, Joseph Torres
	04/11/2020	A-Shift	Shifts	Firehouse 31	10	Humberto Manriquez, Nicolas Navarro

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/12/2020	B-Shift	Shifts	Firehouse 31	12	Sebastian Linares, Dylan Thunhorst, Austin Tucker
	04/14/2020	A-Shift	Shifts	Firehouse 31	10	Manuel Felix, Dylan Thunhorst, Lillian Villazon
	04/15/2020	B shift	Shifts	Firehouse 31	26	Anthony Martinez Jr. , Laura Orrantia, Dylan Thunhorst
	04/16/2020	C-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Morgan Smith, Dylan Thunhorst, Joseph Torres
	04/17/2020	A-Shift	Shifts	Firehouse 31	13	Humberto Manriquez, Nicolas Navarro, Laura Orrantia, Dylan Thunhorst
	04/18/2020	B-Shift	Shifts	Firehouse 31	10	Humberto Manriquez, Nicolas Navarro
	04/18/2020	B-Shift	Shifts	Firehouse 31	14	Nicolas Navarro, Dylan Thunhorst
	04/19/2020	C-Shift	Shifts	Firehouse 31	10	Nicolas Navarro
	04/19/2020	C-Shift	Shifts	Firehouse 31	14	Lachlan Boyd, Manuel Felix, Trevor Fietze, Nicolas Navarro, Morgan Smith, Dylan Thunhorst
	04/20/2020	A-Shift	Shifts	Firehouse 31	24	Manuel Felix, Trevor Fietze, Nicolas Navarro, Dylan Thunhorst
	04/21/2020	B-Shift	Shifts	Firehouse 31	24	Phillip Guzman, Mateo Martinez, Nicolas Navarro, Cavin Roberson, Austin Tucker
	04/22/2020	C-Shift	Shifts	Firehouse 31	24	Lachlan Boyd, Manuel Felix, Trevor Fietze, Anthony Martinez Jr. , Nicolas Navarro, Laura Orrantia, Morgan Smith, Dylan Thunhorst
	04/23/2020	A shift	Shifts	Firehouse 31	24	Trevor Fietze, Humberto Manriquez, Nicolas Navarro, Dylan Thunhorst
	04/24/2020	B Shift	Shifts	Firehouse 31	24	Trevor Fietze, Humberto Manriquez, Nicolas Navarro, Dylan Thunhorst

Only LOCKED events included.



EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/24/2020	B shift	Shifts	Firehouse 31	6	Mateo Martinez, Austin Tucker
	04/30/2020	B Shift	Shifts	Firehouse 31	24	Phillip Guzman, Sebastian Linares, Humberto Manriquez, Nicolas Navarro, Cavin Roberson, Dylan Thunhorst, Austin Tucker

**Total Hours for Daily Operations Shift: 523**

<b>Administration Shift</b>						
	04/04/2020	Leadership Meeting	Administrative	FMO	2.5	Ariel Caro, Crystal Davis-Whited, Andy Embury, Harry Evans, Kevin Hoban, George Klebansky, Gregory Whited
	04/05/2020	Administrative Shift	Administrative	Telework	6.25	Harry Evans
	04/12/2020	Admin Shift	Administrative	Telework	7.25	Crystal Davis-Whited
	04/17/2020	Administrative	Administrative	Fire House 31	8.5	Harry Evans
	04/19/2020	Administrative Shift	Administrative	Telework	7	Harry Evans
	04/26/2020	Admin Shift	Administrative	Telework	4	Crystal Davis-Whited
	04/26/2020	Administrative Shift	Administrative	Telework	4.5	Harry Evans
	04/28/2020	Administrative Shift	Administrative	Telework	2.5	Harry Evans

**Total Hours for Administration Shift: 42.5**

<b>Special Assignment</b>						
	04/04/2020	Donations for the public	Special Assignment	Firehouse 31	10	Manuel Felix, Sebastian Linares, Humberto Manriquez, Nicolas Navarro, Cavin Roberson, Joseph Torres
	04/05/2020	Donations for the public	Special Assignment	Firehouse 31	10	Trevor Fietze, Nicolas Navarro, Joseph Torres

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/25/2020	Public outreach event	Special Assignment	MFD Firehouse 31	3.5	Crystal Davis-Whited, Trevor Frieze, George Klebansky, Nicolas Navarro, Morgan Smith, Austin Tucker, Gregory Whited

**Total Hours for Special Assignment: 23.5**

Only LOCKED events included.

# Mesilla Fire Department

Mesilla, NM

This report was generated on 5/6/2020 2:04:23 PM



## Total Hours by Personnel for Date Range for Pay Grade

Pay Grades: All Pay Grades | Start Date: 04/01/2020 | End Date: 04/30/2020

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Boyd, Lachlan James	4:34	1:30	31:00	37:04
Caro, Ariel M	0:00	0:00	16:30	16:30
Davis-Whited, Crystal	4:25	21:00	17:15	42:40
Embury, Andy G.	10:00	0:00	2:30	12:30
Evans, Harry A	14:57	1:30	41:30	57:57
Felix, Manuel R	12:51	1:30	93:00	107:21
Frietze, Trevor R	20:09	3:00	223:30	246:39
Gaytan, Aleksandra Melina	0:00	1:30	0:00	1:30
Gomez, Sonny	0:00	1:30	0:00	1:30
Guzman, Phillip	0:26	1:30	24:00	25:56
Hoban, Kevin M	24:23	1:30	2:30	28:23
Klebansky, George A	25:23	3:00	6:00	34:23
Linares, Sebastian	0:00	1:30	89:00	90:30
Manriquez, Humberto	11:01	1:30	127:00	139:31
Martinez Jr. , Anthony R	1:05	1:30	34:00	36:35
Martinez, Mateo	0:32	1:30	40:00	42:02
Montoya, Thomas M	0:00	0:00	10:00	10:00
Navarro, Nicolas A	25:18	3:00	502:30	530:48
O'Brien, Amy M	10:00	0:00	0:00	10:00
Orrantia, Laura T	1:34	1:30	74:00	77:04
Roberson, Cavin C	0:00	1:30	76:00	77:30
Smith, Morgan Samantha	3:08	1:30	55:30	60:08
Thunhorst, Dylan P	102:32	1:30	286:00	390:02
Torres, Joseph J	0:08	1:30	108:00	109:38
Tucker, Austin J	2:04	3:00	72:30	77:34
Villazon, Lillian M	0:00	1:30	22:00	23:30
Whited, Gregory E	14:25	32:00	6:00	52:25
			<b>TOTAL</b>	<b>1799:39:36</b>

# Mesilla Fire Department

Mesilla, NM

This report was generated on 5/6/2020 2:03:20 PM



## Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 04/01/2020 | End Date: 04/30/2020

### Boyd, Lachlan James

Class Category	Class Count	Total Class Hours
SOG, Policies & Procedures Review Training	1	1:30
<b>Total for Boyd, Lachlan James</b>	<b>1</b>	<b>1:30</b>

### Davis-Whited, Crystal

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
Wildland/Interface Training	1	20:00
<b>Total for Davis-Whited, Crystal</b>	<b>2</b>	<b>21:00</b>

### Evans, Harry A

Class Category	Class Count	Total Class Hours
Staff Development	1	1:30
<b>Total for Evans, Harry A</b>	<b>1</b>	<b>1:30</b>

### Felix, Manuel R

Class Category	Class Count	Total Class Hours
SOG, Policies & Procedures Review Training	1	1:30
<b>Total for Felix, Manuel R</b>	<b>1</b>	<b>1:30</b>

### Frietze, Trevor R

Class Category	Class Count	Total Class Hours
SOG, Policies & Procedures Review Training	1	1:30
Staff Development	1	1:30
<b>Total for Frietze, Trevor R</b>	<b>2</b>	<b>3:00</b>

### Gaytan, Alexandra Melina

Class Category	Class Count	Total Class Hours
Staff Development	1	1:30
<b>Total for Gaytan, Alexandra Melina</b>	<b>1</b>	<b>1:30</b>

### Gomez, Sonny

Class Category	Class Count	Total Class Hours
Staff Development	1	1:30
<b>Total for Gomez, Sonny</b>	<b>1</b>	<b>1:30</b>

### Guzman, Phillip

Class Category	Class Count	Total Class Hours
Staff Development	1	1:30
<b>Total for Guzman, Phillip</b>	<b>1</b>	<b>1:30</b>

### Hoban, Kevin M

Class Category	Class Count	Total Class Hours
SOG, Policies & Procedures Review Training	1	1:30

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

<b>Total for Hoban, Kevin M</b>		<b>1</b>	<b>1:30</b>
<b><u>Klebansky, George A</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
SOG, Policies & Procedures Review Training	1	1:30	
Staff Development	1	1:30	
<b>Total for Klebansky, George A</b>		<b>2</b>	<b>3:00</b>
<b><u>Linares, Sebastian</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
Staff Development	1	1:30	
<b>Total for Linares, Sebastian</b>		<b>1</b>	<b>1:30</b>
<b><u>Manriquez, Humberto</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
SOG, Policies & Procedures Review Training	1	1:30	
<b>Total for Manriquez, Humberto</b>		<b>1</b>	<b>1:30</b>
<b><u>Martinez Jr. , Anthony R</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
SOG, Policies & Procedures Review Training	1	1:30	
<b>Total for Martinez Jr. , Anthony R</b>		<b>1</b>	<b>1:30</b>
<b><u>Martinez, Mateo</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
Staff Development	1	1:30	
<b>Total for Martinez, Mateo</b>		<b>1</b>	<b>1:30</b>
<b><u>Navarro, Nicolas A</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
SOG, Policies & Procedures Review Training	1	1:30	
Staff Development	1	1:30	
<b>Total for Navarro, Nicolas A</b>		<b>2</b>	<b>3:00</b>
<b><u>Orrantia, Laura T</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
SOG, Policies & Procedures Review Training	1	1:30	
<b>Total for Orrantia, Laura T</b>		<b>1</b>	<b>1:30</b>
<b><u>Roberson, Cavin C</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
Staff Development	1	1:30	
<b>Total for Roberson, Cavin C</b>		<b>1</b>	<b>1:30</b>
<b><u>Smith, Morgan Samantha</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
SOG, Policies & Procedures Review Training	1	1:30	
<b>Total for Smith, Morgan Samantha</b>		<b>1</b>	<b>1:30</b>
<b><u>Thunhorst, Dylan P</u></b>			
<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>	
SOG, Policies & Procedures Review Training	1	1:30	

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

**Total for Thunhorst, Dylan P**

**1**

**1:30**

**Torres, Joseph J**

<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>
SOG, Policies & Procedures Review Training	1	1:30
<b>Total for Torres, Joseph J</b>	<b>1</b>	<b>1:30</b>

**Tucker, Austin J**

<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>
SOG, Policies & Procedures Review Training	1	1:30
Staff Development	1	1:30
<b>Total for Tucker, Austin J</b>	<b>2</b>	<b>3:00</b>

**Villazon, Lillian M**

<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>
Staff Development	1	1:30
<b>Total for Villazon, Lillian M</b>	<b>1</b>	<b>1:30</b>

**Whited, Gregory E**

<b>Class Category</b>	<b>Class Count</b>	<b>Total Class Hours</b>
I.S.O. Company Training	1	1:00
I.S.O. Fire Investigations	4	11:00
Wildland/Interface Training	1	20:00
<b>Total for Whited, Gregory E</b>	<b>6</b>	<b>32:00</b>

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

# Mesilla Fire Department

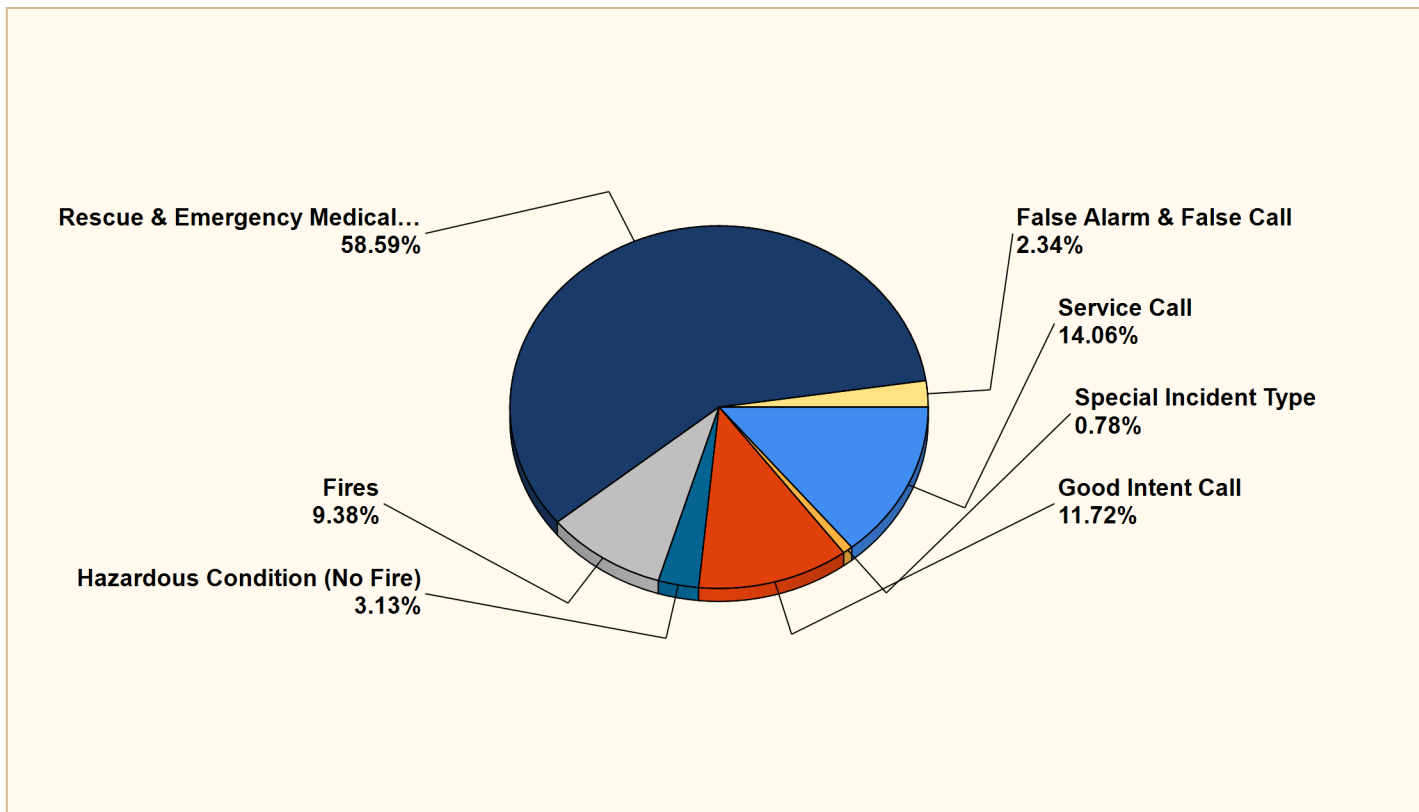
Mesilla, NM

This report was generated on 5/6/2020 3:49:45 PM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 04/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	12	9.38%
Rescue & Emergency Medical Service	75	58.59%
Hazardous Condition (No Fire)	4	3.13%
Service Call	18	14.06%
Good Intent Call	15	11.72%
False Alarm & False Call	3	2.34%
Special Incident Type	1	0.78%
<b>TOTAL</b>	<b>128</b>	<b>100.00%</b>

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

**Detailed Breakdown by Incident Type**

<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
111 - Building fire	2	1.56%
132 - Road freight or transport vehicle fire	2	1.56%
141 - Forest, woods or wildland fire	1	0.78%
142 - Brush or brush-and-grass mixture fire	7	5.47%
300 - Rescue, EMS incident, other	1	0.78%
311 - Medical assist, assist EMS crew	6	4.69%
320 - Emergency medical service, other	3	2.34%
321 - EMS call, excluding vehicle accident with injury	51	39.84%
322 - Motor vehicle accident with injuries	11	8.59%
381 - Rescue or EMS standby	3	2.34%
400 - Hazardous condition, other	1	0.78%
424 - Carbon monoxide incident	1	0.78%
461 - Building or structure weakened or collapsed	1	0.78%
480 - Attempted burning, illegal action, other	1	0.78%
511 - Lock-out	1	0.78%
522 - Water or steam leak	2	1.56%
551 - Assist police or other governmental agency	4	3.13%
552 - Police matter	1	0.78%
553 - Public service	2	1.56%
554 - Assist invalid	4	3.13%
561 - Unauthorized burning	4	3.13%
611 - Dispatched & cancelled en route	13	10.16%
622 - No incident found on arrival at dispatch address	1	0.78%
651 - Smoke scare, odor of smoke	1	0.78%
735 - Alarm system sounded due to malfunction	1	0.78%
740 - Unintentional transmission of alarm, other	1	0.78%
745 - Alarm system activation, no fire - unintentional	1	0.78%
911 - Citizen complaint	1	0.78%
<b>TOTAL INCIDENTS:</b>	<b>128</b>	<b>100.00%</b>

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





# MESILLA MARSHAL DEPARTMENT

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

MARSHAL  
EDWARD "EDDIE" LERMA

To: Honorable Mayor and Mesilla Board of Trustees

This is the Monthly Report for April 2020, for the Mesilla Marshal's Department:

911 hang ups	7	Follow up/supplement	13
Abandoned vehicle	1	Found property/recovered	3
Agency assist	9	Forgery/Fraud	1
Alarm building	4	Frequent patrol	29
<b>ACO</b>	17	Information report	12
ACO	4	Loud party	2
Bite	1		
Dead	1	<b>Motor Vehicle Crashes</b>	3
Stray	11	Non injury crash	3
Building check	2	Phone call	1
Burglary	1	Prowler	1
Codes	3	Public assist	3
CPR	3	Robbery	1
Custody dispute	1	Shots fired	1
<b>Disturbance</b>	14	Subject w/gun	1
Disorderly	1	Suicidal subject	1
Domestic	11		
Noise	2	<b>Suspicious activity</b>	28
DWI	1	Activity	6
Foot Patrol	7	Person	12
		Vehicle	10

Theft	6	Vagrancy	2
Threats	2	Vandalism/graffiti	3
Traffic control	1	<u>Welfare check</u>	<u>7</u>
Traffic stops	47	Total # of calls for service	242
Trespassing	2		

Thank you,

Eddie Lerma  
Marshal



# TOWN OF MESILLA

Public Works Department

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## MEMORANDUM

Date: May 5, 2020

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

FROM: Rodney J. McGillivray, Public Works Director 

RE: **Public Works Division Activity Report – April 2020**

### **On-going maintenance, custodial and operations:**

- Covid-19 Disinfecting/Cleaning
- Monitoring of water tank, wells and pumps
- Meter reading continues
- New water services and water shut-offs (ownership change/nonpayment)
- Monitoring of lift stations and review of reporting
- On-call/standby for emergency repairs or assistance
- Monthly water sampling and reporting is up-to-date
- Vehicle maintenance on-going
- Custodial responsibilities on-going
- Valve exercise program continues
- Event set-up and tear down on-going (on-hold)
- Staff training (multiple)
- Grounds maintenance on-going
- Utility location services

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

- Street sweeping
- Tree trimming
- Plaza sprinkler repairs and fertilizer
- Paint walls at Veterans Park
- Pot hole repairs
- Mesilla Elementary (Town right-of-way) weeds/clean up
- Baseball Park sprinkler repairs/replacement

Replaced pump and maintenance at lift station  
Completed Plaza electrical  
Pruning median trees along Avenida de Mesilla  
Evaporative cooler start up at Public Safety Building  
Fire hydrant repairs and replacement  
Street signage / stop sign replacement(s)

**Project update:**

**General Engineering RFP** – RFP closed on April 30, 2020. Six proposals from Engineering companies were received. Board action form submitted for authorization to award.

**LGRF (2019)** – Design is complete. Waiting on certifications from NM Environmental

**Parian Capital Outlay** – Design is complete. Waiting on certifications from NM Environmental

**La Llorona Extension multi-use path** – Bid opening for construction was held on April 27, 2020. Recommend to award to Caliper Construction. NTP anticipated for end of May.

**McDowell wastewater system Phase II** – Construction is 85% complete. On schedule and within budget.

**Calle del Norte Trail Phase II** – Negotiations / solicitations for design is underway.

**Plaza Lighting Capital Outlay** – Recommend contract approval - Lynco Electric Company. Project has an eight-week procurement. Anticipate start date to be mid-June.