



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, JULY 13, 2020 AT 5:30 P.M. VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389, PASSWORD 971704.

1. Discussion regarding the FY 2020-2021 Budget.

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, JULY 13, 2020 AT 6:00 P.M. VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389, PASSWORD 971704.

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 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 regular (rescheduled) Meeting of June 29, 2020.
- b) ***PZHAC Case 061069** – 2330 Calle de Santiago, submitted by Patrick Taylor for the Taylor-Barela Reynolds Mesilla Historic Site; a request for a zoning permit to conduct restoration on the adobe and plaster on the historic dwelling at this address. Zoned: Historic Commercial (HC).
- c) ***PZHAC Case 061070 w/condition that the door latch meet CID requirements for the current occupancy** – 1985 Calle de Colon, submitted by Sylvia Fierro; a request for a zoning permit to allow the installation of two exterior security doors on a commercial building at this address. Zoned: Historical Commercial (HC).
- d) ***PZHAC Case 061071** – 2305 Calle de Colon, submitted by Jerry Nevarez; a request for a zoning permit to allow the installation of an aluminum gutter on a dwelling at this address to connect two canales to a ponding area. Zoned: Historical Residential (HR).

6. NEW BUSINESS:

- a) Discussion regarding correspondence received from Mr. Pat Taylor July 7, 2020. – **Nora L. Barraza, Mayor.**
- b) Discussion regarding Codes Enforcement and Animal Control positions. – **Nora L. Barraza, Mayor.**

- c) **RESOLUTION 2020-12:** a resolution authorizing participation in the Local Government Road Fund Program and Request for match Waiver administered by New Mexico Department of Transportation—**Rod McGillivray, Public Works Director.**

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 07/09/2020.

Physically posted 7/9/2020 at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristramn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING (RESCHEDULED)
MONDAY, JUNE 29, 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

1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

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

Mayor Barraza held a Moment of Silence for residents that have died.

3. CHANGES TO THE AGENDA & APPROVAL

Motion: To approve agenda, 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
Trustee Johnson-Burick Yes

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

Public input in writing shall be received at cynthias-h@mesillanm.gov 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.

Ms. Stoechner-Hernandez read public input submitted by Ms. Krueger; see attached.

Mr. Taylor read correspondence submitted to trustees.

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

All members of the public/staff not included in the closed session will be placed in the waiting room until the closed session is concluded. All members not included in closed session will be allowed back into the regular meeting once it reconvenes.

Motion: To enter Closed Session – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to personnel matters in the Finance Department & the Marshal’s Department, Moved by Trustee Garcia, Seconded by Trustee Caro.

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

Mayor Pro Tem Arzabal Yes
Trustee Caro Yes
Trustee Garcia Yes
Trustee Johnson-Burick Yes

Entered Closed Session at 6:20 p.m.

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

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

Mayor Pro Tem Arzabal Yes
Trustee Caro Yes
Trustee Garcia Yes
Trustee Johnson-Burick Yes

Entered Regular Meeting at 6:52 p.m.

- 6. *APPROVAL OF CONSENT AGENDA:**

(The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *):

Motion: To approve consent agenda, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Caro.

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

Mayor Pro Tem Arzabal Yes
Trustee Caro Yes
Trustee Garcia Yes
Trustee Johnson-Burick Yes

- a) ***BOT Minutes** – Minutes of a Regular Meeting on June 8, 2020. *Approved by consent agenda*
- b) ***BOT Minutes** – Minutes of a Special Meeting on June 12, 2020. *Approved by consent agenda*
- c) ***PZHAC Case 061047** – Calle Tercera, submitted by Frankie Torres, a request for a zoning permit to allow a rock wall to be constructed at this address. **Zoned: Historical Residential (HR).** *Approved by consent agenda*

- d) ***PZHAC Case 061052** - 2445 Calle de Santa Ana, submitted by ViCa One Inc. for Jack and Lisa Kirby; a request for a zoning permit to allow the construction of a new dwelling at this address. **Zoned: Historical Residential (HR). Approved by consent agenda**
- e) ***PZHAC Case 060153** – Calle Pacana, Lot 2 of the Sommer Grove Subdivision, submitted by ViCa One Inc. for Charles and Marilyn McMurray; a request for a zoning permit to allow the construction of a new dwelling at this address. **Zoned: Historical Residential (HR). Approved by consent agenda**
- f) ***PZHAC Case 061056** – 1680 Calle de Alvarez Suite C, submitted by Stefan Schaefer for Christopher Schaefer; a request to expand an existing 161 square foot patio service area by 290 square feet. **Zoned: General Commercial (C). Approved by consent agenda**

7. NEW BUSINESS:

- a) **For consideration:** approval of a replacement appointee to the Mesilla Valley MPO Bicycle Committee. – **Nora L. Barraza, Mayor.**

Mayor Barraza recommended Mr. McGillivray to serve on the Mesilla Valley MPO Bicycle Committee upon Sergeant Shepan’s retirement.

Motion: To approve replacement appointee to the Mesilla Valley MPO Bicycle Committee, 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
 Trustee Johnson-Burick Yes

8. BOARD OF TRUSTEE COMMITTEE REPORTS

Trustee Johnson-Burick: MPO meeting held on June 10th where they had resolutions for amendment of 2020-2026 Transportation Improvement Program and adopted new fiscal year budget. Mobility Plan was also discussed. MPO meeting scheduled for July 15th at 8:30 a.m.

Trustee Garcia: Participated in June 10th MPO meeting

Mayor Pro Tem Arzabal: Participated in June 12th CEO meeting; joint meeting tomorrow at 10:00 a.m. for Workforce and CEO.

Mayor Barraza: SRTD meeting cancelled; NMML meeting reviewed Special Session. HB8 passed making Body Cams mandatory; Marshal Lerma is looking for funding since it will be up to the municipality to fund the Body Cams. NMML is also checking with New Mexico Self-Insurers for reimbursement as the Body Cams could eliminate tort claims. She understands they are looking at selling bonds so funds may not be available till the later part of the year. Encouraged social distancing and wearing a mask.

Fire Chief Hoban stated there is currently a COVID19 case in the 88046-area code; area codes 88011 and 88012 are hotspots. We need to be vigilant; reiterated practice social distancing, washing hands often and wearing masks.

9. BOARD OF TRUSTEE/STAFF COMMENTS

Fire Chief Hoban stated that COVID is real. Practicing good hygiene, practice social distancing and wearing masks needs to continue. We need to feel comfortable around other people.

Marshal Lerma gave an update on the protest held on June 20th.

Ms. Sellers gave a report on Summer Recreation and the opening of the Mercado on Sunday, June 28th.

Trustee Garcia asked that someone address Mr. Taylor's public input.

Trustee Johnson-Burick stated there is a need to address the concerns of property owners. She saw no social distancing and no masks being worn while she was in Cloudcroft. She asked for clarification of social distancing during the July 4th celebration.

Trustee Caro stated he supports Mr. Taylor's concern and we should be thankful for what he is trying to do.

Mayor Pro Tem Arzabal stated he is concerned with plaza closures. He understands it is a safety issue, but the businesses are hurting currently.

Trustee Johnson-Burick stated during the protest businesses were afraid of what could have happened, but safety needs to take precedence.

Trustee Garcia stated we needed to be proactive as we did not know what to expect. If this would have gone the other way people would have reacted differently; Marshal Lerma did what he had to do.

Mayor Pro Tem Arzabal stated he feels streets are being closed more often than before.

Mayor Barraza stated the shops could have remained open, parking was available at the parking lots and other streets. We were expecting the worst scenario, so we prepared for it. The streets were reopened at 12:30 p.m. She thanked the law enforcement agencies for a job well done. Thanked La Posta, Josefina's, and Trustee Garcia for providing refreshments. Mesilla is having more events with a lot of foot traffic as well as an increase in tourism. If the recommendation is to close the plaza streets due to safety, then there will be closures. We are recommending spectators remain in their vehicles and there is no entertainment on the plaza this year.

Mayor Pro Tem Arzabal recommended educating the residents and business owners, with the help of the Fire Chief and Marshal, as to why the plaza and streets are being closed.

Mayor Barraza reiterated there is always parking at the lots, surrounding streets, and town hall. People want to park right in front of the business.

Mayor Pro Tem Arzabal responded people need to be educated to understand that the board does not close the streets just to close them; it is a safety issue.

Trustee Garcia stated businesses were notified of the street closures.

Mayor Barraza stated Mr. Nevarez is once again sponsoring the Fireworks Show. Additional officers will be on duty as well. The state approved our budget with a few adjustments. She will make a presentation at the next meeting regarding the GRT shortfall which we will see in July and August. She gave a summary of what transpired between Mr. Taylor and the town. She has decided the trees will be removed and the yuccas will remain where they are. Codes will be asking residents who have plants on town easement to remove them. She wants to start enforcing the ordinance that address these items; these things also block visibility to oncoming traffic and signs and the maintenance of these plants is not done.

Trustee Johnson-Burick stated she is concerned with the legal aspect.

Mayor Barraza responded we have an ordinance that supports this action.

Trustee Caro stated he brought this up to the board before; there is an issue with vegetation on our easement and sideways leaving no where for people to walk. He agrees it needs to be addressed as this is a growing problem.

Trustee Johnson-Burick stated this needs to be enforce on everyone there will be no picking and choosing.

Mayor Barraza stated there are times where Public Works staff needs to do the trimming since landowners are not doing the maintenance.

Trustee Garcia asked for the information to be put on the bills with a date as to when it will start.

Mayor Barraza stated this will be enforced on everyone. The offices will be closed July 3rd in observance of July 4th. The vacant Sergeant position in the Marshal's Department was posted internally with Deputy Azcarate as the only applicant. The interview committee recommended him for the position, and she appointed him per 3.7.1 and 3.7.2 of the Personnel Handbook. She is accepting applications for the Architecture Style Committee.

10. ADJOURNMENT

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

MEETING ADJOURNED AT 7:35 P.M.

APPROVED THIS 13th DAY OF JULY, 2020.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoeher-Hernandez
Town Clerk/Treasurer

Public Input for the BOT meeting of 6/22/2020, from Susan Krueger with thanks for listening.

Consent agenda: PZHAC Cases 061052 and 061053. Please consider removing these cases from the consent agenda for further work.

Both of these cases are for Spanish pueblo style homes in the HR zone, submitted by the same builder. The check lists for the architectural style that accompany the applications are the same; however, neither dwelling has small and randomly placed window and door openings on the façade, nor are window heights from grade uneven as required by the Spanish pueblo check list.

Was the builder given a copy of the “Guide to Building Permits in the Historic Zones” when he came in to discuss the two cases? In Mesilla, the architectural style is required by ordinance to be the style as it existed in the town in 1973, the year the Yguado Plan was adopted. The style cannot come out of a general textbook on the pueblo style, and that is why the “Guide” is so important. Please be sure the builder has and uses a copy of the “Guide” and gets help, as needed, with understanding the design elements. Then he could make an overall statement that he will incorporate into the construction plans for these two dwellings the architectural style elements as they appear in the “Guide” and append the statement to the applications.

It is my thought, the new ordinance just passed won’t help maintain the town’s historic integrity if the Commissioners and Trustees don’t use the Historic Preservation Ordinance in their decision making and require builders to follow it as well.

Finally, please show the owner’s name, etc., under Applicant/Owner, on the applications, rather than the Builder’s name.

BOT ACTION FORM
ZONING PERMIT 061069
[PZHAC REVIEW – 7/6/2020]

Items:

Case 061069 – 2330 Calle de Santiago, submitted by Patrick Taylor for the Taylor-Barela Reynolds Mesilla Historic Site; a request for a zoning permit to conduct restoration on the adobe and plaster on the historic dwelling at this address.
Zoned: Historic Commercial (HC)

DESCRIPTION OF REQUEST:

The applicant has been contacted by the State to conduct repairs on the residence that has been donated to the State by the Taylor family as a museum. The scope of work for the Department of Cultural Affairs, New Mexico Historic Sites is attached. (Please refer to this scope of work for a complete description of the work to be done under the applicant's contract with the State.)

The building, which is adobe, is on a property that was at one time part of a larger property owned by Edgar Griggs that contained the Reynolds/Griggs Store on the Plaza (see attached Historical Description). The buildings associated with this property are in the Historic Register (see attached). The Historical Register considers the buildings "significant" in that they are "...architecturally outstanding and important in the history of the community...". This building is one of the properties that is being acquired by the State as a future museum.

Consistency with the Code:

The PZHAC will need to determine that the proposed structure, when finished, will be consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.

B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:

1. The historical and literary value and significance of the site, building, or structure;
2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
5. The commission shall also consider the applicable zoning and other laws of the town.

C. In recommending approval of an application the commission may impose conditions which shall be binding upon the property. Prior to approving an application subject to conditions, the commission may notify the applicant of its proposed action to solicit his opinion. The concurring vote of three members of the board shall be necessary to make a determination in favor of the applicant on any application. [Ord. 2009-05 § 2]

In order to successfully meet the requirements of the contract with the State, the applicant will need to meet the requirements of the State Historic Preservation Office (SHPO) for any work done on the property.

Estimated Cost: @ \$144,302.00

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed consists of conducting repairs on a Historic structure being acquired by the State. .
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC ACTION:

The PZHAC determined that proposed work would not be out of character with the historic requirements of the Code and voted 5 – 0 to recommend APPROVAL of this request to the BOT

BOT OPTIONS:

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

BOT ACTION:

VIEW OF THE PROPERTY FROM CALLE DE SANTIAGO



Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points | Select Search Type: Account Numbe Enter Value:

Maps

Legend

Map Themes

- Parcels
- UDC Zoning
- Roads and Transportation
- NM House Districts
- NM Senate Districts
- County Commission Districts
- City Council Districts
- Median Household Income
- General Land Ownership

Account Number: [R0401623](#)
Parcel Number: 4006137203434
Owner: STATE OF NEW MEXICO
Mail Address: 725 CAMINO LEJO
Subdivision:
Property Address: 2330 CALLE DE PRINCIPAL
Acres: 0



PLAT OF SURVEY
 SHOWING THE LOCATION OF IMPROVEMENTS
 ON A 0.086 AC., A 0.213 AC., A 0.255 AC.,
 AND A 0.472 AC., TRACTS IN SECTION 25, T.28S., R.1E.,
 N.M.P.M. OF THE U.S.R.S. SURVEYS
 BEING U.S.R.S. TRACTS 11A-11A, 11A-11B AND
 11A-11C, TOWN OF MESILLA
 DONA ANA COUNTY
 NEW MEXICO

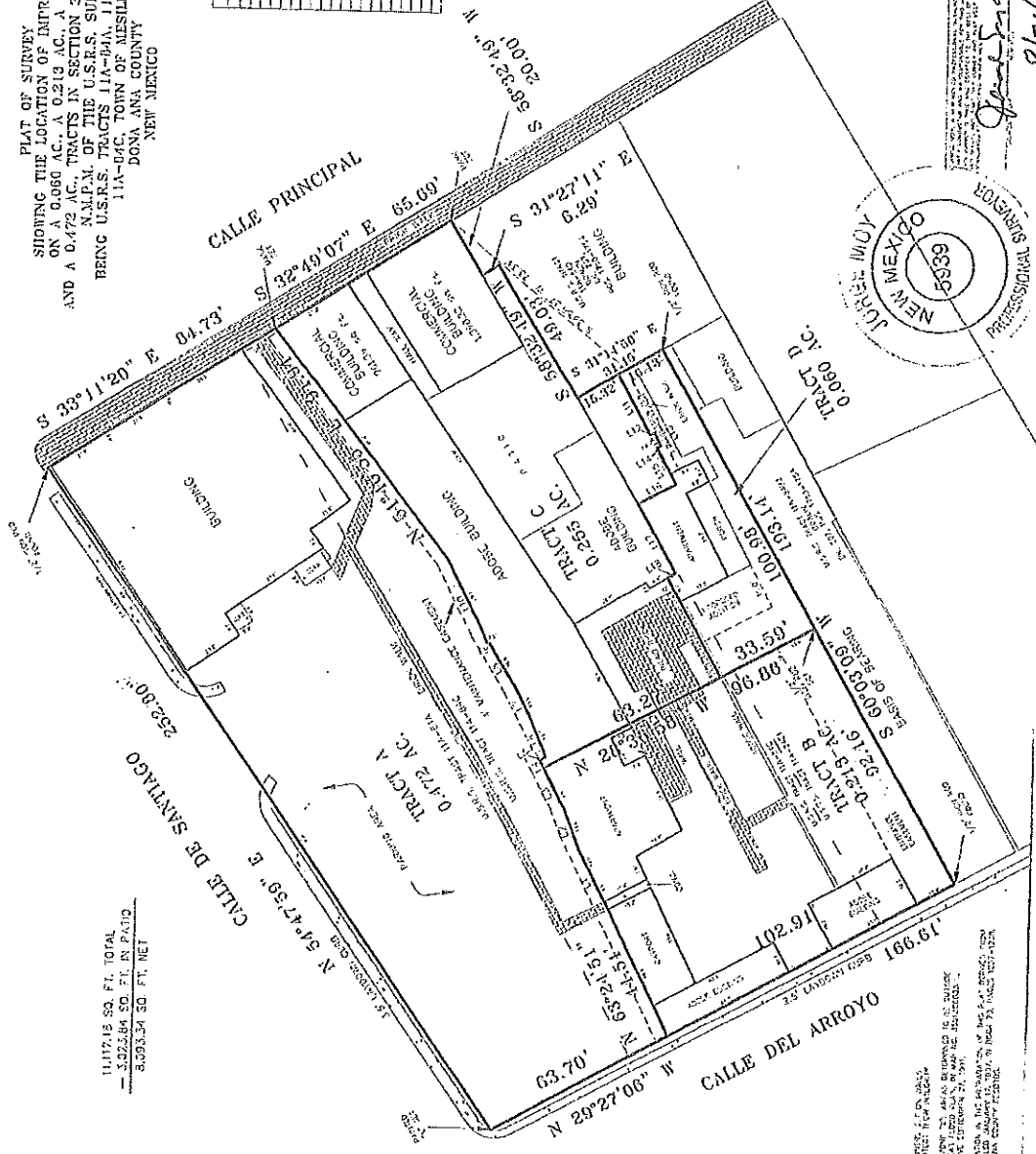
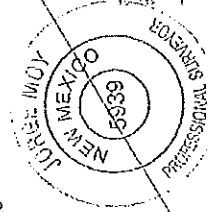
11,117.15 SQ. FT. TOTAL
 — 3,023.84 SQ. FT. IN PATIO
 8,093.31 SQ. FT. NET

LINE	LENGTH	BEARING	AREA
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2	196.6	N 29° 27' 06" W	3,023.84
3	102.9	N 63° 21' 51" E	8,093.31
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139	102.9	N 63° 21' 51" E	
140	63.70	N 54° 47' 59" E	
141	252.30	S 33° 11' 20" E	
142	196.6	N 29° 27' 06" W	
143	102.9	N 63° 21' 51" E	
144	63.70	N 54° 47' 59" E	
145	252.30	S 33° 11' 20" E	
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185	252.30	S 33° 11' 20" E	
186	196.6	N 29° 27' 06" W	
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193	252.30	S 33° 11' 20" E	
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196	63.70	N 54° 47' 59" E	
197	252.30	S 33° 11' 20" E	
198	196.6	N 29° 27' 06" W	
199	102.9	N 63° 21' 51" E	
200	63.70	N 54° 47' 59" E	



SCALE 1" = 20'
 0 10 20 30 40

THEY SHIPPING INC.
 111 S. WASHINGTON BLVD.
 SUITE 1000
 ALBUQUERQUE, NM 87102
 PHONE (505) 252-8000
 FAX (505) 252-8000
 1998-2000
 DRAWN BY: J. GARCIA
 CHECKED BY: J. GARCIA
 DATE: 11/21/02



NOTES:
 1. ALL DIMENSIONS ARE IN FEET.
 2. ALL BEARINGS ARE TRUE BEARINGS.
 3. THE SURVEY WAS MADE BY THE SURVEYOR ON THE GROUND.
 4. THE SURVEY WAS MADE ON THE 21ST DAY OF NOVEMBER, 2002.
 5. THE SURVEY WAS MADE AT THE TOWN OF MESILLA, DONA ANA COUNTY, NEW MEXICO.

EXTERIOR RESTORATION – SCOPE OF WORK (SOW)
For a GENERAL CONTRACTOR
New Mexico Historic Sites, the Taylor-Barela Reynolds Mesilla Historic Site (TBRM)
May 1, 2020

A. PURPOSE OF REQUEST FOR SOW Proposal

The purpose of this SOW is to establish a contract for the procurement of general contracting services for repairs to the Taylor-Barela Reynolds Mesilla Historic Site. Services provided by the general contractor will include expert adobe based plaster restoration work and related site drainage work for protection of the adobe structure. All upgrades to this property under this contract must meet state and federal historic preservation standards.

B. BACKGROUND

Currently, the Taylor-Barela Reynolds Mesilla Historic Site is undergoing preservation, restoration and rehabilitation in a phased manner. New HVAC systems will be installed as a separate phase of work from this exterior oriented plaster restoration and site drainage project. Work under this contract includes:

- Concrete collar removal and lime plaster installation on east section of North Wall
- Mud plaster work at the Back Patio and west section of the North Wall
- Replace gutters and downspouts on the North Wall, and install new gutter and downspouts on the South Wall and install splash blocks at all downspouts
- Replace drainage supports in the Zaguán
- Seal off tops of fireplaces at rooms #18 and #20
- Site drainage work at the north and south

C. SCOPE OF WORK

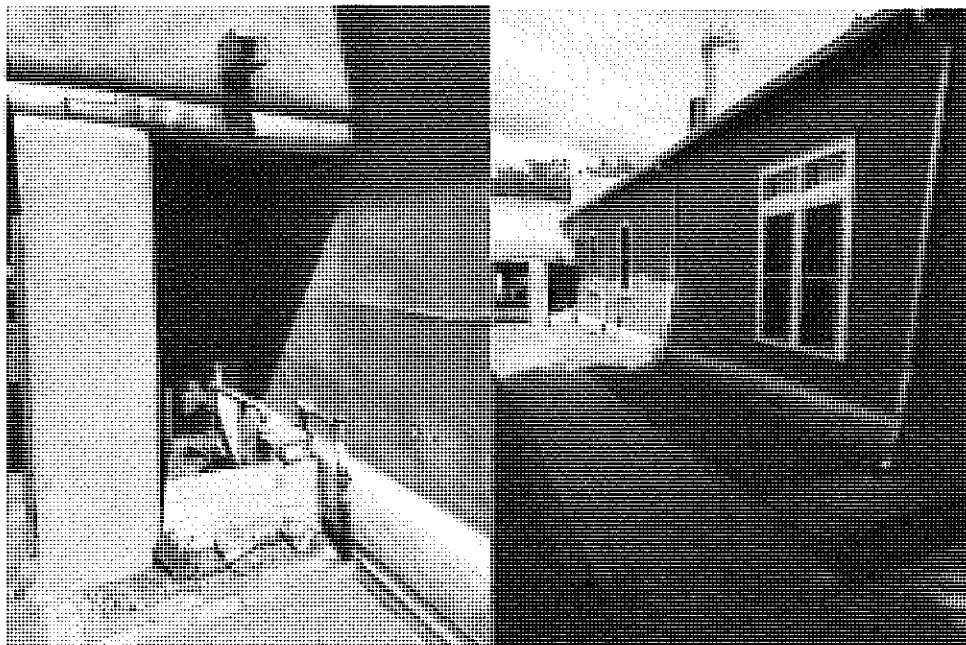
The Department of Cultural Affairs, New Mexico Historic Sites requests submission of a proposal from a qualified general contractor to deliver the following services that will include all contracting, procurement, layout, any required investigations, construction and clean-up. Comprehensive restoration of the exterior Lime and Mud Plaster walls of this property is the focus of the work. Related site drainage work at the north and south will be accomplished, along with installation of new gutters/downspouts at the North and South Walls and other miscellaneous work items.

A site staging and management plan should be submitted by the General Contractor as part of the proposal. The plan will need to address COVID 19 safety protocols relating to workers, DCA staff, the Taylor Family and the public. Due to the COVID situation, only exterior work will be permitted under this contract. Any access to the building interior will need to be approved by Historic Sites in advance of any entry.

Deliverables for the General Contractor will include:

1. Concrete Collar Removal and Lime Plaster Installation on east section of North Wall

- a) Careful removal concrete collar (*contrapared*) that abuts the North Wall of the TBRM property. The concrete collar system shall be removed in small (3 foot or less) sections using non-vibratory equipment.
- b) Carefully remove all existing cement stucco on the TBRM North Wall for the full height of the wall (except where previously replaced with lime plaster).
 - i) Monitor the interior as north wall stabilization is occurring.
 - ii) Inspect existing adobe bricks for damage and cracking and replacement of damaged adobes with new, un-amended adobe bricks set mud mortar (to match existing); adobe depth repair estimate is 3 courses at 4 inch depth.
 - iii) Re-plaster the exposed adobe bricks with a 2 coat lime plaster (using the traditional *rajuelar* rock-anchor method described in Attachment A of this document.)
- c) Accomplish plaster repairs at all plaster areas on the building to prepare for unifying lime wash across all surfaces.
- d) Use a lime wash tinted to match the existing plaster colors (3) on building. Paint the lime plaster section of the north wall with the tinted lime wash so that new repairs and older plasters match. *At least three colors of lime wash will be required with colors to be approved by Historic Sites and HPD.*
- e) Apply painted lime wash at all exterior walls of the building including courtyards. Where lime plaster is, lightly mist plaster before first application. Where cement stucco is retained, brush down cement plaster with scrub brush to remove loose dirt. Two respected sources for tinted lime wash are Portola Paint and Keim, both are permeable tinted paints.



North Wall – concrete contrapared detail on the left; length of system on the right

2. Mud Plastering Work at Several Areas

a) The Back Patio Wall -

- i) Carefully clean off/remove any loose existing adobe plaster. Inspect adobe bricks and repair any damaged bricks per section 1(b.ii) above.
- ii) Prepare new adobe plaster per the following: Selected adobe fines will have between 18 and 24% clay content with no more than 10% detritus/soil and the remaining as sand. Adobe fines will be screened prior to application in order to remove any aggregate larger than $\frac{1}{4}$ ". If appropriate, the plaster mix can be amended with Chemstar brand S-type bagged lime (at a 5% of total lime-to-soil weight mix) and cut straw.
- iii) All wall surfaces will be lightly swept to remove loose materials. Before the application of each plaster coat, the surface of the adobe walls should be moistened by splashing water from a wet brush or fine mist hose sprayer.
- iv) Walls will be plastered to an average depth of a quarter inch. The first plaster coat, a thin basal thick binder coat, slightly less than $\frac{1}{4}$ inch thick, will then be applied. The basal coat should be scored with diagonal lines to provide an anchor for the subsequent finish coat. The basal coat must dry and adhere before subsequent plaster coats are applied. The final "finish" coat should be thin, and have slightly less clay, than the scratch coat and should be smoothed with a wood float.
- v) Accomplish any required repairs to the parapet.



Back Patio wall

b) Parapet and North Wall Adobe Repairs –

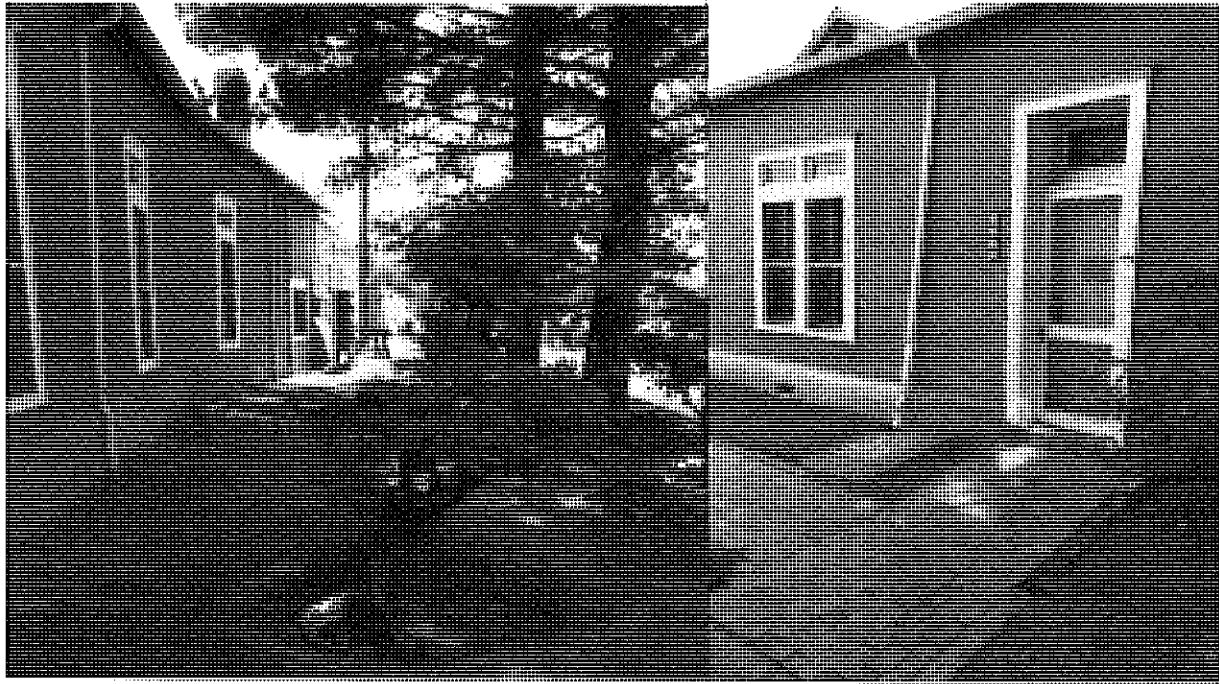
- i) Repair masonry parapet.
- ii) Mud plaster the section on the north wall that has mud plaster with methods described under 2(a) for the back patio wall.



NW section of North Wall with mud plaster

3. Replace Gutters and Downspouts on the North Wall and Install New Gutter and Downspouts on the South Wall, and install splash blocks at all downspouts

- a) Remove existing gutters and downspouts prior to plastering work at the North Wall. There is currently no gutter or downspouts at the South Wall.
- b) Before installation of new gutter, accomplish any required repairs to rafter overhangs for an even gutter installation. Extend or trim rafters to create even condition for installation of new fascia board. Replace any damaged decking on eave overhang with wood to match existing. Paint all new boards and decking.
- c) Install a seamless type half-round gutter.
- d) Install new round downspouts. Create a tight, angled transition from the gutter to the face of wall, with the same transition for all five downspouts on the North Wall; install at least two downspouts at the South Wall with the positions to be approved by Historic Sites and HPD. Anchor the downspouts to the adobe wall at the bottom of the transition and at the bottom of the wall with sheet metal straps that are anchored to the wall with expansion anchors. When there are irregularities in the wall, additional straps may be required to anchor transitions over uneven surfaces.
- e) Install concrete splash blocks at all downspout conditions including the North Wall downspout by the door (image on right below) that lands on brick paving.
- f) Install open clay tile-lined canales recessed into grade from the splash blocks out to at least 4 feet from the building wall.
- g) The gutter and downspouts should be white in color to match the existing. All metal downspout straps and anchors should be painted to match the downspout.



North Wall downspouts

Replace Drainage Supports in the Zaguan

- h) Replace rusted metal supports in the gutter inside the Zaguan with stainless steel supports. Custom measure and fabricate to fit in the gutter in the floor. Use existing rusted out supports as a pattern for the new ones.
4. **Seal Off Tops of Fireplaces on Rooms #18 and #20**
- a) Seal off the top of the fireplaces in rooms 18 & 20 with galvanized steel caps that have been custom fabricated to seal the existing flue openings. The caps should fit tightly over the flues and extend vertically as required to anchor to brick masonry. The caps should be sloped to repel water and painted out to match existing brick. *The Contractor should provide a detail sketch for this condition for approval by Historic Sites and HPD prior to fabrication.*
5. **Site Drainage**
- a) **North Side** - at the north side raise the brick sidewalk area 5 inches by the front living room door way. Reset the bricks and slope eastward to the plaza matching existing grade. Reset the bricks and slope westward towards parking area matching existing grade. Use non vibratory compaction in raising the brick level. Raise the area on both sides of the brick walkway to match new existing brick area along with landscaping material.
 - b) **South Side** - at the south side pour a concrete runnel running east to west, property corner to property corner, against the existing concrete curb line. Set the runnel to drain rain water east to west with a 2 foot wide butterfly shaped surface, 4 inches thick with 6x6x10x10 remesh wire.

Appendix A: Application of Lime Plaster with the Stone Anchor Technique

Once the concrete stucco and collar is removed from the exterior of the adobe walls, install a replacement lime plaster. Mix the lime as an "S" type hydrated lime, slaked in water for at least 48 hours. Anchor the first or "leveling" coat of plaster to the adobe walls with a natural system of angular stones inserted into the header and bedding masonry joints of the wall. In order to receive the rock anchors, scrape these masonry joints down to a depth of $\frac{3}{4}$ of an inch below the surface of the adobe bricks, spray them clean with lime water (left over from the slaking process) and leave them open to dry. After the mortar joints dry out:

- Brush the adobe walls clean, re-dampen the walls near joints with lime water, and forcefully throw lime mortar into the opened joints.
- Smooth out the lime mortar by hand with a trowel or with smoothing tool and then insert angular rock anchors into the moist lime mortar in the header and bedding wall joints. Insert several stones in each header joint. Insert a continuous row or ancho stones in every second bedding joint
- Allow lime mortar and anchors to dry before applying the leveling coat of lime plaster.
Apply a minimum of two coats of lime plaster, leveling-finishing (or coarse to fine grain), to the adobe walls. Allow each coat to dry fully before applying another coat. Moisten the wall surface before applying a new coat of plaster. A third coat may be applied as a "filler" or leveling coat where necessary. Tint the finish coat of the lime plaster with a lime-wash mineral paint to match the existing color of the structure.

061069
\$ 235.50

Town of Mesilla, New Mexico

P.O. BOX 10
MESILLA, NM 88046
PHONE: (505)524-3262 FAX (505)541-6327

Application for Building Permit
Certificate of Occupancy, Use and Historic Appropriateness
Application is hereby for the issuance of a Certificate of Occupancy, Use, and when applicable, a Certificate of Historical Appropriateness.

Application Date: 6/04/2020
PAT TAYLOR, INC. representing 575-526-7995
BED INDUSTRIES, Bud GAMER 505-218-2437
Name of Applicant Telephone Number
9720 Bell Ave. SE
BED INDUSTRIES Address City Albuquerque State NM Zip Code 87123

Proposed Use or Occupancy: Residence currently Zone: HC

BED INDUSTRIES Contractor Name Address 9720 Bell Ave. SE Albuquerque, NM
87123

505 218 2437 Telephone Number Contractor I.D. # NM GC-71426 Contractor License #

- This application includes:
1. Plot plan with legal description to show existing structures, adjoining, streets, driveway(s), improvements & setbacks.
 2. Foundation Plan with details
 3. Floor Plans showing rooms, their uses and dimensions
 4. Cross Sections of walls
 5. Roof and floor framing plan (If manufactured trusses, submit layout of trusses and stamped engineer design plan.)
 6. Drainage plan
 7. Architectural style and color scheme (Historical zones only)
 8. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from Public Utility providing water service.
 9. Recorded proof of ownership with legal description of property (deed or current tax bill)

All applications for electrical, mechanical/plumbing installations are made at the construction industries division

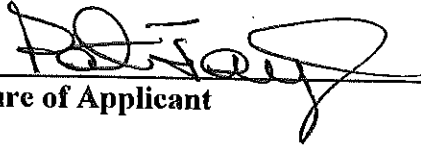
Location & Description of Proposed Work:

J. PAUL TAYLOR WORK, 2330 CALLE SAN JUAN
WORK CONSISTS OF EXIST PLASTER DEMO, lime plaster, gutter
system, grade work. PLEASE SEE ATTACHED SCOPE OF WORK

Estimated Cost \$ 144,300.00

Material: _____

Labor: _____



Signature of Applicant

Required Setbacks: Front _____ Rear _____ Side _____

PZHAC _____ Administrative Approval BOT _____ Approved
_____ Approved _____ Disapproved
_____ Approved with Conditions _____ Date _____ Approved w/ Cond.

FEE: 235.50 RECEIPT #: _____ ISSUE DATE: _____

THERE IS A TEN (10) DAY MINIMUM REVIEW PERIOD ON ALL APPLICATIONS (with the exception of administrative approvals)

CASE NO. 061089 Date Received: 6/5/20

BOT ACTION FORM
ZONING PERMIT 061070
[PZHAC REVIEW – 7/6/2020]

Items:

Case 061070 – 1985 Calle de Colon, submitted by Sylvia Fierro; a request for a zoning permit to allow the installation of two exterior security doors on a commercial building at this address. Zoned: Historical Commercial (HC)

Description of Request:

The property in question is located immediately adjacent to and behind Palacio's Bar on Avenida de Mesilla. The property consists of a 7749 square foot (0.18 acre) parcel containing a 1378 square foot dwelling (see attached DAC property map). This structure was originally a residence, but underwent a zone change last year to Historical Commercial to allow it to be used as a small office building. Prior to the zone change, the structure was completely renovated by the applicant in accordance with SHPO guidelines for structures in the Historic Register.

The applicant would like to add the security doors in response to a request by the current tenants for security against break-ins through the existing wood exterior doors. Although the current doors meet historic preservation requirements, they are not designed to provide adequate resistance to forced entry. Due to the structure's proximity to the bar and the fact that is unoccupied during the hours of operation of the bar, the applicant and the tenant believe that the additional security to be provided by the proposed doors is needed.

The proposed doors (see attached photo) will actually be strong storm doors, and the original doors will be left in place. The new doors will be installed in front of the existing doors and will offer an added level of resistance to forced entry.

Consistency with the Code:

The PZHAC will need to determine that the proposed structure, when finished, will be consistent with the following sections of the Code:

18.33.080 Historical appropriateness permit.

D. Exemptions. Work in any of the following categories shall be exempt from obtaining a certificate of historical appropriateness permit:

1. Maintenance or repairs which do not involve a change of the existing design, exterior materials or scale or outward appearance of the structure.
2. Work required by a town staff to eliminate an unsafe condition; provided, that any permanent repairs shall meet the criteria of subsection (D)(1) of this section.
3. Installation of storm windows or storm doors, with or without screens, painted or unpainted; provided, however, that no such windows or doors shall have any ornamental feature such as grilles, monograms, etc. This provision shall not be construed to prohibit the installation of plain bars on the inside of such windows or doors for protection of the screens or glass. If a study indicates that storm windows are necessary, the use of interior storm windows is preferred, and interior storm windows are also exempt from obtaining a certificate.

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
 1. The historical and literary value and significance of the site, building, or structure;
 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 5. The commission shall also consider the applicable zoning and other laws of the town.

C. In recommending approval of an application the commission may impose conditions which shall be binding upon the property. Prior to approving an application subject to conditions, the commission may notify the applicant of its proposed action to solicit his opinion. The concurring vote of three members of the board shall be necessary to make a determination in favor of the applicant on any application. [Ord. 2009-05 § 2]

Additionally, according to Tom Maese, Chief Building Inspector for CID, since this is a commercial structure, the doors will need to have the appropriate exit hardware (panic bar or similar device) to meet the emergency exit requirements of the building code for the current occupancy.

Estimated Cost: @ \$800.00

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed consists of installing security doors on the subject structure.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC ACTION:

The PZHAC determined that enclosing the proposed doors would not be out of character with the historic requirements of the Code and voted 5 – 0 to recommend APPROVAL of this request to the BOT with the following CONDITION:

1. *The latch mechanisms meet CID requirements for the current occupancy.*

BOT OPTIONS:

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

BOT ACTION:

**PHOTO OF THE PROPERTY FROM AVENIDA DE MESILLA
SHOWING PROXIMITY TO PALACIOS BAR**



Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points | Select Search Type: Account Numbe Enter Value:

Maps

Legend

Map Themes

Parcels
UDC Zoning
Roads and Transportation
NM House Districts
NM Senate Districts
County Commission Districts
City Council Districts
Median Household Income
General Land Ownership

Account Number: [R0400386](#)
Parcel Number: 4006137305491
Owner: FIERRO SYLVIA J
Mail Address: P.O. BOX 1725
Subdivision:
Property Address: 1985 DALLE DE COLON
Acres: 0

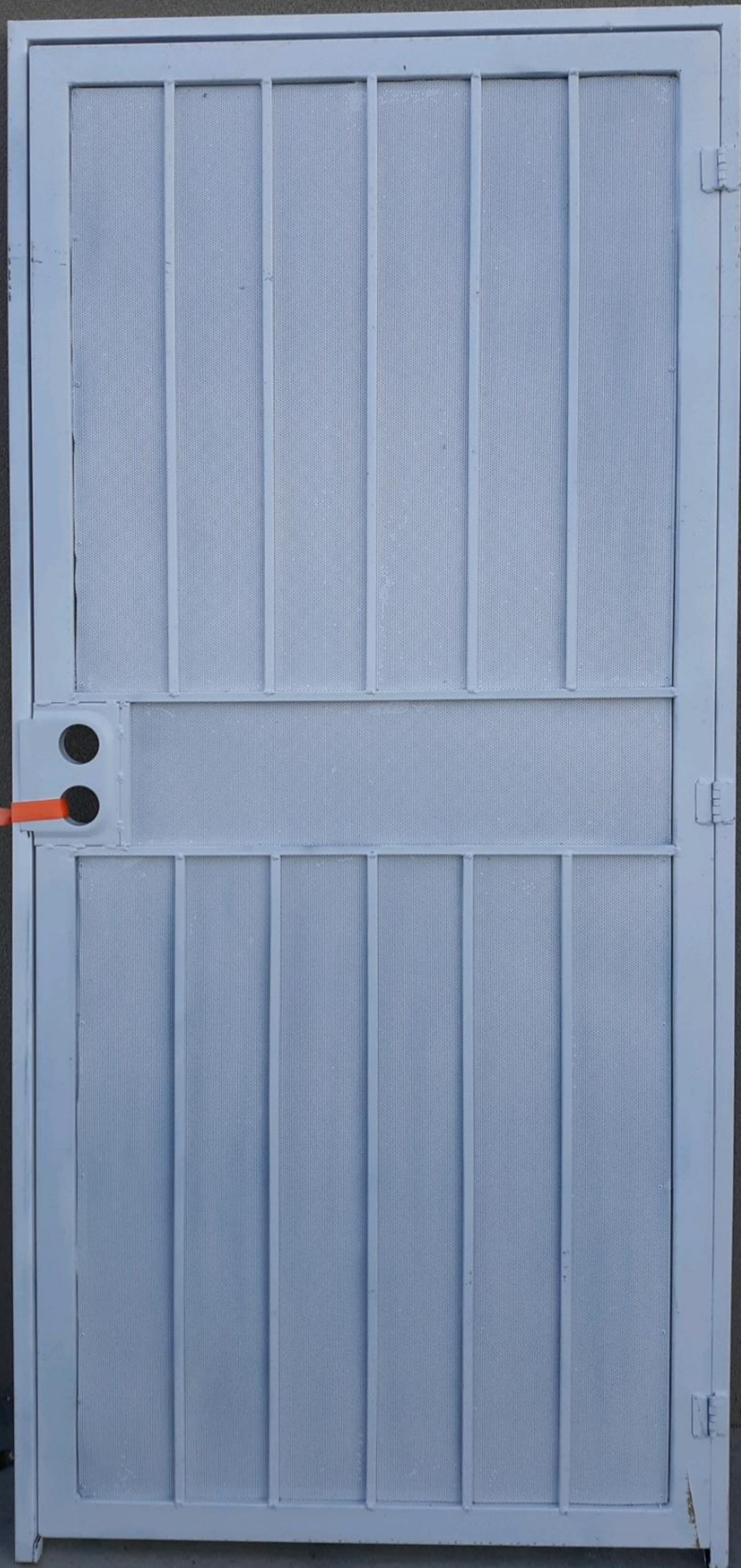


PHOTO FROM CALLE DE SAN ALBINO



PHOTO FROM CALLE DE COLON SHOWING ONE OF THE EXIT DOORS





**TOWN OF MESILLA
ZONING APPROVAL**

061070
\$9,90

**PERMISSION TO CONDUCT WORK
OR
OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT FROM CID**

OFFICIAL USE ONLY: Case # 061070 Fee \$ 9,90
88046 (575) 524-3262 ext. 104

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM

CASE NO. 061070 ZONE: H.C. CODE: M1 APPLICATION DATE: 7/1/20

Name of Property Owner Sylvia J. FIERRO Property Owner's Telephone Number 575 642-7964

Property Owner's Mailing Address PO Box 1725 City Mesilla Park State NM Zip Code 88047
Property Owner's E-mail Address

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

Contractor's Telephone Number 575 642 7964 Contractor's Tax ID Number 585 32 4314 Contractor's License Number ---

Address of Proposed Work: 1985 Calle de Colon

Description of Proposed Work: INSTALL Wrought IRON Security doors, front & back entries

\$ 800.00
Estimated Cost

Sylvia J. Fierro
Signature of Applicant Date

Signature of property owner: Sylvia J. Fierro

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.

FOR OFFICIAL USE ONLY

PZHAC	<input type="radio"/>	Administrative Approval	BOT	<input type="radio"/>	Approved Date:
	<input type="radio"/>	Approved Date:		<input type="radio"/>	Disapproved Date:
	<input type="radio"/>	Disapproved Date:		<input type="radio"/>	Approved with Conditions
	<input type="radio"/>	Approved with conditions			

PZHAC APPROVAL REQUIRED: YES NO BOT APPROVAL REQUIRED: YES NO

CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS:
PZHAC REVIEW (BOT APPROVAL REQUIRED)

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING:

1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was **LEGALLY** subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. Site Plan with dimensions and details.
3. Foundation plan with details.
4. Floor plan showing rooms, their uses and dimensions.
5. Cross section of walls
6. Roof and floor framing plan
8. Proof of legal access to the property.
9. Drainage plan.
10. Details of architectural style and color scheme (checklist included for Historical zones) – diagrams and elevations.
11. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).

BOT ACTION FORM
ZONING PERMIT 061071
[PZHAC REVIEW – 7/6/2020]

Items:

Case 061071 – 2305 Calle de Colon, submitted by Jerry Nevarez; a request for a zoning permit to allow the installation of an aluminum gutter on a dwelling at this address to connect two canales to a ponding area. Zoned: Historical Residential (HR)

DESCRIPTION OF REQUEST:

The applicant would like to install an 18 foot long aluminum gutter and downspout on an exterior garage wall along Calle de Colon in order to divert rainwater from two canales above the garage to a small ponding area at the front of the dwelling. The gutter will run along the front of the garage wall below the canales to the downspout which will bring the water to the ponding area at the front of the dwelling. The gutter and the downspout will be painted to match the color of the wall.

ESTIMATED COST: @ \$448.48

Consistency with the Code:

The PZHAC will need to determine that the proposed gutter and downspout will be consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
1. The historical and literary value and significance of the site, building, or structure;
 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 5. The commission shall also consider the applicable zoning and other laws of the town.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed consists of installing a gutter and downspout on the subject dwelling.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC ACTION:

The PZHAC determined that enclosing the proposed gutter and downspout would not be out of character with the historic requirements of the Code and voted 4 – 0 to recommend APPROVAL of this request to the BOT. The applicant stated that the gutter will match the color of the house.

BOT OPTIONS:

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

BOT ACTION:

PHOTOS OF FRONT OF PROPERTY FROM CALLE DE COLON SHOWING THE CANALES



Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points | Select Search Type: Account Number Enter Value:

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400572](#)
Parcel Number: 4006138208035
Owner: NEVAREZ GERARD R
Mail Address: PO BOX 1102
Subdivision:
Property Address: 2305 CALLE DE COLON
Acres: 0





Jerry Nevarez

Signed on: 06/10/2020

Jerry Nevarez

**TOWN OF MESILLA
ZONING APPROVAL**

OFFICIAL USE ONLY:

Case # 061071

Fee \$ 45.00

**PERMISSION TO CONDUCT WORK
OR
OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT FROM CID**

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

CASE NO. 061071 ZONE: HR CODE: M1 APPLICATION DATE: 6/10/20

Jerry Nevarez		5756483938	
Name of Property Owner		Property Owner's Telephone Number	
2305 Calle De Colon Mesilla, NM			
Property Owner's Mailing Address	City	State	Zip Code
Mesillaj3@aol.com			
Property Owner's E-mail Address			
Quality Works LLC DBA Quality Gutter 6501 Aldrich Rd Las Cruces, NM			
Contractor's Name & Address (If none, indicate Self)			
5756363382	03-356405-00-1	389021	
Contractor's Telephone Number	Contractor's Tax ID Number	Contractor's License Number	

Address of Proposed Work: 2305 Calle De Colon Mesilla, NM

Description of Proposed Work: Seamless aluminum gutter install connecting 2 canales with downspout to existing ponding area. Gutter porch area with downspout to existing ponding area

\$ 449.48 before tax
 Estimated Cost Signature of Applicant Date 6-10-20

Signature of property owner: [Signature]

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.

FOR OFFICIAL USE ONLY

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

PZHAC APPROVAL REQUIRED: YES ___ NO BOT APPROVAL REQUIRED: YES ___ NO

CID PERMIT/INSPECTION REQUIRED: ___ YES NO ___ SEE CONDITIONS

CONDITIONS: PZHAC REVIEW BOT APPROVAL REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

- THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING:
1. _____ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was **LEGALLY** subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 2. _____ Site Plan with dimensions and details.
 3. _____ Foundation plan with details.
 4. _____ Floor plan showing rooms, their uses and dimensions.
 5. _____ Cross section of walls
 6. _____ Roof and floor framing plan
 8. _____ Proof of legal access to the property.
 9. _____ Drainage plan.
 10. _____ Details of architectural style and color scheme (checklist included for Historical zones) – diagrams and elevations.
 11. _____ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 12. _____ Proof of legal access to the property.
 13. _____ Other information as necessary or required by the City Code or Community Development Department (See other side.)

Mayor: Nora Barraza

Mesilla Trustees: Jesus Caro, Stephanie Burrick-Johnson, Carlos Arzabal, Veronica Garcia

Submittal for Discussion item at the July 13th Board of Trustees Meeting:

On June 19th we sent a letter, via email, to the Mayor and individual Trustees. We are submitting this letter in response to a subsequent discussion at the June 22, 2020 Town of Mesilla meeting, about the easement located adjacent to our property at 2214 Calle de Guadalupe. After listening to the discussion, we felt there were several points which required follow-up on our part.

1st Point: At the meeting it was stated the incline where the brick sidewalk terminates at the south end of the easement was caused by tree roots. In actuality, at the time the sidewalk was constructed the existing elevation beside the building at 2214 Calle Guadalupe, was 6 inches higher than the elevation of the adjoining building. Please Note: The excess 6" of dirt has since been removed, (at the expense of the property owners) in order to correct the problem and to improve drainage away from the building.

2nd Point: At the meeting it was stated the town does not have the staffing or budget to maintain all the plants which are planted in town easements. We recognize the inherent truth in this statement. However, in small communities across the United States maintenance of easements, due to these same limitations, are in reality maintained in large part by property owners. Each year, we have raked leaves, pulled weeds and trimmed branches. We have never witnessed town staff maintaining the easement which abuts our property, nor have we necessarily expected it. We are not lodging a complaint, only stating a fact. Small towns function best when people work together to maintain properties. It is in reality the only way small towns can remain functional.

3rd Point: We are reasonable property owners and are civic minded. We therefore, went through proper channels and were agreeable to all reasonable proposals. We agreed to the removal of the yucca plant on the north corner to install a ramp. We agreed to the removal of the tree on the south end which is located under electric lines. We have recently been agreeable to the removal of the small tree located next to it which has grown in an inconvenient location. We are agreeable to the mayor's

proposal to keep the two yucca plants near the front entrance. The desert willow has been growing in its location for decades and even though 6" of dirt was removed in order to bring the elevation in alignment with the sidewalk on the south end, there are no exposed roots. Since the tree has committed no crime and is highly unlikely to do so in the future, it may not require removal. We would be happy to sign an agreement, so long as our lawyer approves of the wording, to remove and repair the bricks around this tree should there be a problem in the future. In addition, although we have already had the tree professionally trimmed, we would be willing to pay a tree trimmer to trim off the top of the tree to make it easier to maintain.

Conclusion:

In closing, all property owners within the Town of Mesilla should be entitled to fair and equitable treatment based on written public policy. The written policy should be available to residents. We are therefore requesting a copy of the town's written policy regarding town easements, as it is stated with regard to landscaping and maintenance, be sent to us (or made available for pick up) within a reasonable period of time. If a written policy does not exist or is not enforced equitably, it leaves the town vulnerable to legal accusations of discriminatory practices.

If Mesilla does not currently have a written policy which addresses landscaping, plants and public safety with regard to town easements then a written policy is clearly needed. Perhaps Planning and Zoning could begin the process of developing a plan which would preserve the ambiance which brings visitors to our community, while also addressing the public safety issues mentioned at the meeting such as potential tripping hazards, cactus which is located too close to a walk way (or parking space) or tree branches covering signage.

In conclusion, we would like to have input into the landscaping beside our property as have other property owners. If we are not given input, and there is no written policy providing the basis for guiding decision-making, then we clearly are not receiving equitable treatment. Our proposal was to leave 10 inches between the sidewalk and the building to allow the soil to dry out more quickly and prevent moisture damage to base of walls. We also proposed putting in a 5' wide sidewalk area with the area between the sidewalk and rock retaining wall to be covered with decorative gravel.

Pat & Wendy Taylor



TOWN OF MESILLA

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

July 1, 2020

NMDOT District 1
Trent Doolittle, P.E., District Engineer
c/o Mary Jo Valdez, LGRF Coordinator
2912 E. Pine St.
Deming, NM 88030

**Re: Request for LGRF Hardship Match Waiver
Control Number (HW2 L100459)
Town of Mesilla Roadway Improvements**
Total Amount: \$40,000.00
Entity Share: \$10,000.00
State Share: \$30,000.00

Dear Mr. Doolittle:

The Town of Mesilla is interested in applying for the LGRF Hardship Match Waiver per the NM Administrative Code 18 NMAC 27.3.8 for our pending funding through the FY20-2021 LGRF Program.

NMAC 27.3.8 allows Public Entities who are experiencing financial hardship to apply for a Match Waiver of all or part of the Public Entity match normally required for participation in the Local Government Road Fund.

The Town of Mesilla qualifies for the Match Waiver in the amount of \$10,000.00 for the LGRF Project for year 2020-2021 to complete the following scope of work: Engineering, survey and design to construct the roadways by removing and replacing the existing deteriorated subgrade and pavement, removing and replacing failed concrete curbing, drainage improvements and the installation of new asphalt pavement section on Calle de Picacho Sta. 10+00 to 25+15, Los Arenales Sta. 10+00 to 16+00, and Camino Castillo Sta. 10+00 to 10+33".within the control of the Town of Mesilla in Dona Ana County, New Mexico. If you have any questions, please do not hesitate to contact me.

Sincerely,

Rod McGillivray, Public Works Director



Town of Mesilla, New Mexico

RESOLUTION NO. 2020-12

A RESOLUTION AUTHORIZING PARTICIPATION IN THE LOCAL GOVERNMENT ROAD FUND PROGRAM AND REQUEST FOR MATCH WAIVER ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the **Town of Mesilla** and the New Mexico Department of Transportation enter into a Cooperative Agreement.

WHEREAS, the total cost of the project will be **\$40,000.00** to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 75% or **\$30,000.00**
and
- b. **Town of Mesilla's** proportional matching share shall be 25% or **\$10,000.00** if Hardship for Match Waiver is not deemed to be present by Department of Finance and Administration and the Department of Transportation

TOTAL PROJECT COST IS **\$40,000.00**

Town of Mesilla shall pay all costs, which exceed the total amount of **\$40,000.00**

WHEREAS, the **Town of Mesilla** has a limited tax base, which limits the funding for meeting the proportional matching share; and, a fund exists in the NMDOT appropriated by the New Mexico State Legislature for Public Entities in need of "hardship" match money and **Town of Mesilla** requests participation in this Match Waiver Program in the amount of **\$10,000.00**

Now therefore, be it resolved in official session that **Town of Mesilla** determines, resolves, and orders as follows:

That the project for this Cooperative Agreement is adopted and has a priority standing.

The agreement terminates on **December 31, 2021** and the **Town of Mesilla** incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

NOW therefore, be it resolved by the **Town of Mesilla** to enter into Cooperative Agreement Control Number **HW2 L100459** with the New Mexico Department of Transportation for LGRF Project for year 2020-2021 to **Engineer, survey and design to construct the roadways by removing and replacing the existing deteriorated sub-grade and pavement, removing and replacing failed concrete curbing, drainage improvements and the installation of new asphalt pavement section on Calle de Picacho Sta. 10+00 to 25+15, Los Arenales Sta. 10+00 to 16+00, and Camino Castillo Sta. 10+00 to 10+33"**.

PASSED AND APPROVED this 13th day of July 2020.

Nora Barraza, Mayor

ATTESTED:

Cynthia Stoeher-Hernandez
Town Clerk/Treasurer

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES
FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR
SUBJECT: ACTIVITY REPORT – JUNE 2020
DATE: JULY 7, 2020

PZHAC BUSINESS
JUNE 2020

Items presented to the PZHAC

ADMINISTRATIVE APPROVAL

Zoning Permits

1. **Case 061049** – 2371 Calle de Parian, submitted by Michael Clute; a request to regrade and replace gravel on an existing gravel driveway at this address. Zoned: Historical Residential (HR).

PZHAC DECISION ITEMS:

Zoning Permits:

1. **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)
2. **Case 061032** - 2305 Calle de Colon, submitted by Gerard Nevarez, a request for a zoning permit to enclose an existing covered patio and install a new covered patio at the rear of a dwelling at this address. Zoned: Historic Residential (HR)
3. **Case 061034** - 2230 Calle del Sur, submitted by Stephen Cadena; a request for a zoning permit to construct a porch around a dwelling at this address. Zoned: Historic Residential (HR)
4. **Case 061045** – 2391 Calle de Parian, submitted by Robert Reynolds, a request for a zoning permit to allow the replacement of a door and two windows on a storage building at this address. Zoned: Historical Residential (HR)
5. **Case 061047** – 2631 Calle Tercera, submitted by Frankie Torres, a request for a zoning permit to allow a rock wall to be constructed on the front property line of a residential property at this address. Zoned: Historical Residential (HR)
6. **Case 061050** – 319 Capri Arc, submitted by Sam McBurney; a request for a zoning permit to allow the replacement of eleven windows on a dwelling at tis address. Zoned: Residential, one acre (R-1)
7. **Case 061051** – 2447 Calle del Norte, submitted by Matilde Estrada; a request for a zoning permit to allow the replacement of nine windows on a dwelling at this address. Zoned: Historical Residential (HR)
8. **Case 061052** – 2445 Calle de Santa Ana, submitted by ViCa One Inc. for Jack and Lisa Kirby; a request for a zoning permit to allow the construction of a new dwelling at this address. Zoned: Historical Residential (HR)
9. **Case 060153** – Calle Pacana, Lot 2 of the Sommer Grove Subdivision, submitted by ViCa One Inc. for Charles and Marilyn McMurray; a request for a zoning permit to allow the construction of a new dwelling at this address. Zoned: Historical Residential (HR)
10. **Case 061054** – 2581 Calle de Cura, submitted by Gary and Laura Ramsey; a request for a zoning permit to allow renovations to the interior as well as the replacement of windows and repair and repainting of the exterior of a dwelling at this address. Zoned: Historical Residential (HR)

11. **Case 061055** – 2821 Cielo Grande Court, submitted by Zachary and Jodie Penn; a request for a zoning permit to allow the installation of an in-ground pool behind a new dwelling at this address. Zoned: Rural Farm (RF)
12. **Case 061056** – 1680 Calle de Alvarez Suite C, submitted by Stefan Schaefer for Christopher Schaefer; a request to expand an existing 161 square foot patio service area by 294 square feet. Zoned: General Commercial (C)

Business Permits

1. 1695 Calle de Alvarez – submitted by Tina Brookshire for “Quality Life”; a request for a business license to allow the applicant to operate a professional office at this location. Zoned: General Commercial (C)

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

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

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
061062	04-00277	6/12/20	Andele Restaurant/self	500.00	100.00	AD	1950 Calle del Norte	Temporary use of part of the parking lot for outdoor restaurant service
061063	04-01249	6/22/20	Dan Howard/DJ Walker Constr.	56,811.00	88.50	RR	3463 Calle del Norte	Reroof a structure at this address
061064	04-00681	6/18/20	Adelita and Andres Montoya/Condition Solutions	16,000.00	69.00	MI	2965 Calle de Guadalupe	Replace an evaporative cooling system with refrigerated air conditioning
061065	04-00211	6/16/20	Roberto and Eliza Fietze/A&A Roofing	4,765.75	100.00	RR	2408 Calle de Santiago	Reroof and repair to stucco
061066	04-01614	6/30/20	Indalecio Prieto/self	1,100.00	60.00	MI	3260 North Highway 28	Add an asphalt extension to a driveway at this address
061067	04-00389	6/24/20	Nia Rucker/self	50.00	0.00	MI	1922 Calle de Cura	Repair window frames on the dwelling at this address
061068	04-01247	6/3/20	Mary Helen Ratje/Pat Taylor	4,500.0	100.00	MI	2231 Calle de Santiago	Replace a canale on a dwelling at his address
061069	04-01623	6/4/20	Pat Taylor/B&D Industries	144,322.00	235.50	MISC	2330 Calle de Santiago	Repair the stucco and adobe on a structure owned by the State at this address
061070	04-00386	6/30/20	Sylvia J Fierro/self	800.00	9.90	MISC	1985 Calle de Colon	Install two security/storm doors on a commercial structure at this address
061071	04-00572	6/10/20	Jerry Nevarez	449.48	45.00	MI	2305 Calle de Colon	Install a rain gutter and downspout on a dwelling at this address

Community Projects Report

Project	Description
Current Contact information	Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890
Census Day in Mesilla	I have continued to work with Census teams to step up online presence. Spreading news through social media, website, and mailed flyers. New flyer is completed in English and Spanish. Flyer is printed and posted in the post office. Will reach out to the businesses and see if any are willing to include flyers in their to go orders.
Social Media	Keep social media up to date with things happening in Mesilla.
Summer Rec Program	Summer rec is going well. We are halfway through session 1 and session 2 is also filled and ready to proceed. Kids are adjusting well to the new COVID safe practices put in place.
4 th of July	Music on the Plaza has been cancelled but fireworks display will proceed as usual. Encouraging people to social distance and wear masks while reminding them the safest place to view the fireworks are from their car.
Mercado	Mercado has reopened. First week had minor things that needed to be addressed such as the amount of people within a booth as well as masks being worn correctly and at all times. Will continue to monitor the situation and make adjustments as needed.
Clean & Beautiful Grant	Work has completed on FY20 NM Clean and Beautiful grant. Final reimbursement has been requested. Application for next years grant (FY21) has been submitted. The Town of Mesilla qualified for \$14,500 to further beautify our parks.
NM Tourism Grant	The media push of our video and banner has been paused and will resume when it is responsible to do so. Application has been submitted. Applied for funds to assist with a billboard near Belen, NM.

2020 Summer Series	Summer Series has been postponed. All bands and Experience Mesilla have been notified. When it is safe and allowed to proceed Summer Series will be rescheduled.
Covid-19	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.



MEMORANDUM

To: Mayor and Trustees

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

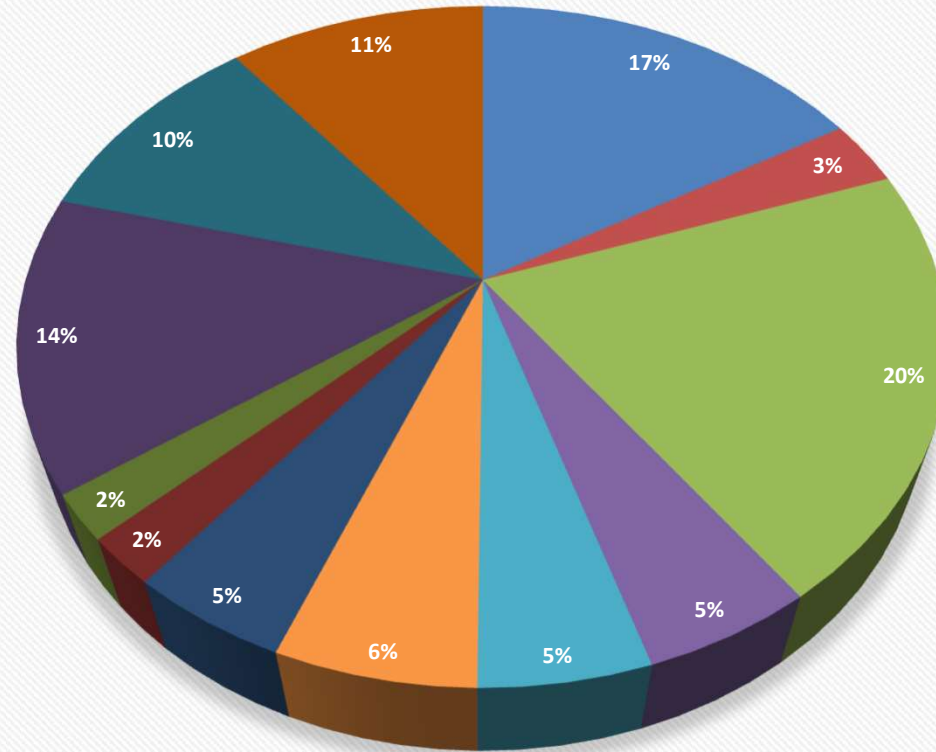
RE: Monthly Finance Report

Listed below is a review of department and fund expenditures for: JUNE
General Fund should be at: 100.00% spending

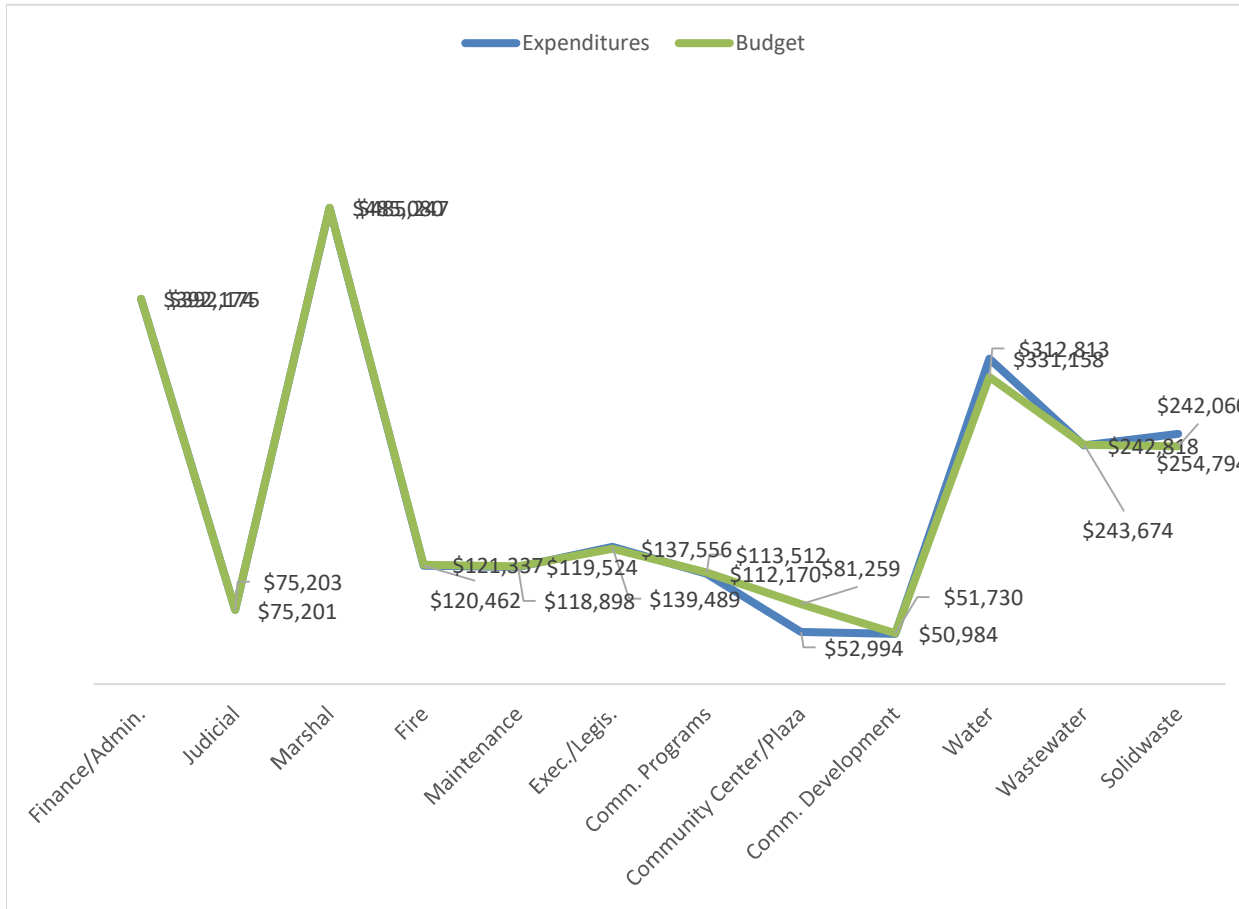
PER THE MAYOR'S DIRECTION - BUDGETS HAVE BEEN FROZEN WITH THE EXCEPTION OF EMERGENCY EXPENDITURES - EVEN GOING INTO THE NEW FISCAL YEAR

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	100.00%	\$392,174	100.00%	0.00%	\$ 392,175
Judicial	100.00%	\$75,201	100.00%	0.00%	\$ 75,203
Marshal	99.97%	\$485,080	100.00%	-0.03%	\$ 485,247
Fire	99.28%	\$120,462	100.00%	-0.72%	\$ 121,337
Maintenance	99.48%	\$118,898	100.00%	-0.52%	\$ 119,524
Exec./Legis.	101.41%	\$139,489	100.00%	1.41%	\$ 137,556
Comm. Programs	98.82%	\$112,170	100.00%	-1.18%	\$ 113,512
Community Center/Plaza	65.22%	\$52,994	100.00%	-34.78%	\$ 81,259
Comm. Development	98.56%	\$50,984	100.00%	-1.44%	\$ 51,730
General Fund	98.09%	\$1,547,452	100.00%	-1.91%	\$ 1,577,543
Water	105.86%	\$331,158	100.00%	5.86%	\$ 312,813
Wastewater	99.65%	\$242,818	100.00%	-0.35%	\$ 243,674
Solidwaste	105.26%	\$254,794	100.00%	5.26%	\$ 242,060
Enterprise Fund	97.21%	\$828,770	100.00%	-2.79%	\$ 852,547

EXPENDITURES



EXPENDITURES VS BUDGET

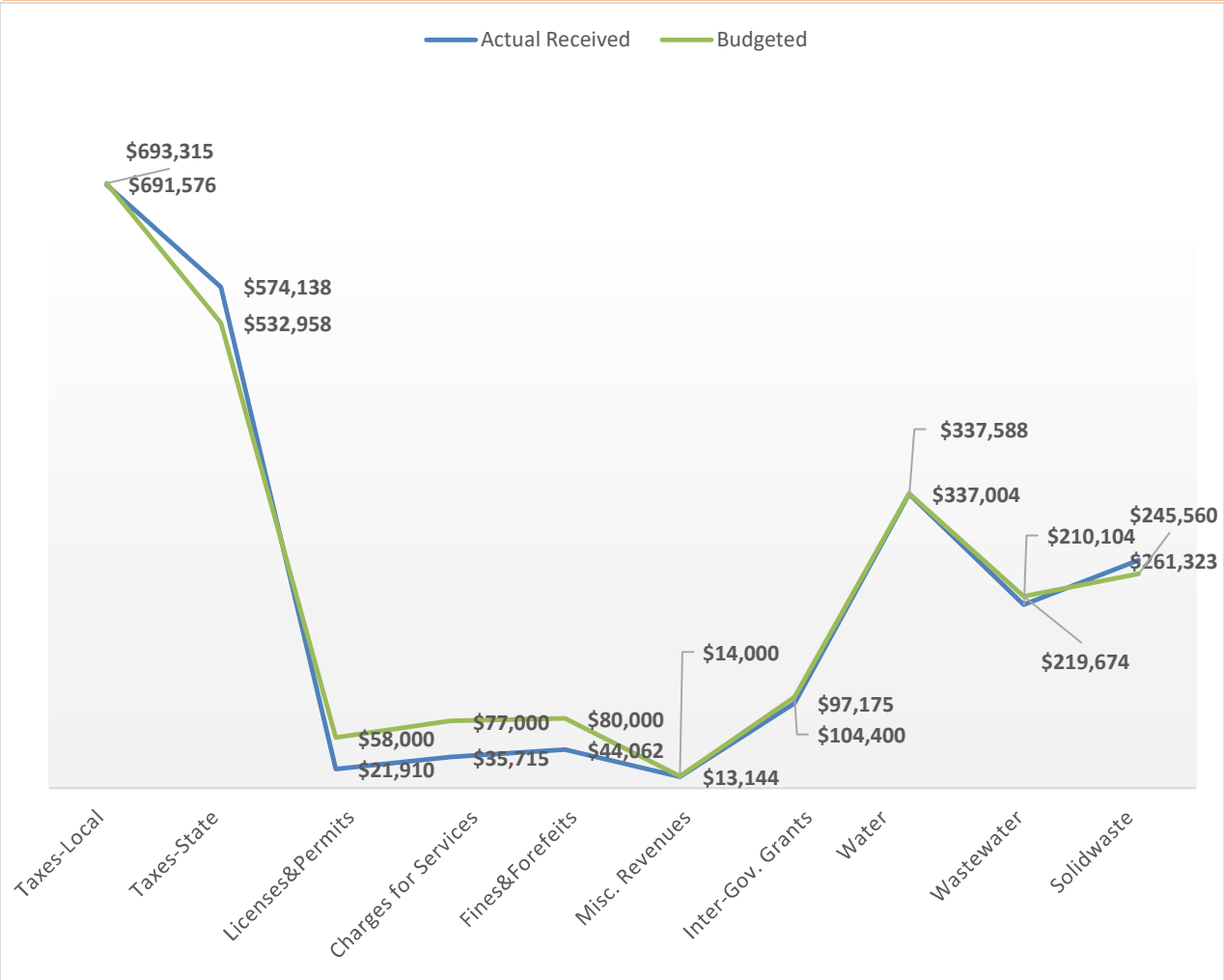


Please request the INCODE report for detail revenues and expenses by fund.

REVENUE

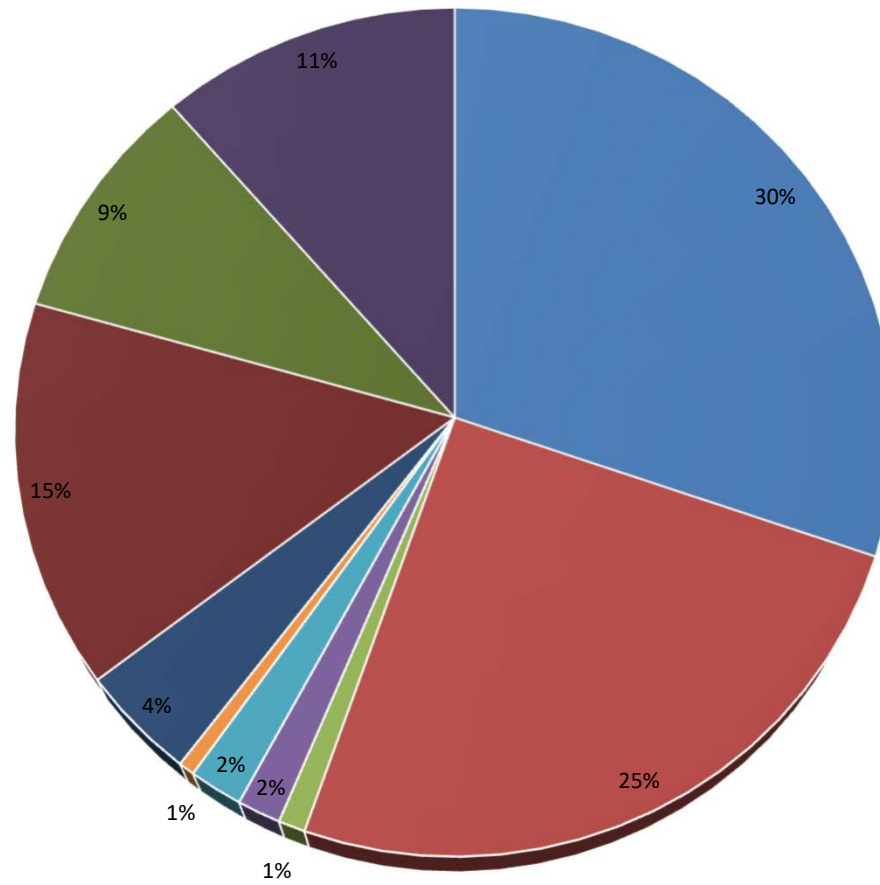
YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	99.75%	\$691,576	100.00%	-0.25%	\$693,315
Taxes-State	107.73%	\$574,138	100.00%	7.73%	\$532,958
Licenses&Permits	37.78%	\$21,910	100.00%	-62.22%	\$58,000
Charges for Service	46.38%	\$35,715	100.00%	-53.62%	\$77,000
Fines&Forefeits	55.08%	\$44,062	100.00%	-44.92%	\$80,000
Misc. Revenues	93.88%	\$13,144	100.00%	-6.12%	\$14,000
Inter-Gov. Grants	93.08%	\$97,175	100.00%	-6.92%	\$104,400
General Fund	94.75%	\$1,477,720	100.00%	-5.25%	\$1,559,673
Water	99.83%	\$337,004	100.00%	-0.17%	\$ 337,588
Wastewater	95.64%	\$210,104	100.00%	-4.36%	\$ 219,674
Solidwaste	106.42%	\$261,323	100.00%	6.42%	\$ 245,560
Enterprise Fund	100.70%	\$808,431	100.00%	0.70%	\$802,822

REVENUE vs BUDGET



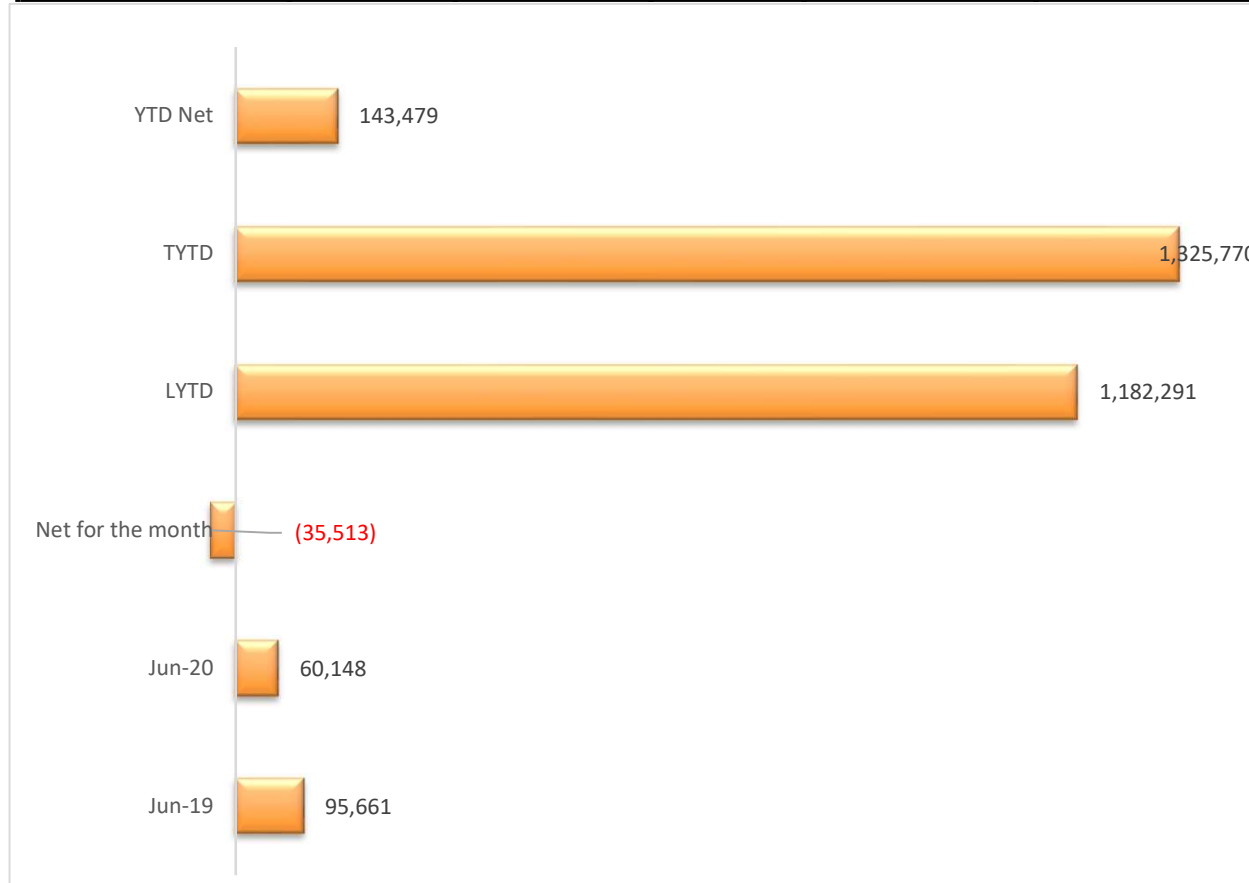
YTD REVENUES

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



GRT COMPARISONS

Jun-19	Jun-20	Net for the month	LYTD	TYTD	YTD Net
95,661	60,148	(35,513)	1,182,291	1,325,770	143,479



Business GRT in APRIL 2020

Percentage by month	-37%	Percentage over last FYTD	12%
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**Town of Mesilla Fiscal Year
Gross Receipts Tax**

FY 14-15	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Munic. Share - State GRS Tax	30,694	29,063	29,046	30,241	27,840	31,206	29,965	37,284	33,141	28,980	37,902	30,959	376,321
Munic. GRT	27,639	26,011	25,974	27,177	24,775	28,144	26,901	34,226	30,077	25,914	34,842	27,895	339,575
Munic. Infra-Structure GRS	6,066	5,745	5,727	5,973	5,499	6,164	5,918	7,365	6,539	5,724	7,486	6,115	74,322
Munic. Capital Outlay	2,191	1,870	1,845	2,098	1,624	2,289	2,043	3,490	2,658	1,849	3,611	2,240	27,809
Munic. Environmental GRS	1,516	1,436	1,433	1,493	1,375	1,541	1,480	1,841	1,636	1,431	1,871	1,528	18,582
Other (Telecom)	54	59	53	50	51	47	43	45	53	46	44	43	587.08
*Grand Total	68,160	64,185	64,079	67,032	61,164	69,392	66,350	84,250	74,105	63,944	85,755	68,779	837,195
difference over last FY	(11,351)	(18,648)	(15,650)	(16,161)	(10,436)	8,605	(5,978)	(5,705)	11,249	819	16,910	3,599	(42,745)
Total GRT Generated	\$ 2,559,998	\$ 2,410,687	\$ 2,406,710	\$ 2,517,646	\$ 2,297,226	\$ 2,606,260	\$ 2,492,015	\$ 3,164,331	\$ 2,783,300	\$ 2,401,655	\$ 3,220,848	\$ 2,583,267	\$ 31,443,942
% over last FY	-14%	-23%	-20%	-19%	-15%	14%	-8%	-6%	18%	1%	25%	6%	-5%
FYTD Comparison	-14%	-18%	-19%	-19%	-18%	-14%	-13%	-12%	-9%	-8%	-3%	-5%	

FY 15-16	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Munic. Share - State GRS Tax	34,368	33,202	38,291	32,641	35,337	45,821	38,426	46,718	35,458	34,382	38,258	39,011	451,912
Munic. GRT	31,305	30,122	35,230	29,571	32,268	43,003	35,359	43,635	32,390	31,338	35,196	35,917	415,333
Munic. Infra-Structure GRS	6,788	6,555	7,562	6,444	6,977	9,129	7,571	9,220	7,001	6,794	7,555	7,697	89,293
Munic. Capital Outlay	2,913	2,680	3,687	2,569	3,102	5,254	3,682	5,345	3,126	2,919	3,680	3,822	42,778
Munic. Environmental GRS	1,697	1,639	1,890	1,610	1,744	2,282	1,895	2,304	1,750	1,698	1,888	1,924	22,322
Other (Telecom)	52	48	49	60	48	54	43	33	35	45	31	24	521.61
*Grand Total	77,123	74,245	86,709	72,894	79,477	105,542	86,977	107,256	79,761	77,175	86,607	88,395	1,022,161
difference over last FY	8,963	10,060	22,631	5,862	18,313	36,151	20,627	23,006	5,655	13,231	852	19,615	184,966
Total GRT Generated	\$ 2,896,638	\$ 2,788,535	\$ 3,256,684	\$ 2,737,801	\$ 2,985,042	\$ 3,964,031	\$ 3,266,727	\$ 4,028,388	\$ 2,995,702	\$ 2,898,607	\$ 3,252,861	\$ 3,319,991	\$ 38,391,007
% over last FY	13%	16%	35%	9%	30%	52%	31%	27%	8%	21%	1%	29%	22%
FYTD Comparison	13%	14%	21%	18%	20%	26%	27%	27%	24%	25%	47%	22%	

FY 16/17	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Munic. Share - State GRS Tax	38,203	38,502	36,744	38,494	69,156	443	36,936	45,161	33,021	33,735	40,961	39,864	451,219
Munic. GRT	35,141	35,449	33,684	35,449	66,643	-	33,872	42,101	29,954	30,667	37,902	36,804	417,665
Munic. Infra-Structure GRS	7,561	7,598	7,257	7,600	13,834	1,772	7,294	8,918	6,522	6,663	8,089	7,873	90,980
Munic. Capital Outlay	3,703	3,714	3,382	3,725	9,959	6,228	3,419	5,043	2,647	2,788	4,214	3,998	52,819
Munic. Environmental GRS	1,886	1,901	1,814	1,899	3,458	9,796	1,823	2,229	1,629	1,664	2,022	1,968	32,090
Other (Telecom)	37	32	27	35	32	32	32	33	31	27	27	25	369.04
*Grand Total	86,530	87,196	82,907	87,202	99,923	81,429	83,374	103,483	73,803	75,543	93,216	90,532	1,045,141
difference over last FY	9,407	12,951	(3,802)	14,308	20,446	(24,113)	(3,602)	(3,772)	(5,957)	(1,632)	6,609	2,138	22,980
Total GRT Generated	\$ 3,249,964	\$ 3,274,970	\$ 3,113,889	\$ 3,275,199	\$ 3,752,977	\$ 3,058,366	\$ 3,131,436	\$ 3,886,699	\$ 2,771,960	\$ 2,837,314	\$ 3,501,068	\$ 3,400,275	\$ 39,254,116
% over last FY	12%	17%	-4%	20%	26%	-23%	-4%	-4%	-7%	-2%	8%	2%	2%
FYTD Comparison	12%	15%	8%	11%	14%	6%	4%	3%	2%	2%	2%	2%	

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



DATE: JUNE, 2020

MAJOR ADDITIONS TO INVENTORY

none

MAINTENANCE OF EQUIPMENT

All SCBA's tested, calibrated and when necessary, repaired. Chain saw, Engine 31 repaired, fuel line. Coolant resevoir on Brush 31 replaced, cracked. One hand-held radio sent to shop for transmitting issue. Hand tools on all units cleaned, sharpened and protective coating applied. 3 oxygen cylders tested and filled.

COMMENTS

Applicaition continue to come in for cadet firefighters. The on-line application process has been quite successful. We even received interests from as far as California and East Texas. The next academy will start at the end of July and run for 3 months. Classes will be held on weekends with some hands on taking place on Thursday evenings. Promotional interviews were held for LT. and Engineer positions with 6 personnel moving forward to the next step in the process. The new engine is in town being prepared for delivery. We hope to have it in servcie by the end of July. Several NM fire departments have expressed interest in purchasing the engine we are retiring for their departments. It would be great to see Engine 32 continue in service right here in NM. The department prepared for the march help on June 20 by closely coordinating with the Marshal's Department. In addition county resources were also incorporated into the plan including to patient transport capable UTVs with crews. A special thanks to the Fairacres and Las Alturas FDs for their support. Although the march was not at the level we had prepared for the chance to work the planning and operations through a Unified Command structure was invaluable training and experience.

SUBMITTED BY

Fire Chief Kevin Hoban _____

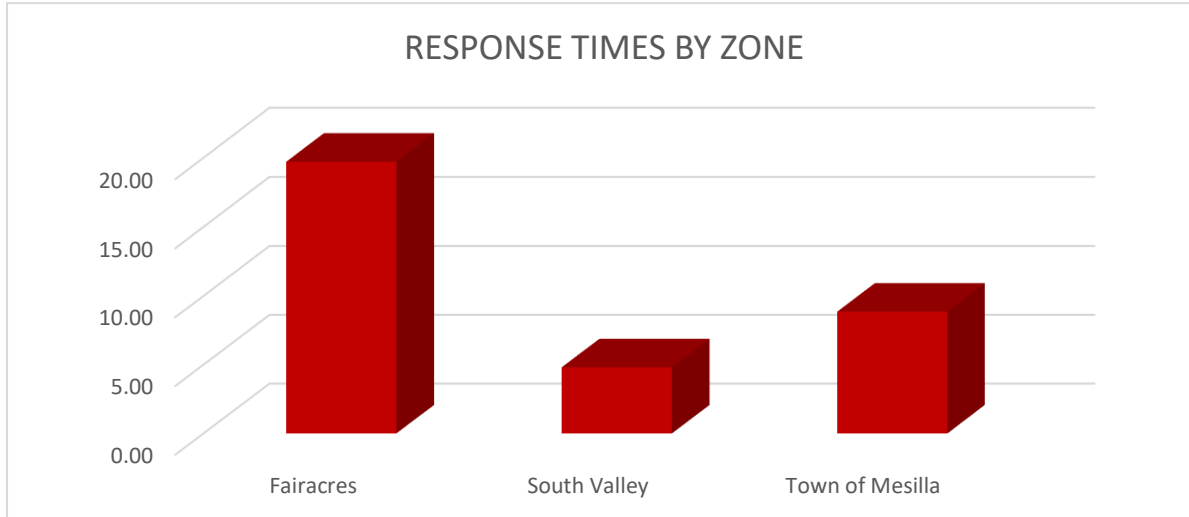
Mesilla Fire Department

Mesilla, NM

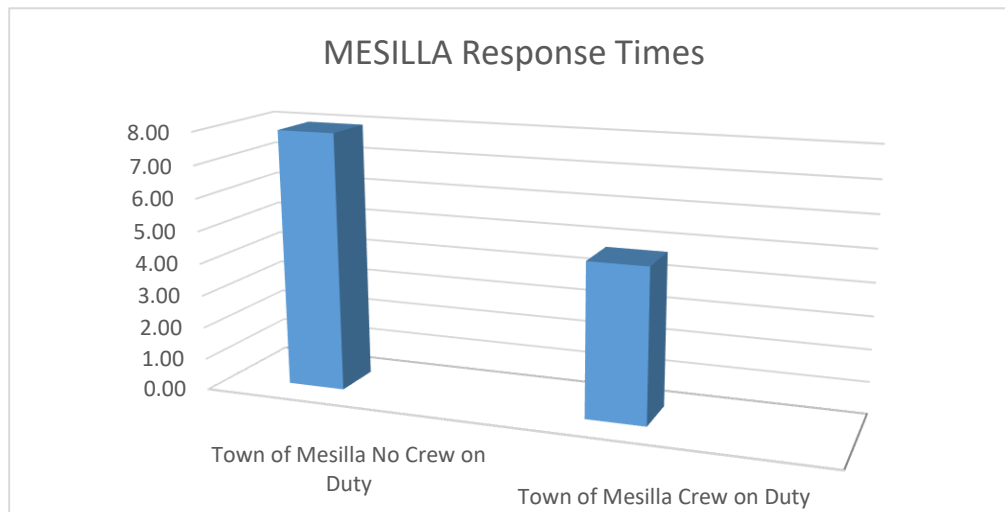
This report was generated on 07/07/2020



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



Zone	AVERAGE RESPONSE TIME (in minutes)
Fairacres	19.71
South Valley	4.81
Town of Mesilla	8.86
Town of Mesilla No Crew on Duty	7.96
Town of Mesilla Crew on Duty	4.75



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



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



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

Mesilla Fire Department

Mesilla, NM

This report was generated on 7/7/2020 11:51:14 AM



Events per Event Type for Date Range (Landscape)

Start Date: 06/01/2020 | End Date: 06/30/2020

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Special Assignment						
	06/01/2020	George Floyd Vigil	Special Assignment	Station 31	3	Trevor Fietze, Kevin Hoban, George Klebansky, Mateo Martinez, Nicolas Navarro, Morgan Smith, Dylan Thunhorst
	06/02/2020	Birthday Drive By: San Albino	Special Assignment	Calle de Santiago	1	Manuel Felix, Kevin Hoban, George Klebansky, Nicolas Navarro, Dylan Thunhorst, Austin Tucker, Lillian Villazon
	06/05/2020	Birthday Parade	Special Assignment	2231 Avenida de Mesilla	1	Kevin Hoban, George Klebansky
	06/17/2020	Graduation Parade	Special Assignment	2363 Calle del Sur	2	Trevor Fietze, Kevin Hoban, Lance Shepan, Joseph Torres

Total Hours for Special Assignment: 7

Daily Operations Shift						
	06/02/2020	B Shift	Shifts	Firehouse 31	24	Manuel Felix, Sebastian Linares, Nicolas Navarro, Dylan Thunhorst, Austin Tucker, Lillian Villazon
	06/03/2020	C Shift	Shifts	Firehouse 31	14	Lachlan Boyd, Trevor Fietze, Dylan Thunhorst, Joseph Torres
	06/04/2020	A Shift	Shifts	Firehouse 31	5	Trevor Fietze, Joseph Torres

Only LOCKED events included.



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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	06/04/2020	A Shift	Shifts	Mesilla Fire Station	12	Humberto Manriquez, Joseph Torres
	06/05/2020	B Shift	Shifts	Firehouse 31	24	Alexsandra Gaytan, Sebastian Linares, Nicolas Navarro, Dylan Thunhorst
	06/06/2020	C Shift	Shifts	Firehouse 31	24	Nicolas Navarro
	06/07/2020	A Shift	Shifts	Firehouse 31	24	Manuel Felix, Nicolas Navarro, Dylan Thunhorst
	06/08/2020	B Shift	Shifts	Firehouse 31	24	Lachlan Boyd, Trevor Fietze, Alexsandra Gaytan, Nicolas Navarro, Dylan Thunhorst, Joseph Torres, Austin Tucker, Lillian Villazon
	06/09/2020	C Shift	Shifts	Firehouse 31	3	Trevor Fietze, Nicolas Navarro, Dylan Thunhorst, Joseph Torres, Lillian Villazon
	06/09/2020	C Shift	Shifts	Firehouse 31	22	Lachlan Boyd, Trevor Fietze, Dylan Thunhorst, Joseph Torres
	06/10/2020	C Shift	Shifts	Firehouse 31	8	Nicolas Navarro
	06/10/2020	A Shift	Shifts		24	Manuel Felix, Nicolas Navarro, Morgan Smith, Dylan Thunhorst
	06/11/2020	B Shift	Shifts	Firehouse 31	24	Phillip Guzman, Humberto Manriquez, Mateo Martinez, Nicolas Navarro, Dylan Thunhorst, Austin Tucker
	06/12/2020	C Shift	Shifts	Firehouse 31	22	Lachlan Boyd, Trevor Fietze
	06/13/2020	A Shift	Shifts	Firehouse 31	24	Nicolas Navarro, Dylan Thunhorst
	06/14/2020	B Shift	Shifts	Firehouse 31	24	Trevor Fietze, Sebastian Linares, Nicolas Navarro, Dylan Thunhorst, Austin Tucker
	06/15/2020	C Shift	Shifts	Firehouse 31	18	Lachlan Boyd, Trevor Fietze
	06/17/2020	B Shift	Shifts	Firehouse 31	24	Nicolas Navarro

Only LOCKED events included.



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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	06/18/2020	C Shift	Shifts	Firehouse 31	24	Trevor Frieze, Humberto Manriquez, Joseph Torres
	06/19/2020	A Shift	Shifts	Firehouse 31	24	Manuel Felix, Mateo Martinez, Nicolas Navarro, Lance Shepan, Dylan Thunhorst, Joseph Torres
	06/20/2020	B Shift	Shifts	Firehouse 31	24	Trevor Frieze, Alexandra Gaytan, Humberto Manriquez, Nicolas Navarro, Joseph Torres, Austin Tucker, Lillian Villazon
	06/21/2020	C Shift	Shifts	Firehouse 31	24	Trevor Frieze, Joseph Torres
	06/22/2020	A Shift	Shifts	Firehouse 31	24	Nicolas Navarro, Dylan Thunhorst
	06/23/2020	B Shift	Shifts	Firehouse 31	24	Manuel Felix, Sebastian Linares, Nicolas Navarro, Austin Tucker
	06/24/2020	C Shift	Shifts	Firehouse 31	14	Trevor Frieze
	06/25/2020	A Shift	Shifts	Firehouse 31	24	Lachlan Boyd, Nicolas Navarro, Gregory Whited
	06/26/2020	B Shift	Shifts	Firehouse 31	24	Manuel Felix, Nicolas Navarro, Dylan Thunhorst, Austin Tucker
	06/29/2020	B Shift	Shifts	Firehouse 31	24	Sebastian Linares, Nicolas Navarro, Dylan Thunhorst
	06/30/2020	C Shift	Shifts	Firehouse 31	10	Lachlan Boyd

Total Hours for Daily Operations Shift: 584

Administration Shift						
	06/11/2020	Administrative Shift	Administrative	Fire House 31	9.5	Harry Evans
	06/14/2020	Administrative Shift	Administrative	Tele Work	3	Harry Evans

Total Hours for Administration Shift: 12.5

EMS Division Shift						
	06/16/2020	C-shift	Shifts	Fire house 31	12	Mateo Martinez, Morgan Smith

Total Hours for EMS Division Shift: 12

Only LOCKED events included.



EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Prevention Division Shift						
	06/18/2020	prevention shift	Prevention Event	Firehouse 31	6	Gregory Whited

Total Hours for Prevention Division Shift: 6

Only LOCKED events included.



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 Page # 4

Mesilla Fire Department

Mesilla, NM

This report was generated on 7/7/2020 11:22:49 AM



Total Hours by Volunteers for Date Range for Pay Grade

Pay Grades: All Pay Grades | Start Date: 06/01/2020 | End Date: 06/30/2020

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Boyd, Lachlan James	6:37	9:30	66:00	82:07
Caro, Ariel M	1:55	9:00	0:00	10:55
Davis-Whited, Crystal	10:00	9:00	0:00	19:00
Embury, Andy G.	14:14	6:00	0:00	20:14
Evans, Harry A	3:59	7:00	12:30	23:29
Felix, Manuel R	10:58	5:00	65:00	80:58
Frietze, Trevor R	23:44	18:30	174:00	216:14
Garcia, Gilbert M	0:00	0:00	0:00	0:00
Garibay, Evert A	0:00	3:00	0:00	3:00
Gaytan, Alexsandra Melina	0:43	1:00	21:00	22:43
Guzman, Phillip	10:00	8:30	14:00	32:30
Klebansky, George A	32:43	15:30	5:00	53:13
Linares, Sebastian	1:04	5:00	53:00	59:04
Lucero, Jojo	0:00	9:00	0:00	9:00
Manriquez, Humberto	10:00	8:30	57:00	75:30
Martinez, Mateo	10:38	8:30	46:00	65:08
Navarro, Nicolas A	25:14	38:30	267:00	330:44
Sanchez, Xavier	0:00	6:00	0:00	6:00
Shepan, Lance A.	1:31	11:30	15:00	28:01
Smith, Morgan Samantha	10:47	0:00	39:00	49:47
Soto, Andrew	0:00	9:00	0:00	9:00
Thunhorst, Dylan P	19:43	2:30	156:00	178:13
Thunhorst, Ines C	0:00	3:00	0:00	3:00
Torres, Joseph J	17:35	9:00	102:00	128:35
Tucker, Austin J	12:22	28:30	92:00	132:52
Villazon, Lillian M	11:33	0:00	33:00	44:33
Whited, Gregory E	1:17	12:00	14:00	27:17
TOTAL				1711:07:00

Mesilla Fire Department

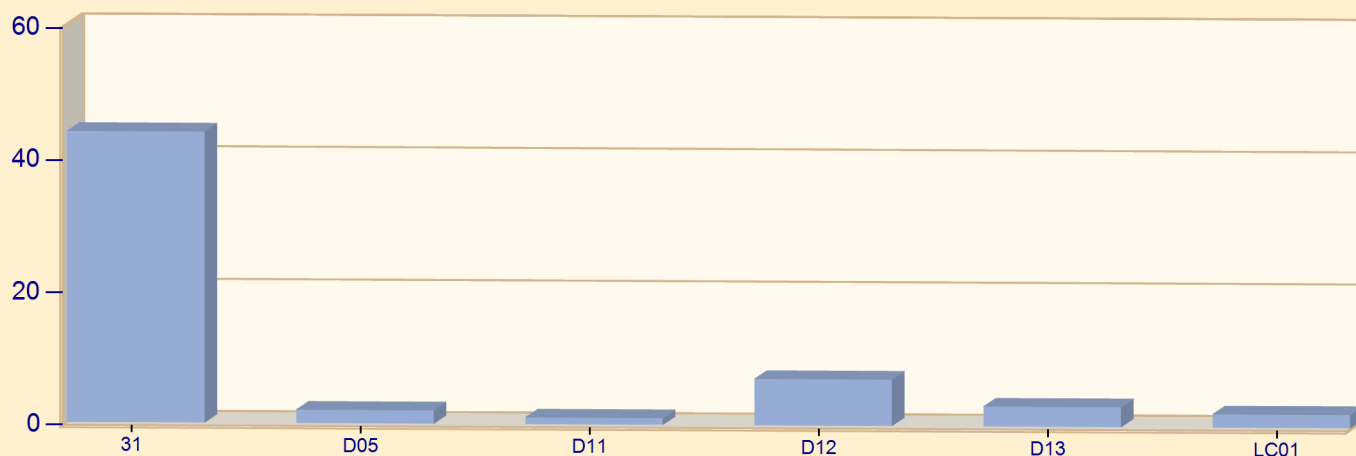
Mesilla, NM

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Incident Type Count per Zone for Date Range

Start Date: 06/01/2020 | End Date: 06/30/2020



ZONES	INCIDENT TYPE	COUNT
31 - Town of Mesilla		
	111 - Building fire	1
	142 - Brush or brush-and-grass mixture fire	1
	311 - Medical assist, assist EMS crew	3
	321 - EMS call, excluding vehicle accident with injury	15
	322 - Motor vehicle accident with injuries	3
	324 - Motor vehicle accident with no injuries.	1
	342 - Search for person in water	1
	361 - Swimming/recreational water areas rescue	1
	381 - Rescue or EMS standby	6
	441 - Heat from short circuit (wiring), defective/worn	1
	444 - Power line down	1
	511 - Lock-out	1
	520 - Water problem, other	1
	542 - Animal rescue	1
	551 - Assist police or other governmental agency	2
	554 - Assist invalid	2
	743 - Smoke detector activation, no fire - unintentional	2
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 31 - Town of Mesilla</i>	44
D05 - Organ		

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



ZONES	INCIDENT TYPE	COUNT
	112 - Fires in structure other than in a building	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D05 - Organ.</i>	2
D11 - Garfield		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D11 - Garfield.</i>	1
D12 - Fairacres		
	111 - Building fire	1
	142 - Brush or brush-and-grass mixture fire	1
	321 - EMS call, excluding vehicle accident with injury	1
	341 - Search for person on land	1
	554 - Assist invalid	1
	611 - Dispatched & cancelled en route	2
	<i>Total Incidents for D12 - Fairacres.</i>	7
D13 - South Valley		
	142 - Brush or brush-and-grass mixture fire	1
	321 - EMS call, excluding vehicle accident with injury	1
	322 - Motor vehicle accident with injuries	1
	<i>Total Incidents for D13 - South Valley.</i>	3
LC01 - City of Las Cruces		
	142 - Brush or brush-and-grass mixture fire	1
	321 - EMS call, excluding vehicle accident with injury	1
	<i>Total Incidents for LC01 - City of Las Cruces.</i>	2
Total Count for all Zone:		59

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 7/7/2020 11:19:40 AM



Incident Statistics

Start Date: 06/01/2020 | End Date: 06/30/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		35	
FIRE		24	
TOTAL		59	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
Bat31	2	6	6
BR31	3	8	8
BR33	2	2	2
SQ32	1	3	3
TOTAL	8	19	19
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		11	
Aid Received		5	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
14		23.73	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:07:19	0:18:03	
AVERAGE FOR ALL CALLS		0:09:40	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:01:14	0:01:54	
AVERAGE FOR ALL CALLS		0:01:20	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		43:50	

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 7/7/2020 11:52:23 AM



Occupancies Inspected for Date Range

Start Date: 06/01/2020 | End Date: 06/30/2020

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Andeles Fiesta place	1	1955 Calle del Norte #D		06/11/2020
La Posta	16	2410 Calle De San Albino		06/25/2020
Paisano Cafe	17	1740 Calle De Mercado #C		06/25/2020
Pistoleros Barber Shop	42	1701 Calle de Mercado #4		06/25/2020
Planet Fireworks LLC		2001 Ave de Mesilla/Calle El Paso		06/20/2020
Vacant	55	2301 Calle de San Albino		06/25/2020

of Occupancies Inspected: 6

% Occupancies Inspected: 2.80

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



Mesilla Fire Department

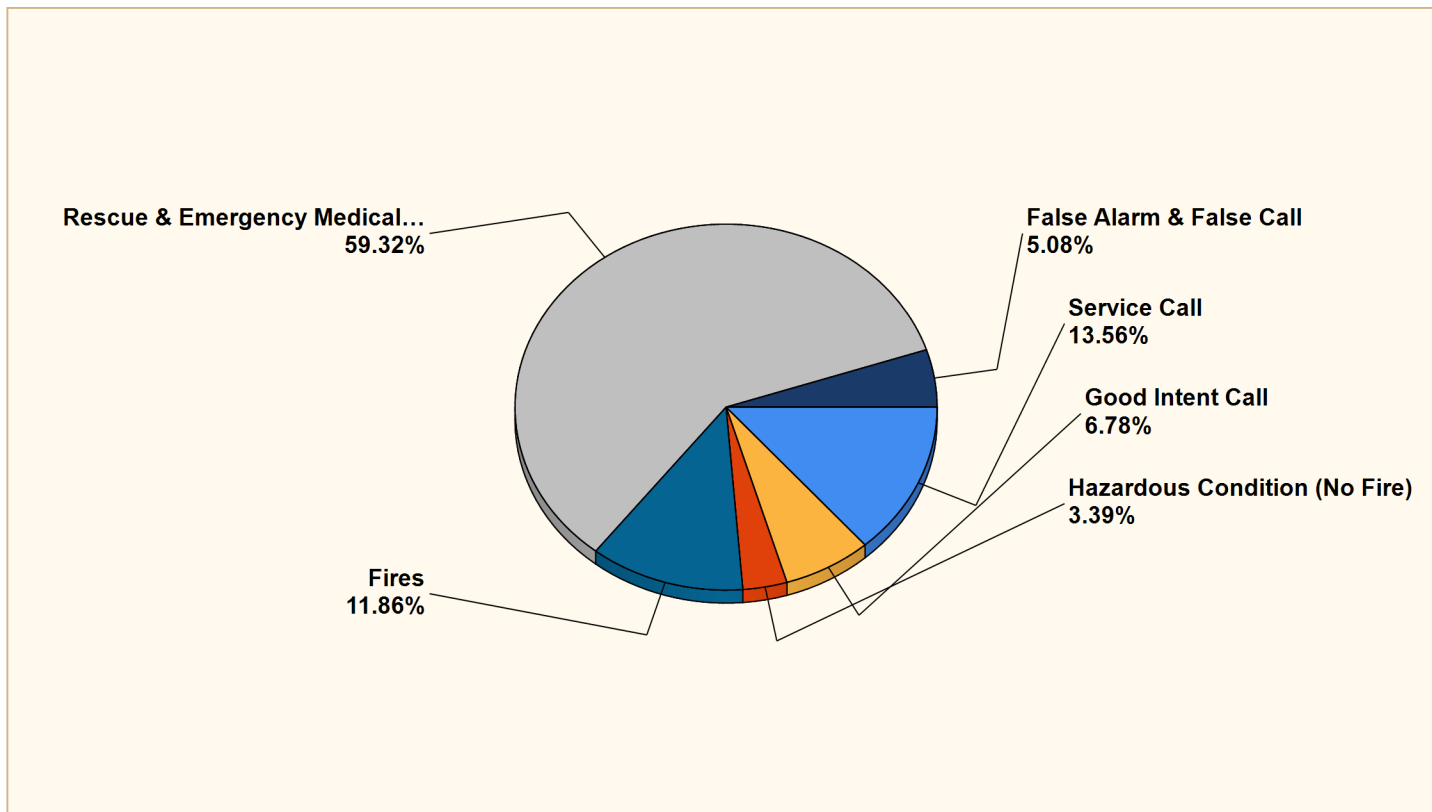
Mesilla, NM

This report was generated on 7/7/2020 11:53:25 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 06/01/2020 | End Date: 06/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	11.86%
Rescue & Emergency Medical Service	35	59.32%
Hazardous Condition (No Fire)	2	3.39%
Service Call	8	13.56%
Good Intent Call	4	6.78%
False Alarm & False Call	3	5.08%
TOTAL	59	99.99%

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

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	3.39%
112 - Fires in structure other than in a building	1	1.69%
142 - Brush or brush-and-grass mixture fire	4	6.78%
311 - Medical assist, assist EMS crew	3	5.08%
321 - EMS call, excluding vehicle accident with injury	18	30.51%
322 - Motor vehicle accident with injuries	4	6.78%
324 - Motor vehicle accident with no injuries.	1	1.69%
341 - Search for person on land	1	1.69%
342 - Search for person in water	1	1.69%
361 - Swimming/recreational water areas rescue	1	1.69%
381 - Rescue or EMS standby	6	10.17%
441 - Heat from short circuit (wiring), defective/worn	1	1.69%
444 - Power line down	1	1.69%
511 - Lock-out	1	1.69%
520 - Water problem, other	1	1.69%
542 - Animal rescue	1	1.69%
551 - Assist police or other governmental agency	2	3.39%
554 - Assist invalid	3	5.08%
611 - Dispatched & cancelled en route	4	6.78%
743 - Smoke detector activation, no fire - unintentional	2	3.39%
745 - Alarm system activation, no fire - unintentional	1	1.69%
TOTAL INCIDENTS:	59	99.94%

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

This report was generated on 7/7/2020 11:42:16 AM



Response Activity Report

Start Date: 06/01/2020 | End Date: 06/30/2020

INCIDENT #	DATE	APPARATUS ID	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
111						
2020-00188	06/05/2020	Bat32	22:39:51	22:58:27	00:18:36	5303 Miller RD
2020-00188	06/05/2020	E32	22:39:51	22:58:27	00:18:36	5303 Miller RD
2020-00196	06/08/2020	Bat32	09:35:16	10:05:14	00:29:58	4801 S Main ST
2020-00196	06/08/2020	E32	09:35:16	10:05:14	00:29:58	4801 S Main ST
Subtotal Count: 4		Average Response Time for Incident Type: 00:24:17				
112						
2020-00234	06/27/2020	Bat31	18:36:10	19:15:00	00:38:50	6773 Fox RD
Subtotal Count: 1		Average Response Time for Incident Type: 00:38:50				
142						
2020-00186	06/04/2020	BR31	17:11:49	18:05:40	00:53:51	449 CANAL BEND RD
2020-00209	06/14/2020	BR31	06:13:48	06:55:11	00:41:23	W Picacho AVE
2020-00222	06/20/2020	BR33	18:54:43	19:48:55	00:54:12	Porter DR
2020-00229	06/23/2020	Bat32	03:59:40	04:27:39	00:27:59	MESILLA HILLS DR
2020-00229	06/23/2020	BR31	03:59:40	04:27:39	00:27:59	MESILLA HILLS DR
2020-00229	06/23/2020	BR33	03:59:40	04:27:39	00:27:59	MESILLA HILLS DR
Subtotal Count: 6		Average Response Time for Incident Type: 00:38:53				
311						
2020-00191	06/06/2020	Bat31	19:58:48	20:06:11	00:07:23	AVENIDA DE MESILLA
2020-00191	06/06/2020	Bat32	19:58:48	20:06:11	00:07:23	AVENIDA DE MESILLA
2020-00218	06/19/2020	BR31	16:12:22	16:20:12	00:07:50	1983 CALLE DEL NORTE
2020-00232	06/25/2020	BR31	16:21:20	16:29:35	00:08:15	2813 ERMINDA ST
Subtotal Count: 4		Average Response Time for Incident Type: 00:07:42				
321						
2020-00176	06/01/2020	SQ32	03:26:43	03:38:29	00:11:46	3850 Calle de Las Margaritas
2020-00181	06/01/2020	SQ32	19:58:25	19:58:42	00:00:17	825 AVENIDA DE MESILLA
2020-00183	06/02/2020	SQ32	21:34:15	21:43:00	00:08:45	2628 CALLE DE COLON
2020-00185	06/04/2020	BR31	16:37:37	16:50:15	00:12:38	2941 LA MESILLA CIR
2020-00187	06/05/2020	BR31	19:34:43	19:54:44	00:20:01	2920 AVENIDA DE MESILLA
2020-00192	06/07/2020	Bat31	05:09:21	05:23:14	00:13:53	114 S FAIRACRES RD
2020-00192	06/07/2020	BR31	05:09:21	05:23:14	00:13:53	114 S FAIRACRES RD
2020-00197	06/08/2020	Bat31	19:36:50	20:08:05	00:31:15	2800 Calle del Sur
2020-00197	06/08/2020	BR31	19:36:50	20:08:05	00:31:15	2800 Calle del Sur
2020-00199	06/09/2020	BR31	09:52:08	09:57:27	00:05:19	Calle de Santiago
2020-00201	06/10/2020	SQ32	05:53:11	06:11:06	00:17:55	2839 Calle del Sur
2020-00204	06/10/2020	Bat31	23:48:52	00:01:09	00:12:17	2585 Calle de Guadalupe
2020-00204	06/10/2020	SQ32	23:48:52	00:01:09	00:12:17	2585 Calle de Guadalupe
2020-00211	06/15/2020	Bat31	14:21:48	14:24:39	00:02:51	2355 CALLE DE GUADALUPE
2020-00212	06/15/2020	BR31	14:51:39	15:35:30	00:43:51	5000 Calle del Norte

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



2020-00213	06/16/2020	Bat31	10:00:32	10:11:45	00:11:13	2355 Calle de Guadalupe
2020-00213	06/16/2020	BR31	10:00:32	10:11:45	00:11:13	2355 Calle de Guadalupe
2020-00215	06/18/2020	Bat31	16:08:09	16:14:23	00:06:14	2544 Snow RD
2020-00215	06/18/2020	BR31	16:08:09	16:14:23	00:06:14	2544 Snow RD
2020-00216	06/19/2020	Bat31	14:52:08	15:17:07	00:24:59	2184 AVENIDA DE MESILLA
2020-00224	06/21/2020	Bat31	16:36:18	16:46:34	00:10:16	2410 CALLE DE SAN ALBINO
2020-00224	06/21/2020	BR33	16:36:18	16:46:34	00:10:16	2410 CALLE DE SAN ALBINO
2020-00227	06/22/2020	BR33	21:46:39	22:14:01	00:27:22	2170 Calle de Santa Ana
2020-00228	06/22/2020	Bat31	22:30:11	22:36:23	00:06:12	2813 Ermina ST
2020-00228	06/22/2020	BR33	22:30:11	22:36:23	00:06:12	2813 Ermina ST
Subtotal Count: 25		Average Response Time for Incident Type: 00:14:20				
322						
2020-00180	06/01/2020	Bat31	11:28:22	11:43:25	00:15:03	W UNION AVE
2020-00202	06/10/2020	Bat31	13:58:55	14:04:48	00:05:53	S Fairacres RD
2020-00202	06/10/2020	BR31	13:58:55	14:04:48	00:05:53	S Fairacres RD
2020-00207	06/13/2020	Bat31	05:05:36	05:19:16	00:13:40	Calle del Norte
2020-00207	06/13/2020	BR31	05:05:36	05:19:16	00:13:40	Calle del Norte
2020-00219	06/20/2020	Bat31	02:43:08	02:58:16	00:15:08	CALLE DEL NORTE
Subtotal Count: 6		Average Response Time for Incident Type: 00:11:32				
341						
2020-00230	06/23/2020	Bat31	08:43:46	09:24:26	00:40:40	County Road B5
Subtotal Count: 1		Average Response Time for Incident Type: 00:40:40				
342						
2020-00193	06/07/2020	Bat31	17:16:46	17:17:54	00:01:08	5000 Calle del Norte
2020-00193	06/07/2020	Bat32	17:16:46	17:17:54	00:01:08	5000 Calle del Norte
Subtotal Count: 2		Average Response Time for Incident Type: 00:01:08				
361						
2020-00223	06/21/2020	Bat31	13:08:39	13:08:39	00:00:00	5000 CALLE DEL NORTE
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00				
381						
2020-00177	06/01/2020	SQ32	07:51:28	07:51:28	00:00:00	2231 AVENIDA DE MESILLA
2020-00195	06/08/2020	Bat31	08:00:19	08:01:00	00:00:41	2231 AVENIDA DE MESILLA
2020-00210	06/15/2020	Bat31	07:48:29	07:49:15	00:00:46	2231 AVENIDA DE MESILLA
2020-00210	06/15/2020	SQ32	07:48:29	07:49:15	00:00:46	2231 AVENIDA DE MESILLA
2020-00214	06/17/2020	Bat31	12:47:34	12:49:36	00:02:02	2231 AVENIDA DE MESILLA
2020-00214	06/17/2020	BR31	12:47:34	12:49:36	00:02:02	2231 AVENIDA DE MESILLA
2020-00220	06/20/2020	Bat31	07:00:00	09:18:02	02:18:02	2170 Calle de Parian
2020-00220	06/20/2020	Bat32	07:00:00	09:18:02	02:18:02	2170 Calle de Parian
2020-00220	06/20/2020	BR33	07:00:00	09:18:02	02:18:02	2170 Calle de Parian
2020-00220	06/20/2020	E31	07:00:00	09:18:02	02:18:02	2170 Calle de Parian
2020-00220	06/20/2020	SQ32	07:00:00	09:18:02	02:18:02	2170 Calle de Parian
2020-00225	06/22/2020	Bat31	07:52:11	07:53:45	00:01:34	2231 AVENIDA DE MESILLA
Subtotal Count: 12		Average Response Time for Incident Type: 00:58:10				
444						
2020-00231	06/23/2020	Bat31	17:24:04	17:25:42	00:01:38	2191 CALLE DEL OESTE
Subtotal Count: 1		Average Response Time for Incident Type: 00:01:38				

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



511						
2020-00184	06/04/2020	BR31	10:59:20	11:02:23	00:03:03	2920 AVENIDA DE MESILLA
Subtotal Count: 1		Average Response Time for Incident Type: 00:03:03				
520						
2020-00208	06/13/2020	Bat31	06:44:05	06:44:05	00:00:00	CALLE DE PRINCIPAL
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00				
542						
2020-00226	06/22/2020	Bat31	09:09:00	09:09:20	00:00:20	2100 CALLE DE PICACHO
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:20				
551						
2020-00182	06/01/2020	Bat31	19:26:53	19:56:00	00:29:07	1 MESILLA DAM RD
2020-00198	06/09/2020	Bat31	05:43:52	05:58:00	00:14:08	BOWMAN ST
2020-00198	06/09/2020	Bat32	05:43:52	05:58:00	00:14:08	BOWMAN ST
2020-00198	06/09/2020	BR31	05:43:52	05:58:00	00:14:08	BOWMAN ST
Subtotal Count: 4		Average Response Time for Incident Type: 00:17:52				
554						
2020-000190	06/06/2020	BR31	16:39:14	16:47:50	00:08:36	3136 MCDOWELL RD
2020-00194	06/07/2020	Bat32	17:24:28	17:29:56	00:05:28	2250 Calle de Picacho
2020-00194	06/07/2020	BR31	17:24:28	17:29:56	00:05:28	2250 Calle de Picacho
2020-00221	06/20/2020	Bat31	17:21:39	17:45:38	00:23:59	1447 VISTA DEL CERRO
2020-00221	06/20/2020	BR33	17:21:39	17:45:38	00:23:59	1447 VISTA DEL CERRO
Subtotal Count: 5		Average Response Time for Incident Type: 00:13:30				
743						
2020-00206	06/12/2020	Bat31	11:56:45	12:03:01	00:06:16	1730 TIERRA DE MESILLA
2020-00217	06/19/2020	Bat31	15:42:54	15:51:35	00:08:41	2200 HAPPY VALLEY LN
Subtotal Count: 2		Average Response Time for Incident Type: 00:07:28				
Grand Total: 77		Average Response Time for All Incident Types: 00:22:26				

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



Mesilla Fire Department

Mesilla, NM

This report was generated on 7/7/2020 11:21:32 AM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 06/01/2020 | End Date: 06/30/2020

Boyd, Lachlan James

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	4:00
I.S.O. Pre-Plan Review	1	2:30
Staff Development	1	3:00
Total for Boyd, Lachlan James	4	9:30

Caro, Ariel M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
Staff Development	1	3:00
Total for Caro, Ariel M	3	9:00

Davis-Whited, Crystal

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	9:00
Total for Davis-Whited, Crystal	3	9:00

Embury, Andy G.

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
Total for Embury, Andy G.	2	6:00

Evans, Harry A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
I.S.O. Existing Driver and Operator Training	1	1:00
Staff Development	1	3:00
Total for Evans, Harry A	3	7:00

Felix, Manuel R

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	5:00
Total for Felix, Manuel R	2	5:00

Frietze, Trevor R

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	4	9:00
I.S.O. Existing Driver and Operator Training	1	1:00
I.S.O. New Driver and Operator Training	2	3:00
I.S.O. Pre-Plan Review	1	2:30
Staff Development	1	3:00
Total for Frietze, Trevor R	9	18:30

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.



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

Gaytan, Aleksandra Melina		
Class Category	Class Count	Total Class Hours
Staff Development	1	1:00
Total for Gaytan, Aleksandra Melina	1	1:00

Guzman, Phillip		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
I.S.O. Pre-Plan Review	1	2:30
Total for Guzman, Phillip	3	8:30

Hoban, Kevin M		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
I.S.O. Pre-Plan Review	1	2:30
Staff Development	1	3:00
Total for Hoban, Kevin M	4	11:30

Klebansky, George A		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	9:00
I.S.O. Existing Driver and Operator Training	1	1:00
I.S.O. Pre-Plan Review	1	2:30
Staff Development	1	3:00
Total for Klebansky, George A	6	15:30

Linares, Sebastian		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	4:00
Staff Development	1	1:00
Total for Linares, Sebastian	3	5:00

Lucero, Jojo		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	9:00
Total for Lucero, Jojo	3	9:00

Madson, Ed		
Class Category	Class Count	Total Class Hours
I.S.O. Pre-Plan Review	1	2:30
Total for Madson, Ed	1	2:30

Manriquez, Humberto		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
I.S.O. Pre-Plan Review	1	2:30

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 Manriquez, Humberto		3	8:30
Martinez, Mateo			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	2	6:00	
I.S.O. Pre-Plan Review	1	2:30	
Total for Martinez, Mateo	3	8:30	
Navarro, Nicolas A			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	12	32:00	
I.S.O. Pre-Plan Review	1	2:30	
Staff Development	2	4:00	
Total for Navarro, Nicolas A	15	38:30	
Sanchez, Xavier			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	2	6:00	
Total for Sanchez, Xavier	2	6:00	
Shepan, Lance A.			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	2	6:00	
I.S.O. Pre-Plan Review	1	2:30	
Staff Development	1	3:00	
Total for Shepan, Lance A.	4	11:30	
Soto, Andrew			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	3	9:00	
Total for Soto, Andrew	3	9:00	
Thunhorst, Dylan P			
Class Category	Class Count	Total Class Hours	
I.S.O. Pre-Plan Review	1	2:30	
Total for Thunhorst, Dylan P	1	2:30	
Thunhorst, Ines C			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	3:00	
Total for Thunhorst, Ines C	1	3:00	
Torres, Joseph J			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	2	4:00	
I.S.O. New Driver and Operator Training	1	2:00	
Staff Development	1	3:00	
Total for Torres, Joseph J	4	9:00	
Tucker, Austin J			

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



Class Category	Class Count	Total Class Hours
I.S.O. Company Training	10	26:00
I.S.O. Pre-Plan Review	1	2:30
Total for Tucker, Austin J	11	28:30

Whited, Gregory E

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	9:00
Staff Development	1	3:00
Total for Whited, Gregory E	4	12:00

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



Mesilla Fire Department

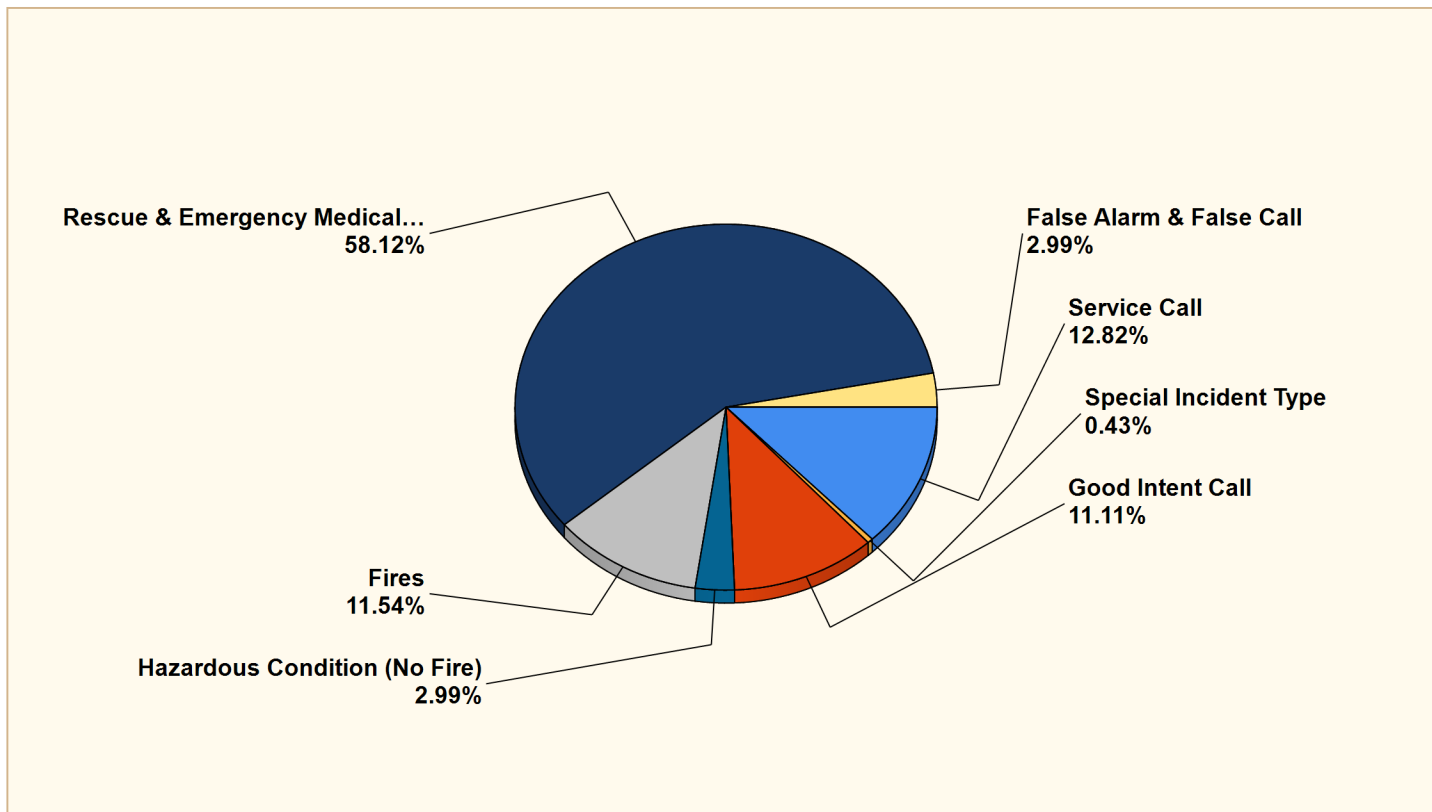
Mesilla, NM

This report was generated on 7/7/2020 11:54:25 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 06/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	27	11.54%
Rescue & Emergency Medical Service	136	58.12%
Hazardous Condition (No Fire)	7	2.99%
Service Call	30	12.82%
Good Intent Call	26	11.11%
False Alarm & False Call	7	2.99%
Special Incident Type	1	0.43%
TOTAL	234	100.00%

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

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	4	1.71%
112 - Fires in structure other than in a building	1	0.43%
132 - Road freight or transport vehicle fire	2	0.85%
141 - Forest, woods or wildland fire	1	0.43%
142 - Brush or brush-and-grass mixture fire	17	7.26%
162 - Outside equipment fire	1	0.43%
173 - Cultivated trees or nursery stock fire	1	0.43%
300 - Rescue, EMS incident, other	1	0.43%
311 - Medical assist, assist EMS crew	11	4.70%
320 - Emergency medical service, other	3	1.28%
321 - EMS call, excluding vehicle accident with injury	82	35.04%
322 - Motor vehicle accident with injuries	21	8.97%
324 - Motor vehicle accident with no injuries.	1	0.43%
341 - Search for person on land	1	0.43%
342 - Search for person in water	1	0.43%
361 - Swimming/recreational water areas rescue	2	0.85%
381 - Rescue or EMS standby	13	5.56%
400 - Hazardous condition, other	1	0.43%
412 - Gas leak (natural gas or LPG)	1	0.43%
424 - Carbon monoxide incident	1	0.43%
441 - Heat from short circuit (wiring), defective/worn	1	0.43%
444 - Power line down	1	0.43%
461 - Building or structure weakened or collapsed	1	0.43%
480 - Attempted burning, illegal action, other	1	0.43%
511 - Lock-out	3	1.28%
520 - Water problem, other	2	0.85%
522 - Water or steam leak	2	0.85%
542 - Animal rescue	1	0.43%
551 - Assist police or other governmental agency	7	2.99%
552 - Police matter	1	0.43%
553 - Public service	2	0.85%
554 - Assist invalid	7	2.99%
561 - Unauthorized burning	5	2.14%
611 - Dispatched & cancelled en route	23	9.83%
622 - No incident found on arrival at dispatch address	1	0.43%
651 - Smoke scare, odor of smoke	2	0.85%
700 - False alarm or false call, other	1	0.43%
735 - Alarm system sounded due to malfunction	1	0.43%
740 - Unintentional transmission of alarm, other	1	0.43%
743 - Smoke detector activation, no fire - unintentional	2	0.85%
745 - Alarm system activation, no fire - unintentional	2	0.85%
911 - Citizen complaint	1	0.43%
TOTAL INCIDENTS:	234	100.01%

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

To: Honorable Mayor and Mesilla Board of Trustees

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

911 hang ups	6		
Agency assist	1	Disturbances	25
ACO calls	9	Disorderly	7
Animal Attack/bite	1	Domestic	11
ACO/follow up	2	Fight	4
Dead	1	Music/noise	2
Custody	2	Stand by	1
Livestock	1	Fire Structure/residential	1
Stray	2	Fireworks	3
ATV complaint	1	Forgery/Fraud	3
Auto theft	1	Follow up/supplement	10
Behavioral	1	Found property/recovered	1
Bolo	1	Frequent patrol	9
Breathing problems	4	Harassment	1
Building check	1	Illegal dumping	1
Burglary	6	Illegally parked vehicle	2
Burglary alarm	10	Incorrigible child	1
Civil dispute	2	Indecent exposure	2
Codes	1	Information report	7
CPR	1	Kidnapping	1

Lift assist	1	Supplement report	10
Loud party	1	Suspicious activity	26
Motor vehicle crash	8	Person	6
Injury crash	8	Vehicle	10
Narcotics	2	Theft	5
Obstruction	1	Traffic escort	1
Out w/subject	1	Traffic stops	77
Phone call	9	Trauma	1
Prisoner transport	3	Trespassing	9
Prowler	2	Vagrancy	1
Public assist	7	Vandalism	7
Reckless driver	1	Welfare check	6
Seizures/convulsions	1	<u>Wires down</u>	<u>1</u>
Shots fired	2	Total # of calls for service	289
Suicidal subject	2		

Thank you,


Eddie Lerma
Marshal



TOWN OF MESILLA

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

MEMORANDUM

Date: July 1, 2020
TO: Mayor Barraza, Board of Trustees and Cynthia Stoechner-Hernandez
FROM: Rodney J. McGillivray, Public Works Director 
RE: **Public Works Division Activity Report – June 2020**

On-going maintenance, custodial and operations:

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

Miscellaneous items/work orders/accomplishments:

- Continued deep cleaning of all Town owned buildings and facilities
- Replaced HVAC unit at Community Center
- Completed Clean and Beautiful park renovations
- Street sweeping and tree trimming in right-of-way
- Purchased and installed flowers for Plaza and Vets park
- Pot hole repairs
- EBID park watering (June 27th)

Major clean up along University Ave.
Event set up and tear down/clean up (Protest)
Problem with well/pumphouse equipment (ongoing)
Relocated thermostat at COG office
Data wiring for Community Center rooms
Awarded Community Center alarm replacement to Coyote Cable

Project update:

LGRF (2019-2020) – Currently out to bid for construction. Bids are due on July 22, 2020. Construction anticipated to begin mid August.

Parian Capital Outlay – Currently out to bid for construction. Bids are due on July 22, 2020. Construction anticipated to begin mid August.

LGRF (2020-2021) – Approved by State Transportation Commission on May 21, 2020. Resolution and hardship waiver request due July 15, 2020.

La Llorona Extension multi-use path – Project agreement executed. NMDOT transition meeting and pre-construction meeting are complete. Project start date is July 6, 2020. Project duration is 70 days. Public notification is underway.

McDowell wastewater system Phase II – Construction completed on-schedule and within budget. Change orders for additional work have been negotiated and approved by NMED. Additional work anticipated to be complete with project close-out expected for September.

Calle del Norte Trail Phase II – Engineer agreement and selection is underway. Initial contact made with property owners to discuss right-of-way and prospective route. Design anticipated to begin next month.

Plaza Lighting Capital Outlay – The Town of Mesilla had processed a purchase order to CES for Lynco Electric Company for \$99,848.00 on May 1, 2020. The issuance of the purchase order was pending BOT approval and missed the DFA freeze on projects by only a few days. Upon release of the funding hold by DFA the purchase order will be released and Lynco will provide the design and construction for the removal and replacement of plaza lighting, including project appurtenances. Design and procurement of materials anticipated for August.