



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, JANUARY 11, 2021 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 cynthias-h@mesillanm.gov an hour before the meeting begins on 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 Special Meeting and Regular Meeting on December 14, 2020.
 - b) ***PZHAC Case 061148 w/conditions** - 2130 Calle de Picacho, submitted for Neal McMillan by Miguel Rincon of Hurlburt Construction; a request for a zoning permit to incorporate part of an existing structure into a new dwelling to be constructed at this address. Zoned: Historic Residential (HR).
 - c) ***PZHAC Case 061152** – 2230 Avenida de Mesilla, submitted by Roman Prieto; a request for a sign permit to allow a Directory Sign to be installed at this address. Zoned: Historical Commercial (HC).
6. **OLD BUSINESS:**
 - a) **Resolution 2021-01:** a resolution denying an appeal by Natalie Ogaz for case V20-001 to allow a variance to a building height of a dwelling from 15 feet to 18 feet located at 2729 Calle de San Albino. – **Board of Trustees.**
7. **NEW BUSINESS:**
 - a) **For approval:** a stipend for a Public Works employee. – **Rod McGillivray, Public Works Director.**
 - b) **Resolution 2021-02:** a resolution declaring surplus property to be nonessential for government functions to be sold pursuant to NM State Statute 3-5-2 (2019). – **Board of Trustees.**
 - c) **Resolution 2021-03:** a resolution of certification of the Town of Mesilla Fiscal Year 2019-2020 Capital Asset Inventory. – **Cynthia Stohner-Hernandez, Clerk/Treasurer.**
8. ***STAFF REPORTS:**
 - Community Development
 - Community Programs
 - Finance Department
 - Fire Department
 - Marshal's Department
 - Public Works Department
9. **BOARD OF TRUSTEE COMMITTEE REPORTS**
10. **BOARD OF TRUSTEE/STAFF COMMENTS**
11. **ADJOURNMENT**

NOTICE:

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

Posted 1/7/2021 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.



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Town of Mesilla, New Mexico

**BOARD OF TRUSTEES
TOWN OF MESILLA
SPECIAL MEETING
MONDAY, DECEMBER 14, 2020
5:00 P.M.**

VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389 PASSWORD 971704

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

STAFF: Cynthia Stoechner-Hernandez, Town Clerk
Larry Shannon, Community Development Coordinator
Gloria Maya, Recorder

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 Garcia, Trustee Johnson-Burick.

3. CHANGES TO THE AGENDA & APPROVAL

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

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

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

4. AN APPEAL OF A DECISION OF THE BOARD OF ADJUSTMENTS:

- a) **A Public Hearing:** on V20-001: Submitted by Natalie Ogaz, a request for a Variance to building height for the construction of an eighteen-foot-high dwelling on a property located at 2729 Calle de Albino. Zoned: Historic Residential (HR)

Motion: To open Public Hearing, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Johnson-Burick.

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

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes
Trustee Johnson-Burick Yes

Opened Public Hearing at 5:08 p.m.

Ms. Stoechner-Hernandez read email received from Ms. Debbie Lujan.

Ms. Cadena stated she supports allowing families to build and asks the board to do the right thing.

Motion: To close Public Hearing, Moved by Trustee Johnson-Burick, Seconded by Mayor Pro Tem Arzabal.

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

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

Opened Regular Meeting at 5:15 p.m.

- b) For Approval/Disapproval:** V20-001: Submitted by Natalie Ogaz, a request for a Variance to building height for the construction of an eighteen-foot-high dwelling on a property located at 2729 Calle de Albino. Zoned: Historic Residential (HR). ****After approval/disapproval of the above appeal, a resolution stating the board's decision and reasoning shall be approved at the next Board of Trustee meeting****

Ms. Stoechner-Hernandez swore in Ms. Ogaz.

Ms. Ogaz stated she did everything required of her by the town and state. She felt Mr. Shannon made mistakes. The Board of Adjustments made her feel like she was lying. This has been a hardship for my family. She stated someone is not doing their job.

Mayor Barraza read the Board of Adjustments Resolution 2020-001.

Ms. Stoechner-Hernandez swore in Commissioner Nevarez.

Commissioner Nevarez stated at a Planning and Zoning meeting Ms. Ogaz brought forth the substitution of patio doors instead of windows and the roof height of 18 ft. The original approval was for the roof height to be at 15 ft. He recalls making a motion to approve the substitution of patio doors but leaving the roof height at 15 ft. We, Planning and Zoning, are trying to preserve the integrity of the ordinances. If the ordinances do not mean anything residents will do whatever they wish creating ethical and legal issues for the town.

Ms. Stoechner-Hernandez swore in Mr. Maese.

Mr. Maese stated CID deals with the permit holder, which is usually the general contractor, not with the property owners. Appeals done by the property owner, the general contractor has not been a part of. CID stamps each page of the plans submitted for their review which makes them public record; the plans included in the board's packet are not stamped. The property owner was told that Planning and Zoning and Flood Control approvals needed to be part of the application; that was not done. He cannot answer why his office approved the application as presented. It was brought to CID that there was a possible height violation as to what had been approved to Planning and Zoning. He went out to measure and

found it to be 3 ft. higher than what is allowable to the town's codes. Construction was red tagged and stopped. As of November 30th, the general contractor submitted a letter removed himself from this project and that all documentation associated with this permit be cancelled. This project does not currently have a valid building permit. There is a mutual agreement severing ties between the contractor and the property owner. CID has stated that for the project to move forward it must start the whole process again.

Trustee Johnson-Burick asked Mr. Maese if the second contractor was given a different set of plans.

Mr. Maese responded the first set of drawings given to the first contractor, who never started the project, were the ones approved at the 15 ft. height. The second contractor was given drawings with an 18 ft. height. Those plans were different from the ones submitted to CID.

Ms. Ogaz stated the first contractor removed himself from the project due to the timeframe; provided the letter from the contractor. She came into the office in January asking to go back to her original plans and Mr. Shannon messed up. She had to go to the Planning and Zoning to tell them that was not correct. She was told by the chairperson that she had been through so much, to bring all documentation and they would vote accordingly. The plans with the 18 ft. roof are stamped by CID. She submitted all the paperwork. She does not know who is making mistakes.

Mayor Barraza asked if her request was submitted in writing.

Ms. Ogaz responded she did; she gave them to Ms. Stoechner-Hernandez.

Mayor Barraza asked if her request in January was submitted in writing.

Ms. Ogaz responded she did, and Mr. Shannon messed up. There were things that needed to be clarified.

Mayor Pro Tem Arzabal stated he does not think Mr. Maese can dictate when an applicant needs to come back to the town for a building permit. That is the Town Clerk and Mr. Shannon's responsibility. This is why we have a mayor; this is not Mr. Maese's job.

Trustee Garcia asked if once Ms. Ogaz gets a contractor will she have to begin the process again. She asked if the board could vote on this appeal tonight since Trustee Caro is not present. She referred to the last appeal vote which came back to the board since she was not present for the vote.

Mayor Barraza responded there needs to be three members voting in favor for approval of the case.

Trustee Garcia stated this is the same situation, isn't it?

Mr. Maese responded due to the contractor situation; a third application will need to be submitted by a general contractor and/or property owner. Since we do not have an application approved by the Town of Mesilla it will have to go back to Planning and Zoning to begin the process.

Trustee Garcia clarified that whatever the vote is tonight Ms. Ogaz will need to go back to Planning and Zoning.

Mr. Maese responded correct.

Trustee Garcia stated she does not understand why we are voting tonight if she must start the process all over.

Mayor Pro Tem Arzabal stated we are in the same situation as we were for the last appeal vote; let us do this the same across. There will not be a super majority tonight.

Mayor Barraza stated to her the trustees have already made up their mind on how they are voting; they are not listening to what is being presented for this variance.

Mayor Pro Tem Arzabal asked what is going to happen.

Mayor Barraza responded if it gets approved Ms. Ogaz moves forward and if it does not get approved it dies.

Trustee Johnson-Burick stated we are not voting on who caused what; we are voting on whether the variance is justified.

Mayor Barraza responded the vote is on the Board of Adjustment decision which Ms. Ogaz is appealing.

Trustee Johnson-Burick stated she will vote based on the ordinance; does want to give the impression she is picking and choosing.

Trustee Garcia stated she understands Ms. Ogaz will still need to start the process once again even if this appeal is approved.

Mayor Barraza responded she will need to begin the process once again, but if the Board of Trustees approves the appeal there should not be any issues with CID.

Trustee Garcia stated she would like clarification.

Mr. Maese stated the letter, received by CID on October 30th, from the contractor removing his permit was received after the case went to the Board of Adjustments. There is no valid permit associated with this permit. If the Ogaz' appeal is approved they will need to resubmit a building permit which CID will approve based on what the Town of Mesilla approves. If the appeal is denied; he does not know where it will go from here from a legal standpoint.

Mayor Pro Tem Arzabal asked what the process will be if the appeal is approved.

Mr. Maese responded if the governing board approves the variance for 18 ft.; the Town of Mesilla will submit a signature allowing them to apply for a permit for 18 ft. If denied they can reapply, but it will be approved at 15 ft. if it goes through the process.

Motion: To suspend the rules, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Garcia.

Roll Call Vote: Motion passed (summary: Yes =2, No=1).

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick No

Mayor Pro Tem Arzabal asked if CID informed Ms. Ogaz that she may have to begin the process again.

Ms. Ogaz responded she was not informed by CID.

Mayor Barraza stated it is not CID's responsibility and we did not know the contractor had withdrawn until tonight.

Motion: To approve V20-001: submitted by Natalie Ogaz, a request for a Variance to building height for the construction of an eighteen-foot-high dwelling on a property located at 2729 Calle de San Albino. Zoned: Historic Residential (HR), Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Garcia.

Roll Call Vote: Motion failed. (summary: Yes =2, No=2).

Mayor Barraza No – based on the reason of the Board of Adjustments. Mr. Wright was made to lower his to 16.5 ft. not 18 ft.

Mayor Pro Tem Arzabal Yes – agrees to what Trustee Garcia stated. Everyone has a different issue regarding self-imposed hardship. Self-imposed is such a gray area and everyone has their own opinion.

Trustee Garcia Yes – believes Mr. Wright lowered his to 18 ft. so Ms. Ogaz is compliance with the surrounding area being at 18 ft.

Trustee Johnson-Burick No – variance ordinance is noticeably clear, criteria defined in 18.85.040 a-d were not met by the applicant. Read ordinance Based on the documentation and testimony it was proven that the applicant was advised of the height requirements permitted in the HR Zone. By allowing this could possibly set a precedence and we are adhering to the ordinance. To allow the increase in height would be out of character of the surrounding homes and would violate the town's HR ordinance. Mr. Wright followed the rules and adjusted the height. It would be unethical to give the perception that we are picking and choosing and not following the ordinance.

5. ADJOURNMENT

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

MEETING ADJOURNED AT 6:10 P.M.

APPROVED THIS 11TH DAY OF JANUARY, 2021.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Town Clerk/Treasurer



**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, DECEMBER 14, 2020
6:00 P.M.**

VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389 PASSWORD 971704

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

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

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 Garcia, Trustee Johnson-Burick.

3. CHANGES TO THE AGENDA & APPROVAL

Motion: To approve agenda, Moved by Trustee Caro, Seconded by Trustee Johnson-Burick.

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

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

4. PRESENTATION: A presentation to John Arthur Smith and Mary Kay Papen for their years of dedicated service to the Legislature and work they have done for the Town of Mesilla. – **Nora L. Barraza, Mayor.**

Mayor Barraza thanked Mr. John Arthur Smith and Ms. Mary Kay Papen for their years of commitment

and dedication given to the Town of Mesilla.

Mr. Smith and Ms. Papen stated they enjoyed working with the Town of Mesilla.

5. PROCLAMATION: A proclamation declaring 2021 – The Year of the Artist. – **Dona Ana Arts Council.**

Mr. Smith read the proclamation declaring 2021 – The Year of the Artist.

Mayor Barraza thanked Mr. Smith for helping Mesilla preserve their culture.

6. 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 an hour before the meeting begins on 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.

No Public Input

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

Motion: To approve consent agenda, Moved by Trustee Johnson-Burick, Seconded by Trustee Garcia.

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

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

d, ***BOT MINUTES** – Minutes of a Regular Meeting on November 23, 2020.

Approved by consent of agenda.

e, ***BOT MINUTES** – Minutes of a Special Meeting on November 30, 2020.

Approved by consent of agenda.

f, ***PZHAC Case 061144** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez, a request for a zoning permit to repair and restore the exterior walls and buttress of an adobe dwelling at this address. Zoned: Historic Residential (HR).

Approved by consent of agenda.

g, ***PZHAC Case 061146** – 2822 Ermininda Street, submitted by Gary Fichman; a request for a zoning permit to allow the installation of an entry courtyard at the front of a dwelling at this address. Zoned: Historic Residential (HR). *Approved by consent of agenda.*

h, ***PZHAC Case 061147** – 2391 Calle de Parian, submitted by Robert Reynolds; a request for a zoning permit to allow the construction of a porch around two sides of a storage building on a residential property at this address. Zoned: Historic Residential (HR). *Approved by consent of agenda.*

8. CLOSED SESSION – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to personnel matters in the Public Works Department. – **Board of Trustees.**

Motion: To enter Closed Session pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to personnel matters in the Public Works Department, Moved by Trustee Johnson-Burick, Seconded by Trustee Garcia.

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

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

Entered Closed Session at 6:25 p.m.

Motion: To enter Regular Meeting after limited discussion of personnel matters in the Public Works 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 =3).

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

Entered Regular Meeting at 6:30 p.m.

9. ACTION ON PERSONNEL MATTERS: as discussed during the closed session. – **Board of Trustees.**

Motion: To terminate Mr. Sean Lucero while on probationary status, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Johnson-Burick.

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

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

10. *STAFF REPORTS:

Community Development

Community Programs

Finance Department

Fire Department

Marshal's Department

Public Works Department

11. BOARD OF TRUSTEE COMMITTEE REPORTS

Trustee Johnson-Burick: MPO meeting on December 9th

Mayor Pro Tem Arzabal: CEO meeting held; future meetings to be held every two months

Mayor Barraza: MPO and SSCOG meetings

12. BOARD OF TRUSTEE/STAFF COMMENTS

Fire Chief Hoban stated the state is moving ahead on vaccinating First Responders.

Ms. Sellers gave an update on the Town of Mesilla businesses who applied and received funding from the CARE Act.

Mr. McGillivray gave an update on the Plaza Lighting project, which is going well, and the road projects were completed on time.

Marshal Lerma stated we will be ordering two new units this week; two additional units will be ordered in a couple of months.

Mayor Pro Tem Arzabal stated he appreciates the town recognizing the senators for all their help. He feels the board respects each other no matter how they vote. He gave an update on Ms. Gloria Garza, his cousin, and the Summer Recreation Program supervisor, who is battling COVID 19.

Trustee Johnson-Burick asked if there will be a meeting on December 28th. This year has made us aware of how blessed we are. The board needs to make decisions based on the ordinances.

Mayor Barraza stated if there is anything that needs to be taken care of the board will convene on December 28th. Ms. Stoeher-Hernandez has put together a committee that will meet next week to review the ordinance for HR non-conforming lots. We need to see what we can do to preserve and enhance Mesilla. She understands the issues that are coming up when people want to build large homes on small lots. Tourism is our lifeline.

Ms. Stoeher-Hernandez stated the committee consist of Trustee Garcia, Trustee Johnson-Burick, Commissioner Salas, Mr. Shannon and herself.

Mayor Barraza stated this will help us address applicants that are currently on hold. There will be a joint work session to discuss the committee's recommendations to be able to accomplish our goals. There have been business break-ins and vandalism around the town and asks that if anyone sees any suspicious activity around the town to call 911. There will be two openings in the Public Works Department. Reiterated we need to follow the ordinance when making decisions. It will be drive-thru for the luminarias on the plaza and will ask the Marshal's department for assistance.

Board of Trustees and staff wished everyone a Merry Christmas and hope for a better 2021.

13. ADJOURNMENT

1 **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-**
2 **4).**

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4 **MEETING ADJOURNED AT 6:58 P.M.**

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6 **APPROVED THIS 11TH DAY OF JANUARY, 2021.**

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Nora L. Barraza
Mayor

ATTEST:

Cynthia Stochner-Hernandez
Town Clerk/Treasurer

DRAFT

PZHAC ITEMS

Zoning Permits:

1. **Case 061148** - 2130 Calle de Picacho, submitted for Neal McMillan by Miguel Rincon of Hurlburt Construction; a request for a zoning permit to incorporate part of an existing structure into a new dwelling to be constructed at this address. Zoned: Historic Residential (HR) **Discussed during the Work Session**
APPROVED (5 – 0) with the following CONDITIONS:
 1. ***A RIGHT-OF-ENTRY AGREEMENT SIGNED BY THE OTHER PROPERTY OWNER OF THE STRUCTURE WOULD BE OBTAINED BY THE APPLICANT, AND***
 2. ***THE NEW DWELLING WILL HAVE SEVEN FOOT SETBACKS FROM ALL ADJACENT PROPERTY LINES, AND***
 3. ***IF THE SWIMMING POOL WILL NOT BE BUILT AT THE SAME TIME AS THE DWELLING, THE POOL SHOULD BE SHOWN ON THE PLANS AS A FUTURE CONSTRUCTION.***

Sign Permits:

2. **Case 061152** – 2230 Avenida de Mesilla, submitted by Roman Prieto; a request for a sign permit to allow a Directory Sign to be installed at this address. Zoned: Historical Commercial (HC)
APPROVED (4 – 0)

**BOT ACTION FORM
BUILDING PERMIT 061148
[PZHAC REVIEW – 12/21/20]
STAFF ANALYSIS**

(PZHAC decision was based on information presented during the Work Session)

Item:
Case 061148 - 2130 Calle de Picacho, submitted for Neal McMillan by Miguel Rincon of Hurlburt Construction; a request for a zoning permit to incorporate part of an existing structure into a new dwelling to be constructed at this address, Zoned: Historic Residential (HR)

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

If it is determined that the proposed dwelling is acceptable to the Town as proposed and meets all applicable codes, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

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

Estimated Cost: \$300,000.00

Consistency with the Code:
The PZHAC will need to determine that the proposed dwelling will be consistent with other historic dwellings in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Zoning Codes** that may be applied to this project.

- Findings:**
- The PZHAC has jurisdiction to review and approve this request.
 - The proposed work consists of building a new dwelling at this address.
 - The PZHAC has determined that the proposed dwelling is not a violation of MTC 18-33.
 - The PZHAC has determined that the proposed dwelling meets all applicable Code requirements.

PZHAC ACTION:
The PZHAC determined that several conditions should be applied to this request to address the need for a Right-of-Entry agreement, the need to ensure that setbacks are met, and the fact that if the swimming pool is not built at this time, it should be indicated as future construction on the plans. The PZHAC voted of 5 – 0 to recommend APPROVAL of the request to the BOT with the following CONDITIONS:

- 1. A RIGHT-OF-ENTRY AGREEMENT SIGNED BY THE OTHER PROPERTY OWNER OF THE STRUCTURE WOULD BE OBTAINED BY THE APPLICANT, AND**
- 2. THE NEW DWELLING WILL HAVE SEVEN FOOT SETBACKS FROM ALL ADJACENT PROPERTY LINES, AND**
- 3. IF THE SWIMMING POOL WILL NOT BE BUILT AT THE SAME TIME AS THE DWELLING, THE POOL SHOULD BE SHOWN ON THE PLANS AS A FUTURE CONSTRUCTION.**

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

BOT ACTION:

**PZHAC WORK SESSION
DECEMBER 7, 2020
ITEM 1**

Submitted for Robert McMillan by Miguel Rincon of Hurlburt Construction; a request to discuss plans to incorporate part of an existing structure into a new dwelling at 2130 Calle de Picacho (**Case 061148**). Zoned: Historic Residential (HR)

A decision on this case was postponed at the December 7, 2020 PZHAC meeting in order to allow the applicant to address certain issues brought up with the proposed dwelling.

The property is listed in the Historic Register for the Town (see attached) and the existing building was listed in 1980 as providing a positive historical contribution to its surroundings and having local overall significance. The estimated date of construction is about 1900 and its condition in 1980 was “fair”. The structure has deteriorated substantially since that was written (see attached photos). According to the description of the building provided with the Historic Register, it appears that the building was an early duplex. (The structure currently has a property line running through it and has two owners that own separate parts of the same structure. One of the owners is the applicant for this permit.)

The applicant would like to incorporate the part of the structure that is on his property into a dwelling that he proposes to build on his property (see attached site plans and elevations).

According to the applicant, the style of the dwelling will be “Northern New Mexico” (see attached “Style Checklist”). The styles of the dwellings on surrounding properties varies (see attached photos). The height of the structure will be 15 feet in height (see attached elevation). Setbacks, aside from the existing structure, will be over seven feet all around. An in-ground pool will be located at the rear of the structure but will be mostly hidden from view by parts of the dwelling or a wall.

Several questions were brought up by a resident concerning the dwelling and subject property. These were:

Consistency with the Code:

The PZHAC will need to determine that the proposed dwelling will be is 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.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

The applicant will be present by “Zoom” at the work session and meeting to provide further details about the proposed construction, and to answer any questions that may arise.

VIEW OF THE PROPERTY FROM CALLE DE PICACHO SHOWING THE APPLICANT’S SIDE OF THE “DUPLEX”



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: [R0400191](#)
 Parcel Number: 4006137073453
 Owner: HURLBURT CONSTRUCTION LLC
 Mail Address: P.O. BOX 726
 Subdivision:
 Property Address: 2130 CALLE DE PICACHO
 Acres: 0



VIEWS OF THE REAR OF THE STRUCTURE ON THE PROPERTY



NEIGHBORING DWELLING IMMEDIATELY TO THE NORTH



OLD STORAGE STRUCTURE IMMEDIATELY TO THE SOUTH

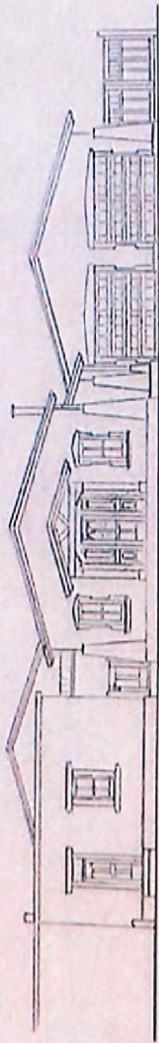


DWELLINGS FURTHER SOUTH ON CALLE DE PICACHO

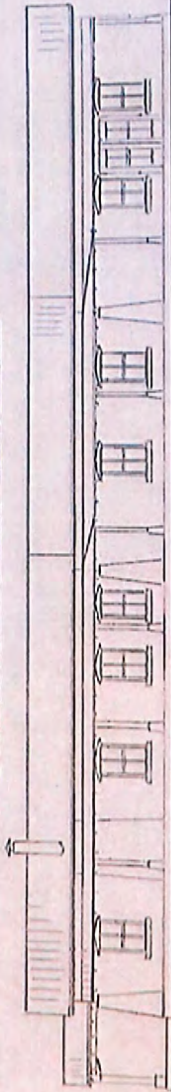


DWELLINGS IMMEDIATELY TO THE WEST ON CALLE DE LOS HUERTOS

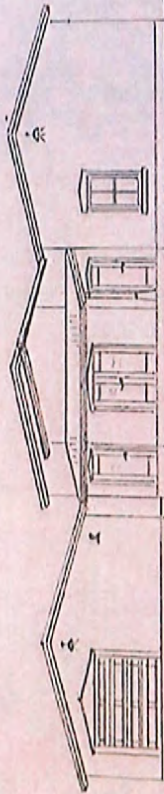




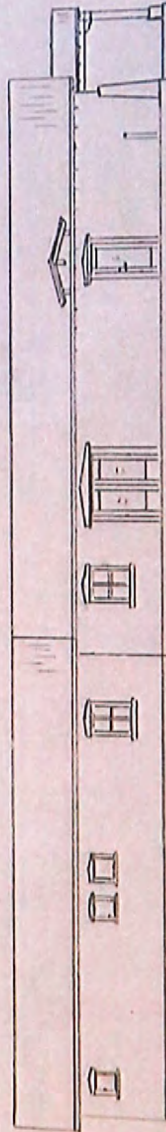
LOOKING WEST FROM CALLE DE PICHACHO



LOOKING SOUTH



LOOKING EAST



LOOKING NORTH

ELEVATIONS

STO - PUEBLO EXTERIOR 42
 WHITE TRIM, NEW STRUCTURE
 EXISTING STRUCTURE MUD
 PLASTER, NATURAL WOOD TRIM

MAXIMUM HEIGHT FROM
 SLAB FOUNDATION 15'
 WINDOW INSET 4'

2130 CALLE DE PICHACHO	
SCALE 1/8"=1'	APPROVED
DATE	REVISED
DRAWING NUMBER	

Property Record Card

Doña Ana Assessor

**HURLBURT
CONSTRUCTION LLC**

P.O. BOX 726
MESQUITE, NM 88048

Neighborhood

S11 - MESILLA

Account: R0400191

Tax Area: 2DIN_NR - 2DIN_NR

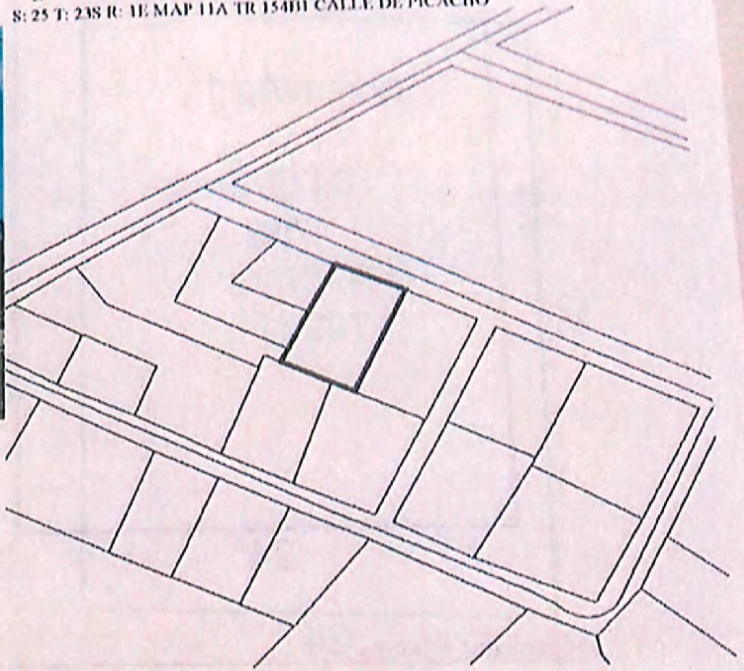
Acres: 0.000

Parcel: 4-006-137-073-453

Situs Address:
2130 CALLE DE PICACHO
Mesilla, 88046

Legal Description

S: 25 T: 23S R: 1E MAP 11A TR 154B1 CALLE DE PICACHO



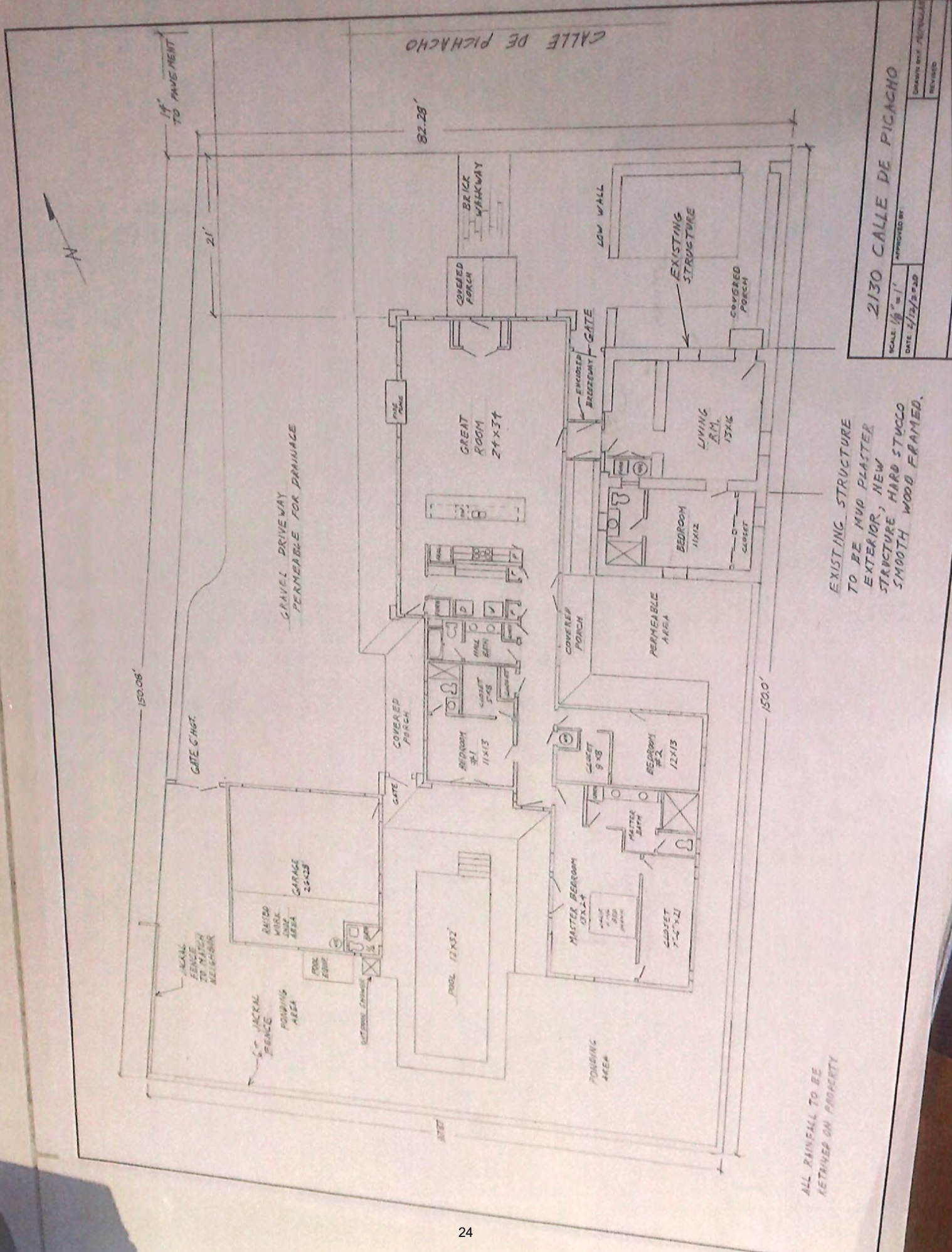
Land Occurrence 1

Property Code	0200 - NON-RESIDENTIAL LAND	Gas	G - GAS
Measure	PL - PER-LOT	Sewer Type	CM - COMM-SEWER
Street Code	A - ASPHALT	Topography Code	L - LEVEL
SQFT	13504	Units	1
Zoning	HR - HIST-RESIDTL		

SubArea	ACTUAL	EFFECTIVE	HEATED	FOOTPRINT
Lots				
Sq Ft				
Total				

Commercial/Ag Occurrence 1

Property Code	0220 - NON-RESIDENTIAL IMPROVEMENT	Actual Year Built	1955
Condition	A - AVERAGE	Foundation	Y
Percent Complete	100		



14' TO PAVEMENT

CALLE DE PICACHO

82.28'

21'

150.08'

GATE CHGT.

GRAVEL DRIVEWAY PERMEABLE FOR DRAINAGE

ALKAL FENCE TO MATCH NEIGHBOR

6" JACKAL FENCE PONDING AREA

GARAGE 26x28

POOL 17x32

COVERED PORCH

COVERED PORCH

COVERED PORCH

GREAT ROOM 24x34

COVERED PORCH

BRICK WALKWAY

LOW WALL

EXISTING STRUCTURE

COVERED PORCH

LIVING RM. 15x16

BEDROOM 11x12

PERMEABLE AREA

COVERED PORCH

COVERED PORCH

MASTER BEDROOM 13x14

CL. 9x8

CL. 7x11

CL. 9x13

CL. 12x13

CL. 15x16

EXISTING STRUCTURE TO BE MUD PLASTER EXTERIOR, NEW STRUCTURE, HARD STUCCO SMOOTH WOOD FRAMED.

ALL RAINFALL TO BE RETAINED ON PROPERTY

2130 CALLE DE PICACHO

SCALE: 1/8" = 1'

DATE: 2/12/2010

APPROVED BY:

DESIGNED BY: [Signature]

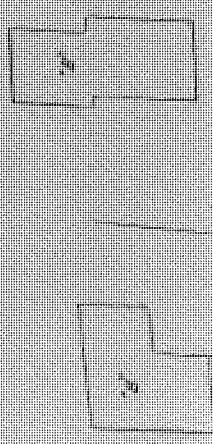
REVISED

3'-NEW WALK

2'-EXISTING STRUCTURE APPROXIMATE POSITION & DIMENSIONS

2'-EXISTING STRUCTURE ATTACHED TO GARDA

3'-14" FROM PROPERTY LINE TO PAVEMENT



EXISTING STRUCTURE TO BE DEMOLISHED

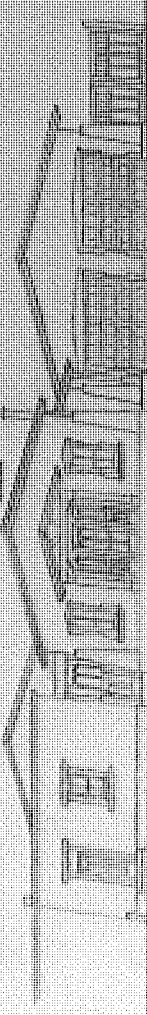
EXISTING STRUCTURE ATTACHED TO GARDA

CALLE DE PICACHO

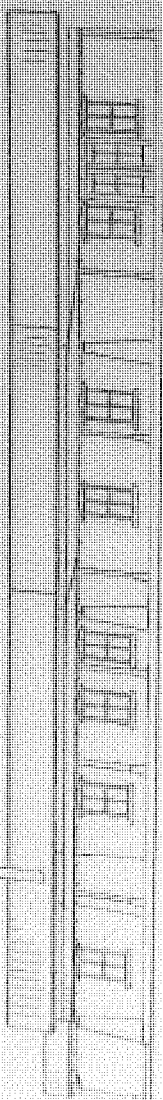
CLAYSHULTE? ORCHARD

2100 CALLE DE PICACHO	
DATE 1/2/20	PROJECT
DATE 2/1/20	PROJECT
SITE PLAN	

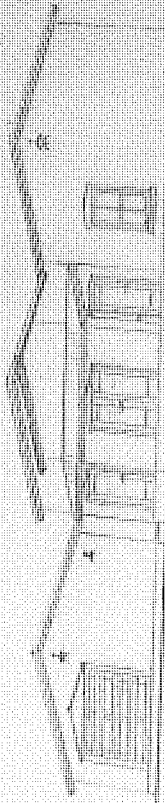
TO NEW WALK
TO ENTRANCE



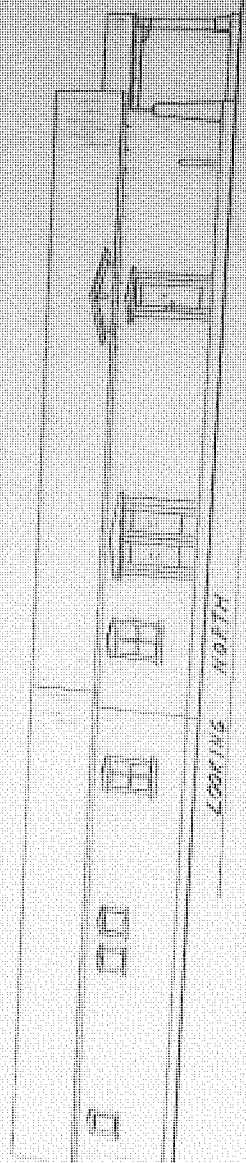
LOOKING WEST FROM CORNER OF PICKENS



LOOKING SOUTH



LOOKING EAST



LOOKING NORTH

ELEVATIONS

SECTION NOT FROM
SLAB ADJOINING AS
INDICATED IN SET P

STO. PUEBLO ENTRANCE TO
WHITE TOWN, NEW STRUCTURE
EXISTING STRUCTURE 1900
MASTER, NATURAL WOOD TANN

2130 CALLE DE MONTEGO

DATE	BY	CHECKED
11/17/57	J. H. ...	J. H. ...
SCALE	1/4" = 1'-0"	

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

OFFICIAL USE ONLY:
Case # 061148
Fee \$ 460.50

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

CASE NO. 061148 ZONE: HR CODE: NR APPLICATION DATE: 12/2/20

Neal McMillan / Miguel Rincon (575) 649-0573 (575) 635-9331
Name of Applicant/Owner Applicant's Telephone Number
Neal McMillan 2015 Huntington dr, L.C. 88011 Miguel Rincon P.O. Box 726 Mesquite N.M. 88048
Applicant's/Owner's Mailing Address City State Zip Code
Neal McMillan nealmcmillan@gmail.com Miguel Rincon miguel@hurlburtconstructionllc.com
Applicant's/Owner's E-mail Address
Miguel Rincon, Hurlburt Construction hurlburtconstructionllc@gmail.com
Contractor's Name & Address (If none, indicate Self)
575 635-9331
Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2130 Calle de Picacho
Description of Proposed Work: 1) Rehab existing structure & separate by fire wall from rest of structure, 2) Build new single family home on remaining property.
Estimated Cost: \$ 300,000 Signature of Applicant: [Signature] Date: 11/6/2020

Signature of property owner if applicant is not the property owner: [Signature]

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

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval BOT Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: YES NO SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS: PZHAC REVIEW ; BOT APPROVAL REQUIRED
CID PERMITS REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

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

BOT ACTION FORM
SIGN PERMIT
[PZHAC REVIEW – 12/21/20]
STAFF ANALYSIS

Item:

Case 061112 – 2230 Avenida de Mesilla, submitted by Roman Prieto; a request for a sign permit to allow a Directory Sign to be installed at this address. Zoned: Historical Commercial (HC)

Description of Work to be Done:

The applicant would like to install a wall mounted directory sign on a commercial structure for two businesses at this location. The directory sign will include miniature copies of the signs for each of the businesses (see attached diagram of proposed sign). The sign will be mounted on the east side of the structure, adjacent to Avenida de Mesilla.

Consistency with the Code:

The PZHAC will need to determine if the proposed sign will be consistent with the following Section of the Sign Code (Chapter 18.65) that specifically apply to this project.

18.65.165 Directory signs.

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

Findings of Fact:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of installing a directory sign at the front of the property at this address.
- The subject property is zoned Historical Commercial (HC)
- The proposed sign will not have negative impacts on the surrounding businesses in the area.
- The proposed sign will be consistent with the Code.

PZHAC ACTION:

The PZHAC determined that proposed sign would not be out of character with the surrounding area or the Code meets the requirements of the Code and voted 4 – 0 to recommend APPROVAL of the 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:

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number Enter Value:

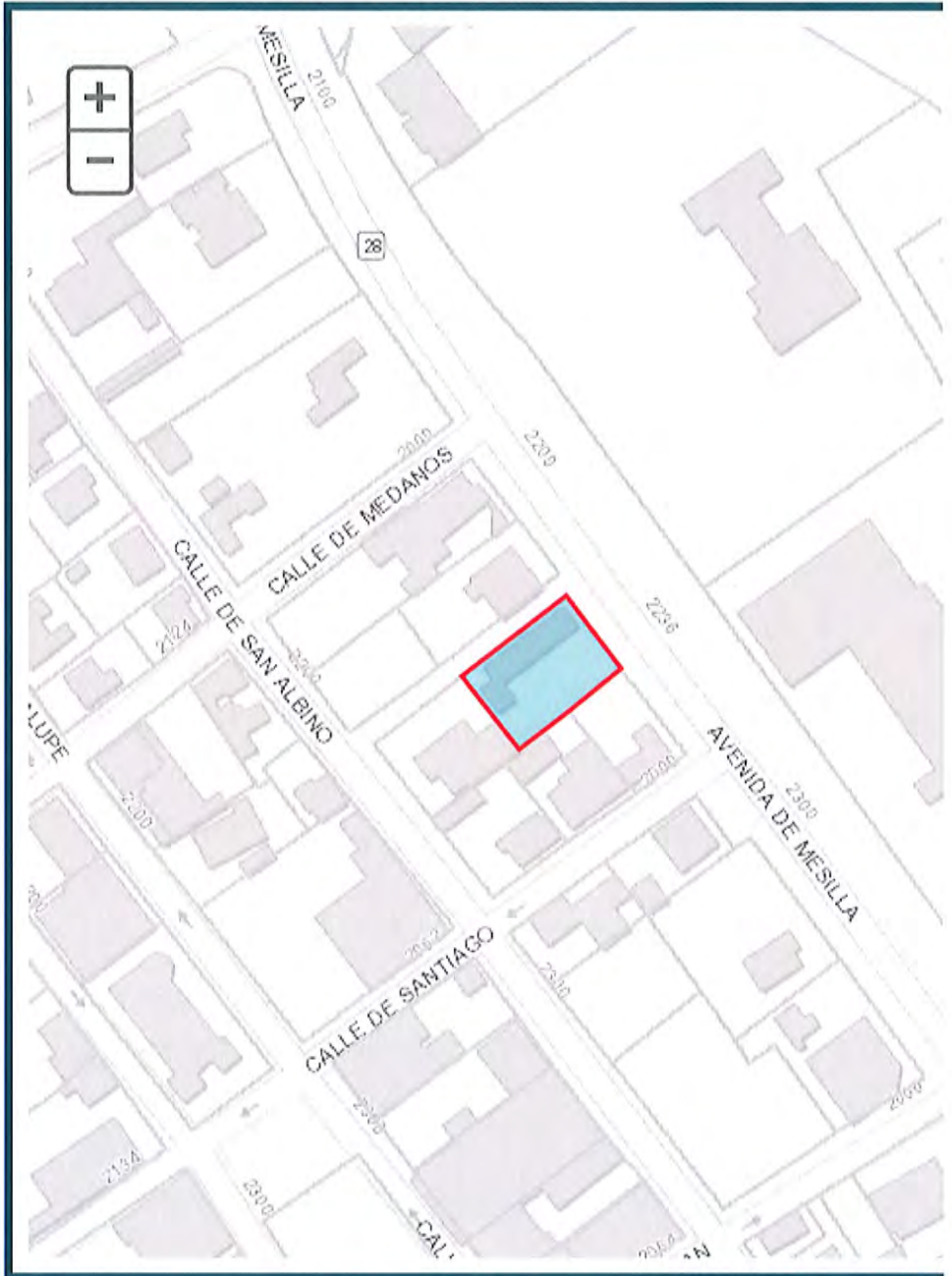
Maps

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: [R0400324](#)
 Parcel Number: 4006137243402
 Owner: LUCERO JESUS D
 Mail Address: PO BOX 335
 Subdivision:
 Property Address: 2230 AVENIDA DE MESILLA
 Acres: 0



PRIET  **IMPORTS**

THRU THE GATES 

LOCALLY MADE MERCHANDISE

MERCH DE MESILLA



WOOD, LEATHER AND MORE

MERCHDEMESILLA.COM

SIGN PERMIT APPLICATION

NEW MEXICO

Case # _____

Fee \$ _____

CASE NO. _____ ZONE: _____ APPLICATION DATE: _____

PRIETO IMPORTS 575.621.2456
 Business Name Business Telephone Number

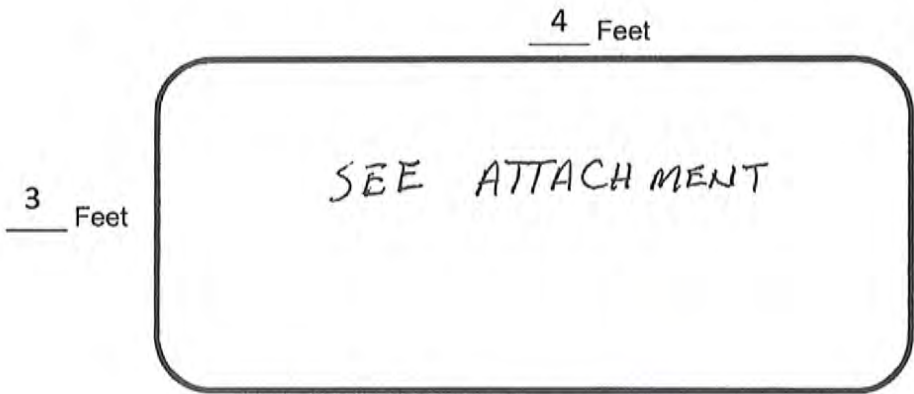
2230 AVENIDA DE MESILLA LAS CRUCES NM 88005
 Business Address City State Zip Code

ROMAN PRIETO 575.621.2456
 Applicant Name Applicant Telephone/Cell Number

3260 N HWY 28 LAS CRUCES NM 88005
 Mailing Address City State Zip Code

Description of sign: Directory Sign, double sided with business logos. To be hung on existing pole.

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



Colors: Black, Teal, Wood Look, Gray

FOR OFFICAL USE ONLY

PZHAC

- Administrative Approval
- Approved Date: _____
- Disapproved Date: _____
- Approved with conditions

BOT

- Approved Date: _____
- Disapproved Date: _____
- Approved with Conditions

CONDITIONS: _____

PERMIT ISSUED BY: _____

ISSUE DATE: _____



RESOLUTION NO. 2021-01

**A RESOLUTION DENYING AN APPEAL BY NATALIE OGAZ
FOR CASE V20-001
TO ALLOW A VARIANCE TO A BUILDING HEIGHT OF A DWELLING
FROM 15 FEET TO 18 FEET LOCATED AT 2729 CALLE DE SAN ALBINO**

WHEREAS, the Board of Trustees convened on December 14, 2020 at a regular meeting and considered an appeal of the Board of Adjustment (BOA) denial of a request to allow a variance to the roof height at a dwelling located at 2729 Calle de San Albino; and

WHEREAS, the Board of Trustees were informed of the details of the case; and

WHEREAS, the Board of Trustees heard testimony from the appellant, Ms. Natalie Ogaz, State of New Mexico Construction Industries Division Building Inspector, Thomas Maese, and staff regarding the appeal; and

NOW THEREFORE, BE IT RESOLVED the Board of Trustees of the Town of Mesilla hereby denied Ms. Ogaz's appeal related to Case V20-001 to allow a variance to the building height of a dwelling from 15 feet to 18 feet.

BE IT FURTHER RESOLVED that this decision was made based on the following findings:

- a) The appellant failed to justify any error in any order, requirement, decision, or determination of the Board of Adjustment in the exercise of its powers and duties.

PASSED, APPROVED AND ADOPTED this 11th day of January 2021.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Town Clerk-Treasurer

Roll Call Vote:

Mayor Barraza	_____
Trustee Johnson-Burick	_____
Trustee Arzabal	_____
Trustee Caro	_____
Trustee Garcia	_____

BOARD ACTION FORM

ITEM:

Provide Stipend for Manny Hernandez

BACKGROUND:

Provide Stipend for Manny Hernandez to assume responsibility for sampling and reporting for the Mesilla Water System.

SUPPORTING INFORMATION:

None

BOT OPTIONS:

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



RESOLUTION NO. 2021-02

**A RESOLUTION DECLARING
SURPLUS PROPERTY TO BE NONESSENTIAL FOR GOVERNMENT
FUNCTIONS TO BE SOLD PURSUANT TO NMSA §3-54-2**

WHEREAS, the Board of Trustees of the Town of Mesilla finds surplus property to be nonessential for government functions; and

WHEREAS, pursuant to Section 3-54-2 of the New Mexico State Statutes, 1978, Annotated, the Town of Mesilla serves notice that the Town will hold a public auction in order to sell the items listed on Exhibit A.

NOW THEREFORE BE IT RESOLVED THAT:

- The Town of Mesilla may sell personal property having a value of more than two thousand five hundred dollars (\$2,500) at public or private sale. If a private sale is held under this subsection, such sale shall be held only after notice is published at least twice, pursuant to the provisions of Subsection J of Section 3-1-2 NMSA 1978, not less than seven days apart, with the last publication not less than fourteen days prior to the sale.
- If a public sale is held, the bid of the highest responsible bidder shall be accepted unless the terms of the bid do not meet the published terms and conditions of the municipality, in which event the highest bid which does meet the published terms and conditions shall be accepted; provided, however, a municipality may reject all bids. Terms and conditions for a proposed sale or lease shall be published at least twice, not less than seven days apart, with the last publication no less than fourteen days prior to the bid opening and shall be published according to the provisions of Subsection J of Section 3-1-2 NMSA 1978.
- The Town of Mesilla may sell, at a private or public sale, exchange or donate real or personal property to the state, to any of its political subdivisions or to the federal government if such sale, exchange, or gift is in the best interests of the public and is approved by the local government division of the department of finance and administration. The provisions of Section 6-6-11 NMSA 1978 shall not apply to such sale, exchange, or a donation.

PASSED, APPROVED AND ADOPTED this 11th day of January 2021.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stohner-Hernandez
Town Clerk-Treasurer

Roll Call Vote:

Mayor Barraza _____
Trustee Johnson-Burick _____
Trustee Arzabal _____
Trustee Caro _____
Trustee Garcia _____

Exhibit A

VEHICLES

1996 Pierce Pumper Minimum bid of \$20K/will be competitive sealed bids from Fire Departments only
If minimum bid not met, then will auction on publicsurplus.com



**TOWN OF MESILLA
RESOLUTION NO. 2021-03**

**A RESOLUTION OF
CERTIFICATION OF THE TOWN OF MESILLA FISCAL YEAR 2019-2020
CAPITAL ASSET INVENTORY**

WHEREAS, according to State Audit Rule 2.2.2.10(W) Capital Asset Inventory (2) Section 12-6-10(A) NMSA 1978 requires each agency to conduct an annual physical inventory of movable chattels and equipment costing more than \$5,000 on the Capital Inventory list at the end of each fiscal year; and

WHEREAS, the term “agency” is intended to include New Mexico municipalities when used in the Audit Act according to State Audit Rule 2.2.2.7 (A)(3); and,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES, that the physical asset inventory attached and incorporated hereto as Exhibit “A”, is hereby certified to be correct.

PASSED, APPROVED AND ADOPTED this 11th day of January 2021.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Town Clerk-Treasurer

Roll Call Vote:
Mayor Barraza _____
Trustee Johnson-Burick _____
Trustee Arzabal _____
Trustee Caro _____
Trustee Garcia _____

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
Group: WATER				
5032	2005 FORD F-150	3/22/05	15,259.25	5.00
5054	METAL DETECTOR	6/01/80	350.00	7.00
5055	MAGNETIC DETECTOR	6/17/85	680.00	7.00
5056	GAS MONITOR	6/24/86	1,203.00	7.00
5057	PORTA PUMP	7/01/86	552.00	5.00
5058	BACK HOE	1/01/87	5,000.00	5.00
5060	FIRE HYDRANTS	4/20/95	2,553.00	10.00
5034	EAGLE LIFT TRAILER	4/07/99	1,735.00	7.00
5035	EQUIPMENT 2002	12/31/01	66,872.00	7.00
5036	JOHN DEERE BACKHOE LOADER	1/08/03	26,000.00	10.00
5037	GMC/SCHWARZ STREET SWEEPER	12/23/03	85,000.00	10.00
5038	PUMP, SEWAGE 3HP	8/20/04	1,145.70	10.00
5039	FIRE HYDRANT	3/14/05	1,452.53	10.00
5066	CHLORINE GAS DETECTOR	2/09/06	1,170.00	10.00
5067	EPSON RECEIPT PRINTER	8/28/06	1,015.00	10.00
5068	Asphalt Zipper	7/01/08	75,950.00	10.00
132	2018 Dodge Ram 1500 SSV (337667)	12/30/18	29,777.50	5.00
133	2018 Dodge Ram 1500 SSV (337665)	12/30/18	29,777.50	5.00
134	2018 Dodge Ram 1500 SSV (337666)	12/30/18	29,777.50	5.00
135	2018 Dodge Ram 1500 SSV (337668)	12/30/18	29,777.50	5.00
136	2018 Dodge Ram 3500 SSV (421443)	2/15/19	35,675.50	5.00
	WATER		440,722.98	
	*Less: Dispositions			
	NET WATER		440,722.98	

Group: FINANCE

49	SOUND SYSTEM	10/09/02	2,110.00	5.00
50	HP LAPTOP	7/11/03	1,230.00	5.00

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
52	INFOCUS MEDIA PROJECTOR	2/03/04	1,000.00	5.00
53	2003 CHEVROLET IMPALA	11/20/02	15,147.00	5.00
54	MESILLA VETERAN'S PLAQUES	7/26/04	3,151.26	10.00
99	OFFICE FURNITURE	10/05/05	39,604.00	5.00
100	SOFTWARE CONVERSION INCODE	6/14/06	88,751.75	7.00
103	OFFICE FURNITURE	9/21/05	18,742.25	5.00
44	2002 DODGE SEDAN	7/29/04	15,000.00	5.00
1055	2003 CHEVROLET IMPALA	4/03/03	18,032.00	5.00
1057	2004 CHEVROLET IMPALA	4/03/03	18,486.00	5.00
	RICOH COPIER	7/01/16	RENTED	6.00
109	AMP FOR BOARD ROOM	3/10/16	1,063.65	7.00
115	REFRIDGERATOR TOWN HALL	12/15/15	959.97	10.00
116	TIMECLOCK PLUS	7/29/15	4,854.64	10.00
124	PDS LASERFICHE W/ 2 SCANNERS, LICENSES	2/11/15	3,481.83	10.00
1128	IBM 3650 M2 Server	10/03/16	6,887.00	10.00
			FINANCE	<u>238,501.35</u>
			*Less: Dispositions	<u>0.00</u>
			Net FINANCE	<u>238,501.35</u>

Group: FIRE

1071	HOLMATRO CUTTERS	7/01/89	3,000.00	10.00
1072	HOLMATRO HYDRAULIC PUMP	7/01/89	2,000.00	10.00
1073	SCOTTS 2.2 AIRPAC FRAME	7/01/95	9,000.00	5.00
1021	HOLMATRO SPREADERS	7/01/99	5,000.00	5.00
1022	CASCADE BOTTLE	7/01/00	3,000.00	5.00
1023	AIRPAC HARNESS & BOTTLE	7/01/00	18,176.00	5.00
1024	FIRECOMM HEADSETS	9/01/00	1,231.00	10.00
26	VIEW SONIC PROJECTOR	7/01/01	2,100.00	5.00
1026	HYDRAULIC RAM, EXTENTION	7/01/01	5,000.00	5.00

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
1027	HOLMATRO RAM	7/01/01	3,000.00	10.00
29	COMPAQ PC	9/07/01	1,480.00	5.00
30	SONY VIDEO CAMERA	1/15/03	1,320.00	5.00
1075	1994 PIERCE CLASS A PUMPER 000110	7/01/94	180,000.00	15.00
34	LIFE PAK 12 MONITOR/DEFI.	8/1/803	15,000.00	5.00
1030	2004 FORD DRW 60018	6/29/04	71,647.00	15.00
1031	2004 FIRECOMM HEADSETS	6/29/04	3,296.00	10.00
1032	2005 FORD DRW A08709	12/07/04	81,545.00	15.00
44	2013 SPARTAN FIRE TRUCK 076107		42,653.00	15.00
1033	SCOTTS AIR PACK	9/01/06	16,301.59	10.00
1034	DELL LAPTOP	2/23/05	1,234.84	5.00
1035	DELL LAPTOP	2/23/05	1,234.84	5.00
1103	HOLMATRO EXTRACTION PUMP	2/14/06	6,300.00	10.00
1100	SCOTTY SAFETY HOUSE	1/30/06	22,902.00	10.00
43	DATA 911 Mobile CoMputer	7/15/08	4,091.06	4.00
1101	POWER GENERATER FOR MOBILE TRAILER	6/20/06	3,200.00	5.00
1102	HOLMATRO EXTRACTION CUTTING TOOL	2/14/06	3,600.00	5.00
113	6 MATTRESSES, MATTRESS PROTECTERS 6 FRAMES	1/13/16	1,600.02	10.00
114	FURNITURE FOR PSB	1/13/16	2,100.00	20.00
118	WASHER AND DRYER	5/16/16	3,282.91	10.00
119	WASHER EXTRACTOR	4/19/16	7,493.00	10.00
120	EXHAUST REMOVAL SYSTEM	7/15/15	36,165.24	10.00
126	scott eagle Thermal imaging	10/10/13	3,000.00	10.00
129	SCBA GRANT (FIRE PROTECTION GRANT)	3/10/14	16,773.94	5.00
1130	OFFICE FURNITURE - CREDENZA/HUTCH	8/25/16	2,000.00	20.00
1131	2016 DODGE RAM 1500 SSV 4X4 (VIN 197225)	1/12/17	39,377.18	10.00
1132	2016 DODGE RAM 1500 SSV 4X4 (VIN 197224)	1/12/17	39,377.18	10.00
1134	2015 Dodge Ram 1500 SSV (460448)	7/01/17	26,526.00	10.00
1135	1998 FOR F550 (AMBO) C91435	8/18/17	30,000.00	10.00
1136	2020 HME SilverFox	10/15/20	286,788.00	10.00
		FIRE	1,001,795.80	

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
Group: LAND, BLDG, RDS				
1	TOWN PLAZA	8/23/77	1,605.00	40.00
2	OLD TOWN HALL(psb)	7/01/88	110,000.00	40.00
3	COMMUNITY CENTER	7/01/88	100,500.00	40.00
4	MESILLA PARK	4/04/94	15,000.00	40.00
5	OLD TOWN HALL NORTH PARKING LOT	10/08/99	10,000.00	20.00
6	OLD TOWN HALL SOUTH PARKING LOT	6/08/00	9,178.35	20.00
7	FIRE STATION PARKING LOT	6/08/00	4,000.00	20.00
8	CALLE DE GUADALUPE PAVING	6/08/00	8,716.90	20.00
9	MEDANOS PARKING LOT	7/01/01	79,787.00	20.00
10	COMMUNITY CENTER IMP	12/31/04	244,728.00	40.00
11	PUBLIC SAFETY BLDG	6/30/65	86,300.00	0.00
12	TOWN PLAZA	8/23/77	58,800.00	0.00
13	PARQUE COMMEMORATIVE	11/02/87	57,900.00	0.00
14	COMMUNITY CTR	7/01/88	248,300.00	0.00
15	COMMUNITY CENTER PARK	4/04/94	220,000.00	0.00
16	MEDANOS PARKING LOT LAND	7/01/01	40,100.00	0.00
17	2231 AVENIDA DE MESILLA	4/17/96	275,000.00	0.00
18	LAND PID 04-00240	8/23/77	13,100.00	0.00
19	HUERTOS PAVING	12/15/03	42,265.00	20.00
1107	TOWN HALL ADM. BUILDING	1/01/06	2,039,839.00	40.00
1108	ESTRADA RESURFACING	3/27/06	58,320.00	20.00
1109	CALLE DE SANTIAGO	6/01/07	30,784.77	20.00
1110	CALLE DE PARIAN	6/01/07	29,103.50	20.00
1111	CALLE DE SUR	6/01/07	69,770.49	20.00
1112	CALLEJON GUERRA	6/01/07	20,385.71	20.00
1113	COMMUNITY CENTER	6/01/07	242,450.21	20.00
1114	TOWN HALL VISITOR CENTER	6/01/08	1,118,468.41	40.00
1115	CALLE DE ARROYO	6/01/08	79,769.00	20.00
1116	CALLE TERCERA	6/01/08	45,773.00	20.00
1117	CALLE DEL SUR	6/01/08	130,836.00	20.00

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
1118	CALLEJON GUERRA	6/01/08	15,919.00	20.00
1119	MESILLA ROADWAY PAVING	11/01/08	32,980.00	40.00
1120	TOWN HALL VISITOR CENTER	12/01/08	33,322.00	40.00
1121	CALLE DEL NORTE (ARRA)	7/01/12	320,249.00	20.00
1122	COMMUNITY CENTER PHS IV CDBG CALLE DEL SUR, CALLE DE GUADALUPE CALLE DE	6/22/13	421,666.08	40.00
1123	PARIAN, CALLE TERCERA (LGRF)	6/22/14	342,375.34	40.00
1124	PLAZA IMPROVEMENTS (SAP)	5/09/14	250,000.00	40.00
1125	PUBLIC SAFETY BLDG. PHASE I & 2 (SAP)	FY 15/16	897,000.00	40.00
1126	CALLE PRINCIPAL PH I. (LGRF)	FY 15/16	60,561.00	20.00
1127	CALLE PRINCIPAL PH II (LGRF)	FY 15/16	71,339.00	20.00
117	REPLACE OUTLETS ON PLAZA	8/12/15	569.94	5.00
127	REPLACE WATER HEATER AT TOWN HALL	9/12/13	926.32	10.00
128	COMMUNITY CENTER SPRINKLER SYSTEM	7/18/13	2,075.34	20.00
130	REPAIRS TO WELL #1	11/21/13	54,416.07	10.00
131	WELL REPAIRS	9/12/13	606.34	10.00
1133	CALLE DE SANTA ANA STREET IMPROVEMENTS	16/17	61,507.76	20.00
1134	SENIOR SERVICES EQUIPMENT (ALTSD)	3/01/18	14,238.60	10.00
1136	CALLE PRIMERA	18/19	43,615.00	20.00
1137	CALLE PARIAN (NMDOT LGRF)	18/19	134,993.00	20.00
1138	RE-STUCCO TOWN HALL	11/28/18	30,189.72	10.00
1139	Public Safety Building Repairs	10/03/18	8,442.45	10.00
	BOWMAN (NMDOT LGRF) PAIRED W/CLC LOCAL FUNDING	19/20	510,152.31	20.00
	La Llorona Trail Project (NMDOT TAP)	20/21	613,138.00	20.00
	MISC PATCHING/SIGNAGE	19/20	8,077.06	
	CALLE PARIAN (L100366)	19/20	141,230.43	
	PLAZA LIGHT POLES (SAP)	20/21	132,000.00	
	GENERAL		<u>9,692,370.10</u>	

Group: JUDICIAL

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
59	HP PAVILION 5000	7/26/04	1,402.99	5.00
60	DELL DESKTOP	8/09/04	1,563.23	5.00
61	HP PROLIAN ML	12/13/04	10,534.90	5.00
JUDICIAL			13,501.12	

Group: MAINTENANCE

1059	PARKER TRAILER	10/02/95	1,075.00	10.00
1060	WALKER GHS/RIDING MOWER	7/01/96	10,000.00	10.00
1061	WALKER GHS/RIDING MOWER	7/01/96	10,000.00	10.00
1062	UTILITY TRAILER/DOUBLE AXLE	7/01/96	1,000.00	15.00
1065	ARC WELDER/RANGER	7/01/98	2,200.00	10.00
1066	SKID LOADER/GEHL	7/01/98	25,000.00	15.00
5032	2005 CHEVY SILVERADO			
1069	WESTERN LIGHTING PLAZA	4/23/03	4,607.00	20.00
1070	WESTERN LIGHTING PLAZA	4/23/03	4,607.00	20.00
99	KUBOTA AIR COOLED MOWER	11/07/06	27,583.00	10.00
100	2012 Big Tex Dump Trailer	8/16/12	4,059.00	10.00
101	2013 Polaris UTV	6/13/13	8,107.00	10.00
102	2013 Polaris UTV	6/13/13	8,107.00	10.00
1140	2015 BIG TEX UTILITY TRAILER VANGARD	11/28/16	2,020.00	10.00
1141	Kubota L2501DT Tractor	10/30/18	23,357.00	10.00
MAINTENANCE			131,722.00	

Group: MARSHAL

85	DATA 911 Mobile Coputer	7/15/08	8,182.00	4.00
86	2009 Crown Victoria	1/28/10	24,232.00	5.00
89	Video in-car Cameras	3/29/11	10,432.00	5.00
90	Lap top (PANASONIC W/HAVIS DOCKING STATION)	3/29/11	5,264.00	5.00
91	Lap top (PANASONIC W/HAVIS DOCKING STATION)	3/29/11	5,264.00	5.00
96	IPAD (STONEGARDEN)	3/29/11	699.00	5.00

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
92	RADAR (STONEGARDEN)	7/01/98	9,634.00	5.00
95	LAPTOP 3 YR PROTECTION MOUNTING (STONEGARDEN)	11/23/11	10,528.00	5.00
106	2015 DODGE RAM TRUCK (NMFA LOAN)	3/16/16	26,526.00	4.50
107	2015 DODGE CHARGER (NMFA LOAN)	3/16/16	35,085.58	4.50
110	TOUGH BOOKS (QTY 4)	8/18/15	5,840.82	5.00
111	PRISONER BENCH	8/29/16	489.03	20.00
123	BULLET RESISTANT VESTS (QTY 6)	8/26/14	2,052.00	5.00
1129	4 STALL TRAILER (ANIMAL CONTROL OFFICER) (GF)	5/5/17	5,589.50	5.00
1142	2004 Chevy Impala	1/29/19	4,750.00	5.00
	Bullet RESISTANT VESTS (QTY 2)	FY 19/20	3,000.00	5.00
105	2003 CHEVY IMPALA	4/03/04	19,702.00	5.00
	MARSHAL EQUIPMENT (SAP) VESTS, TASERS, GUN SAFE	19/20	50,000.00	
	MARSHAL CARS (NMFA PENDING PURCHASE)	20/21	93,000.00	
	MARSHAL CARS (CAPITAL OUTLAY PENDING PURCHASE)	20/21	110,000.00	
	MARSHAL		430,269.93	
	*Less: Dispositions		0.00	
	NET MARSHAL		430,269.93	

Group: UTILITY SYSTEMS

5008	METER BOXES	6/01/66	3,750.00	10.00
5009	METERS 300 qTY	7/01/66	10,500.00	10.00
5010	METERS 300 QTY	1/01/78	12,000.00	10.00
5011	METERS 150	2/01/78	4,500.00	10.00
5012	292 HWH WATER & ESTRADA	3/17/78	13,000.00	20.00
5013	WATER FROM UNIV TO SNOW	4/01/78	34,000.00	20.00
5014	LIFT STATION PARTS	6/01/80	58,100.00	20.00
5015	LOS ARENALES LIFT	1/01/82	12,000.00	5.00
5016	PHASE II	1/01/83	308,042.00	20.00
5041	PINE COVE SUBDIVISION	7/22/83	14,000.00	20.00
5042	PHASE III	1/01/84	120,689.00	20.00
5017	LOS CAMINOS CASTILLO SUB	1/01/84	18,000.00	20.00

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
5043	METER BOXES	10/29/85	320.00	10.00
5044	METER BOXES	2/25/86	320.00	10.00
5045	METER BOXES	4/29/86	320.00	10.00
5046	RESETTERS	1/01/87	436.00	5.00
5047	METERS	1/01/87	3,235.00	5.00
5018	LIFT STATION III	2/01/87	6,898.00	20.00
5048	METERS	1/01/88	4,167.00	5.00
5049	METERS	1/01/89	5,353.00	5.00
5050	FIRE HYDRANT METER	8/30/88	705.00	5.00
5051	METERS	9/01/88	950.00	5.00
5052	6" WATER VALVE	9/08/88	756.00	5.00
5019	TWO WELLS	6/30/91	436,952.00	20.00
5020	WATER LINE EXT	3/31/94	85,663.00	20.00
5021	WATER LINE PROJECT	7/30/94	7,831.00	20.00
5022	WATER LINE PROJECT	12/02/94	111,667.00	20.00
46	WATERLINE IN MESILLA	5/12/06	400,000.00	25.00
47	ESTRADA WATER LINE	2/28/06	46,000.00	25.00
48	GUERRA SEWER LINE	12/07/05	41,500.00	25.00
49	LIFT STATION	4/04/06	90,000.00	25.00
50	UNION/AVE DE MESILLA	1/18/06	44,000.00	25.00
51	CALLE OESTE	12/07/05	20,000.00	25.00
52	PAISANO RD LINE	10/17/05	100,000.00	25.00
53	WATERLINE EXTENSION	6/05/06	100,000.00	25.00
54	STORM WATER DRAINAGE IMP	3/09/06	154,756.34	25.00
55	ESTRADA WATER LINE	12/07/05	30,000.00	25.00
56	GLASS RD WATERLINE	8/16/05	25,000.00	25.00
57	OESTE WATER LINE	8/16/05	5,000.00	25.00
58	SNOW ROAD WATERLINE	8/16/05	5,000.00	25.00
5023	WATER LINE PROJECT	1/31/95	18,401.00	20.00
5024	WATER LINE PROJECT	3/31/95	27,306.00	20.00
5025	WATERLINE PROJECT	6/09/95	1,836.00	20.00
5026	WATERLINE PROJECT	6/19/95	5,812.00	20.00

MESILLA TOWN OF MESILLA

Book Asset Detail

FYE: 6/30/2020

Asset *	Property Description	Date In Service	Book Cost	Book Period
5027	WATER LINE PROJECT	6/22/95	10,637.00	20.00
5028	WATER LINE PROJECT (Snow Rd)	9/20/01	45,226.71	20.00
5030	WATERLINE PROJECT	6/30/05	143,600.23	20.00
5029	WATERLINE PROJECT PLAZA	4/16/02	38,124.00	20.00
67	STORM WATER LIFT STATION	6/01/07	96,454.76	20.00
68	CALLE DE SUR-UTILITIES	6/01/07	75,477.73	20.00
69	CALLE DE ARROYO-WATER LINE	6/01/08	34,856.00	20.00
70	LIFT STATION	7/31/12	105,578.00	25.00
121	WATER METER REPLACEMENTS (Metron Meters) WTB 3558	18/19	267,000.00	20.00
122	TABLET FOR METER READING		37,000.00	5.00
125	CALLE DEL NORTE SEWER IMPS	4/14/15	7,015.00	25.00
	VALLE GRANDE, LOS ARENALES, SNOW RD. WATER LINE			
5069	PROJ. (BECC/NADBANK)	3/01/16	315,189.80	25.00
1143	FIRE HYDRANT REPLACEMENT	10/16/18	4,092.57	25.00
1144	MCDOWELL SEWER IMPROVEMENTS (phs 1)	6/21/19	264,749.21	25.00
	MCDOWELL SEWER IMPROVEMENTS (phs 2)	FY 19/20	385,250.79	25.00
UTILITY SYSTEMS			4,219,017.14	
*Less: Dispositions				
Net UTILITY SYSTEMS			4,219,017.14	

- Governmental Type Land
- Governmental Type Improvements
- Governmental Type Building
- Governmental Type Machinery
- Business Type Improvements
- Business Type Machinery and Equip.



Physical Inventory done by:

Cynthia Hernandez

Community Projects Report

Project	Description
Current Contact information	Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890
Social Media and website	Keep social media up to date with things happening in Mesilla. Will continue to push visitors to the website.
Mesilla Night Out	Reaching out to the businesses to get feedback on whether March or April is best from their standpoint.
Mercado	Mercado has reopened as of Dec. 3 rd . Vendors will wear masks at all times and provide sanitizer
Clean & Beautiful Grant	Town of Mesilla has been awarded \$14,570 for the purchase of new trash and recycle bins, picnic tables, and benches inside our parks. In addition, promotional materials for giving away at events and bike stations will be purchased for our town's cyclist enthusiasts. Trash and recycle bins have been purchased and installed in Public Safety park, Los Leones park and Commemorative Park. Tables and Benches will be purchased next
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. All applications have been paused until further notice.
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 weekly on the Joint Information Center calls providing information relevant to Covid-19 and Mesilla so it can be pushed out to the public.

Google DMO Program	<p>The Town of Mesilla has been awarded Recovery Initiatives that have a total market value of \$27,750.</p> <p>Photos and videos have been shot. Finalized products have begun to be pushed out via social media and website.</p>
Luminarias (Christmas Eve)	Luminarias were lit on Christmas Eve. Partnered with LCHS band and Los leones for luminaria placement. No Choir, candlelight vigil or hot cocoa as to discourage mass gatherings. No incidents were reported.

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES
FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR
SUBJECT: ACTIVITY REPORT – DECEMBER 2020
DATE: JANUARY 5, 2021

PZHAC BUSINESS
DECEMBER 2020

[Items presented to the PZHAC]

WORK SESSION

1. Submitted by Eric and Teresa Sanchez, a request to discuss plans to repair and restore the exterior walls and buttress of an adobe dwelling at 2231 Calle de Parian (**Case 061144**). Zoned: Historic Residential (HR)
2. Submitted by Robert McMillan and Miguel Rincon of Hurlburt Construction; a request to discuss plans to incorporate part of an existing structure into a new dwelling at 2130 Calle de Picacho (**Case 061148**). Zoned: Historic Residential (HR)

ADMINISTRATIVE APPROVAL

Zoning Permits

1. **Case 061142** – 2740 Boldt Street, submitted by Joseph and Barbara DeLaurier; a request for a zoning permit to place a small tool shed at the rear of a property at this address. Zoned: Historic Residential (HR)
2. **Case 061143** - 415 Bason Drive, submitted by Anita Wells; a request for a zoning permit to upgrade the electrical system of a dwelling at this address. Zoned: Residential, one-acre (R- 1)
3. **Case 061149** – 1940 Calle Pacana, submitted by Organ Mountain Solar for Henry Newman; a request for a zoning permit to allow additional solar photo-voltaic panels to be installed on a dwelling at this address. Zoned: Historic Residential (HR)
4. **Case 061150** – 2550/2558 Calle de San Albino, submitted by Richard Perez; a request for a zoning permit to conduct minor repairs to an exterior adobe wall. Zoned: Historic Residential (HR)

PZHAC DECISION ITEMS:

Zoning Permits

1. **Case 061144** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez, a request for a zoning permit to repair and restore exterior walls and buttress of an adobe dwelling at this address. Zoned: Historic Residential (HR) Discussed during the Work Session
2. **Case 061146** – 2822 Erminda Street, submitted by Gary Fichman; a request for a zoning permit to allow the installation of an entry courtyard at the front of a dwelling at this address. Zoned: Historic Residential (HR)
3. **Case 061147** – 2391 Calle de Parian, submitted by Robert Reynolds; a request for a zoning permit to allow the construction of a porch around two sides of a storage building on a residential property at this address. Zoned: Historic Residential (HR)
4. **Case 061148** - 2130 Calle de Picacho, submitted for Neal McMillan by Miguel Rincon of Hurlburt Construction; a request for a zoning permit to incorporate part of an existing structure into a new dwelling to be constructed at this address. Zoned: Historic Residential (HR) Discussed during the Work Session
5. **Case 061151** – Calle Tercera, submitted by Samuel Kane; a request for a zoning permit to construct a rock wall around a residential property at this address. Zoned: Historic Residential (HR)

Business Permit

5. **Permit 0863** – 2470 Calle de Guadalupe Unit B, submitted by Robert and Sandra White for “Dakota Dukes Wild Coyote LLC”; a request for a business license to allow the applicant to operate a commercial retail operation at this location selling snack food, beverages and gifts. Zoned: Historic Commercial (HC)

Sign Permits:

6. **Case 061152** – 2230 Avenida de Mesilla, submitted by Roman Prieto; a request for a sign permit to allow a Directory Sign to be installed at this address. Zoned: Historical Commercial (HC)

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

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

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
061149	04-01598	12/8/20	Henry Newman/Organ Mountain Solar	7435.00	22.50	MI	1940 Calle Pacana	Add solar panels to a dwelling at this address
061150	04-00361	12/1820	Richard Perez/self	300.00	0.00	MI	2550/2558 Calle de San Albino	Minor repairs to an adobe wall at on a dwelling at this address
061151	04-00538	12/2/20	Samuel Kane/self	12,000.00	28.50	MI	2610 Calle Tercera	Build a rock wall around this property



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: Dec-20
General Fund should be at: 50% spending

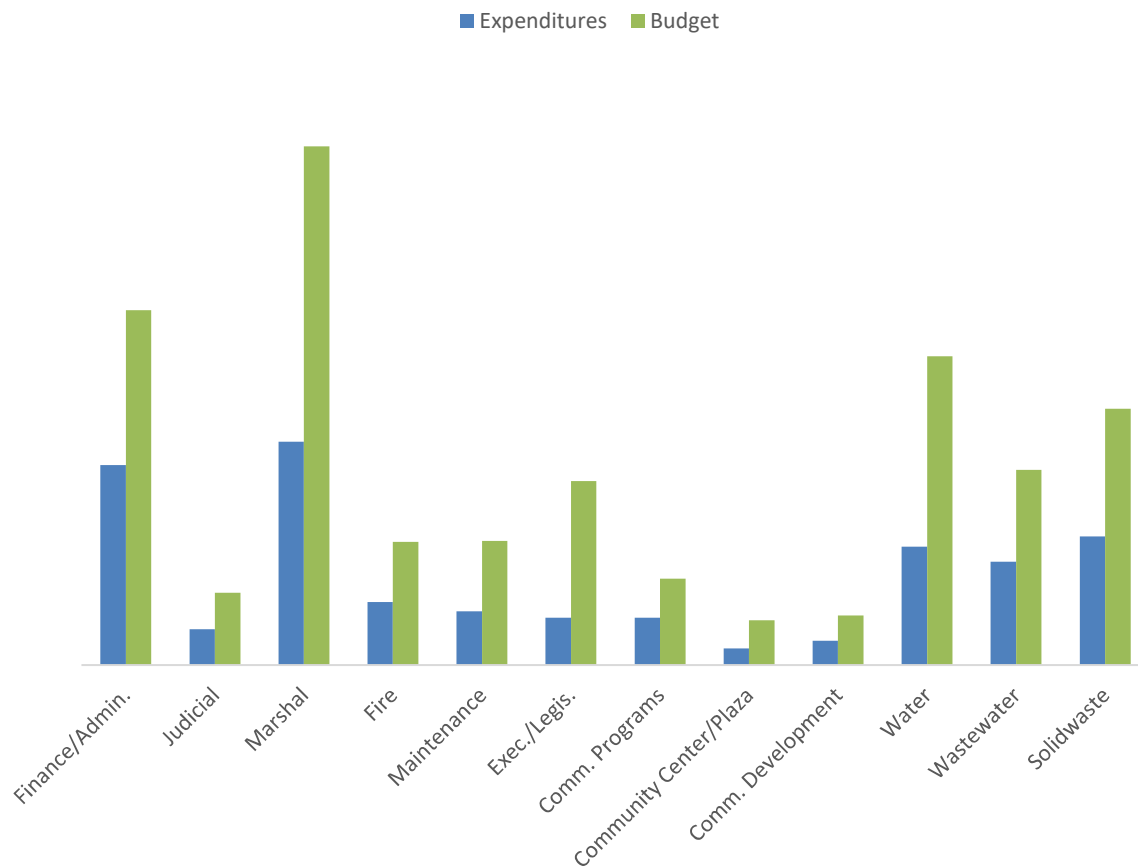
**PER THE MAYOR'S DIRECTION -
BUDGETS HAVE BEEN FROZEN WITH THE EXCEPTION OF EMERGENCY EXPENDITURES.
EXPENDITURES ARE HIGHER DUE TO 1ST HALF OF INSURANCES BEING DUE IN JULY**

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	56.35%	\$202,610	100.00%	-43.65%	\$ 359,583
Judicial	49.70%	\$36,384	100.00%	-50.30%	\$ 73,213
Marshal	43.06%	\$226,408	100.00%	-56.94%	\$ 525,751
Fire	51.24%	\$63,910	100.00%	-48.76%	\$ 124,739
Maintenance	43.29%	\$54,466	100.00%	-56.71%	\$ 125,805
Exec./Legis.	25.74%	\$48,014	100.00%	-74.26%	\$ 186,531
Comm. Programs	54.70%	\$47,812	100.00%	-45.30%	\$ 87,407
Community Center/Plaza	37.23%	\$16,940	100.00%	-62.77%	\$ 45,500
Comm. Development	48.51%	\$24,429	100.00%	-51.49%	\$ 50,360
General Fund	45.66%	\$720,973	100.00%	-54.34%	\$ 1,578,889
Water	38.34%	\$119,921	100.00%	-61.66%	\$ 312,813
Wastewater	52.84%	\$104,565	100.00%	-47.16%	\$ 197,875
Solidwaste	50.13%	\$130,236	100.00%	-49.87%	\$ 259,804
Enterprise Fund	43.02%	\$354,721	100.00%	-56.98%	\$ 824,492

EXPENDITURES



EXPENDITURES VS BUDGET

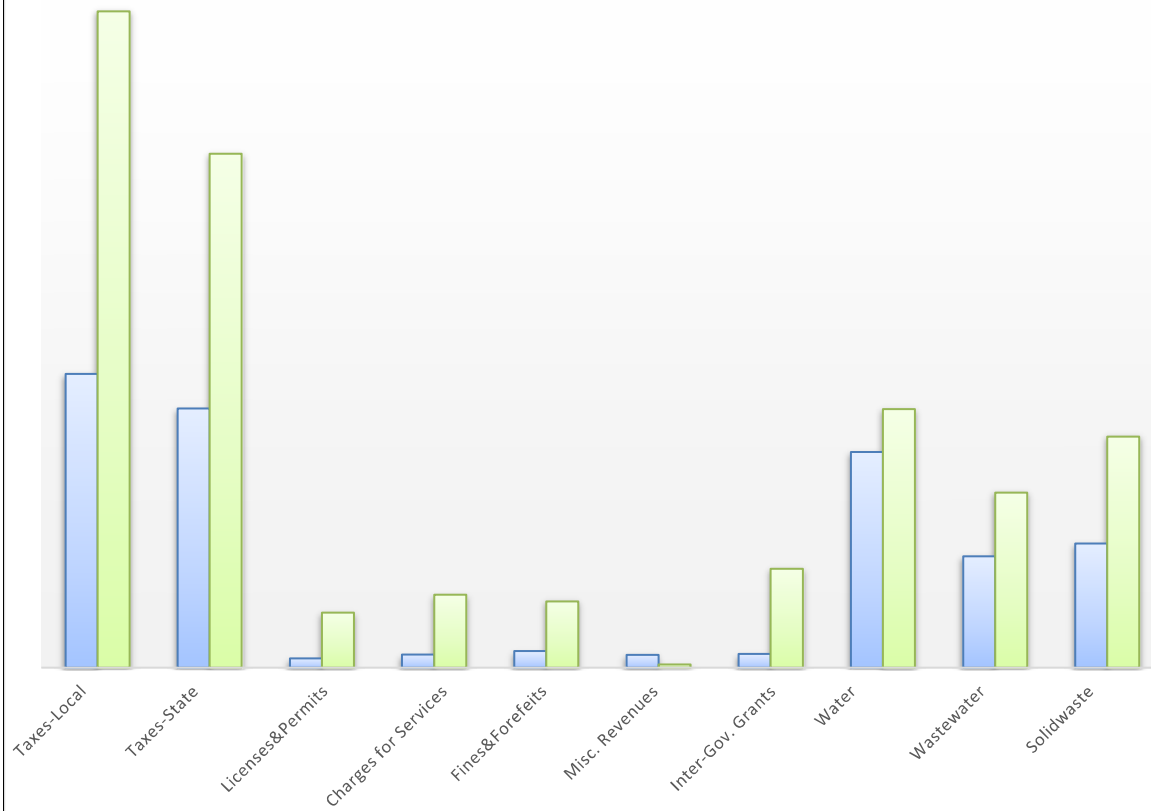


Please request the INCODE report for detail revenues and expenses by fund.

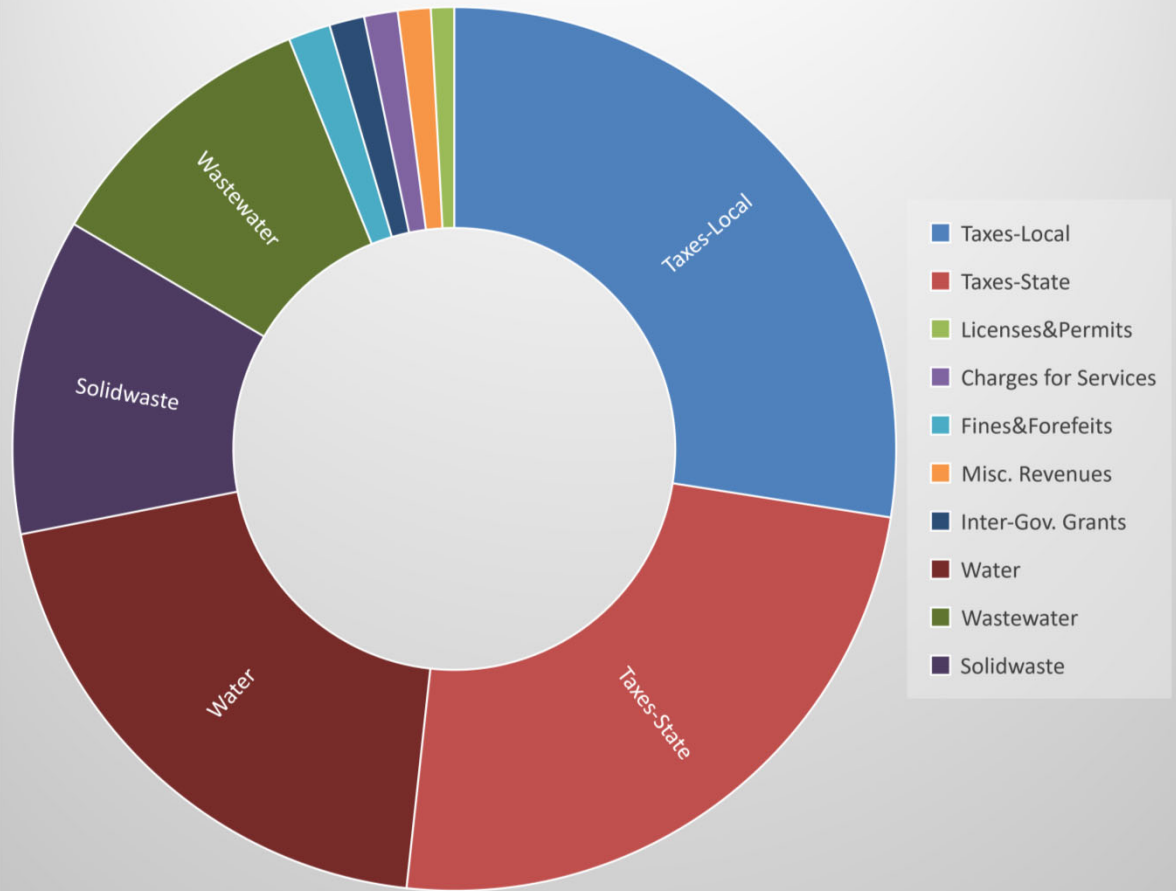
REVENUE					
YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	44.78%	\$310,444	100.00%	-55.22%	\$693,315
Taxes-State	50.45%	\$273,914	100.00%	-49.55%	\$542,958
Licenses&Permits	16.61%	\$9,632	100.00%	-83.39%	\$58,000
Charges for Service	18.04%	\$13,891	100.00%	-81.96%	\$77,000
Fines&Forefeits	24.83%	\$17,382	100.00%	-75.17%	\$70,000
Misc. Revenues	398.29%	\$13,542	100.00%	298.29%	\$3,400
Inter-Gov. Grants	13.85%	\$14,460	100.00%	-86.15%	\$104,400
General Fund	41.35%	\$653,265	100.00%	-58.65%	\$1,579,673
Water	83.39%	\$227,928	100.00%	-16.61%	\$ 273,318
Wastewater	63.55%	\$117,573	100.00%	-36.45%	\$ 185,019
Solidwaste	53.69%	\$130,974	100.00%	-46.31%	\$ 243,924
Enterprise Fund	67.85%	\$476,475	100.00%	-32.15%	\$702,261

REVENUES VS BUDGET

Actual Received Budgeted

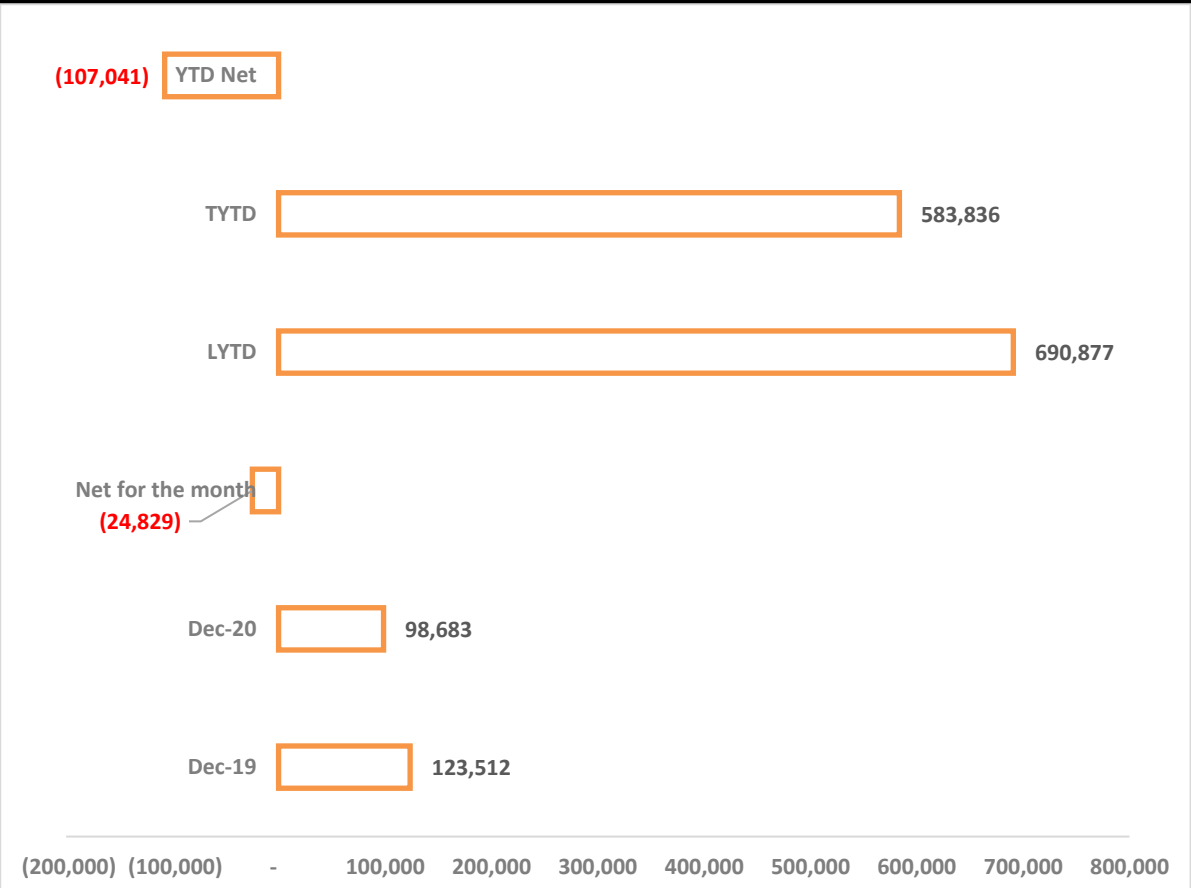


REVENUES



GRT COMPARISONS

Dec-19	Dec-20	Net for the month	LYTD	TYTD	YTD Net
123,512	98,683	(24,829)	690,877	583,836	(107,041)



Business GRT in OCTOBER 2020

Percentage over last FY	-20%	Percentage over last FYTD	-15%
-------------------------	------	---------------------------	------

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



DATE: December, 2020

MAJOR ADDITIONS TO INVENTORY

Stortz adapters for both engines.

MAINTENANCE OF EQUIPMENT

All Personal Protective Ensembles, (PPE) were inspected and repairs were made to 18 pieces and 5 pairs of boots and 4 pairs of gloves replaced. Compartment slide out draw repaired on Engine 31. AED's had batteries and defib pads replaced including the units for public access at Town Hall and the Community Center.

COMMENTS

- *Fire department personnel have started to receive their first doses of the COVID-19 vaccine. They will receive the second dose in January. For personnel that have declined the vaccine they will remain eligible during this process should they change their minds.
- *We have had one firefighter test positive for COVID with minor symptoms as is recovering at home. There was no exposure here at the station to personnel.
- *We are anticipating a federal grant application announcement in January and will be taking advantage to the opportunity to apply.
- *We continue to prepare for our ISO evaluation which will occur Feb 9th. Staff has been very busy preparing the necessary forms and reports for the eval and the NM FMO has been supporting us with information and suggestions. Should we be successful in lowering our ISO score this will mean increased funding from the State Fire Protection Fund as well as lower fire insurance rates for the residents and businesses here in the Town of Mesilla.

SUBMITTED BY

Fire Chief Kevin Hoban _____

Mesilla Fire Department

Mesilla, NM

This report was generated on 1/5/2021 12:36:11 PM



Incident Statistics

Start Date: 01/01/2020 | End Date: 12/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		263	
FIRE		204	
TOTAL		467	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
Bat31	48	91	91
Bat32	0	1	1
BR31	19	34	34
BR33	3	7	7
E31	12	19	19
MFD	1	1	1
SQ32	7	16	16
TOTAL	90	169	169
PRE-INCIDENT VALUE		LOSSES	
\$211,786.00		\$2,500.00	
CO CHECKS			
424 - Carbon monoxide incident		3	
TOTAL		3	
MUTUAL AID			
Aid Type		Total	
Aid Given		92	
Aid Received		19	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
57		12.21	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:08:23	0:09:37	
AVERAGE FOR ALL CALLS		0:08:33	

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.



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LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)

Station	EMS	FIRE
Mesilla Fire Main Station 31	0:01:36	0:01:19
AVERAGE FOR ALL CALLS		0:01:31
AGENCY	AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department	40:20	

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

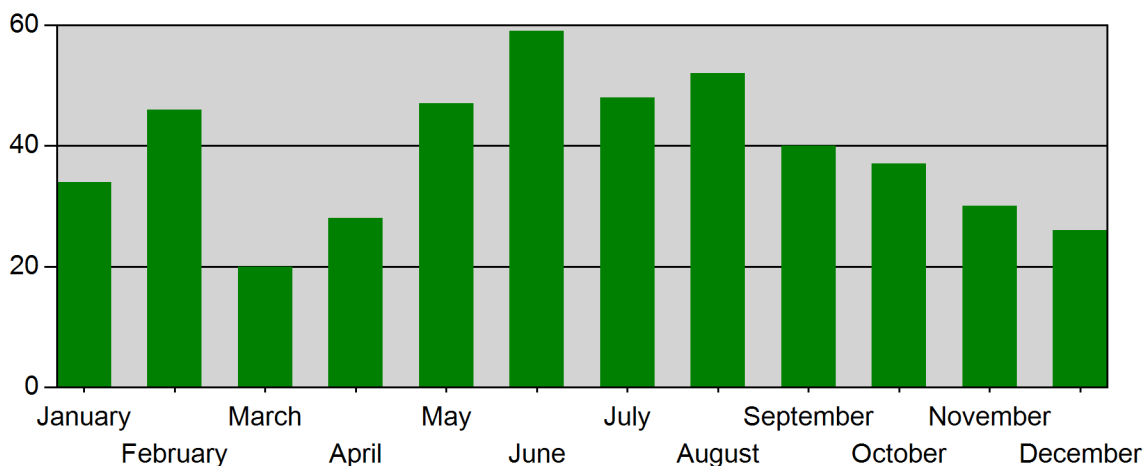
Mesilla, NM

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Incidents by Month for Month Range

Start Month: January | End Month: December | Year: 2020



MONTH	INCIDENTS
January	34
February	46
March	20
April	28
May	47
June	59
July	48
August	52
September	40
October	37
November	30
December	26

Only REVIEWED incidents included

Mesilla Fire Department

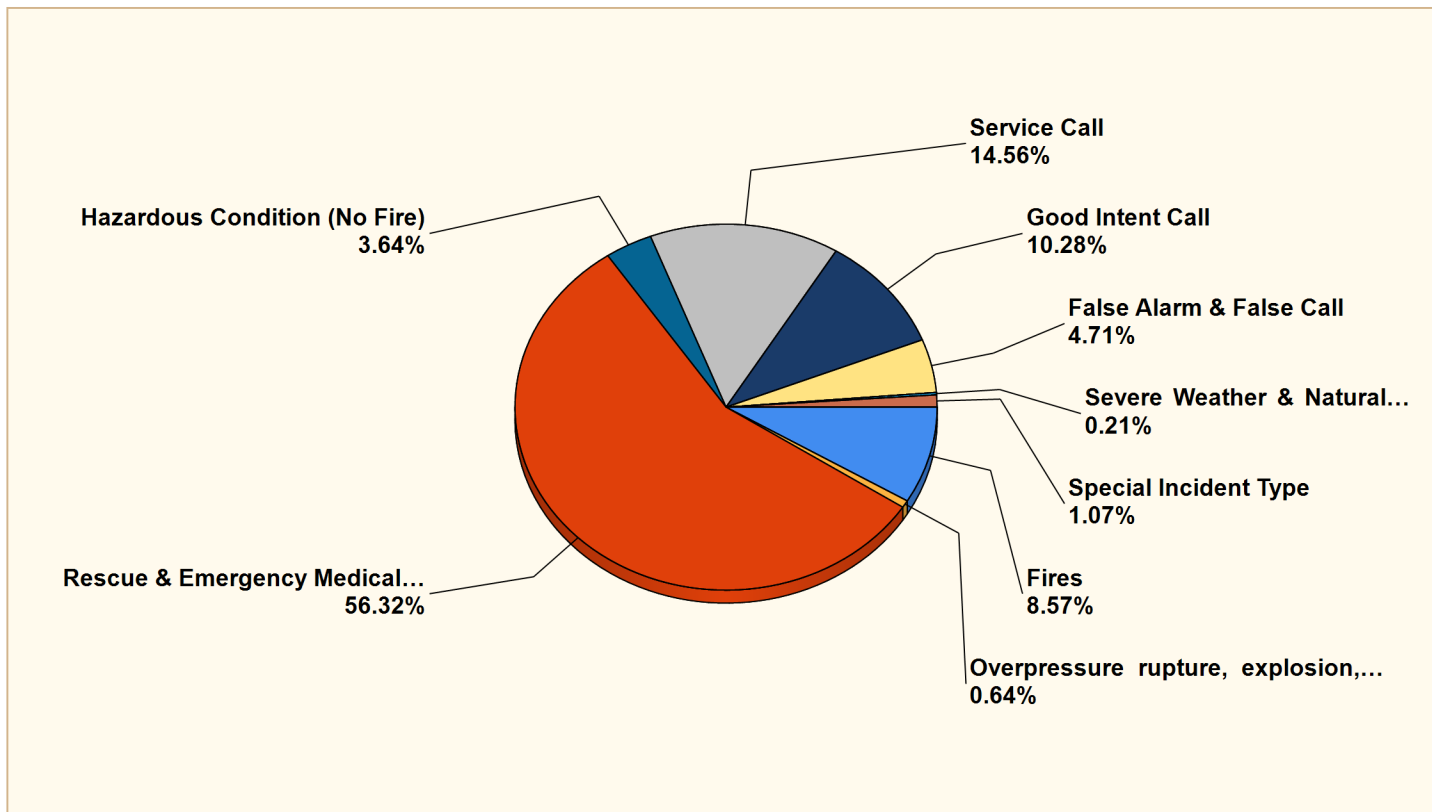
Mesilla, NM

This report was generated on 1/4/2021 4:42:58 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	40	8.57%
Overpressure rupture, explosion, overheating - no fire	3	0.64%
Rescue & Emergency Medical Service	263	56.32%
Hazardous Condition (No Fire)	17	3.64%
Service Call	68	14.56%
Good Intent Call	48	10.28%
False Alarm & False Call	22	4.71%
Severe Weather & Natural Disaster	1	0.21%
Special Incident Type	5	1.07%
TOTAL	467	100%

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



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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	6	1.28%
112 - Fires in structure other than in a building	1	0.21%
118 - Trash or rubbish fire, contained	1	0.21%
132 - Road freight or transport vehicle fire	2	0.43%
140 - Natural vegetation fire, other	1	0.21%
141 - Forest, woods or wildland fire	3	0.64%
142 - Brush or brush-and-grass mixture fire	21	4.5%
143 - Grass fire	1	0.21%
151 - Outside rubbish, trash or waste fire	1	0.21%
152 - Garbage dump or sanitary landfill fire	1	0.21%
162 - Outside equipment fire	1	0.21%
173 - Cultivated trees or nursery stock fire	1	0.21%
243 - Fireworks explosion (no fire)	3	0.64%
300 - Rescue, EMS incident, other	1	0.21%
311 - Medical assist, assist EMS crew	31	6.64%
320 - Emergency medical service, other	3	0.64%
321 - EMS call, excluding vehicle accident with injury	153	32.76%
322 - Motor vehicle accident with injuries	31	6.64%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.21%
324 - Motor vehicle accident with no injuries.	3	0.64%
341 - Search for person on land	2	0.43%
342 - Search for person in water	2	0.43%
361 - Swimming/recreational water areas rescue	2	0.43%
381 - Rescue or EMS standby	34	7.28%
400 - Hazardous condition, other	5	1.07%
412 - Gas leak (natural gas or LPG)	3	0.64%
424 - Carbon monoxide incident	3	0.64%
441 - Heat from short circuit (wiring), defective/worn	1	0.21%
444 - Power line down	2	0.43%
451 - Biological hazard, confirmed or suspected	1	0.21%
461 - Building or structure weakened or collapsed	1	0.21%
480 - Attempted burning, illegal action, other	1	0.21%
511 - Lock-out	4	0.86%
520 - Water problem, other	4	0.86%
522 - Water or steam leak	7	1.5%
542 - Animal rescue	1	0.21%
551 - Assist police or other governmental agency	9	1.93%
552 - Police matter	2	0.43%
553 - Public service	9	1.93%
554 - Assist invalid	21	4.5%
561 - Unauthorized burning	10	2.14%
571 - Cover assignment, standby, moveup	1	0.21%
611 - Dispatched & cancelled en route	41	8.78%
622 - No incident found on arrival at dispatch address	3	0.64%
631 - Authorized controlled burning	1	0.21%
651 - Smoke scare, odor of smoke	3	0.64%
700 - False alarm or false call, other	1	0.21%
733 - Smoke detector activation due to malfunction	1	0.21%
735 - Alarm system sounded due to malfunction	5	1.07%
740 - Unintentional transmission of alarm, other	2	0.43%
743 - Smoke detector activation, no fire - unintentional	6	1.28%
745 - Alarm system activation, no fire - unintentional	7	1.5%
800 - Severe weather or natural disaster, other	1	0.21%
900 - Special type of incident, other	4	0.86%

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
911 - Citizen complaint	1	0.21%
TOTAL INCIDENTS:	467	100%

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



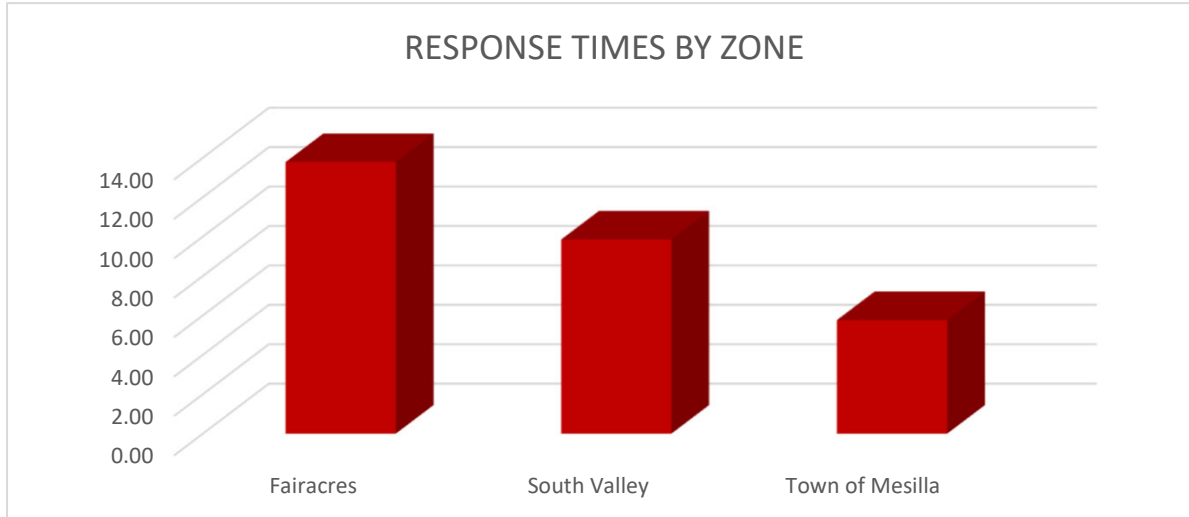
Mesilla Fire Department

Mesilla, NM

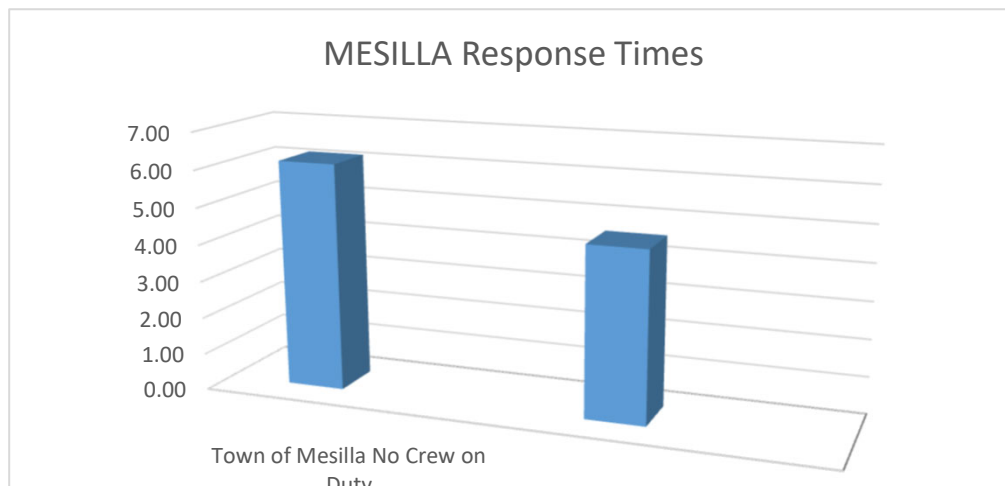
This report was generated on 01/05/2021



Response Mode: Lights and Sirens | Start Date: 12/01/2020 | End Date:12/31/2020



Zone	AVERAGE RESPONSE TIME (in minutes)
Dona Ana	17.94
Fairacres	13.78
South Valley	9.85
Town of Mesilla	5.76
Town of Mesilla No Crew on Duty	6.16
Town of Mesilla Crew on Duty	4.58



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

Mesilla Fire Department

Mesilla, NM

This report was generated on 1/4/2021 4:39:03 PM



Events per Event Type for Date Range (Landscape)

Start Date: 12/01/2020 | End Date: 12/31/2020

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Administration Shift						
	12/01/2020	Administrative Shift	Administrative	Tele-Work Residence	4	Harry Evans
	12/03/2020	Administrative Shift	Administrative	FMO	3.5	Harry Evans
	12/05/2020	Administrative Shift	Administrative	Tele-Work Residence	4.5	Harry Evans
	12/07/2020	Administrative Shift (Telework)	Administrative	Tele-Work Residence	3	Harry Evans
	12/11/2020	Administrative Shift (Telework)	Administrative	Tele-Work Residence	4	Harry Evans
	12/17/2020	Administrative Shift	Administrative	Station 31	6	Harry Evans
	12/26/2020	Administrative Shift (Telework)	Administrative	Tele-Work Residence	3.5	Harry Evans

Total Hours for Administration Shift: 28.5

On Call Duty Officer

	12/01/2020	On Call Duty Officer	On Call Duty Officer	Bat 32	15.75	George Klebansky
	12/14/2020	OCDO	On Call Duty Officer	88005	14	
	12/15/2020	OCDO	On Call Duty Officer	88005	14	
	12/18/2020	On Call Duty Officer	On Call Duty Officer	Bat 32	62	
	12/21/2020	On Call Duty Officer	On Call Duty Officer	Bat 32	13	
	12/22/2020	On Call Duty Officer	On Call Duty Officer	Bat 32	16	
	12/23/2020	On Call Duty Officer	On Call Duty Officer	Bat 32	15	
	12/23/2020	On Call Duty Officer	On Call Duty Officer	Bat 32	65	
	12/27/2020	On Call Duty Officer	On Call Duty Officer	Bat 32	15	

Only LOCKED events included.



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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	12/28/2020	On Call Duty Officer	On Call Duty Officer	Bat 32	13	
Total Hours for On Call Duty Officer:					242.75	

Daily Operations Shift						
	12/01/2020	A Shift	Shifts	Firehouse 31	7.5	Dylan Thunhorst, Ines Thunhorst
	12/01/2020	A Shift	Shifts	Firehouse 31	14	Trevor Frieze, Louis Reyna, Gabriel Rodriguez, Travis Rogers
	12/02/2020	B Shift	Shifts	Firehouse 31	12	Dylan Thunhorst, Austin Tucker
	12/03/2020	C Shift	Shifts	Firehouse 31	11	Lance Shepan
	12/03/2020	C-Shift	Shifts	Firehouse 31	20	Trevor Frieze, Humberto Manriquez, Nicolas Navarro, Louis Reyna, Travis Rogers
	12/05/2020	B-Shift	Shifts	Firehouse 31	14	Lachlan Boyd, Nicolas Navarro, Austin Tucker
	12/05/2020	B- Shift	Shifts	Firehouse 31	3	Kevin Hoban, Sebastian Linares-Chacon, Lance Shepan
	12/06/2020	C Shift	Shifts	Firehouse 31	15	Trevor Frieze
	12/07/2020	A-Shift	Shifts	Firehouse 31	12.5	Sebastian Linares-Chacon, Louis Reyna, Gabriel Rodriguez
	12/08/2020	B-Shift	Shifts	Firehouse 31	10.5	Sebastian Linares-Chacon, Ines Thunhorst
	12/09/2020	B-Shift	Shifts	Firehouse 31	12	Trevor Frieze, Alexsandra Gaytan, Nicolas Navarro
	12/10/2020	C Shift	Shifts	Firehouse 31	24	Trevor Frieze, Phillip Guzman, Louis Reyna, Joseph Torres
	12/11/2020	B-Shift	Shifts	Firehouse 31	15	Trevor Frieze, Nicolas Navarro, Cipriano Ostos, Joseph Torres
	12/12/2020	A shift Training	Training	Firehouse 31	177	Phillip Guzman, Sebastian Linares-Chacon, Cipriano Ostos, Louis Reyna, Joseph Torres
	12/13/2020	A Shift	Shifts	Firehouse 31	25	Alexis Almeida, Phillip Guzman, Sebastian Linares-Chacon, Cipriano Ostos, Louis Reyna, Gabriel Rodriguez, Joseph Torres

Only LOCKED events included.



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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	12/14/2020	B-Shift	Shifts	Firehouse 31	12	Nicolas Navarro, Cipriano Ostos, Dylan Thunhorst
	12/15/2020	Station coverage	Shifts	Station 31	2.75	Lance Shepan
	12/15/2020	C Shift	Shifts	Firehouse 31	16	Trevor Fietze, Louis Reyna
	12/17/2020	B-Shift	Shifts	Firehouse 31	21	Trevor Fietze, Nicolas Navarro, Lance Shepan, Joseph Torres
	12/20/2020	B-Shift	Shifts	Firehouse 31	24	Alexis Almeida, Trevor Fietze, Junshiro Molinar, Nicolas Navarro, Louis Reyna, Joseph Torres
	12/21/2020	C Shift	Shifts	Firehouse 31	13	Alexis Almeida, Ariel Caro, Trevor Fietze, Junshiro Molinar, Louis Reyna
	12/23/2020	B-Shift	Shifts	Firehouse 31	14	Trevor Fietze, Nicolas Navarro, Cipriano Ostos
	12/24/2020	Christmas Eve	Shifts	Firehouse 31	12	Trevor Fietze
	12/25/2020	A-Shift	Shifts	Firehouse 31	14	Phillip Guzman, Sebastian Linares-Chacon, Louis Reyna
	12/26/2020	A-Shift	Shifts	Station-31	4	Phillip Guzman, Sebastian Linares-Chacon, Louis Reyna
	12/26/2020	B-Shift	Shifts	Firehouse 31	13	Nicolas Navarro, Dylan Thunhorst
	12/27/2020	C Shift	Shifts	Firehouse 31	25	Trevor Fietze, Louis Reyna
	12/28/2020	A-Shift	Shifts	Firehouse 31	20	Phillip Guzman, Sebastian Linares-Chacon, Louis Reyna, Gabriel Rodriguez
	12/29/2020	B-Shift	Shifts	Firehouse 31	16	Trevor Fietze, Nicolas Navarro, Cipriano Ostos
	12/30/2020	C-Shift	Shifts	Firehouse 31	21	Trevor Fietze, Nicolas Navarro, Louis Reyna
	12/31/2020	A-Shift	Shifts	Firehouse 31	21.5	Trevor Fietze, Louis Reyna, Gabriel Rodriguez, Lance Shepan, Ines Thunhorst, Joseph Torres

Total Hours for Daily Operations Shift: 621.75

Special Assignment						
	12/05/2020	Birthday Parade	Special Assignment	2251 Calle de Santiago	1	Kevin Hoban, Sebastian Linares-Chacon, Lance Shepan
	12/13/2020	Birthday Parade	Special Assignment	2550 Calle de Santa Ana	1	Kevin Hoban, George Klebansky

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	12/21/2020	SW PPE	Work Session	Station 31	4.5	George Klebansky, Lance Shepan
	12/22/2020	SW PPE	Work Session	Station 31	3	Kevin Hoban, Lance Shepan

Total Hours for Special Assignment: 9.5

Prevention Division Shift						
	12/29/2020	ISO preparation	Prevention Event	teleworking	7	Gregory Whited
	12/30/2020	ISO Preparation	Prevention Event	telework	5	Gregory Whited
	12/31/2020	ISO Preparation	Prevention Event	Telework	6	Gregory Whited

Total Hours for Prevention Division Shift: 18

Only LOCKED events included.



Mesilla Fire Department

Mesilla, NM

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Incident Statistics

Start Date: 12/01/2020 | End Date: 12/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		13	
FIRE		13	
TOTAL		26	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
Bat31	4	4	4
BR31	1	2	2
E31	0	1	1
SQ32	0	1	1
TOTAL	5	8	8
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		4	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
0		NaN	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:09:55	0:07:37	
AVERAGE FOR ALL CALLS		0:08:13	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:01:27	0:01:58	
AVERAGE FOR ALL CALLS		0:01:32	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		21:37	

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

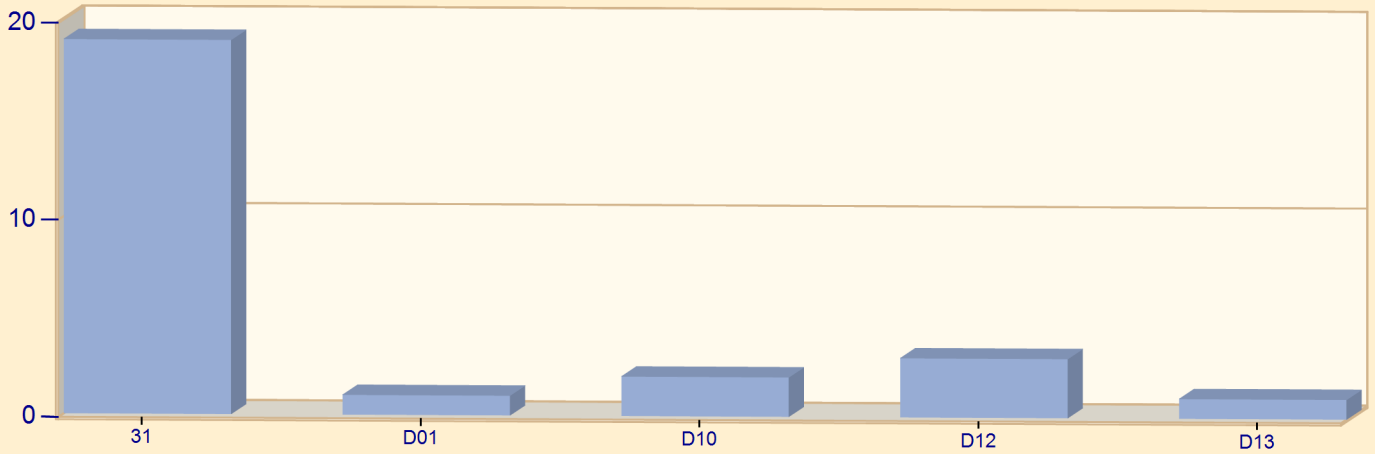
Mesilla, NM

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Incident Type Count per Zone for Date Range

Start Date: 12/01/2020 | End Date: 12/31/2020



ZONES	INCIDENT TYPE	COUNT
31 - Town of Mesilla		
	141 - Forest, woods or wildland fire	2
	311 - Medical assist, assist EMS crew	1
	321 - EMS call, excluding vehicle accident with injury	8
	424 - Carbon monoxide incident	1
	522 - Water or steam leak	1
	553 - Public service	2
	554 - Assist invalid	1
	611 - Dispatched & cancelled en route	1
	735 - Alarm system sounded due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	1
	<i>Total Incidents for 31 - Town of Mesilla</i>	19
D01 - Dona Ana		
	321 - EMS call, excluding vehicle accident with injury	1
	<i>Total Incidents for D01 - Dona Ana.</i>	1
D10 - Mesquite		
	311 - Medical assist, assist EMS crew	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D10 - Mesquite:</i>	2
D12 - Fairacres		
	143 - Grass fire	1

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



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ZONES	INCIDENT TYPE	COUNT
	321 - EMS call, excluding vehicle accident with injury	1
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	<i>Total Incidents for D12 - Fairacres:</i>	3
D13 - South Valley		
	111 - Building fire	1
	<i>Total Incidents for D13 - South Valley.</i>	1
Total Count for all Zone:		26

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

Mesilla Fire Department

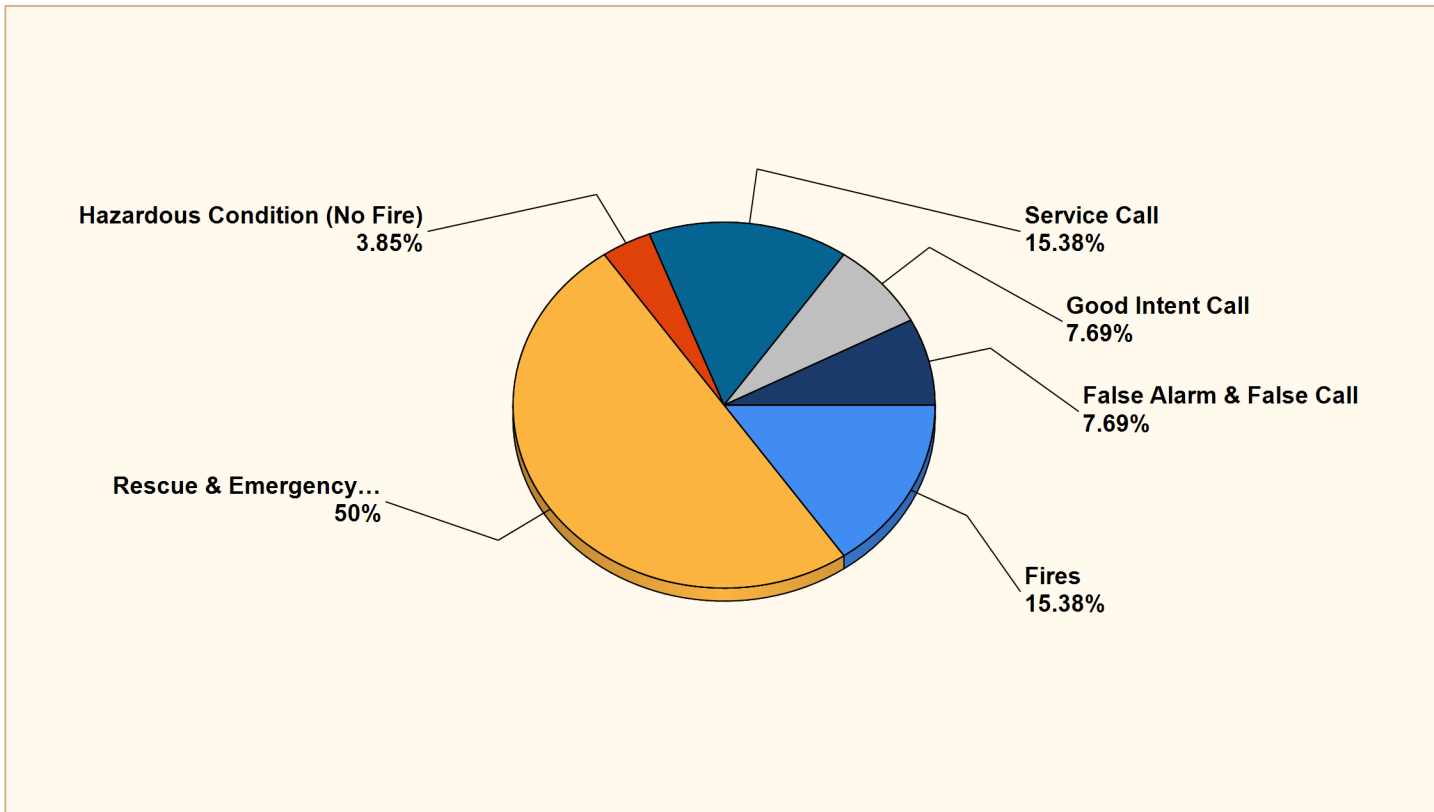
Mesilla, NM

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	15.38%
Rescue & Emergency Medical Service	13	50%
Hazardous Condition (No Fire)	1	3.85%
Service Call	4	15.38%
Good Intent Call	2	7.69%
False Alarm & False Call	2	7.69%
TOTAL	26	100%

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



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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	3.85%
141 - Forest, woods or wildland fire	2	7.69%
143 - Grass fire	1	3.85%
311 - Medical assist, assist EMS crew	2	7.69%
321 - EMS call, excluding vehicle accident with injury	10	38.46%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	3.85%
424 - Carbon monoxide incident	1	3.85%
522 - Water or steam leak	1	3.85%
553 - Public service	2	7.69%
554 - Assist invalid	1	3.85%
611 - Dispatched & cancelled en route	2	7.69%
735 - Alarm system sounded due to malfunction	1	3.85%
743 - Smoke detector activation, no fire - unintentional	1	3.85%
TOTAL INCIDENTS:	26	100%

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

Mesilla Fire Department

Mesilla, NM

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Occupancies Inspected for Date Range

Start Date: 12/01/2020 | End Date: 12/31/2020

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Planet Fireworks LLC		2001 Ave de Mesilla/Calle El Paso		12/29/2020

of Occupancies Inspected: 1

% Occupancies Inspected: 0.46

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



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Doc Id: 727
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Mesilla Fire Department

Mesilla, NM

This report was generated on 1/4/2021 4:37:04 PM



Response Activity Report

Start Date: 12/01/2020 | End Date: 12/31/2020

INCIDENT #	DATE	APPARATUS ID	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
111 - Building fire						
2020-00463	12/25/2020	Bat32	20:37:52	20:49:18	00:11:26	16 LEBANON ARC
2020-00463	12/25/2020	E31	20:37:52	20:50:24	00:12:32	16 LEBANON ARC
Subtotal Count: 2		Average Response Time for Incident Type: 00:11:59				
141 - Forest, woods or wildland fire						
2020-00444	12/03/2020	Bat31	17:23:53	17:31:10	00:07:17	2720 SNOW RD
2020-00444	12/03/2020	BR31	17:23:53	18:21:52	00:57:59	2720 SNOW RD
2020-00444	12/03/2020	E31	17:23:53	17:29:58	00:06:05	2720 SNOW RD
2020-00445	12/04/2020	BR31	09:10:33	09:25:49	00:15:16	2720 SNOW RD
Subtotal Count: 4		Average Response Time for Incident Type: 00:21:39				
143 - Grass fire						
2020-00464	12/26/2020	Bat31	13:45:59	14:18:09	00:32:10	1955 MESILLA HILLS DR
Subtotal Count: 1		Average Response Time for Incident Type: 00:32:10				
311 - Medical assist, assist EMS crew						
2020-00462	12/23/2020	BR31	02:16:21	02:48:49	00:32:28	14300 STERN DR
2020-00468	12/31/2020	Bat32	20:36:53	20:45:26	00:08:33	210 Capri RD
2020-00468	12/31/2020	E31	20:36:53	20:47:17	00:10:24	210 Capri RD
Subtotal Count: 3		Average Response Time for Incident Type: 00:17:08				
321 - EMS call, excluding vehicle accident with injury						
2020-00443	12/03/2020	Bat31	14:04:48	14:21:00	00:16:12	7010 RAASAF DR
2020-00443	12/03/2020	BR31	14:04:48	14:19:05	00:14:17	7010 RAASAF DR
2020-00449	12/08/2020	Bat31	16:40:16	16:48:08	00:07:52	301 CAPRI ARC
2020-00449	12/08/2020	BR31	16:40:16	16:48:38	00:08:22	301 CAPRI ARC
2020-00450	12/09/2020	Bat31	19:07:42	19:13:00	00:05:18	2920 AVENIDA DE MESILLA
2020-00453	12/10/2020	SQ32	18:09:32	18:23:04	00:13:32	2491 CALLE DE SANTA ANA
2020-00454	12/11/2020	Bat31	09:36:59	09:41:57	00:04:58	2941 La Mesilla CIR
2020-00455	12/11/2020	SQ32	19:43:12	20:00:50	00:17:38	2236 W UNION AVE
2020-00457	12/14/2020	Bat31	10:54:06	10:59:25	00:05:19	2789 Calle del Sur
2020-00458	12/15/2020	Bat31	07:18:39	07:45:33	00:26:54	5405 Shenandoah TRL
2020-00458	12/15/2020	BR31	07:18:39	07:44:10	00:25:31	5405 Shenandoah TRL
2020-00460	12/17/2020	E31	20:36:02	20:49:40	00:13:38	2800 CALLE DE GUADALUPE
2020-00467	12/31/2020	Bat31	18:51:22	19:01:23	00:10:01	1420 W UNION AVE
2020-00467	12/31/2020	BR31	18:51:22	19:01:25	00:10:03	1420 W UNION AVE
Subtotal Count: 14		Average Response Time for Incident Type: 00:12:49				
323 - Motor vehicle/pedestrian accident (MV Ped)						
2020-00448	12/06/2020	Bat31	19:08:28	19:23:02	00:14:34	618 Morton LN
2020-00448	12/06/2020	BR31	19:08:28	19:22:33	00:14:05	618 Morton LN
Subtotal Count: 2		Average Response Time for Incident Type: 00:14:19				

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



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424 - Carbon monoxide incident						
2020-00446	12/05/2020	E31	22:52:42	23:08:27	00:15:45	2800 CALLE PRINCIPAL
Subtotal Count: 1		Average Response Time for Incident Type: 00:15:45				
522 - Water or steam leak						
2020-00465	12/29/2020	Bat31	08:09:44	08:09:44	00:00:00	1300 W UNIVERSITY AVE
Subtotal Count: 1		Average Response Time for Incident Type: 00:00:00				
553 - Public service						
2020-00451	12/10/2020	Bat31	17:21:55	17:21:55	00:00:00	Calle de Santiago
2020-00452	12/10/2020	BR31	17:34:08	17:40:01	00:05:53	2409 CALLE DEL NORTE
Subtotal Count: 2		Average Response Time for Incident Type: 00:02:56				
554 - Assist invalid						
2020-00459	12/17/2020	Bat31	12:02:32	12:10:06	00:07:34	2481 CALLE DE CURA
2020-00459	12/17/2020	BR31	12:02:32	12:09:59	00:07:27	2481 CALLE DE CURA
Subtotal Count: 2		Average Response Time for Incident Type: 00:07:30				
735 - Alarm system sounded due to malfunction						
2020-00461	12/18/2020	Bat31	06:38:50	06:49:53	00:11:03	1553 AVENIDA DE MESILLA
2020-00461	12/18/2020	E31	06:38:50	06:46:51	00:08:01	1553 AVENIDA DE MESILLA
Subtotal Count: 2		Average Response Time for Incident Type: 00:09:32				
743 - Smoke detector activation, no fire - unintentional						
2020-00447	12/06/2020	Bat31	18:25:49	18:34:24	00:08:35	2815 BOLDT ST
2020-00447	12/06/2020	BR31	18:25:49	18:35:04	00:09:15	2815 BOLDT ST
Subtotal Count: 2		Average Response Time for Incident Type: 00:08:55				
Grand Total: 36		Average Response Time for All Incident Types: 00:13:13				

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



Mesilla Fire Department

Mesilla, NM

This report was generated on 1/4/2021 4:34:25 PM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 12/01/2020 | End Date: 12/31/2020

Almeida, Alexis B

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Almeida, Alexis B	1	3:00

Boyd, Lachlan James

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
Total for Boyd, Lachlan James	1	1:00

Caro, Ariel M

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

Davis-Whited, Crystal L

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Davis-Whited, Crystal L	1	2:00

Embury, Andy G.

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	6:00
Total for Embury, Andy G.	3	8:00

Evans, Harry A

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	3	8:00
I.S.O. Driver and Operator Training	1	1:00
I.S.O. Officer Training	1	1:00
Total for Evans, Harry A	6	12:00

Frietze, Trevor R

Class Category	Class Count	Total Class Hours
EMS Training	1	1:00
I.S.O. Company Training	6	19:00
I.S.O. Driver and Operator Training	1	2:00
Total for Frietze, Trevor R	8	22:00

Garcia, Diego

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.



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Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Garcia, Diego	1	3:00

Garcia, Gilbert M

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	1:00
Total for Garcia, Gilbert M	1	1:00

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

Guzman, Phillip B

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Guzman, Phillip B	1	3:00

Hoban, Kevin M

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	6:00
I.S.O. Officer Training	1	3:30
Total for Hoban, Kevin M	4	11:30

Klebansky, George A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	8:00
Total for Klebansky, George A	3	8:00

Linares-Chacon, Sebastian

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
Total for Linares-Chacon, Sebastian	2	6:00

Lucero, Jojo

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
Total for Lucero, Jojo	2	6:00

Manriquez, Humberto

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	5:00
Total for Manriquez, Humberto	3	7:00

Molinar, Junshiro Lazos

Class Category	Class Count	Total Class Hours
EMS Training	1	1:00

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

I.S.O. Company Training	1	7:00
Total for Molinar, Junshiro Lazos	2	8:00

Navarro, Nicolas A

Class Category	Class Count	Total Class Hours
EMS Training	3	2:30
I.S.O. Company Training	7	12:00
I.S.O. Officer Training	1	3:30
Total for Navarro, Nicolas A	11	18:00

Ostos, Cipriano J

Class Category	Class Count	Total Class Hours
EMS Training	2	1:30
I.S.O. Company Training	1	3:00
Total for Ostos, Cipriano J	3	4:30

Reyna, Louis Nathen

Class Category	Class Count	Total Class Hours
EMS Training	2	3:00
I.S.O. Company Training	4	16:00
I.S.O. Driver and Operator Training	1	2:00
Total for Reyna, Louis Nathen	7	21:00

Rodriguez, Gabriel

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	6:00
Total for Rodriguez, Gabriel	3	8:00

Sanchez, Xavier

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	6:00
Total for Sanchez, Xavier	3	8:00

Shepan, Lance A.

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	1	3:00
Total for Shepan, Lance A.	2	5:00

Smith, Morgan Samantha

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Smith, Morgan Samantha	1	3:00

Thunhorst, Ines C

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Thunhorst, Ines C	1	2:00

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

Torres, Joseph J

Class Category	Class Count	Total Class Hours
EMS Training	2	2:00
I.S.O. Company Training	3	11:00
Total for Torres, Joseph J	5	13:00

Tucker, Austin J

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	2:00
Total for Tucker, Austin J	2	2:00

Vallone, Alexis

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	7:00
Total for Vallone, Alexis	1	7:00

Whited, Gregory E

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	6:00
I.S.O. Fire Investigations	1	4:00
I.S.O. Fire Prevention	5	13:30
I.S.O. Officer Training	1	3:30
Total for Whited, Gregory E	10	29:00

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



Mesilla Fire Department

Mesilla, NM

This report was generated on 1/5/2021 10:07:06 AM



Total Hours by Volunteers December, 2020

Pay Grades: All Pay Grades | Start Date: 12/01/2020 | End Date: 12/31/2020

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Almeida, Alexis B	0:00	3:00	37:30	40:30
Boyd, Lachlan James	0:42	1:00	10:00	11:42
Caro, Ariel M	0:00	3:00	13:00	16:00
Davis-Whited, Crystal L	0:00	2:00	0:00	2:00
Embury, Andy G.	8:52	8:00	0:00	16:52
Evans, Harry A	4:11	12:00	28:30	44:41
Frietze, Trevor R	5:59	22:00	198:00	225:59
Garcia, Diego	0:00	3:00	0:00	3:00
Garibay, Evert A	0:00	3:00	0:00	3:00
Gaytan, Aleksandra Melina	0:00	0:00	12:00	12:00
Guzman, Phillip B	1:39	3:00	69:00	73:39
Hoban, Kevin M	42:02	11:30	5:00	58:32
Klebansky, George A	5:38	8:00	21:15	34:53
Linares-Chacon, Sebastian	4:34	6:00	71:30	82:04
Lucero, Jojo	0:26	6:00	0:00	6:26
Manriquez, Humberto	0:00	7:00	14:00	21:00
Martinez, Mateo L	0:50	0:00	0:00	0:50
Molinar, Junshiro Lazos	0:00	8:00	37:00	45:00
Navarro, Nicolas A	5:01	18:00	157:00	180:01
Ostos, Cipriano J	0:41	4:30	48:00	53:11
Reyna, Louis Nathen	36:38	21:00	204:30	262:08
Rodriguez, Gabriel	0:50	8:00	53:00	61:50
Rogers, Travis Adam	1:29	0:00	34:00	35:29
Sanchez, Xavier	33:00	8:00	0:00	41:00
Shepan, Lance A.	1:46	5:00	43:30	50:16
Smith, Morgan Samantha	0:00	3:00	0:00	3:00
Thunhorst, Dylan P	0:00	0:00	32:30	32:30
Thunhorst, Ines C	1:07	2:00	25:00	28:07
Torres, Joseph J	1:18	13:00	113:00	127:18
Tucker, Austin J	2:11	2:00	26:00	30:11
Vallone, Alexis M	0:00	7:00	0:00	7:00
Whited, Gregory E	33:07	29:00	18:00	80:07
			TOTAL	1690:16:00



MESILLA MARSHAL DEPARTMENT

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

To: Honorable Mayor and Mesilla Board of Trustees

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

911 hang ups	6		
Abandoned vehicle	1	Foot patrol	1
Agency assist	4	Frequent patrol	5
ACO calls	6	Harassment	1
Animal bite	1	Information report	8
Loud animal	1	Kidnapping/false imprison	1
Sick	2	Lift assist	1
Stray	1	Loud party	1
Vicious	1	Medical alarm	1
Assault	1	Minor medical	1
Breathing problem	1	Motor Vehicle Crashes	5
Burglary	2	Injury crash	2
Burglary alarm	5	Extra response crash	1
Civil dispute	1	Non-injury crash	2
Disturbances	22	Phone call	8
Disorderly	8	Prisoner Transport	2
Domestic	14	Public assist	6
Fire alarm	1	Reckless driver	1
Fire other	1	Robbery	1
Fire structure	1		

Seizures/convulsions	1	Traffic stops	150
Supplement	15	Trauma	1
Suspicious activity	21	Trespassing	2
Activity	10	Unconscious	1
Person	4	Vandalism	1
Vehicle	7	Welfare check	8
Theft	2	<u>Welfare check</u>	<u>8</u>
Threats	3	Total # of calls for service	297
Traffic control	1		

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: January 5, 2021

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

FROM: Rodney J. McGillivray, Public Works Director 

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

On-going maintenance, custodial and operations:

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

Miscellaneous items/work orders/accomplishments:

Performed disinfectant fog sanitization at Town Hall and Community Center
New sewer and water connection at Santa Ana
Street repairs
HVAC repairs to unit at Community Center
Veterans Park light pole replacement
Clean up at Town Hall Parking lot and rear of building
Clean up from Christmas Eve celebration

Project update:

LGRF (2019-2020) – Project closed out.

Parian Capital Outlay – Project is considered complete. Processing change order for remaining funds.

LGRF (2020-2021) – Received agreement. Engineering negotiations underway.

La Llorona Extension multi-use path – Project is complete. Final project close-out documents are underway.

Calle del Norte Trail Phase II – Project design is currently underway. A Public meeting for this project is scheduled for January 12, 2020 at 5:30pm. Notifications to all adjacent property owners have been mailed. Project approval from EBID pending.

Plaza Lighting Replacement – Project is considered 95% complete. Change order No. 1 for additional lighting improvements is in process. Three additional lights will be added. Additional light fixtures have a 8-10 week procurement time. Project is extended to end of February.