



Town of Mesilla, New Mexico

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A **REGULAR MEETING ON MONDAY, MARCH 8, 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. **PRESENTATIONS:**
 - a) **A proclamation-** declaring the month of March 2021 “Athletic Training Month” in the Town of Mesilla. – **Fyzical Las Cruces/Southwest Sport and Spine.**
5. **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.
6. **APPROVAL OF CONSENT AGENDA:** (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *)
 - a) ***BOT MINUTES** – Minutes of a Joint Work Session & Regular Meeting on February 22, 2021.
 - b) ***PZHAC Case 061169** – 2445 Calle de Santa Ana, submitted by Jack and Lisa Kirby; a request for a zoning permit to allow the construction of a rock wall around the residential property at this address. Zoned: Historic Residential (HR).
7. **NEW BUSINESS:**
 - a) **A Presentation and Public Input** on Calle del Norte Phase II. – **John Montoya, Molzen Corbin and Rod McGillivray, Public Works Director (added 3/5/21 at 12:16 pm).**
 - b) **For approval:** An agreement with Molzen Corbin to provide engineering services for the 2020-2021 LGRF project including design, bidding and construction administration in the amount of \$7,840.00 without NMGRT. – **Rod McGillivray, Public Works Director.**
 - c) **For Approval:** Permission for a water line extension in Raasaf Hills for Mr. Gilbert Chavez on Mesilla Hills Drive. – **Rod McGillivray, Public Works Director.**
 - d) **Resolution 2021-06:** a resolution adopting the 2020 Dona Ana County Multi-Jurisdictional All Hazard Mitigation Plan. – **Rod McGillivray, Public Works Director.**
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. A copy of the agenda packet can be found online at www.mesillanm.gov.

Posted 03/04/2021 **revised and reposted 3/5/21 at 12:30 PM** 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.



PROCLAMATION

DECLARING THE MONTH OF MARCH, 2021 “ATHLETIC TRAINING MONTH” IN MESILLA, NEW MEXICO.

WHEREAS, athletic trainers have a long history of providing quality health care for athletes and those engaged in physical activity based on specific tasks, knowledge and skills acquired through their nationally regulated educational processes; and,

WHEREAS, athletic trainers are skilled practitioners in the prevention, recognition, evaluation and aggressive treatment of injuries; and

WHEREAS, athletic trainers provide rehabilitative services, education and health care guidance for those under their care; and

WHEREAS, the national athletic trainer's association represents and supports thirty-five thousand members of the athletic training profession, including over two hundred athletic trainers in New Mexico; and

WHEREAS, athletic trainers are allied health care professionals who are responsible for the development and coordination of effective health care delivery systems in professional, collegiate, and high school athletics as well as in clinics, hospitals, corporate and industrial settings and, all branches of the United States military; and

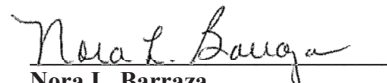
WHEREAS, leading organizations concerned with athletic training and healthcare have united in a common commitment to raise public awareness of the importance of the profession of athletic training and the role of athletic trainers in the provision of quality health care services; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that March 2021 is hereby proclaimed as:

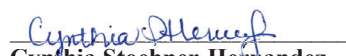
“ATHLETIC TRAINING MONTH IN THE TOWN OF MESILLA”

And encourage all citizens to appreciate the valuable services that athletic trainers provide to physically active populations.

PASSED, APPROVED AND ADOPTED this 8th day of March 2021.


Nora L. Barraza
Mayor

ATTEST:


Cynthia Stoechner-Hernandez
Town Clerk-Treasurer





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**BOARD OF TRUSTEES
AND
THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION
TOWN OF MESILLA
WORK SESSION
MONDAY, FEBRUARY 22, 2021
5:00 P.M.**

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

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

PZHAC: Yolanda Lucero, Chairperson
Judy Houston, Commissioner (absent)
Gerard Nevarez, Commissioner
Roman Prieto, Commissioner
Davie Salas, Commissioner

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

1. **DISCUSSION:** regarding placing a moratorium on the expansions of homes of non-conforming lots.

- Mayor Barraza:
- Recommendation made to place a 4-month moratorium
 - Moratorium can be amended
 - Revision of Chapter 18 due to rising issues and questions

- Commissioner Salas:
- Ordinance will be reviewed by the New Mexico Municipal League which will delay the process
 - Recommended looking at the areas now that do not meet the zoning-Chapter 18 in order to reduce the 4-month moratorium

- Mayor Barraza:
- Expansions on non-conforming lots
 - Challenging zoning issues
 - Amending 18.60.050 in order to allow expansions

Commissioner Salas:

- 1 - Read 18.35.030
2 - Changing the language
3 - Time has changed from when the ordinance was developed
4
5 Mayor Barraza:
6 - Read 18.60.050
7 - Avoid contradiction between sections
8 - Definition of hardships
9 - Variances
10
11 Chairperson Lucero:
12 - Amend section/s
13 - Does not want additional structures allowed on non-conforming lots
14 - Allowing expansions as long as setbacks are met
15 - Conform to CID rules and regulations

16 Mr. Shannon:
17 - The need of clear definitions
18
19 Chairperson Lucero:
20 - Variance concerns
21 - Concerned with the direction taken by trustees with regards to variances
22
23 Mayor Barraza:
24 - Variances are based on hardships
25 - Definition of hardships
26 - Attorney has discouraged approving variances
27 - NMML recommended looking at ordinance due to number of variances submitted
28 - Continue to preserve the historical areas
29
30 Chairperson Lucero:
31 - Faced with difficult situations
32 - Asked what can be done
33
34 Mayor Barraza:
35 - Avoid litigations
36 - Cannot pick and choose
37 - Consistency in following the ordinance
38
39 Chairperson Lucero:
40 - Time is of the essence.
41
42 Mayor Barraza:
43 - Applicants are waiting to see what is going to be done
44 - Change in the character of Mesilla
45
46 Commissioner Salas:
47 - Referred to the Capri Arc area and the non-conforming lots
48
49 Mayor Barraza:

- 1 - Area should have been looked at when it was first being zoned
2 - Residents should have spoken up
3 - Zoning is in question
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6 Chairperson Lucero:
7 - Different owners over the years
8 Trustee Caro:
9 - Every case is different
10 - Be open minded
11 - Family issues have come up during the Pandemic
12
13 Mayor Barraza:
14 - Reiterated that the ordinance needs to be followed
15 - Open to Litigations
16 - Setting precedence
17 - Amend the ordinance as needed
18
19 Chairperson Lucero:
20 - Hardship for an applicant may not be a hardship for the town
21 - Review the ordinance or do a zone change
22
23 Trustee Garcia:
24 - Rules are made to be broken
25 - Must be across the board
26 - Cannot pick and choose
27 - Fix the ordinance
28
29 Mayor Barraza:
30 - Ordinances were made to be followed
31 - Public input
32
33 Commissioner Nevarez:
34 - Take hardship and variances off the table completely
35 - Changes to the language used
36 - Change the zones
37 - There is a need now to help current situations
38 - Non-conforming lots on Calle de Guadalupe
39 - Asked what can be done to expedite changes so residents can enjoy their homes
40 - 4-month moratorium seems long
41
42 Mayor Barraza:
43 - Address what we are trying to accomplish
44 - Reiterated the need for consistency throughout the ordinance
45
46 Mr. Shannon:
47 - Trustees and Commissioners are making decisions based on what they think the ordinances reads
48 - Interpretation from attorney
49 - Recommended determining what the ordinance should say
50 - Rewrite ordinance to actually read that way to preserve Mesilla

- 1 - Avoid interpretation of what it might mean
- 2 - Certain sections of the ordinance can be approached quickly

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Mayor Barraza:

- Needs to be done correctly

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Mayor Pro Tem Johnson-Burick:

- 4-month moratorium can be amended
- Follow ordinances in order to preserve the history and character of Mesilla
- Variance criteria must be met
- Reviewed hardship issues
- Emphasized the need for consistency and following the ordinances
- Reiterated cannot pick and choose

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Mayor Barraza:

- Moratorium can be shortened or lengthened.
- Asked for volunteers to be on a committee.

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Trustee Garcia, Commissioner Salas, Mayor Pro Tem Johnson-Burick, Commissioner Nevarez will serve on the committee.

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Commissioner Prieto:

- He was the one that suggested the moratorium.
- To avoid denying applications as they are working through the process.
- Applicants should be given an avenue.

28

2. **DISCUSSION:** regarding revisions to the Historic Residential Ordinance 18.35.

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Mayor Barraza:

- Referred to 18.35.030
- Year or date to reference to avoid interpretation.

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Commissioner Nevarez:

- Direct information

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Chairperson Lucero:

- Specific date

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Mr. Shannon:

- Date should be included in 18.60.180

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Mayor Barraza:

- Currently 18.60.180 is not being addressed.
- Will include date when it is addressed.
- Referenced 18.35.050b
- Asked about guest house requirements in HR.

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Mr. Shannon:

- Section addressed the number of dwellings; not specify guest house.
- Read section

1
2 Mayor Barraza:
3 - Asked if guest house should be specified
4
5 Chairperson Lucero:
6 - Feels guest house should be specified
7 - Asked how Airbnb's are going to be addressed
8
9 Mayor Barraza:
10 - Airbnb's will be addressed at a later time
11
12 Commissioner Nevarez:
13 - Understands two dwellings are allowed; could include a casita.
14 - Correct language to avoid interpretation.
15
16 Mayor Barraza:
17 - Language needs to be specific.
18
19 Trustee Caro:
20 - RF Zone has room for expansion; has more restrictions.
21 - HR Zone is limited
22
23 Commissioner Prieto:
24 - Leave no gray areas which lead to interpretation.
25
26 Mr. Shannon:
27 - Read 18.35
28 - Recommended adding language for short term rentals.
29
30 Mayor Barraza:
31 - Short-term rentals need to go through the application process.
32 - Airbnb's and long-term rentals are two separate issues.
33 - Read 18.35.050e
34 - Asked who would do the reviewing.
35
36 Trustee Arzabal:
37 - Committee that worked on the ordinance
38
39 Mayor Barraza:
40 - Currently she is signing off on cases
41 - Enforcing the regulations
42 - PZHAC needs to make applicants aware of regulations
43
44 Commissioner Salas:
45 - In some cases, residents are not willing to give an easement for underground utilities
46
47 Commissioner Nevarez:
48 - Read section
49 - Applicants may give a reason for the hardship
50 - Language does not include term for hardship

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Chairperson Lucero:

- Understands there will be exceptions
- Utility cannot provide lines underground
- Easement is not allowed by a property owner
- Asked if the town will require proof for hardships
- Reiterated the town needs to follow the ordinance

Mayor Barraza:

- Asked if the language needs to be added

Commissioner Nevarez:

- There are only two exceptions
- Language does not need to be added
- Recommends adding “or”

Mayor Barraza:

- Read section with addition

Mayor Barraza stated a worksession will be held to review the changes brought forth.

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**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, FEBRUARY 22, 2021
6:00 P.M.**

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

- TRUSTEES:** Nora Barraza, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Carlos Arzabal, Trustee
Jesus Caro, Trustee
Veronica Garcia, Trustee
- STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Rod McGillivray, Public Works Director
Eddie Lerma, Marshal
Dorothy Sellers, Community Events Coordinator
Larry Shannon, Community Development Coordinator

Mayor Barraza called the meeting to order at 6:12 p.m.

1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

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

3. CHANGES TO THE AGENDA & APPROVAL

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

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

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

1 Trustee Garcia Yes

2
3 **4. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

4 **Public input in writing shall be received at cynthias-h@mesillanm.gov an hour before**
5 **the meeting begins on the day of the meeting and will be read into the record. You will**
6 **also be given an opportunity to speak during this time by pressing *9 while in the**
7 **teleconference. You will be prompted when to begin speaking.**

8 Ms. Stoechner-Hernandez read correspondence from Ms. Krueger (see attached).

9
10 Mr. Hernandez asked about the applications that are currently going through a variance
11 and the PZHAC process.

12
13 Mayor Barraza responded an application submitted prior to the proposed moratorium
14 resolution will be processed. She stated that if an application is denied; there is a one
15 year waiting period before you can apply again.

16
17 **5. APPROVAL OF CONSENT AGENDA:** (The Board will be asked to approve by one motion the
18 following items of recurring or routine business. The Consent Agenda is marked with an asterisk *)
19 **Motion: To approve consent agenda, Moved by Trustee Arzabal, Seconded by Trustee Garcia.**

20
21 **Roll Call Vote:** Motion passed (summary: Yes =4).

22 Mayor Pro-Tem Johnson-Burick Yes
23 Trustee Arzabal Yes
24 Trustee Caro Yes
25 Trustee Garcia Yes

- 26
27 a) ***BOT MINUTES** – Minutes of a Special Meeting & Regular Meeting of February 8,
28 2021. **Approved by consent agenda.**
29 b) ***PZHAC Case 061167 W/CONDITIONS** – 2160 Calle de Parian, submitted by Tom
30 Hutchinson; a request for a zoning permit to replace two windows on a commercial
31 structure at this address that were damaged. Zoned: Historic Commercial (HC).
32 **Approved by consent agenda.**
33

34 **6. OLD BUSINESS:**

- 35 a) **Resolution 2021-04:** A Resolution denying an appeal for case 061139 for a special use permit
36 for the construction of a wireless telecommunications tower at 1584 West Boutz Road submitted
37 by Verizon Wireless. – **Board of Trustees.**

38 Ms. Stoechner-Hernandez read Resolution 2021-04: A Resolution denying an appeal for case 061139 for a
39 Special Unit Permit for the construction of a wireless telecommunications tower at 1584 West Boutz Road
40 submitted by Verizon Wireless.

41
42 **Motion: To approve Resolution 2021-04: A Resolution denying an appeal for Case 061139 for a**
43 **Special Use Permit for the construction of a wireless telecommunications tower at 1584 W Boutz**
44 **Road submitted by Verizon Wireless, Moved by Trustee Arzabal, Seconded by Trustee Garcia.**

45
46 **Roll Call Vote:** Motion passed (summary: Yes =4).

47 Mayor Pro-Tem Johnson-Burick Yes
48 Trustee Arzabal Yes
49 Trustee Caro Yes
50 Trustee Garcia Yes

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7. NEW BUSINESS:

a) **Resolution 2021-05:** A Resolution placing by the Board of Trustees placing a four-month moratorium on the expansions of homes of non-conforming lots. – ***Board of Trustees.***

Ms. Stoechner-Hernandez read Resolution 2021-05: A resolution by the Board of Trustees placing a four-month moratorium on the expansions of homes on non-conforming lots.

Trustee Arzabal asked if this was the recommendation of the committee.

Mayor Barraza responded Commission Prieto made the recommendation without objections. She reminded the board that the moratorium can be shortened or lengthened.

Trustee Garcia stated she wants to understand that applications submitted prior to the moratorium will continue to go through the process.

Mayor Barraza responded that is correct.

Ms. Stoechner-Hernandez stated she believes there is currently one variance application submitted and in process.

Mayor Barraza asked if the applicant had been made aware that if the application is denied there is a one-year waiting period.

Mr. Shannon responded the applicant is aware.

Motion: To approve Resolution 2021-05: A Resolution by the Board of Trustees placing a four-month moratorium on the expansions of homes on non-conforming lots, Moved by Trustee Arzabal, Seconded by Trustee Garcia.

Roll Call Vote: Motion passed (summary: Yes =4).
Mayor Pro-Tem Johnson-Burick Yes
Trustee Arzabal Yes
Trustee Caro Yes
Trustee Garcia Yes

8. BOARD OF TRUSTEE COMMITTEE REPORTS

Trustee Arzabal: CFO meeting in March

Trustee Garcia: MPO meeting – she did not attend.

Mayor Pro Tem Johnson-Burick: MPO meeting last week; MPO meeting in April.

Mayor Barraza: MPO meeting; Mayor Caucus; RTD meeting Wednesday; OEM meeting

Fire Chief Hoban reviewed the testing process. Demographics is based on the administered test and not on the population.

1 Mayor Barraza stated people are not going to get tested if they have no symptoms. She is concerned that
2 we will go back to red; wants to get to green.

3
4 **9. BOARD OF TRUSTEE/STAFF COMMENTS**

5 Marshal Lerma gave an update on the ongoing investigation.

6
7 Mayor Barraza stated the Marshal's Department will post property that has been recovered on Thursday at
8 10:30 a.m. at the Community Center.

9
10 Fire Chief Hoban stated we will be joining other entities in escorting the body of Lieutenant Vasquez back to
11 his home on Friday. He asked everyone to read the material on the new COVID strains.

12
13 Mr. McGillivray stated the EBID board denied the application for Phase 2 of the Multi-Use Trail.

14
15 Mayor Barraza responded she received correspondence from Mr. Wray, MPO, regarding the trail and will
16 share it.

17
18 Ms. Stoenner-Hernandez stated the New Mexico Municipal Day will be held virtually on February 24th from
19 10:00 a.m. to 12:00 noon. She sent out the GRT report; we are down 19% from last year.

20
21 Mayor Barraza stated she received an email from Taxation and Revenue regarding a GRT adjustment.

22
23 Ms. Stoenner-Hernandez responded the Taxation and Revenue Department performed an audit for FY 2015
24 and found where the Town of Mesilla is owed around \$8,000 which will be reflected in February's GRTs.

25
26 Mr. Shannon stated he hopes that the moratorium will not take four months so they can move forward; but
27 thanked the Boards for their work.

28
29 Trustee Arzabal stated schools will be back in session within the next few weeks.

30
31 Trustee Garcia stated she enjoyed working on the committee.

32
33 Trustee Caro stated the Public Works staff promptly attended to a concern he brought forth to Mr. McGillivray
34 and thanked them.

35
36 Mayor Pro Tem Johnson-Burick stated she is in support of the teachers.

37
38 Mayor Barraza extended her heartfelt condolences to the Vasquez family. We pray for the teachers and the
39 children returning to school. The LCPS has been in communication with the town; Marshal Lerma had
40 questions regarding the MOU. Mr. Jacquez has submitted a revision for our review. Mr. Rivera does want to
41 come back. This will be brought forth to the board for approval. She is disappointed regarding EBID's denial
42 on the Multi-Use Trail which we have until June 2023 to complete.

43
44 The Board of Trustees and Marshal Lerma commended Investigator Garcia, Sergeant Azcarate, Fire
45 Department, Public Works Department, and the ordinance committee for all their perspective work.

46 **10. ADJOURNMENT**

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

48
49 **MEETING ADJOURNED AT 7:00 P.M.**

1 **APPROVED THIS 8th DAY OF MARCH, 2021.**

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Nora L. Barraza

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Mayor

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9 **ATTEST:**

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13 Cynthia Stohner-Hernandez

14 Town Clerk/Treasurer

draft

ATTACHMENTS TO MINUTES 02.22.2021:

Public input for BOT meeting, 2/22/2021, item 6. a, submitted by Susan Krueger, with thanks for listening.

My thinking regarding Verizon's cell tower request was 2 fold:

First, to have Town staff, Larry Shannon, respond to the most recent request from Verizon to locate a cell tower off of Boutz Rd. using Chapter 18.54.

Second, using the special use permit ordinance Chapter 18.85, take the opportunity to provide a context within the MTC to explore answers to the questions raised by the people living adjacent to the proposed cell tower site.

Town attorney, Joseph Cervantes, was present at the BOT special meeting of 2/8/2021, and is quoted in the minutes, pg. 9, lines 48-50, saying

“the town's ordinances allow approval of a Special Use Permit for cell towers, but the ordinances have an exhausted (?sic)set of criteria requirements. It is up the board as elected officials to approve or disapprove the Special Use Permit provided it is done on legitimate and lawful grounds.”

Had the BOT chosen a work session format, for example, to address Verizon's request, the outcome might have been the same. However, the process, while perhaps long and time consuming because there were so many questions, would have been educational for all.

Further, using Chapter 18.54, and tracking the cross references, and asking Mr. Cervantes for guidance, it is possible the “findings” listed in Resolution No. 2021-04 would have been found to be inappropriate.

BOT ACTION FORM
BUILDING PERMIT 061169
[PZHAC REVIEW – 3/1/2021]
STAFF ANALYSIS

Item:

Case 061169 – 2445 Calle de Santa Ana, submitted by Jack and Lisa Kirby; a request for a zoning permit to allow the construction of a rock wall around the residential property at this address. Zoned: Historic Residential (HR)

Staff Analysis:

The applicant would like to build a 5 foot high rock wall around a residence that has been built on this property in the past year. The wall will extend from the front corners of the dwelling to the property lines on the northeast and southwest sides of the property and then extend along these property lines across the rear property line at the southeast side of the property. This rock wall will be similar in style and color to other rock walls constructed on property lines in the area (see attached site plan for the proposed location of the walls). The wall will not extend past the front of the dwelling and will not affect the clear-sight-triangle of the driveway.

This case was postponed for several months to allow the applicant to obtain and submit completed “Right-of-Entry” forms for the properties that are adjacent to the property lines on which the wall will be built as required by the PZHAC. (These forms are included in this packet.)

Estimated Cost: \$3,100.00

Consistency with the Code:

The PZHAC will need to determine that the wall will be consistent with Chapters 18.33 (Historic Preservation) and 18.35 (HR-Residential Cultural Historic zone) of the Code.

18.33.080 Historical appropriateness permit.

A. Identification. A permit for a certificate of historical appropriateness shall be required before any of the following actions or work is undertaken: new construction, exterior alteration, demolition or removal. All work or acts of new construction or exterior alteration requiring a permit for a certificate of appropriateness shall comply with the design criteria established by the precedent styles within the development zone of the proposed work.

18.35.030 Exterior appearance.

An application for a permit which would authorize construction, modification, moving or destruction which would affect the exterior appearance of any structure, sign, or other improvement affecting use or function must first be approved by the commission. [Ord. 94-06 § 1; prior code § 11-2-11.4.C]

The PZHAC will need to determine that the proposed wall will be consistent with other walls in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings that need to be made:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of constructing a rock wall around an existing dwelling at this address.
- The applicant has provided a “Right-of-Entry” agreement for each of the properties that will be adjacent to the wall.
- The PZHAC has determined that the proposed wall meet all applicable Code requirements.

PZHAC ACTION:

The PZHAC determined that the proposed wall will meet the requirements of the Code and voted 4 – 0 to recommend APPROVAL of the request to the BOT with the following CONDITION:

1. **CID NEEDS TO BE INFORMED WHEN THE WALL IS READY FOR A FOUNDATION INSPECTION.**

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- 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: R0400568
 Parcel Number: 4006138205103
 Owner: KIRBY JACK F & LISA F
 Mail Address: PO BOX 172
 Subdivision: SOUTHWEST ADDITION
 TO MESILLA 201
 Property Address: 2445 CALLE DE
 SANTA ANA
 Acres: 0



larrys@mesillanm.gov

From: Patrick A. Vigil <vicaoneinc@aol.com>
Sent: Monday, January 25, 2021 2:05 PM
To: larrys@mesillanm.gov
Subject: Rock wall application for 2445 Santa Ana
Attachments: site plan -rock wall.pdf; signed rock wall application.pdf

Mr. Shannon

I hope all is well.

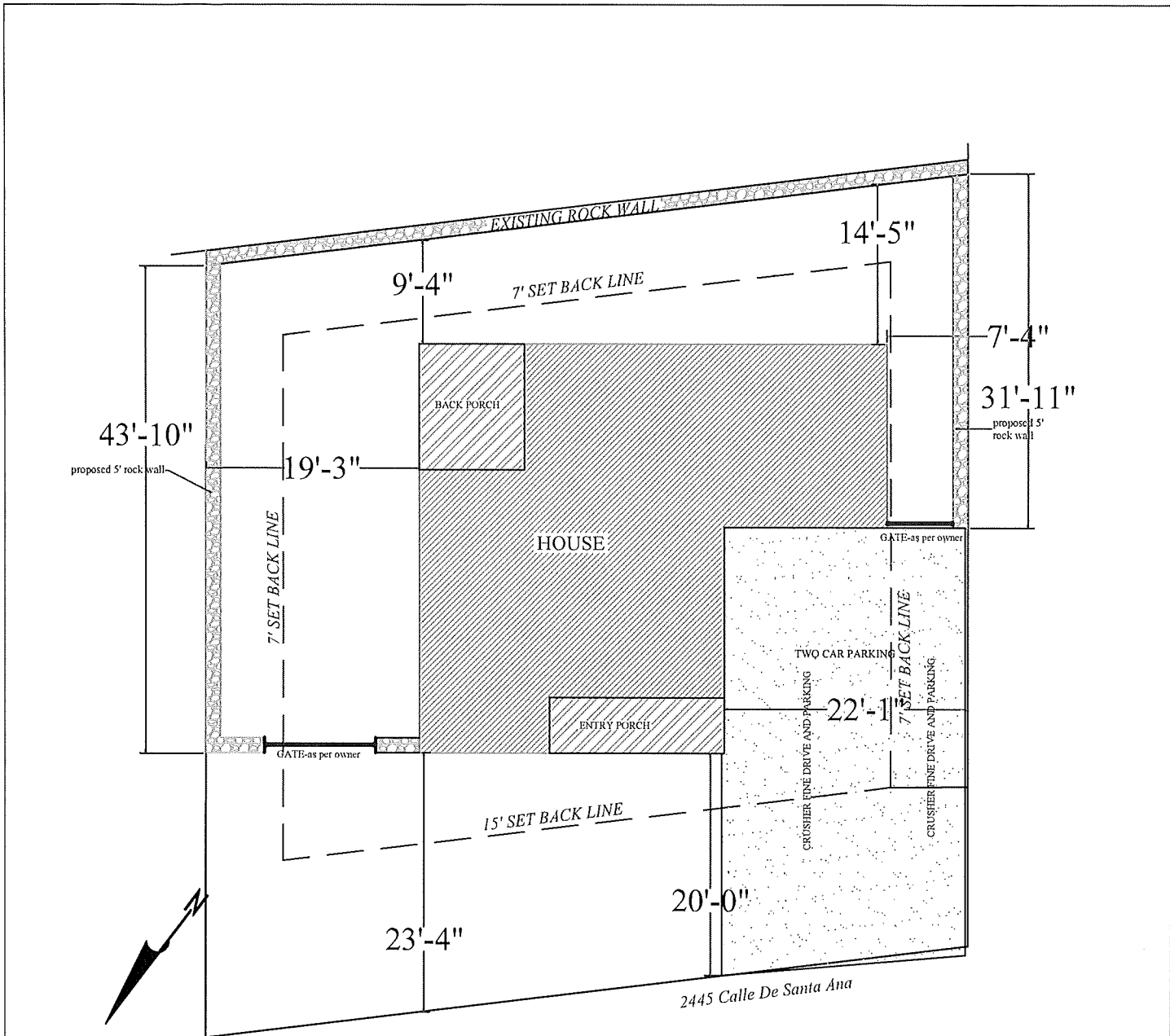
Good afternoon

Attached is the rock wall application for 2445 Santa Ana and corresponding site plan.

Let me know if you need anything else

Thank you

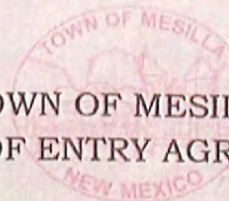
Patrick A. Vigil
ViCa One Inc.
vicaone.com



Jan 25, 2021

nts

Drawn By: Patrick Vigil	2445 Calle de Santa Ana	ViCa One Inc.
Drawn for: Jack and Lisa Kirby	Pt of lot 1 SW addition to Mesilla 201	PO Box 669
575-644-3748	Mesilla, NM 88046	Mesilla Park, NM



TOWN OF MESILLA
RIGHT OF ENTRY AGREEMENT

RIGHT OF ENTRY AGREEMENT ZONE: CASE:

Jack and Lisa Kirby 2840 Calle Tercera Mesilla NM, 88046
Applicant Name(s) Mailing Address City State Zip Code

2445 Calle De Santa Ana, Mesilla, NM 88046
Physical Property Address for Agreement

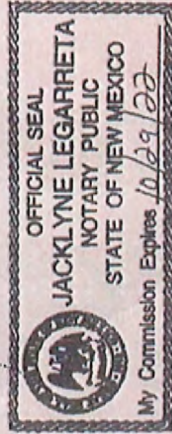
Peter F. Garcia PO Box 1037 Mesilla NM 88046
Adjacent Property Owner(s) Mailing Address City State Zip Code

2491 Calle De Santa Ana
Adjacent Property Owner(s) Physical Address

Right-of-Entry - Permission is hereby granted to the applicant, or its authorized agents, to enter upon the adjacent property for the sole purpose of construction and/or maintenance of the structure(s). Original signatures only.

Jack Kirby
Applicant(s)
2-15-2021
Date

Peter F. Garcia
Applicant(s)
2-16-2021
Date



ACKNOWLEDGEMENT

STATE OF NEW MEXICO)
) ss.
COUNTY OF DONA ANA)
The following was acknowledged before me this
FEB
15th day of 2021, by Jack Kirby
Jacklyne Legarreta
NOTARY PUBLIC
My Commission Expires: 10/29/22

ACKNOWLEDGEMENT

STATE OF NEW MEXICO)
) ss.
COUNTY OF DONA ANA)
The following was acknowledged before me this
day of 20, by
NOTARY PUBLIC
My Commission Expires:

FOR OFFICIAL USE ONLY

Date received:

Community Development Coordinator

Date



TOWN OF MESILLA
RIGHT OF ENTRY AGREEMENT

RIGHT OF ENTRY AGREEMENT ZONE: CASE:

Jack and Lisa Kirby 2840 Calle Tercera Mesilla NM, 88046
Applicant Name(s) Mailing Address City State Zip Code

2445 Calle De Santa Ana, Mesilla, NM 88046
Physical Property Address for Agreement

Peter F. Garcia PO Box 1037 Mesilla NM 88046
Adjacent Property Owner(s) Mailing Address City State Zip Code

2491 Calle De Santa Ana
Adjacent Property Owner(s) Physical Address

Right-of-Entry - Permission is hereby granted to the applicant, or its authorized agents, to enter upon the adjacent property for the sole purpose of construction and/or maintenance of the structure(s). Original signatures only.

Applicant(s)

Peter F. Garcia
Applicant(s)

Date

2-18-2021
Date

ACKNOWLEDGEMENT

STATE OF NEW MEXICO)
) ss.
COUNTY OF DONA ANA)
The following was acknowledged before me this
day of 20, by

ACKNOWLEDGEMENT
STATE OF NEW MEXICO)
) ss.
COUNTY OF DONA ANA)
The following was acknowledged before me this
day of 2021, by Peter F. Garcia

NOTARY PUBLIC

NOTARY PUBLIC
Gloria S. Maya

My Commission Expires:

My Commission Expires: November 13, 2022



OFFICIAL SEAL
GLORIA S. MAYA
NOTARY PUBLIC - STATE OF NEW MEXICO
My commission expires: 11/13/2022

FOR OFFICIAL USE ONLY

Date received:

Community Development Coordinator

Date

TOWN OF MESILLA
PERMISSION TO CONDUCT WORK
OR

OFFICIAL USE ONLY:

Case # 061169

Fee \$ 16.50

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

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

CASE NO. 061169 ZONE: HR CODE: M1 APPLICATION DATE: 2/24/21

Jack and Lisa Kirby

517-520-0651

Name of Applicant/Owner

Applicant's Telephone Number

2840 Calle Tercera

Mesilla

NM

88046

Applicant's/Owner's Mailing Address

City

State

Zip Code

kirbyjack8@gmail.com

Applicant's/Owner's E-mail Address

ViCa One Inc PO Box 669, Mesilla Park, NM 88047

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

575-644-3748

85-0479450

85982

Contractor's Telephone Number

Contractor's Tax ID Number

Contractor's License Number

Address of Proposed Work: 2445 Calle De Santa Ana, Mesilla, NM 88046

Description of Proposed Work: Side yard rock walls as per submitted site plan to match existing back wall.

\$ \$3,100.00

Estimated Cost

Signature of Applicant

1-25-2021

Date

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

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 REVIEW REQUIRED

CID PERMIT 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:

BOARD ACTION FORM

ITEM:

Select Molzen Corbin to provide engineering services for the 2020-2021 LGRF. Engineering services include design, bidding and construction administration.

Note: An RFP for this work is not required as the work will be performed under the Town of Mesilla General Engineering Services Agreement RFP dated March 29, 2020.

BACKGROUND:

The Town of Mesilla was awarded LGRF funding in the amount of 40k for road reconstruction of Camino Castillo and Los Arenales.

SUPPORTING INFORMATION:

MC Proposal dated February 25, 2021

BOT OPTIONS:

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

February 25, 2021

Rod McGillivray
Public Works Director
Town of Mesilla
P.O. Box 10
2231 Avenida de Mesilla
Mesilla, NM 88046

Re: Professional Engineering Services Proposal for Design Phase Services for LGRF 2020-2021– Camino Castillo and Los Arenales
Fund: LGRF Cooperative Agreement Control Number: HW2L100459

Dear Mr. McGillivray:

Molzen Corbin is pleased to provide this proposal for the design services for the above referenced project.

SCOPE

This project consists of designing the reconstruction of Camino Castillo at the intersection of University (approx.. 33 lf existing width), and Los Arenales (approx. 450 lf). Scope elements are as follows:

- Plan indicating the intent, details, notes, specifications and typical pavement section.
- Applicable design elements for side streets and driveway connections as needed.
- Surface drainage considerations will be included at the locations described above. No subsurface drainage is intended for this project. The drainage from the street will be directed to a cut ditch as allowed by existing right of way.
- Coordination with Town as needed.
- Provide bidding documents, plans, and specifications as needed.

Project Certifications– Special Service

- Molzen Corbin will provide Exhibits and documentation for the pre-construction certifications to include: Right of way, Rail Road, Utilities, Environmental, ITS, and ISA. Fees for a cultural resources report is not included in the proposal.

Not Included in this Proposal

- Topographic and Right of Way Survey.
- Environmental Services
- Geotechnical Services

SCHEDULE & BUDGET

Molzen Corbin will provide the Town of Mesilla progress review drawings at the following milestones:

- 60% Preliminary Design: 30 days from receipt of notice to proceed (NTP)
- Project Certification 60 days, from preliminary design
- 100% Construction Bid Set 20 days from receipt of Preliminary Design comments

This schedule does not include any review time from local or state agencies.

Molzen Corbin will provide the Town with; engineer's opinion of probable construction cost with each progress review, plan sets will be 11x17. Molzen Corbin will provide copies of bidding documents for bid distribution (5 sets); these costs are included in the proposal.

Molzen Corbin Proposes the following fee schedule for the services rendered.

- | | |
|---|--------------------|
| • Engineering Basic Design Services: | \$ 5,315.00 |
| • Project Certifications (ROW, Utilities, Environmental,
Rail Road, ISA, & ITS | \$ 2,305.00 |
| • Miscellaneous Expenses (prints, copies, mileage) | \$ 220.00 |
| TOTAL | \$ 7,840.00 |

All fees are exclusive of applicable NMGRT which will be added to all billings. Geotechnical services and environmental services are not included in this proposal. If you have any questions regarding this proposal, please call me.

Sincerely,

MOLZEN CORBIN



Jerry B. Paz, P.E.
Chief Operations Officer
Las Cruces Branch Manager

CC: Cynthia Stoechner-Hernandez

BOARD ACTION FORM

ITEM:

Permission for Water Line Extension – Raasaf Hills

BACKGROUND:

Developer request by Gilbert Chavez to extend TOM water line. Request is to tap into Town of Mesilla 12” main at Mesilla Hills Dr. and extend line North to provide service for lots being developed. PWD recommends an administration fee of \$750.00 for Engineering review and inspection.

SUPPORTING INFORMATION:

Letter of request from Gilbert Chavez dated March 1, 2021

Note: Project has been tentatively reviewed and approved by MC

BOT OPTIONS:

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

March 1, 2021

Gilbert Chavez
1905 Mesilla Hills Drive
Las Cruces, NM 88005

Member of the Board to Trustees
Town of Mesilla, NM

I am Gilbert Chavez , person in charge of a long over due water line project. My intent is to extend a water line from the southernmost intersection of Mesilla Hills Drive and Raasaf Circle north along Mesilla Hills Drive approximately 1600 Linear feet of 6 inch tapped in to the existing 12 inch Mesilla water main with a Pressure Reducer Valve and two fire hydrants and approximately 8 stub outs to individual lots. Estimated cost of construction is \$95,000.

Benefits to the Town of Mesilla will be.

1. 1600 feet extension of 6 inch water line to Mesilla's existing water system.
2. 2 additional fire hydrant for fire protection in the neighborhood.
3. 4 Immediate service connect and a potential of 3 to 4 more future tie ins to the water system.

I am asking to approval to extend this water line,

Thank you for your consideration,


Gilbert Chavez



RESOLUTION NO. 2021-06

A RESOLUTION ADOPTING THE 2020 DONA ANA COUNTY MULTI-JURISDICTIONAL ALL HAZARD MITIGATION PLAN

WHEREAS the Town of Mesilla has historically experienced damage from natural hazards such as flooding, wildfire, drought, severe winds, and others on many occasions in the past century, resulting in loss of property and/or life, economic hardship, and threats to public health and safety; and

WHEREAS the 2020 Dona Ana County Multi-Jurisdictional Multi-Hazard Mitigation Plan (“the Plan”) has been developed after more than one year of review, research, and update work by the Town of Mesilla in association and cooperation with the Dona County Multi-Jurisdictional Planning Team for the reduction of hazard risk to the community; and

WHEREAS the Plan specifically addresses natural hazard vulnerabilities, mitigation strategies and plan maintenance procedures for Town of Mesilla; and

WHEREAS the Plan is an update and replacement for the previous hazard mitigation plan for Town of Mesilla; and

WHEREAS the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural hazards that impact Town of Mesilla, with the effect of protecting people and property from loss associated with those hazards: and

NOW THEREFORE, BE IT RESOLVED BY the Board of Trustees that the Town of Mesilla determines, resolves, and orders as follows:

1. The Plan is hereby Adopted as an official plan.
2. The plan shall be implemented, monitored, and maintained by the officials/staff designated in the Plan for a period five (5) years with the full support of this resolution.

PASSED, APPROVED and ADOPTED by the Board of Trustees at its meeting of March 8, 2021.

Nora L. Barraza
Mayor

BOARD ACTION FORM

ITEM:

Adoption of the 2020 Dona Ana County Multi-Jurisdictional All Hazard Mitigation Plan

BACKGROUND:

The All Hazard Mitigation Plan is revised and updated every 5 years. The 2020 Dona Ana County Multi-Jurisdictional Multi-Hazard Mitigation Plan (the Plan) has been developed after more than one year of review, research and update work by the Town of Mesilla in association and cooperation with the Dona County Multi-Jurisdictional Planning Team for the reduction of hazard risk to the community;

SUPPORTING INFORMATION:

2020 All Hazard Mitigation Plan (electronic copy provided.)

BOT OPTIONS:

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

ATTEST:

Cynthia Stoechner-Hernandez
Town Clerk-Treasurer

Roll Call Vote:

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

(seal)

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES
FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR
SUBJECT: ACTIVITY REPORT – FEBRUARY 2021
DATE: MARCH 1, 2021

PZHAC BUSINESS
FEBRUARY 2021

[Items presented to the PZHAC]

WORK SESSION

- A. Submitted by Brad and Debbie Foreman, a request to discuss plans to build a residence and a structure with a 600 square foot casita, a pool, a workshop, and a studio on a five acre property located at 2725 Old Farm Road between Old Farm Road and Stanford Road along the Gillem Lateral. (Case 061156)
Zoned: Rural Farm (RF)
- B. Joint meeting with the PZHAC and BOT - DISCUSSION OF ELEMENTS OF THE MTC CHAPTER 18 OF CONCERN TO THE PZHAC (Special Meeting - February 9, 2021)

ADMINISTRATIVE APPROVAL

Zoning Permits

1. **Case 061158** – 3037 Los Arenales, submitted by Elisa Rios, a request for a zoning permit to allow the replacement of three window on a dwelling at this address. Zoned: Rural Farm (RF)
2. **Case 061159** - 2170 Calle de Santa Ana, submitted by Lorenzo L. Fierro; a request for a zoning permit to allow the extension of an existing driveway at this address. Zoned: Historic Residential (HR)
3. **Case 061160** – 2140 Calle de Norte, submitted by Douglas Zimmerman; a request for a zoning permit to allow the repainting of a dwelling at this address. Zoned: Historic Residential (HR)
4. **Case 061161** – 2510 Calle de Parian, submitted by Toby and Steven Carrasco; a request for a zoning permit to allow the landscaping of a 4,200 square foot backyard of a dwelling at this address. Zoned: Historic Residential (HR)
5. **Case 061163** – 2363 Calle de Santiago, submitted by Mary Lucero; a request for a zoning permit to allow an electrical upgrade from 100-amp service to 200-amp service for the dwelling at this address. Zoned: Historic Residential (HR)
6. **Case 061164** – 2060 Calle de Parian, submitted by Julienne and Oakley Hadfield for “Julienne Jewelry”, a request for a zoning permit to allow inspection and repair to the interior of a commercial building at this address. Zoned: Historic Commercial (HC)
7. **Case 061165** – 2305 Calle de Colon, submitted by Gerard Nevarez; a request for a zoning permit to allow a fence on a residential property at this address to be repainted. Zoned: Historic Residential (HR)
8. **Case 061166** – 2160 Calle de Arroyo, submitted by Phillip E. Born, Jr., a request for a zoning permit to allow foundation and adobe stabilization, patching, and general repair on a historical dwelling at this address. Zoned: Historic Residential (HR)

PZHAC DECISION ITEMS:

Zoning Permits

9. **Case 061156** – 2725 Old Farm Road, submitted by Brad and Debbie Foreman, a request for a zoning permit to allow the construction of a residence and a structure with a 600 square foot casita, a pool, a workshop, and a studio. Zoned: Rural Farm (RF) **Discussed during the Work Session**

10. **Case 061162** – 3150 Bowman Street, submitted by Grady Oxford; a request for a zoning permit to allow the construction of an addition to a dwelling on a 0.84 acre property at this address. Zoned: Residential, one acre (R-1)
11. **Case 061167** – 2410 Calle de Parian, submitted by Tom Hutchinson; a request for a zoning permit to replace two windows on a commercial structure at this address that were damaged in a burglary attempt on this structure. Zoned: Historic Commercial (HC)

Business/Short-Term Rental Registrations

12. **Permit 0866** – 2419B Calle de Parian, submitted by Veronica Slade; a request for a business license to allow the applicant to operate an online mental health counselling operation as a home occupation from a dwelling at this address. Zoned: Historic Residential (HR).
13. **Permit 0868** – 2030 Calle de Parian (upper floor), submitted by Julienne Hadfield for “Billy the Kid’s Getaway”; a request for a Short-Term-Rental business license to allow the applicant to operate a short-term-rental operation on the upper floor of a commercial building at this address. Zoned: Historic Commercial (HC).
14. **Permit 0870** – 2030 Calle de Parian (lower floor), submitted by Julienne Hadfield for “Billy the Kid’s Casita”; a request for a Short-Term-Rental business license to allow the applicant to operate a short-term-rental operation on the ground floor of a commercial building at this address. Zoned: Historic Commercial (HC).
15. **Permit 0871** – 105 Capri Road, submitted by Nathel Candace Wolle; a request for a business license to allow the applicant to sell knitted clothing items by mail as a home occupation from a dwelling at this address. Zoned: Residential, one acre (R1)

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
FEBRUARY 2021**

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION/COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
061163	04-00230	2/5/21	Mary Lucero/Ramirez Electrical Specialty	1,500.00	12.00	MI	2363 Calle de Santiago	Upgrade an electrical system from 100 to 200 amps
061164	04-00335	2/10/21	Julienne Hadfield/Buffalo Builders	12,000.00	28.50	MISC	2060 Calle de Parian	Interior work – inspect and repair plumbing, lighting, heating and cooling; and repaint interior where required
061165	04-00572	2/10/21	Gerard Nevarez/self	0.00	0.00	MI	2305 Calle de Colon	Repaint a fence with paint on hand
061166	04-00232	2/10/21	Phillip E. Born/self	5,000.00	18.00	MI	2160 Calle de Arroyo	Foundation repair and adobe stabilization
061167	04-01621	1/8/21	Tom Hutchinson/La Ventana Glass	566.60	50.00	MI	2410 Calle de San Albino	Replace two broken windows on a commercial building at this address.
061168	04-00981	2/24/21	John Wright/Enchantment Custom Builders LLC	40,000.00	70.50	ACM	1717 Boutz Road, Apts. 3 &4	Interior renovations
061169	04-00568	2/24/21	Jack and Lisa Kirby/ViCa One Inc.	3,100.00	16.50	MI	2445 Calle de Santa Ana	Build a rock wall around a residential property at this address
061170	04-01594	2/24/21	Charles and Marilyn McMurry/ViCa One Inc.	10,000.00	25.50	MI	1915 Calle Pacana	Build a rock wall around a residential property at this address

Community Projects Report

Project	Description
Current Contact information	Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890
Social Media and website	Keep social media up to date with things happening in Mesilla. Will continue to push visitors to the website. Mesilla website is now visible on Google search.
Mesilla Night Out	Friday, March 26 th was determined by the businesses to be the best day for Mesilla Night Out #2. Will continue to work through details to cement plans and begin advertising.
Mercado	Mercado vendors have begun paying for the FY21 year. Vendors will wear masks at all times and provide sanitizer. Revamping the Rules and Regulations in preparation of holding virtual orientations for new and old vendors. Scheduling orientations. Currently seeking new vendors.
Clean & Beautiful Grant	Applications for next year open March 15 th . If you have any suggestions for items for Clean and Beautiful I welcome all suggestions. 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. Bike repair station has been purchased for installation. 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> <p>Posts for social media have been well received and continue to push interations of Social Media</p>
El Paso Electric Grant	Application has been submitted for the 2021 Summer Rec Program.



MEMORANDUM

To: Mayor and Trustees

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

RE: Monthly Finance Report

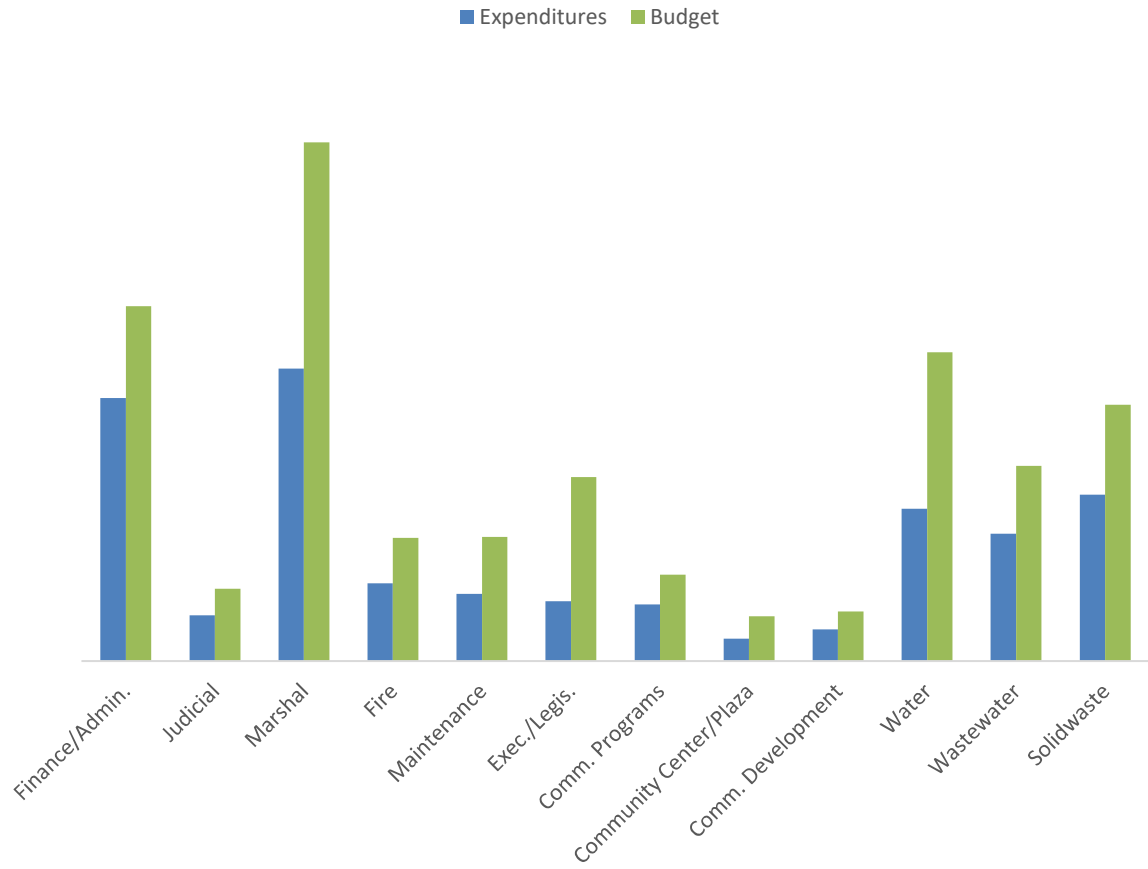
Listed below is a review of department and fund expenditures for: Feb-21
General Fund should be at: 67% spending

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	74.11%	\$266,470	100.00%	-25.89%	\$ 359,583
Judicial	63.38%	\$46,403	100.00%	-36.62%	\$ 73,213
Marshal	56.40%	\$296,504	100.00%	-43.60%	\$ 525,751
Fire	63.23%	\$78,870	100.00%	-36.77%	\$ 124,739
Maintenance	54.13%	\$68,094	100.00%	-45.87%	\$ 125,805
Exec./Legis.	32.47%	\$60,569	100.00%	-67.53%	\$ 186,531
Comm. Programs	65.75%	\$57,472	100.00%	-34.25%	\$ 87,407
Community Center/Plaza	49.76%	\$22,643	100.00%	-50.24%	\$ 45,500
Comm. Development	63.43%	\$31,945	100.00%	-36.57%	\$ 50,360
General Fund	58.84%	\$928,971	100.00%	-41.16%	\$ 1,578,889
Water	49.39%	\$154,491	100.00%	-50.61%	\$ 312,813
Wastewater	65.16%	\$128,940	100.00%	-34.84%	\$ 197,875
Solidwaste	64.85%	\$168,477	100.00%	-35.15%	\$ 259,804
Enterprise Fund	54.81%	\$451,908	100.00%	-45.19%	\$ 824,492

EXPENDITURES



EXPENDITURES VS BUDGET

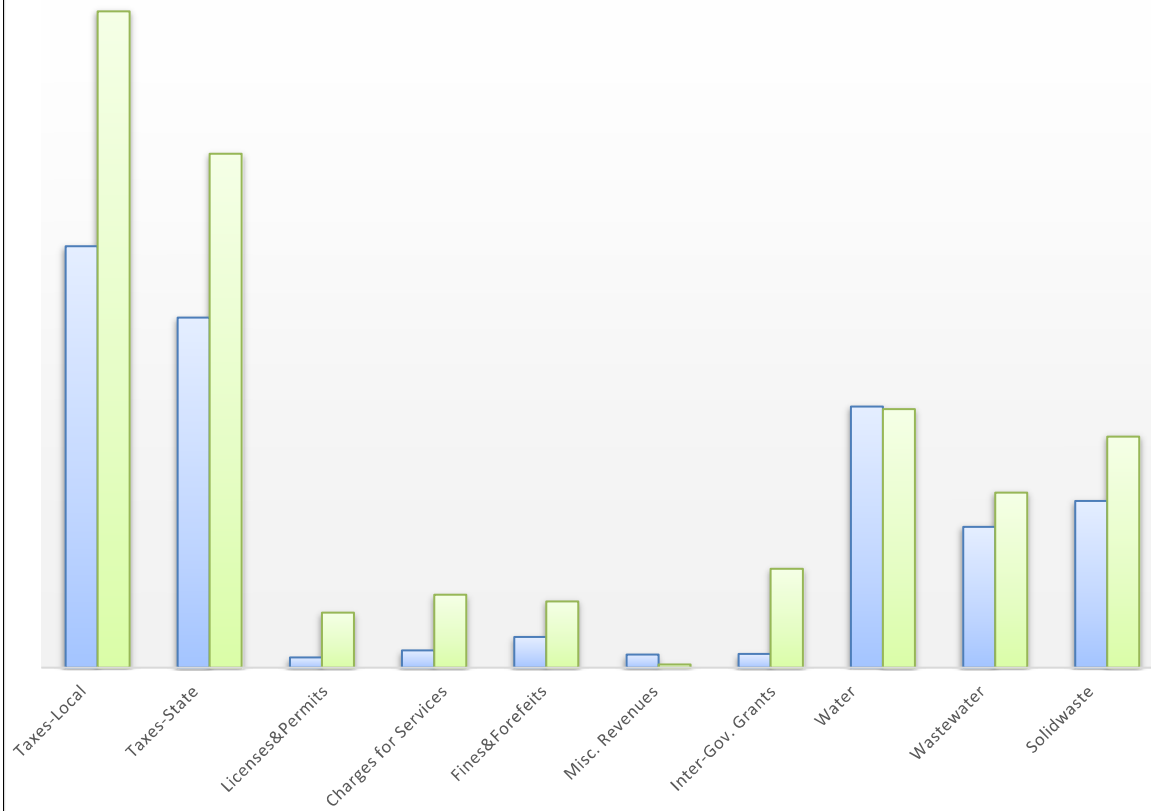


Please request the INCODE report for detail revenues and expenses by fund.

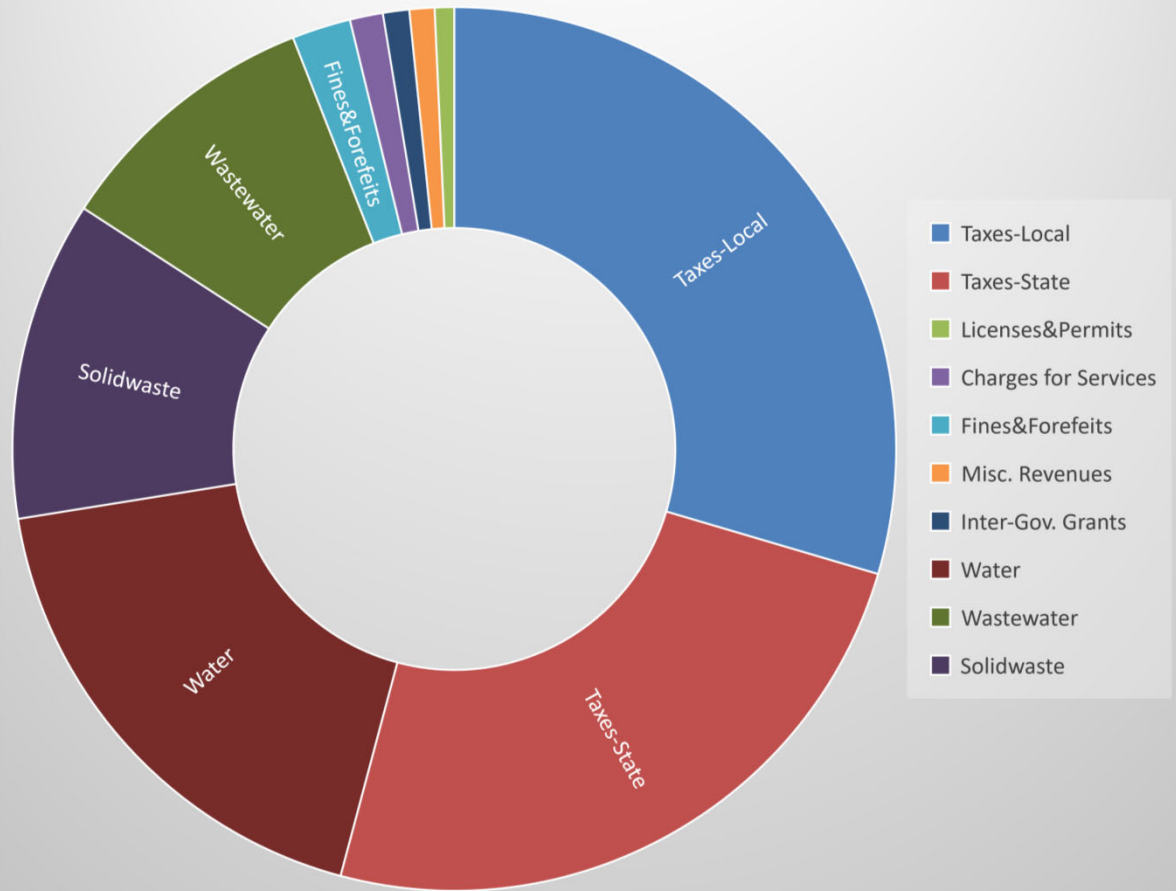
REVENUE					
YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	64.20%	\$445,132	100.00%	-35.80%	\$693,315
Taxes-State	68.15%	\$370,007	100.00%	-31.85%	\$542,958
Licenses&Permits	18.51%	\$10,734	100.00%	-81.49%	\$58,000
Charges for Service	23.65%	\$18,212	100.00%	-76.35%	\$77,000
Fines&Forefeits	46.25%	\$32,374	100.00%	-53.75%	\$70,000
Misc. Revenues	406.41%	\$13,818	100.00%	306.41%	\$3,400
Inter-Gov. Grants	13.85%	\$14,460	100.00%	-86.15%	\$104,400
General Fund	57.27%	\$904,738	100.00%	-42.73%	\$1,579,673
Water	100.92%	\$275,846	100.00%	0.92%	\$ 273,318
Wastewater	80.44%	\$148,826	100.00%	-19.56%	\$ 185,019
Solidwaste	72.19%	\$176,093	100.00%	-27.81%	\$ 243,924
Enterprise Fund	85.55%	\$600,764	100.00%	-14.45%	\$702,261

REVENUES VS BUDGET

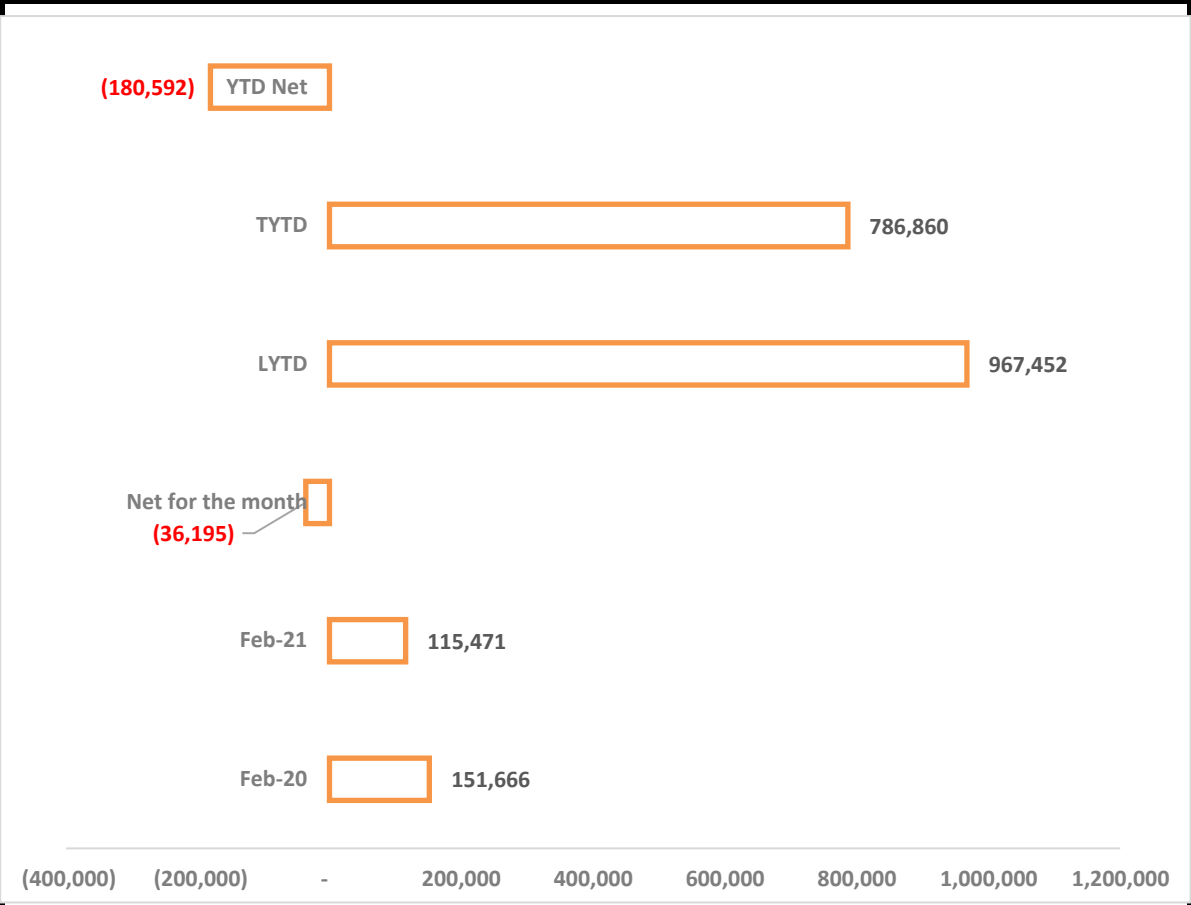
Actual Received Budgeted



REVENUES



GRT COMPARISONS					
Feb-20	Feb-21	Net for the month	LYTD	TYTD	YTD Net
151,666	115,471	(36,195)	967,452	786,860	(180,592)



Business GRT in December 2020			
Percentage over last FY	-24%	Percentage over last FYTD	-19%

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



DATE: February, 2021

MAJOR ADDITIONS TO INVENTORY

none

MAINTENANCE OF EQUIPMENT

Power outlets installed in Engine 32 for computer. Front end alignment, discharge valve leak repair and radio power issue repaired under warranty on Engine 32. Fuel leak repaired on Squad 32. Headsets repaired in Brush 31. 2 SCBA units repaired. New doorbell installed on PSB. Door hinge on south entrance repaired.

COMMENTS

An extrication class was conducted in which tow cars donated by Black's Auto Salvage were used to practice the use of hand tools and hydraulic tools to gain access to and free victims entrapped in a vehicle following a collision. All personnel wishing to be vaccinated for COVID 19 have received both injections with no ill effects. We are receiving new applications for volunteers and may run another academy in late spring or early summer. MFD members rendered honors to NMSP officer Darian Jarrott as he was transported to Lordsburg from Albuquerque on February 5 at the Hwy 70 overpass on I-10. On February 26 three members of the department participated in the procession to bring the cremains of Lt. Edward Vasquez of the NASA FD from Albuquerque to his home in Anthony, NM. Other units rendered honors at Interstate 10 just south of University AV as his procession passed by. All Give Some, Some Gave All. Ve Con Dios Officer Jarrott and Lt. Vasquez.

SUBMITTED BY

Fire Chief Kevin Hoban _____

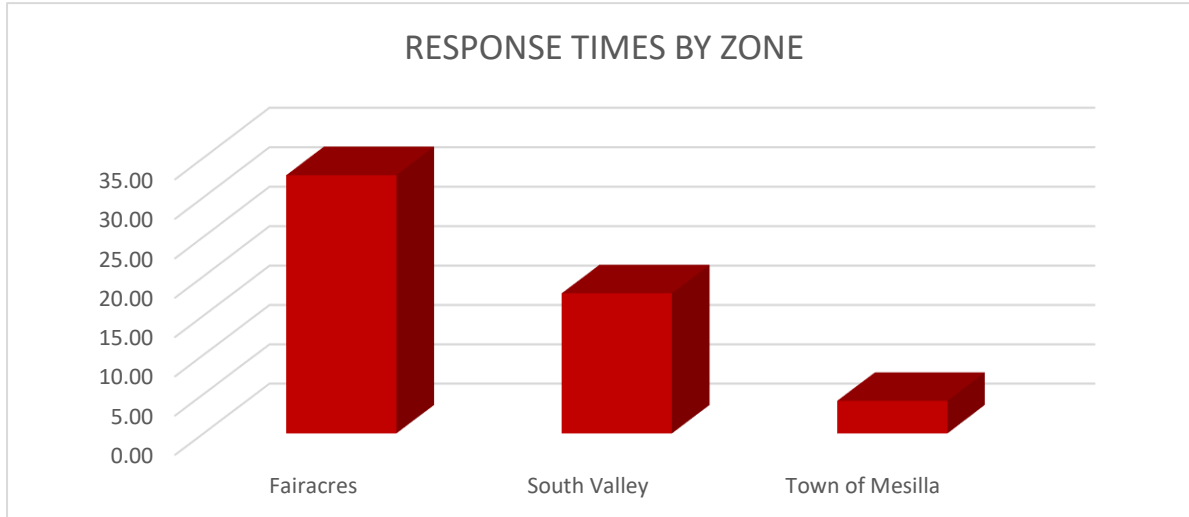
Mesilla Fire Department

Mesilla, NM

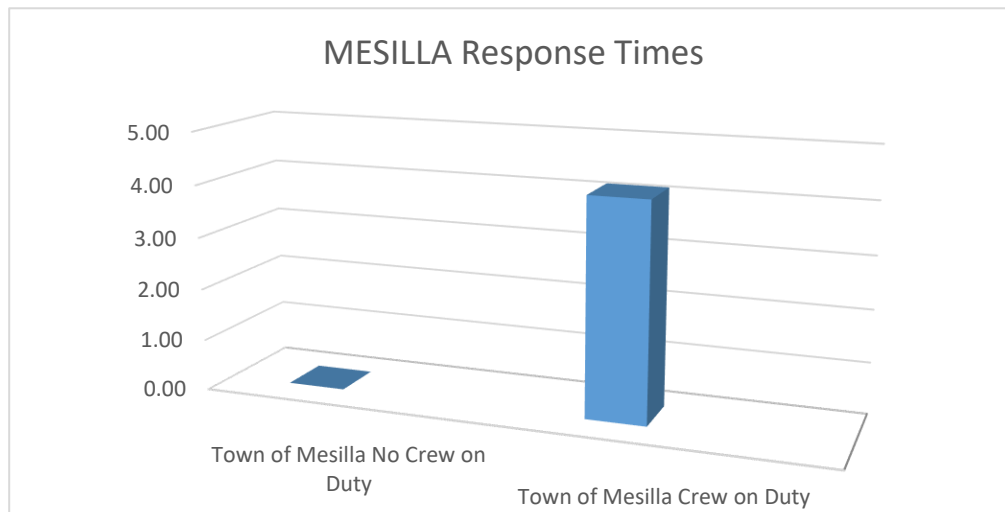
This report was generated on 03/02/2021



Response Mode: Lights and Sirens | Start Date: 02/01/2021 | End Date:02/01/2021



Zone	AVERAGE RESPONSE TIME (in minutes)
Fairacres	32.79
South Valley	17.83
Town of Mesilla	4.15
Town of Mesilla No Crew on Duty	NA
Town of Mesilla Crew on Duty	4.15



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



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



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

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Mesilla Fire Department

Mesilla, NM

This report was generated on 3/2/2021 3:57:20 PM



Events per Event Type for Date Range (Landscape)

Start Date: 02/01/2021 | End Date: 02/28/2021

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Daily Operations Shift						
	02/01/2021	C-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Nicolas Navarro, Joseph Torres
	02/03/2021	B-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Melina Gaytan, Humberto Manriquez, Nicolas Navarro, Joseph Torres
	02/04/2021	C-Shift	Shifts	Firehouse 31	24	Alexander Aguilar, Trevor Fietze, Humberto Manriquez, Junshiro Molinar, Louis Reyna, Joseph Torres
	02/05/2021	A Shift	Shifts	Firehouse 31	9	Trevor Fietze, Joseph Torres
	02/06/2021	B-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Melina Gaytan, Nicolas Navarro, Joseph Torres
	02/07/2021	C-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Melina Gaytan, Nicolas Navarro, Louis Reyna
	02/08/2021	A-Shift	Shifts	Firehouse 31	24	Sebastian Linares-Chacon, Nicolas Navarro, Louis Reyna, Gabriel Rodriguez, Travis Rogers, Dylan Thunhorst, Ines Thunhorst
	02/09/2021	B-Shift	Shifts	Firehouse 31	12	Trevor Fietze, Nicolas Navarro, Joseph Torres
	02/11/2021	A-Shift	Shifts	Firehouse 31	24	Sebastian Linares-Chacon, Nicolas Navarro, Louis Reyna, Gabriel Rodriguez, Joseph Torres
	02/12/2021	B-Shift	Shifts	Firehouse 31	14	Melina Gaytan, Nicolas Navarro
	02/15/2021	B-Shift	Shifts	Firehouse 31	14	Trevor Fietze, Melina Gaytan, Nicolas Navarro, Joseph Torres
	02/16/2021	C-Shift	Shifts	Firehouse 31	24	Alexander Aguilar, Trevor Fietze, Phillip Guzman, Louis Reyna, Joseph Torres

Only LOCKED events included.



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Doc Id: 753

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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	02/18/2021	B-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Melina Gaytan, Nicolas Navarro, Joseph Torres
	02/19/2021	C-Shift	Shifts	Firehouse 31	24	Alexander Aguilar, Trevor Fietze, Phillip Guzman, Louis Reyna, Joseph Torres, Alexis Vallone
	02/21/2021	B-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Melina Gaytan, Joseph Torres
	02/23/2021	A-Shift	Shifts	Firehouse 31	12	Sebastian Linares-Chacon, Louis Reyna, Travis Rogers
	02/24/2021	B-Shift	Shifts	Firehouse 31	38	Trevor Fietze, Humberto Manriquez, Nicolas Navarro
	02/25/2021	C-Shift	Shifts	Firehouse 31	12	Alexander Aguilar, Trevor Fietze, Junshiro Molinar, Louis Reyna
	02/26/2021	A-Shift	Shifts	Firehouse 31	24	Phillip Guzman, Louis Reyna, Gabriel Rodriguez
	02/28/2021	C-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Louis Reyna, Joseph Torres

Total Hours for Daily Operations Shift: 423

Administration Shift						
	02/03/2021	Administrative Shift	Administrative	Tele-Work Residence	1	Harry Evans
	02/04/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	1.5	Harry Evans
	02/05/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	2.5	Harry Evans
	02/07/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	5	Harry Evans
	02/14/2021	FMO Operations Shift	Shifts	Firehouse 31	4	Crystal Davis-Whited, Gregory Whited
	02/15/2021	Administrative Shift	Administrative	Tele-Work Residence	4.5	Harry Evans
	02/15/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	1.5	Harry Evans
	02/19/2021	Administrative Shift	Administrative	FMO	6	Harry Evans
	02/21/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	2.25	Harry Evans

Only LOCKED events included.



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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	02/28/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	2.5	Harry Evans

Total Hours for Administration Shift: 30.75

Prevention Division Shift						
	02/07/2021	Preplans	Administrative	Teleworking	7	Crystal Davis-Whited, Gregory Whited

Total Hours for Prevention Division Shift: 7

EMS Division Shift						
	02/09/2021	b shift	Shifts	Station 31	5	
	02/20/2021	Station Coverage	Shifts	Firehouse 31	3	Lance Shepan

Total Hours for EMS Division Shift: 8

Meetings						
	02/11/2021	Business Meeting	Department Business Meeting	FMO	1	Alexander Aguilar, Ariel Caro, Crystal Davis-Whited, Andy Embury, Harry Evans, Kevin Hoban, George Klebansky, Samuel McBurney, Junshiro Molinar, Xavier Sanchez, Lance Shepan, Ines Thunhorst, Joseph Torres, Alexis Vallone, Gregory Whited

Total Hours for Meetings: 1

On Call Duty Officer						
	02/18/2021	On Call Duty Officer	On Call Duty Officer	Bat 32	87	
	02/23/2021	On Call Duty Officer	On Call Duty Officer	Bat 32	15	
	02/28/2021	On Call Duty Officer	On Call Duty Officer	Bat 32	49	

Total Hours for On Call Duty Officer: 151

Special Assignment						
	02/25/2021	Lt Vasquez procession preparation	Special Assignment	Mesilla, NM	6	Andy Embury, Trevor Fietze, Lance Shepan, Ines Thunhorst, Gregory Whited
	02/26/2021	LT Vasquez procession standby	Special Assignment	Mesilla station 31 and mobile location	5.5	Crystal Davis-Whited, Trevor Fietze, George Klebansky, Humberto Manriquez, Nicolas Navarro, Tabitha Rossman, Ines Thunhorst, Gregory Whited

Only LOCKED events included.

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	02/26/2021	LT Vasquez Funeral Procession	Special Assignment	Fire House 31	12	Andy Embury, Harry Evans, Kevin Hoban

Total Hours for Special Assignment: 23.5

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 3/2/2021 6:05:48 PM



Total Hours by Personnel for Date Range for Pay Grade

Pay Grades: All Pay Grades | Start Date: 02/01/2021 | End Date: 02/28/2021

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Aguilar, Alexander J	10:38	14:30	56:00	81:08
Boyd, Lachlan James	0:00	7:00	0:00	7:00
Caro, Ariel M	0:00	2:00	1:00	3:00
Davis-Whited, Crystal L	2:15	19:00	23:00	44:15
Embury, Andy G.	6:09	6:00	19:00	31:09
Evans, Harry A	3:19	13:00	39:45	56:04
Frietze, Trevor R	29:42	11:30	186:30	227:42
Gaytan, Melina Alexandra	3:05	2:00	67:00	72:05
Guzman, Phillip B	1:31	7:00	42:00	50:31
Klebansky, George A	20:02	16:00	6:30	42:32
Linares-Chacon, Sebastian	0:10	7:00	29:00	36:10
Lucero, Jojo	0:00	10:00	0:00	10:00
Manriquez, Humberto	1:38	7:00	38:30	47:08
Molinar, Junshiro Lazos	1:37	11:30	22:00	35:07
Navarro, Nicolas A	10:19	17:00	139:30	166:49
Reyna, Louis Nathen	10:55	12:30	114:30	137:55
Rodriguez, Gabriel	0:00	3:00	37:00	40:00
Rogers, Travis Adam	1:54	7:00	16:00	24:54
Rossman, Tabitha A	0:00	7:00	5:30	12:30
Sanchez, Xavier	0:00	12:00	1:00	13:00
Shepan, Lance A.	1:49	2:00	12:00	15:49
Thunhorst, Dylan P	0:00	0:00	24:00	24:00
Thunhorst, Ines C	5:20	12:00	24:30	41:50
Torres, Joseph J	22:40	16:30	267:00	306:10
Vallone, Alexis M	2:49	5:00	17:00	24:49
Whited, Gregory E	2:53	19:00	29:00	50:53
			TOTAL	1602:30:00

]

Mesilla Fire Department

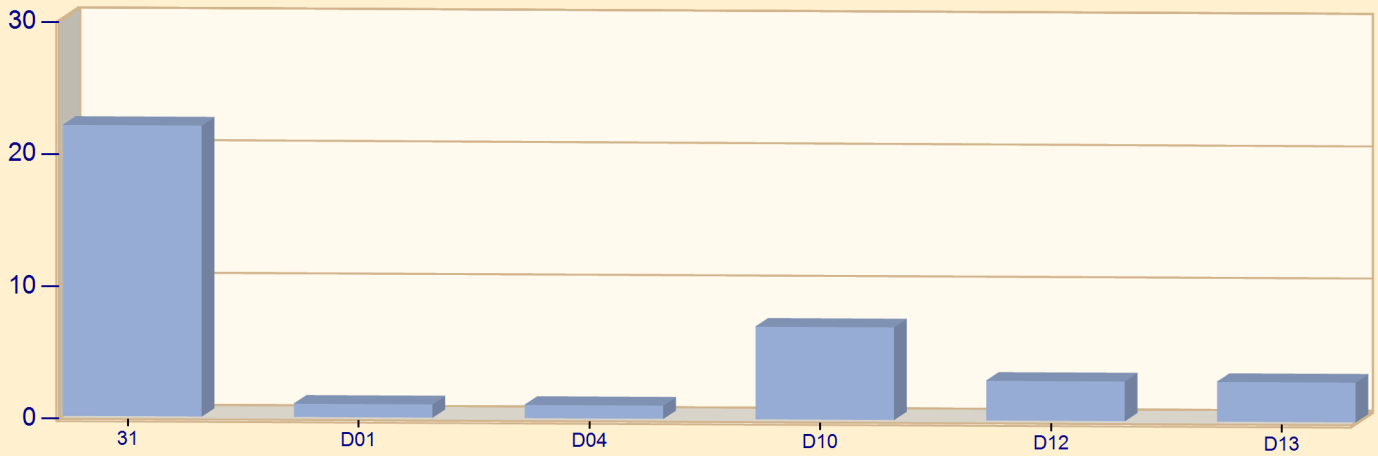
Mesilla, NM

This report was generated on 3/2/2021 5:49:39 PM



Incident Type Count per Zone for Date Range

Start Date: 02/01/2021 | End Date: 02/28/2021



ZONES	INCIDENT TYPE	COUNT
31 - Town of Mesilla		
	311 - Medical assist, assist EMS crew	2
	321 - EMS call, excluding vehicle accident with injury	8
	322 - Motor vehicle accident with injuries	1
	412 - Gas leak (natural gas or LPG)	3
	421 - Chemical hazard (no spill or leak)	1
	554 - Assist invalid	3
	561 - Unauthorized burning	1
	651 - Smoke scare, odor of smoke	1
	733 - Smoke detector activation due to malfunction	1
	744 - Detector activation, no fire - unintentional	1
	<i>Total Incidents for 31 - Town of Mesilla:</i>	22
D01 - Dona Ana		
	561 - Unauthorized burning	1
	<i>Total Incidents for D01 - Dona Ana:</i>	1
D04 - La Mesa		
	622 - No incident found on arrival at dispatch address	1
	<i>Total Incidents for D04 - La Mesa:</i>	1
D10 - Mesquite		

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
	381 - Rescue or EMS standby	6
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D10 - Mesquite:</i>	7
D12 - Fairacres		
	142 - Brush or brush-and-grass mixture fire	1
	322 - Motor vehicle accident with injuries	1
	631 - Authorized controlled burning	1
	<i>Total Incidents for D12 - Fairacres:</i>	3
D13 - South Valley		
	111 - Building fire	1
	554 - Assist invalid	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D13 - South Valley:</i>	3
Total Count for all Zone:		37

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

Mesilla Fire Department

Mesilla, NM

This report was generated on 3/2/2021 5:47:32 PM



Incident Statistics

Start Date: 02/01/2021 | End Date: 02/28/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		18	
FIRE		19	
TOTAL		37	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
Bat31	2	4	4
BR31	1	4	5
BR33	1	2	2
E32	1	2	2
SQ32	1	1	1
TOTAL	6	13	14
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		4	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		5.41	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:08:20	0:06:36	
AVERAGE FOR ALL CALLS		0:07:39	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:02:02	0:00:57	
AVERAGE FOR ALL CALLS		0:01:45	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		48:20	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. 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 NEMESIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Mesilla Fire Department

Mesilla, NM

This report was generated on 3/2/2021 4:06:44 PM



Occupancies Inspected for Date Range

Start Date: 02/01/2021 | End Date: 02/28/2021

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Edward Jones	33	1740 Calle de Mercado #f		02/04/2021
Emerald Isle	66	1701 Calle de Mercado #2		02/11/2021
Hacienda de Mesilla	14	1891 Avenida De Mesilla		02/04/2021
Las Cruces Bulletin	38	1740 Calle de Mercado #A		02/04/2021
Leavitt Group Southwest Inc	40	1740 Mercado #E		02/04/2021
Livingston Bridal and Events	53	1680 Calle De Alvarez #D		02/11/2021
My Rich Sister's Closet	107	1937 Calle de Parian #B		02/18/2021
Paisano Cafe	17	1740 Calle De Mercado #C		02/04/2021
Power of Praise Fellowship	24	320 W. University AVE #1		02/18/2021
PsyConOps	31	2488 Calle de Guadalupe		02/11/2021
Salon de Mesilla	43	1701 Calle de Mercado #6		02/11/2021
Town of Mesilla Public Safety Building	49	2670 Calle de Parian		02/11/2021
Vacant	55	2301 Calle de San Albino		02/11/2021
Vigil & Associates	47	1765 Avenida de Mercado		02/04/2021

of Occupancies Inspected: 14

% Occupancies Inspected: 8.75

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



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Mesilla Fire Department

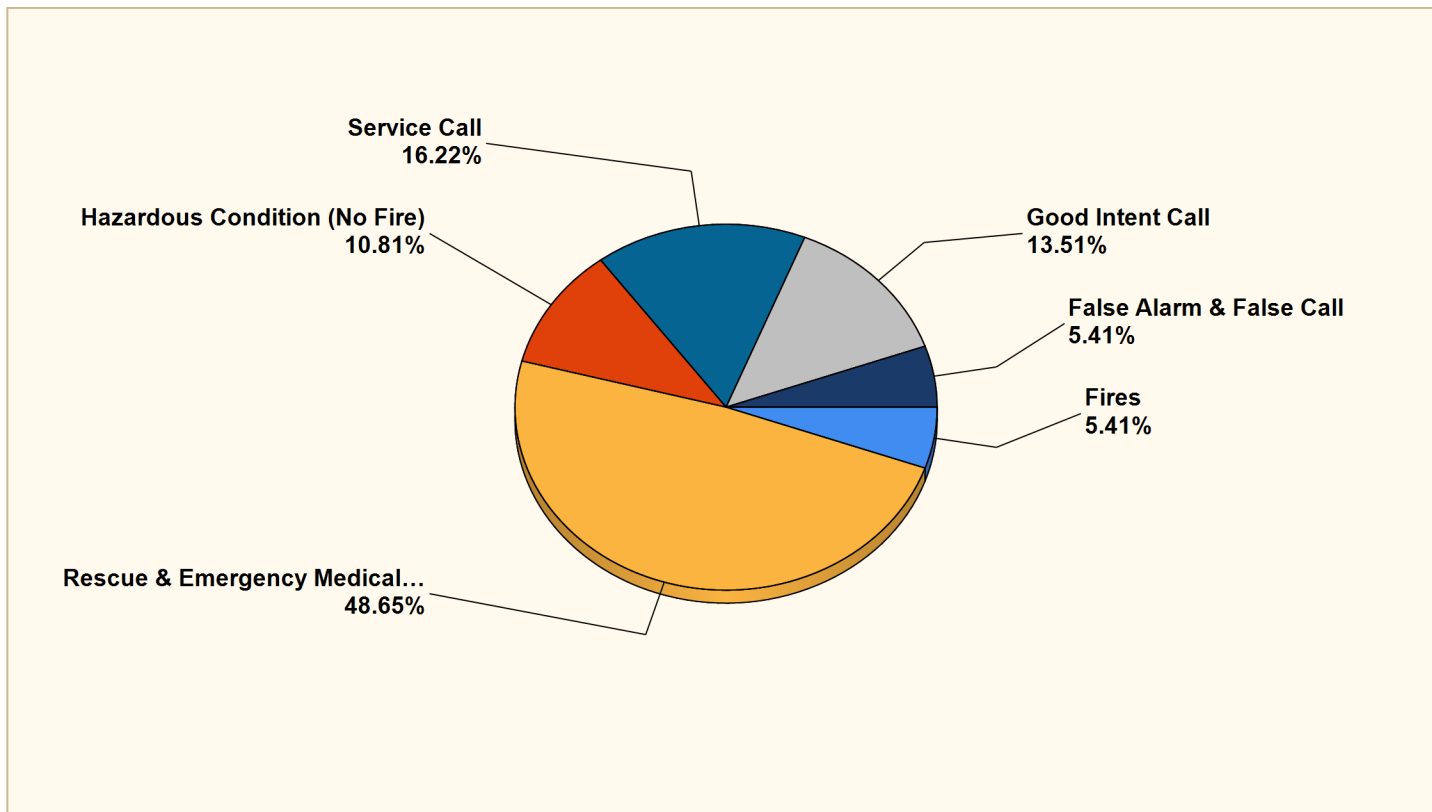
Mesilla, NM

This report was generated on 3/2/2021 5:53:44 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2021 | End Date: 02/28/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	5.41%
Rescue & Emergency Medical Service	18	48.65%
Hazardous Condition (No Fire)	4	10.81%
Service Call	6	16.22%
Good Intent Call	5	13.51%
False Alarm & False Call	2	5.41%
TOTAL	37	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	2.7%
142 - Brush or brush-and-grass mixture fire	1	2.7%
311 - Medical assist, assist EMS crew	2	5.41%
321 - EMS call, excluding vehicle accident with injury	8	21.62%
322 - Motor vehicle accident with injuries	2	5.41%
381 - Rescue or EMS standby	6	16.22%
412 - Gas leak (natural gas or LPG)	3	8.11%
421 - Chemical hazard (no spill or leak)	1	2.7%
554 - Assist invalid	4	10.81%
561 - Unauthorized burning	2	5.41%
611 - Dispatched & cancelled en route	2	5.41%
622 - No incident found on arrival at dispatch address	1	2.7%
631 - Authorized controlled burning	1	2.7%
651 - Smoke scare, odor of smoke	1	2.7%
733 - Smoke detector activation due to malfunction	1	2.7%
744 - Detector activation, no fire - unintentional	1	2.7%
TOTAL INCIDENTS:	37	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 3/2/2021 5:51:13 PM



Response Activity Report

Start Date: 02/01/2021 | End Date: 02/28/2021

INCIDENT #	DATE	APPARATUS ID	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
111 - Building fire						
2021-00041	02/10/2021	E31	11:28:54	11:58:32	00:29:38	3880 CALLE DE LAS MARGATITAS
Subtotal Count: 1		Average Response Time for Incident Type: 00:29:38				
142 - Brush or brush-and-grass mixture fire						
2021-00035	02/06/2021	BR31	15:34:54	16:05:20	00:30:26	5705 HILLCREST AVE
Subtotal Count: 1		Average Response Time for Incident Type: 00:30:26				
311 - Medical assist, assist EMS crew						
2021-00033	02/04/2021	E32	16:58:00	17:10:21	00:12:21	310 CAPRI RD
2021-00044	02/12/2021	Bat31	13:31:50	13:37:53	00:06:03	2300 W UNION AVE
2021-00044	02/12/2021	Bat32	13:31:50	13:37:00	00:05:10	2300 W UNION AVE
Subtotal Count: 3		Average Response Time for Incident Type: 00:07:51				
321 - EMS call, excluding vehicle accident with injury						
2021-00030	02/02/2021	Bat31	17:23:22	17:29:39	00:06:17	2558 CALLE DE SAN ALBINO
2021-00030	02/02/2021	SQ32	17:23:22	17:31:00	00:07:38	2558 CALLE DE SAN ALBINO
2021-00031	02/02/2021	Bat31	21:24:10	21:37:44	00:13:34	2941 LA MESILLA CIR
2021-00031	02/02/2021	Bat32	21:24:10	21:30:34	00:06:24	2941 LA MESILLA CIR
2021-00031	02/02/2021	E32	21:24:10	21:31:08	00:06:58	2941 LA MESILLA CIR
2021-00034	02/06/2021	Bat31	11:38:22	11:44:48	00:06:26	2300 W Union AVE
2021-00034	02/06/2021	SQ32	11:38:22	11:44:48	00:06:26	2300 W Union AVE
2021-00037	02/08/2021	Bat31	07:32:57	07:46:55	00:13:58	2251 CALLE DE SANTIAGO
2021-00037	02/08/2021	Bat32	07:32:57	07:41:00	00:08:03	2251 CALLE DE SANTIAGO
2021-00037	02/08/2021	SQ32	07:32:57	07:40:54	00:07:57	2251 CALLE DE SANTIAGO
2021-00040	02/10/2021	Bat31	10:41:49	10:47:03	00:05:14	2526 SNOW RD
2021-00040	02/10/2021	BR31	10:41:49	10:48:30	00:06:41	2526 SNOW RD
2021-00057	02/23/2021	Bat31	18:07:38	18:13:30	00:05:52	2235 AVENIDA DE MESILLA
2021-00059	02/25/2021	Bat32	08:01:55	08:08:42	00:06:47	2500 CALLE DE COLON
2021-00059	02/25/2021	BR31	08:01:55	08:07:32	00:05:37	2500 CALLE DE COLON
2021-00060	02/26/2021	Bat32	02:36:15	02:46:49	00:10:34	2550 CALLE PRINCIPAL
2021-00060	02/26/2021	E32	02:36:15	02:44:35	00:08:20	2550 CALLE PRINCIPAL
Subtotal Count: 17		Average Response Time for Incident Type: 00:07:48				
322 - Motor vehicle accident with injuries						
2021-00043	02/12/2021	Bat31	09:40:11	09:47:20	00:07:09	AVENIDA DE MESILLA
2021-00043	02/12/2021	Bat32	09:40:11	09:54:25	00:14:14	AVENIDA DE MESILLA
2021-00043	02/12/2021	BR31	09:40:11	09:47:24	00:07:13	AVENIDA DE MESILLA
2021-00055	02/22/2021	Bat32	03:22:41	03:58:54	00:36:13	116 Interstate 10
2021-00055	02/22/2021	E31	03:22:41	04:00:17	00:37:36	116 Interstate 10
Subtotal Count: 5		Average Response Time for Incident Type: 00:20:29				

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



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381 - Rescue or EMS standby						
2021-00046	02/13/2021	BR31	11:49:31	14:45:12	02:55:41	12000 STERN DR
2021-00046	02/13/2021	SQ32	11:49:31	11:49:31	00:00:00	12000 STERN DR
2021-00047	02/14/2021	BR31	09:36:44	09:36:44	00:00:00	12000 STERN DR
2021-00052	02/19/2021	BR31	17:35:55	17:50:00	00:14:05	12000 STERN DR
2021-00053	02/20/2021	BR31	15:42:49	15:45:41	00:02:52	12000 STERN DR
2021-00062	02/26/2021	BR31	17:57:08	17:58:44	00:01:36	12000 STERN DR
2021-00063	02/27/2021	BR33	12:37:29	12:37:29	00:00:00	12000 STERN DR
Subtotal Count: 7			Average Response Time for Incident Type: 00:27:44			
412 - Gas leak (natural gas or LPG)						
2021-00028	02/02/2021	Bat31	15:15:23	15:22:05	00:06:42	2209 CALLE DE PARIAN
2021-00028	02/02/2021	BR31	15:15:23	15:22:59	00:07:36	2209 CALLE DE PARIAN
2021-00029	02/02/2021	Bat31	15:33:59	15:33:59	00:00:00	2000 CALLE DE SANTIAGO
2021-00029	02/02/2021	E32	15:33:59	15:39:41	00:05:42	2000 CALLE DE SANTIAGO
2021-00054	02/21/2021	Bat32	20:14:14	20:20:51	00:06:37	2820 TERESITA ST
2021-00054	02/21/2021	E31	20:14:14	20:25:05	00:10:51	2820 TERESITA ST
Subtotal Count: 6			Average Response Time for Incident Type: 00:06:14			
421 - Chemical hazard (no spill or leak)						
2021-00058	02/24/2021	Bat31	12:10:11	12:25:32	00:15:21	5000 Calle del Norte
2021-00058	02/24/2021	Bat32	12:10:11	12:25:32	00:15:21	5000 Calle del Norte
2021-00058	02/24/2021	BR31	12:10:11	12:34:13	00:24:02	5000 Calle del Norte
Subtotal Count: 3			Average Response Time for Incident Type: 00:18:14			
554 - Assist invalid						
2021-00048	02/14/2021	Bat32	13:55:49	14:02:42	00:06:53	2300 W UNION AVE
2021-00048	02/14/2021	BR31	13:55:49	14:02:42	00:06:53	2300 W UNION AVE
2021-00049	02/16/2021	Bat32	09:34:29	09:40:10	00:05:41	2890 CALLE DE GUADALUPE
2021-00049	02/16/2021	BR31	09:34:29	09:42:54	00:08:25	2890 CALLE DE GUADALUPE
2021-00050	02/18/2021	Bat31	10:29:38	10:47:47	00:18:09	12 LEBANON ARC
2021-00056	02/23/2021	Bat32	15:47:37	15:57:00	00:09:23	3075 LOS ARENALES ST
Subtotal Count: 6			Average Response Time for Incident Type: 00:09:14			
561 - Unauthorized burning						
2021-00039	02/09/2021	Bat31	11:33:13	11:45:46	00:12:33	2055 SNOW RD
2021-00039	02/09/2021	BR31	11:33:13	11:45:46	00:12:33	2055 SNOW RD
2021-00061	02/26/2021	Bat32	08:13:44	08:24:05	00:10:21	CALLE DEL SUR
2021-00061	02/26/2021	BR31	08:13:44	08:24:26	00:10:42	CALLE DEL SUR
Subtotal Count: 4			Average Response Time for Incident Type: 00:11:32			
622 - No incident found on arrival at dispatch address						
2021-00045	02/12/2021	Bat32	21:48:14	23:01:58	01:13:44	County Road B2
2021-00045	02/12/2021	BR31	21:48:14	23:01:58	01:13:44	County Road B2
Subtotal Count: 2			Average Response Time for Incident Type: 01:13:44			
631 - Authorized controlled burning						
2021-00042	02/11/2021	Bat32	07:51:37	08:11:09	00:19:32	6000 Questa Del Sol TRL
2021-00042	02/11/2021	BR31	07:51:37	08:13:15	00:21:38	6000 Questa Del Sol TRL
Subtotal Count: 2			Average Response Time for Incident Type: 00:20:35			
651 - Smoke scare, odor of smoke						
2021-00038	02/08/2021	Bat31	07:57:06	08:01:52	00:04:46	CALLE DEL SUR

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



2021-00038	02/08/2021	Bat32	07:57:06	08:03:00	00:05:54	CALLE DEL SUR
2021-00038	02/08/2021	BR31	07:57:06	08:05:00	00:07:54	CALLE DEL SUR
Subtotal Count: 3			Average Response Time for Incident Type: 00:06:11			
733 - Smoke detector activation due to malfunction						
2021-00027	02/01/2021	BR31	12:02:05	12:17:25	00:15:20	1717 W BOUTZ RD
Subtotal Count: 1			Average Response Time for Incident Type: 00:15:20			
744 - Detector activation, no fire - unintentional						
2021-00032	02/03/2021	Bat31	12:07:33	12:12:15	00:04:42	2363 CALLE DEL SUR
Subtotal Count: 1			Average Response Time for Incident Type: 00:04:42			
Grand Total: 62			Average Response Time for All Incident Types: 00:15:03			

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

Mesilla Fire Department

Mesilla, NM

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Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 02/01/2021 | End Date: 02/28/2021

Aguilar, Alexander J

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	9:30
I.S.O. Driver and Operator Training	2	5:00
Total for Aguilar, Alexander J	5	16:30

Boyd, Lachlan James

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	7:00
Total for Boyd, Lachlan James	1	7:00

Caro, Ariel M

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Caro, Ariel M	1	2:00

Davis-Whited, Crystal L

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	10:00
I.S.O. Driver and Operator Training	1	3:00
I.S.O. Officer Training	1	4:00
Total for Davis-Whited, Crystal L	5	19:00

Embury, Andy G.

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Officer Training	1	4:00
Total for Embury, Andy G.	2	6:00

Evans, Harry A

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	1	7:00
I.S.O. Officer Training	1	4:00
Total for Evans, Harry A	3	13:00

Frietze, Trevor R

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	9:30
I.S.O. Driver and Operator Training	1	2:00

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



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Total for Frietze, Trevor R		3	11:30
Gaytan, Melina Aleksandra			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	2:00	
Total for Gaytan, Melina Aleksandra		1	2:00
Guzman, Phillip B			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	7:00	
Total for Guzman, Phillip B		1	7:00
Hoban, Kevin M			
Class Category	Class Count	Total Class Hours	
EMS Training	1	2:00	
I.S.O. Company Training	1	7:00	
I.S.O. Driver and Operator Training	1	3:00	
I.S.O. Officer Training	2	12:00	
Total for Hoban, Kevin M		5	24:00
Klebansky, George A			
Class Category	Class Count	Total Class Hours	
EMS Training	1	2:00	
I.S.O. Company Training	1	7:00	
I.S.O. Driver and Operator Training	1	3:00	
I.S.O. Officer Training	1	4:00	
Total for Klebansky, George A		4	16:00
Linares-Chacon, Sebastian			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	7:00	
Total for Linares-Chacon, Sebastian		1	7:00
Lucero, Jojo			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	1	7:00	
I.S.O. Driver and Operator Training	1	3:00	
Total for Lucero, Jojo		2	10:00
Manriquez, Humberto			
Class Category	Class Count	Total Class Hours	
I.S.O. Company Training	2	4:00	
I.S.O. Driver and Operator Training	1	3:00	
Total for Manriquez, Humberto		3	7:00
McBurney, Samuel O			
Class Category	Class Count	Total Class Hours	
EMS Training	1	2:00	
Total for McBurney, Samuel O		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.

Molinar, Junshiro Lazos		
Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	9:30
Total for Molinar, Junshiro Lazos	3	11:30

Navarro, Nicolas A		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	5	13:00
I.S.O. Officer Training	1	4:00
Total for Navarro, Nicolas A	6	17:00

Reyna, Louis Nathen		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	3	12:30
Total for Reyna, Louis Nathen	3	12:30

Rodriguez, Gabriel		
Class Category	Class Count	Total Class Hours
I.S.O. Driver and Operator Training	1	3:00
Total for Rodriguez, Gabriel	1	3:00

Rogers, Travis Adam		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	7:00
Total for Rogers, Travis Adam	1	7:00

Rossman, Tabitha A		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	7:00
Total for Rossman, Tabitha A	1	7:00

Sanchez, Xavier		
Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	1	7:00
I.S.O. Driver and Operator Training	1	3:00
Total for Sanchez, Xavier	3	12:00

Shepan, Lance A.		
Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Shepan, Lance A.	1	2:00

Thunhorst, Ines C		
Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	1	7:00
I.S.O. Driver and Operator Training	1	3:00

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

Total for Thunhorst, Ines C		3	12:00
Torres, Joseph J			
Class Category	Class Count	Total Class Hours	
EMS Training	1	2:00	
I.S.O. Company Training	4	11:30	
I.S.O. Driver and Operator Training	1	3:00	
Total for Torres, Joseph J	6	16:30	
Vallone, Alexis M			
Class Category	Class Count	Total Class Hours	
EMS Training	1	2:00	
I.S.O. Driver and Operator Training	1	3:00	
Total for Vallone, Alexis M	2	5:00	
Whited, Gregory E			
Class Category	Class Count	Total Class Hours	
EMS Training	1	2:00	
I.S.O. Company Training	2	10:00	
I.S.O. Driver and Operator Training	1	3:00	
I.S.O. Officer Training	1	4:00	
Total for Whited, Gregory E	5	19:00	

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

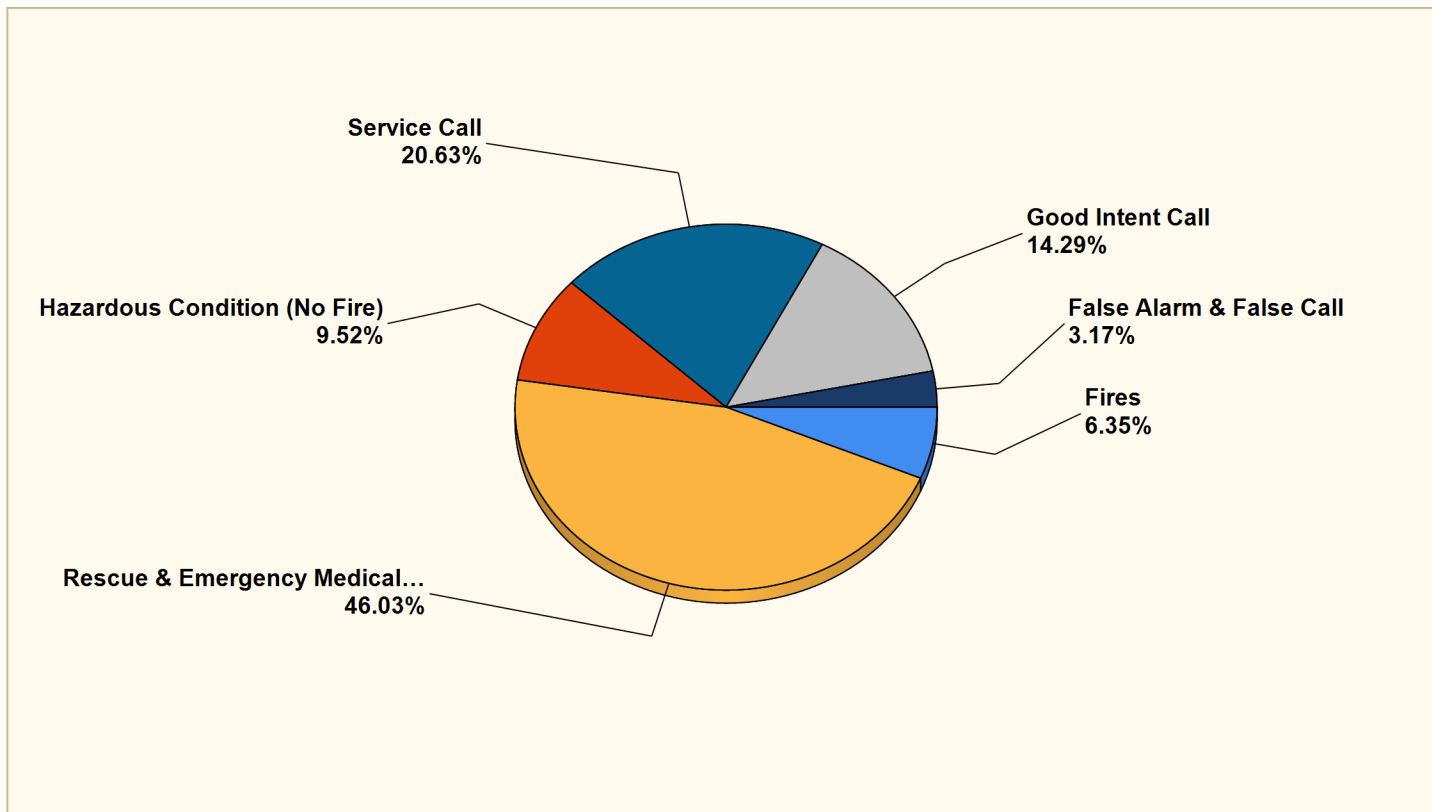
Mesilla, NM

This report was generated on 3/2/2021 6:57:29 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 02/28/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	6.35%
Rescue & Emergency Medical Service	29	46.03%
Hazardous Condition (No Fire)	6	9.52%
Service Call	13	20.63%
Good Intent Call	9	14.29%
False Alarm & False Call	2	3.17%
TOTAL	63	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	2	3.17%
142 - Brush or brush-and-grass mixture fire	1	1.59%
151 - Outside rubbish, trash or waste fire	1	1.59%
311 - Medical assist, assist EMS crew	4	6.35%
321 - EMS call, excluding vehicle accident with injury	17	26.98%
322 - Motor vehicle accident with injuries	2	3.17%
381 - Rescue or EMS standby	6	9.52%
412 - Gas leak (natural gas or LPG)	4	6.35%
421 - Chemical hazard (no spill or leak)	1	1.59%
481 - Attempt to burn	1	1.59%
511 - Lock-out	2	3.17%
522 - Water or steam leak	1	1.59%
551 - Assist police or other governmental agency	1	1.59%
552 - Police matter	1	1.59%
554 - Assist invalid	6	9.52%
561 - Unauthorized burning	2	3.17%
611 - Dispatched & cancelled en route	4	6.35%
622 - No incident found on arrival at dispatch address	1	1.59%
631 - Authorized controlled burning	2	3.17%
651 - Smoke scare, odor of smoke	2	3.17%
733 - Smoke detector activation due to malfunction	1	1.59%
744 - Detector activation, no fire - unintentional	1	1.59%
TOTAL INCIDENTS:	63	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 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 February 2021, for the Mesilla Marshal's Department:

911 hang ups	3	Domestic	5
		Fight	1
Abandoned vehicle	1		
		Drunk/Intoxicated subject	1
Agency assist	17		
		DWI	1
ACO calls	6		
		Foot patrol	2
Animal bite	1		
ACO call	1	Forgery	1
Care & maint	2		
Stray	2	Frequent patrol	7
ATV complaint	1		
		Harassment	1
Auto theft	1		
		Information report	7
Behavioral	1		
		Loud party	1
Burglary	2		
		Motor Vehicle Crashes	6
Burglary alarm	2		
		Hit and run crash	2
		Injury crash	3
Child abuse	1	Non-injury crash	1
Civil process	1		
		Panic alarm	3
CPR adult	3		
		Phone call	7
Custody dispute	2		
		Prisoner Transport	2
Disturbances	10		
		Prowler	1
Disorderly	4		
		Public assist	9

		Threats	1
Shots fired	2	Traffic stops	78
Suicidal subject	1	Trespassing	3
Supplement	7	Vandalism/graffiti	1
Suspicious activity	15	Warrant service	2
Activity	5	<u>Welfare check</u>	<u>3</u>
Person	7	Total # of calls for service	216
Vehicle	3		
Theft	4		

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: March 1, 2021
TO: Mayor Barraza, Board of Trustees and Cynthia Stoechner-Hernandez
FROM: Rodney J. McGillivray, Public Works Director 
RE: **Public Works Division Activity Report – February 2021**

On-going maintenance, custodial and operations:

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

Miscellaneous items/work orders/accomplishments:

Covid disinfectant fogging for Town Hall and Community Center
Detailed truck #63
Salvaged materials taken to scape recycler
Repaired sidewalk at Avenida de Mesilla and Motel
Grinder pump repairs 2990 Ave de Mesilla
Pot-hole repairs
Replaced primary gate locks

Re-keyed Town Hall
Cleaned trail
Serviced lawn mower equipment
Repair to door at Public Safety Building
HVAC filter replacements
Plaza sprinkler valve replacement
Serviced all park sprinklers for growing season
Weed eradication at Town easements
Street cleaning
Added dirt and performed grading at Veterans Park
Removed Community Center front doors and assisted Adelante's with freezer delivery
Clean up Bowman and University
Installed new stop sign at Snow Rd.
Replaced broken water valve box at Cielo Grande and Norte

Project update:

Parian Capital Outlay – Project close-out is underway

LGRF (2019-2020) – Project close-out is underway

LGRF (2020-2021) – Agreement for Engineering pending BOT approval

La Llorona Trail Extension – Working with NMDOT for final project close-out.

Calle del Norte Trail Phase II – Project design is on-hold pending approval from EBID.

Plaza Lighting Replacement – Three additional light poles have been ordered and are scheduled for installation around the second week in April.

LGRF (2021-2022) – Application is anticipated to be submitted prior to March 5, 2021.

Playground Equipment – Grant received. Correspondence with equipment suppliers is underway.