



Town of Mesilla, New Mexico

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4 THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, MAY 10,
5 2021 AT 5:00 P.M., VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389 PASSWORD 971704

- 6 1. Discussion regarding Town of Mesilla FY 22 budget. – Cynthia Stoechner-Hernandez,
7 Clerk/Treasurer.

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10 THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, MAY
11 10, 2021 AT 6:00 P.M., VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389 PASSWORD
12 971704.

- 13 1. PLEDGE OF ALLEGIANCE
14 2. ROLL CALL & DETERMINATION OF A QUORUM
15 3. CHANGES TO THE AGENDA & APPROVAL
16 4. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.
17 Public input in writing shall be received at cynthias-h@mesillanm.gov 24 hours in advance
18 to the meeting and will be read into the record. You will also be given an opportunity to speak
19 during this time by pressing *9 while in the teleconference. You will be prompted when to
20 begin speaking.
21 5. APPROVAL OF CONSENT AGENDA: (The Board will be asked to approve by one motion the
22 following items of recurring or routine business. The Consent Agenda is marked with an
23 asterisk *)
24 a) *Work Session MINUTES – Minutes of Work Session on April 26, 2021.
25 b) *BOT MINUTES – Minutes of a Regular Meeting on April 26, 2021.
26 c) *PZHAC Case 061208 – 2685 Calle de Parian, submitted by William B. McIlvaine, a request for a
27 zoning permit to repair and repaint the stucco and roof on a secondary dwelling to match the
28 primary dwelling at this address. Zoned: Historic Residential (HR) (This case was heard during
29 the PZHAC Work Session.)
30 d) *PZHAC Case 061212– 1755 Tierra de Mesilla, submitted by Blanca Huisar for Casa Blanca; a
31 request for approval of a site plan and elevations for a commercial development on this property.
32 Zoned: General Commercial (C)
33 6. NEW BUSINESS:
34 a) For Approval: a contract to approve Molzen Corbin as the engineer of record for the Calle del Norte
35 Multi-Use Path Phase II Project – Rod McGillivray, Public Works Director.
36 7. *STAFF REPORTS
37 Community Development
38 Community Programs
39 Finance Department
40 Fire Department
41 Marshal Department
42 Public Works Department
43 8. BOARD OF TRUSTEE COMMITTEE REPORTS
44 9. BOARD OF TRUSTEE/STAFF COMMENTS
45 10. ADJOURNMENT
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47
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NOTICE:

49 If you need an accommodation for a disability to enable you to fully participate in the hearing or meeting, please
50 contact us at 524-3262 at least one week prior to the meeting. The Mayor and Trustees request that you
51 remain on mute unless requested to speak.
52

- 1 Posted 05/07/2021 at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety
- 2 Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290
- 3 Avenida de Mesilla, Ristramn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.
- 4 A copy of the agenda packet can be found online at www.mesillanm.gov.



Town of Mesilla, New Mexico

BOARD OF TRUSTEES

TOWN OF MESILLA

WORK SESSION

MONDAY, APRIL 26, 2021 AT 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

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Edward Lerma, Marshal
Rod McGillivray, Public Works Director
Gloria Maya, Recorder

1. Discussion regarding Colonia's designation. – **Jay Armijo, South Central Council of Governments.**

Mr. Armijo gave a presentation regarding Colonia's designation.

Mayor Barraza asked about the match amount.

Mr. Armijo responded it is a 90% Grant with different options for the 10% match amount, i.e., a 20 year no interest loan, match waiver.

Trustee Arzabal asked how much the town is losing out in grant funding by not being designated as a Colonia.

Mr. Armijo responded in a 10 year cycle the town is looking at a loss of \$5 million dollars in funding.

Trustee Arzabal stated he understands the name of the town does not have to be changed.

Mr. Armijo stated it is not a requirement to change the name of the town, or to have an informational sign during construction, etc.

Mayor Barraza stated she understands that this designation does not lower the property value.

1 Mr. Armijo responded he has not heard of property values going down with the designation.
2
3 Trustee Arzabal asked if Brazito got the Colonia status to get water and sewer service.
4
5 Mr. Armijo responded no; Brazito and San Pablo have been a designated Colonia since the inception of the HUD
6 program.
7
8 Mayor Barraza stated the Town of Mesilla was designated as a Colonia before it became a municipality.
9
10 Trustee Garcia asked if insurance rates will be affected with the designation. She asked if there is a timeline for
11 applying.
12
13 Mr. Armijo responded he has not heard of that happening. There is a timeline cycle and explained the process
14 needing to be followed.
15
16 Trustee Garcia stated she was against the designation when it was first brought forth but has since been
17 educated and agrees it is a good move. We need to allow the residents to bring forth their opinions so that we
18 can educate them as well in an open meeting.
19
20 Trustee Arzabal stated he does not know why we continue to have our meetings by Zoom. The residents need
21 to have the opportunity to speak directly to the board. He recommended a meeting be held at the Community
22 Center.
23
24 Mayor Barraza responded that can be arranged. There is currently a limit of 10 people in a gathering.
25
26 Trustee Caro asked if this funding would be ending anytime soon.
27
28 Mr. Armijo responded he does not see this going away anytime soon. These are state dollars shaved away
29 from Capital Outlay.
30
31 Trustee Arzabal asked if the money that is not used rolls over.
32
33 Mr. Armijo responded the money can be rolled over. Municipalities have reverted funding if a project cannot
34 be completed or started.
35
36 Mayor Pro Tem Johnson-Burick stated she supports the designation.
37
38 Mr. McGillivray asked for reversion dates of duration.
39
40 Mr. Armijo responded they look at completing projects within 12 to 24 months. There is a mechanism in place

1 when extensions have been requested.

2

3 Mr. McGillivray asked if it is a 24-month diversion on the agreement and is there an opportunity for in-kind in
4 the match.

5

6 Mr. Armijo responded that is based on the project schedule and there is an opportunity for in-kind.

7

8 Mayor Barraza stated we will be scheduling community meetings to inform the residents and allow them to
9 voice their opinions. She is looking at moving on this within the next 2 weeks.

10

11 **2. Discussion regarding Town of Mesilla FY 22 budget. – Cynthia Stoechner-Hernandez,**
12 **Clerk/Treasurer.**

13 Ms. Stoechner-Hernandez gave a presentation on the preliminary Town of Mesilla FY 22 Budget.

14

15 Trustee Arzabal asked if the 2% increase was voted on in years past.

16

17 Ms. Stoechner-Hernandez responded the increase is based on the CPI.

18

19 Trustee Caro asked if more needs to be budgeted for Public Works to continue the right of way project.

20

21 Mayor Barraza responded budget was not increased for Public Works, Mr. McGillivray will need to come up
22 with a plan to continue to address that. We are currently our GRT is down 17% compared to last year. She is
23 afraid to increase any department's budget at this time. She would like to revisit the budget in November to
24 see if we can give employees a Cost-of-Living increase. It has been helpful that Medical benefits did not
25 increase this year.

26

27 Trustee Garcia stated the employees are the ones that kept Mesilla alive during the past year while we were at
28 home being safe. She will remind the mayor to revisit the budget in November. Some of our employees who
29 have been here five years are barely over \$11.50, the new minimum wage, meaning new employees will be
30 coming in at that rate. Employees need to know that we appreciate them.

31 Mayor Barraza stated she agrees that employees need to be compensated. Ms. Stoechner-Hernandez is being
32 vigilante with regards to hourly wages. She will also be researching what the funding we will be receiving can
33 be used for. She wants to see if it can be used as a bonus instead of a salary increase just in case GRTs drop
34 again.

35

36 Trustee Garcia reiterated the employees are the ones that kept Mesilla afloat while we stayed home being safe.

37

38 Mayor Barraza stated she would like to finalize the budget by mid-May.

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**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, APRIL 26, 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
Kevin Hoban, Fire Chief
Edward Lerma, Marshal
Rod McGillivray, Public Works Director
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 Johnson-Burick, Trustee Arzabal, Trustee Caro, Trustee Garcia.

3. CHANGES TO THE AGENDA & APPROVAL

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

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

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

4. PRESENTATIONS:

- a) Presentations to Roman Prieto and Judy Houston for their dedicated service on the Planning, Zoning and Historical Appropriateness Commission. – **Board of Trustees.**

Mayor Barraza made a presentation to Roman Prieto and Judy Houston to thank them for their dedicated service on the Planning, Zoning and Historical Appropriateness Commission.

Ms. Houston thanked the town for the opportunity to serve on the Planning, Zoning and Historical Appropriateness Commission.

Ms. Stoechner-Hernandez read letter from Mr. Prieto.

1 Mayor Barraza asked the board to reach out to the residents to be able to fill the vacancies.

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

3 **Public input in writing shall be received at cynthias-h@mesillanm.gov 24 hours in advance to the meeting**
4 **and will be read into the record. You will also be given an opportunity to speak during this time by pressing**
5 ***9 while in the teleconference. You will be prompted when to begin speaking.**

6 Mr. Wendler read a proclamation making Thursday, May 6, 2021 “National Day of Prayer” in the Town
7 of Mesilla.

8 **6. CLOSED SESSION** – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to
9 personnel matters in the Public Works/Marshal’s Departments.

10 **Motion: To close Regular Meeting and enter Closed Session – pursuant to NMSA 1978 Chapter 10-15-**
11 **1(H)(2): discussion limited to personnel matters in the Public Works/Marshal’s Departments, Moved by**
12 **Trustee Arzabal, Seconded by Trustee Caro.**

13
14 **Roll Call Vote:** Motion passed (summary: Yes =4).

15 Mayor Pro-Tem Johnson-Burick Yes

16 Trustee Arzabal Yes

17 Trustee Caro Yes

18 Trustee Garcia Yes

19

20 **Entered Closed Session at 6:15 p.m.**

21

22

23 **7. STATEMENT REGARDING CLOSED SESSION AND ROLL CALL VOTE** – discussion during the closed
24 session was limited to personnel matters in the Public Works/Marshals’ departments pursuant to
25 NMSA 1978 Chapter 10-15-1(H)(2). – **Board of Trustees.**

26 **Motion: To enter Regular Meeting – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): after limited discussion**
27 **to personnel matters in the Public Works/Marshal’s Departments: no action taken, Moved by Trustee**
28 **Arzabal, Seconded by Mayor Pro Tem Johnson-Burick.**

29

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

31 Mayor Pro-Tem Johnson-Burick Yes

32 Trustee Arzabal Yes

33 Trustee Caro Yes

34 Trustee Garcia Yes

35

36 **Enter Regular Meeting at 6:25 p.m.**

37

38 **8. ACTION ON ITEMS FROM CLOSED SESSION** – the board may act on items discussed in closed session
39 limited to personnel matters in the Public Works pursuant to NMSA 1978 Chapter 10-15-1(H)(2). –
40 **Board of Trustees.**

41 Mayor Barraza recommended Mr. Patrick Rodriguez for the position of Groundskeeper.

42

43 **Motion: To approve the hiring of Patrick Rodriguez as Groundskeeper in the Public Works Department,**
44 **Moved by Trustee Arzabal, Seconded by Trustee Garcia.**

45

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

1 Mayor Pro-Tem Johnson-Burick Yes
2 Trustee Arzabal Yes
3 Trustee Caro Yes
4 Trustee Garcia Yes
5

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

8 **Motion: To approve consent agenda, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee**
9 **Garcia.**

10
11 **Roll Call Vote:** Motion passed (**summary:** Yes =4).

12 Mayor Pro-Tem Johnson-Burick Yes
13 Trustee Arzabal Yes
14 Trustee Caro Yes
15 Trustee Garcia Yes
16

- 17 a) ***BOT MINUTES** – Minutes of a Regular Meeting on April 12, 2021. **Approved by consent**
18 **agenda**
19 b) ***PZHAC Case 061203** – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a
20 request for a zoning permit to repair and repaint the stucco on a dwelling at this address.
21 **Zoned: Historic Residential (HR). Approved by consent agenda**
22 c) ***PZHAC Case 061204** – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a
23 request for a zoning permit to install a fence around the rear and sides of a residential
24 property at this address. **Zoned: Historic Residential (HR). Approved by consent agenda**
25 d) ***PZHAC Case 061205** – 2593 Calle de Cura, submitted by Gary Ramsey; a request for a
26 zoning permit to re-stucco and repaint a secondary dwelling at this address. **Zoned:**
27 **Historic Residential (HR). Approved by consent agenda**
28

29 **10. NEW BUSINESS:**

- 30 a) **For Approval:** a contract with Edward Lerma for consultation services relating to administration
31 and procedures in the Marshal's Department. – **Nora L. Barraza, Mayor.**

32 **Motion: To approve a contract with Edward Lerma for consultation services relating to administration and**
33 **procedures in the Marshal's Department, Moved by Trustee Arzabal, Seconded by Trustee Garcia.**
34

35 Ms. Stoechner-Hernandez reviewed the contract.
36

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

38 Mayor Pro-Tem Johnson-Burick Yes
39 Trustee Arzabal Yes
40 Trustee Caro Yes
41 Trustee Garcia Yes
42

43 Mayor Barraza stated Lieutenant Salas is being promoted to Marshal Salas on May 1, 2021.
44

45 Lieutenant Salas thanked the board for their support.
46

47 Board of Trustees congratulated Lieutenant Salas on his promotion.
48

49 **11. BOARD OF TRUSTEE COMMITTEE REPORTS**

1 Trustee Arzabal: CEO regular meeting on Friday.
2
3 Trustee Garcia: MPO Meeting; District Meeting; Architecture Committee Meeting
4 Feels applicant should be in attendance
5
6 Mayor Barraza: Applicant should not be at the Architecture Committee Meeting
7 Packets should be completed prior to the Committee meeting
8
9 Mayor Pro Tem Johnson-Burick: MPO April 14th; MPO May 12th at 1:00 p.m.
10
11 Mayor Barraza: Trail meeting; District NMML meeting; RTD meeting; OEM meeting, Mayor Caucus, City of Las
12 Cruces meeting
13
14 **12. BOARD OF TRUSTEE/STAFF COMMENTS**
15 Ms. Stoenher-Hernandez stated GRT down 17% and is beginning to rise.
16 Fire Chief Hoban stated International Firefighter Day is on Tuesday, May 4th.
17 Mayor Barraza stated she will do something to show her appreciation.
18 Marshal Lerma gave an update on the thefts.
19 Mr. McGillivray stated work will continue the plaza next week. Moving forward on preliminary design which
20 have been presented to the DPAC.
21 Trustee Garcia commended Public Works on fixing the water leak, Fire Chief Hoban for his assistance. Prayers
22 to the residents affected by the Three River Fire.
23 Trustee Arzabal reiterated having the Board of Trustee meetings at the Community Center so residents can
24 attend. He understands the gathering cannot be more than 10 individuals.
25 Mayor Barraza stated we will look into that.
26 Trustee Arzabal stated how can that be if teachers are forced to go into the classroom.
27 Mayor Barraza stated she cannot force employees into a group setting. She will get guidance from the
28 Governor's office.
29 Trustee Arzabal asked if there is anyway the Planning and Zoning can be paid, even just \$50 a month.
30 Mayor Barraza responded she will look into that.
31 Trustee Arzabal stated when he was on the Architecture Style Committee, applicants were allowed to attend
32 making it a smoother process.
33 Mayor Barraza stated that would require the applicants to attend several meetings. She will look at the Iguado
34 Plan.
35 Mayor Pro Tem Johnson-Burick thanked Marshal Lerma for his service to the town.

1 Mayor Barraza thanked Marshal Lerma for his leadership and experience he brought to the town. Lieutenant
2 Salas will do a fabulous job as Marshal. We will have elections in November which the county will be
3 overseeing. She will be in office until 2023 and is planning to run again. We need to focus on historic
4 preservation as new people move into the area. We will also continue to work on updating the ordinances.
5 Cinco de Mayo fiesta has been cancelled. There is more foot traffic on the plaza which is helping our GRT.
6 Preliminary budget will be sent to the state. She asked Ms. Stoechner-Hernandez about the audit report.

7 Ms. Stoechner-Hernandez stated she received the okay to print; looking at next meeting to provide copy to the
8 board.

9

10 **13. ADJOURNMENT**

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

12

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

14

15 **APPROVED THIS 10th DAY OF May, 2021.**

16

17

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Nora L. Barraza
Mayor

20

21

22

23 **ATTEST:**

24

25

26

27

Cynthia Stoechner-Hernandez
Town Clerk/Treasurer

28

BOT ACTION FORM
[PZHAC REVIEW – 5/3/21]
STAFF ANALYSIS

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

Item:

Case 061208 – 2685 Calle de Parian, submitted by William B. McIlvaine, a request for a zoning permit to repair and repaint the stucco and roof on a secondary dwelling to match the primary dwelling 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 repairs and painting of the accessory dwelling are acceptable to the Town as proposed and meet 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 repairs and painting of the accessory dwelling are not acceptable to the Town or do 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: \$2,380.00

Consistency with the Code:

The PZHAC will need to determine that the proposed repairs and painting of the accessory dwelling will be architecturally consistent with other 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 that need to be made:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of repairs and painting of the accessory dwelling to match the primary dwelling on this property.
- The PZHAC has determined that the proposed repairs and painting of the secondary dwelling will not be in violation of MTC 18-33 or MTC 18,35
- The PZHAC has determined that the proposed repairs and painting of the accessory dwellings will meet all applicable Code requirements.

PZHAC ACTION:

The PZHAC determined that the proposed repairs and changes to the accessory dwelling will meet the requirements of the Code and voted 4 – 0 to recommend APPROVAL of the request to the BOT.

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

PZHAC WORK SESSION
MAY 3, 2021
ITEM 1

Submitted by William B. McIlvaine; a request to discuss plans to repair and repaint the stucco and roof on a secondary dwelling to match the primary dwelling at 2685 Calle de Parian. (Case 061208) Zoned: Historic Residential (HR)

Staff Analysis:

The subject structure is 0.93 acres (40511 square feet) in size (16,000 square feet is required by MTC 18.35.040(B)). The accessory dwelling, which is 597 square feet in size, was originally a two-car garage and workshop that was converted into an accessory dwelling within the last fifteen years. (The conversion was completed in 2017.) The applicant bought the property three years ago and has done substantial renovations to the main dwelling and the accessory dwelling, as well as resolved several Codes issues that had existed for years. Now the applicant would like to repair the exterior of the accessory dwelling and repaint it (including the trim and roof) to match the main dwelling. The colors of the main dwelling were approved by the PZHAC in 2019 and are acceptable colors in the Historic portion of Mesilla. There will be no structural or architectural changes to the structure, and the overall appearance other than color will not be changed.

Estimated Cost: \$23,950.00

Consistency with the Code:

The PZHAC will need to determine that the proposed repairs and repainting will be consistent with other structures in the area. 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.

Consistency with the Code:

Although this is technically a repair and repainting of an existing accessory structure to match the primary structure on the property, the PZHAC will need to determine that there will not be any substantial changes to the structure that will have a negative effect on the surrounding properties, and that if there are changes they will be consistent with the following sections of the Code:

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

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

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.

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: [R0400441](#)

Parcel Number: 4006138096083

Owner: MCILVAINE WILLIAM

Mail Address: 7101 NORTH MESA #370

Subdivision:

Property Address: 2685 CALLE DE PARIAN #2

Acres: 0.93



Proposal

DJ. Walker Construction LLC License #360618
 DBA A PLUS EXTERIORS (575-644-0049)
 518 N 17th Street Las Cruces NM 88005
 Customer:

Date: 4/12/2021
 W.O. #: 2021149
 Estimator Darrell Walker
 Phone 575-644-0049

Will & Stephan McIlvaine
 2685 Calle De Parion
 Mesilla, NM



Product	Detailed Description	Quantity	Line Total
1.00	Stucco Renovation Trench perimeter to expose all stucco	2362 SF	11,022.00
Preparation	Power wash to remove all dirt/debris Tape, paper and plastic to windows and doors Remove all delaminated stucco		
Repairs	Inspect and replace weather barrier and lath as needed STO # 727 premix with embedded fiber mesh over all existing stucco		
Finish	STO 1.0 Synthetic over all existing stucco		
Calking	Siliconized caulking at all window and doors		
Color	TBD		
2.00	Electrical		
Lights	Determine if we can cover unused light boxes.		
3.00	Stain Flood Walnut stain sealer on all exposed cedar 5 Columns	5 Columns	200.00
	Exposed beam header	51 LF	204.00
4.00	Metal Roof	2790 SF	5,580.00
Preparation	Power wash to remove all loose dirt and debris		
Flash	Uniflex One Flash to all penetrations, skylights, and solar tubes	14 EA	
Paint	Sherwin Williams Shercryl high performance acrylic (color tbd)	2 coats	
5.00	Fascia & Soffit	250 LF	750.00
Paint	Sherwin Williams prime and paint (color tbd)		
6.00	Exterior doors	5 EA	500.00
Paint	Sherwin Williams prime and paint (color tbd)		
7.00	Porch Ceilings	1018 SF	2,545.00
Preparation	Caulking at all staples and joints		
Paint	Sherwin Williams prime and paint (color tbd)		
8.00	Pump House Stucco and Painting Exterior door	247 SF 1 EA	1,238.00 100.00
		sub total	22,139.00
		tax	1,811.52
		total	23,950.52
		deposit	
		balance	

Customer Signature X [Signature]
 Company Representative X W D MCILVAINE

ARBITRATION: All disputes between the parties arising out of or related to any agreement, term, or any breach or alleged breach of this contract shall be decided by arbitration. No arbitration proceeding under this provision shall include any person or entity not a party to this agreement except by prior written consent. This written consent must specifically refer to this agreement's arbitration provision, describe the matter to be arbitrated, and be signed by the holder and/or contractor. An arbitration proceeding involving an additional person or entity is limited to the parties and matter described in the consent.

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

OFFICIAL USE ONLY:
 Case # 061028
 Fee \$ 290.00

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

CASE NO. 061028 ZONE: HR CODE: M1 APPLICATION DATE 4/27/21

WILLIAM B MCILVAINE 310 990 9896
 Name of Applicant/Owner Applicant's Telephone Number

PO BOX 360 MESILLA NM 88046
 Applicant's/Owner's Mailing Address City State Zip Code

WBMCILVAINE@MAC.COM
 Applicant's/Owner's E-mail Address

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

575 644 0049 360618
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

2685 CALLE DE PARIAN MESILLA NM
 Address of Proposed Work

REPAIR STUCCO, PAINT ROOF PAINT TRIM
COLOR OF STUCCO + PAINT TO MATCH COLORS ON
MAIN HOUSE
 Description of Proposed Work

\$ 23,950 W. McIlvaine 21 APRIL 2021
 Estimated Cost Signature of Applicant 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 APPROVAL 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
[PZHAC REVIEW – 5/3/21]
STAFF ANALYSIS

Submitted by Cesar Huizar for “Casa Blanca de Mesilla” a request to discuss plans to construct a commercial building and conduct a retail operation on two properties located at the southeast corner of Avenida de Mesilla and Tierra de Mesilla. Zoned: General Commercial (C)

The applicant would like to construct a 65.5 foot by 35 foot (2,292 square foot) commercial building on the property. The building will have a 14.5 foot by 65.5 foot (950 square foot) covered patio at the front, for a total of 3,250 square feet of building area. This will almost all (about 3,000 square feet) be used as sales area. In addition to this, about 25,000 square feet of the remainder of the two lots will be used for outdoor display and sales (see attached site plan). The applicant intends to sell indoor and outdoor items that are similar to those being sold by the commercial operation to the west of Avenida de Mesilla near the entrance to Mesilla in the City of Las Cruces. This is a retail use of the property, and the General Commercial (C) zoning of the property allows retail uses.

The site plan also shows that spaces have been provided for up to ten - eleven parking spaces. Plus two handi-capped spaces. MTC 18.60.170 (Parking Requirements) requires parking for Retail Stores that do not have more than 500 square feet of floor area to have one parking space for each 300 square feet of gross floor area. (There is no mention of outdoor sales area.)

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

Estimated Cost: \$220,000.

Consistency with the Code:

The PZHAC will need to determine that the proposed building and property improvements will be consistent with other similar structures 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 commercial building and property improvements on the property at this location.
- The PZHAC has determined that the proposed commercial building and property improvements are not a violation of MTC 18-45.
- The PZHAC has determined that the proposed commercial building and property improvements meet all applicable Code requirements.

PZHAC ACTION:

*The PZHAC determined that the proposed project will meet the requirements of the Code and voted 4 – 0 to recommend **CONDITION APPROVAL** of the request to the BOT.*

BOT OPTIONS:

- **Approve the application as recommended by the PZHAC.**
- **Approve the application with conditions.**
- **Reject the application.**

BOT ACTION:

PLAT OF SURVEY
 SHOWING THE LOCATION OF IMPROVEMENTS
 ON LOT 10 & 11, BLOCK A
 MERCADO DE LA MESILLA, PHASE 3B
 FILED OCTOBER 24, 2002, IN BOOK 20
 PAGES 163-164, DONA ANA COUNTY RECORDS
 TOWN OF MESILLA
 DONA ANA COUNTY, NEW MEXICO

$\Delta=7^{\circ}13'58''$
 $R=472.50'$
 $L=59.65'$
 $\text{Tan}\theta=29.86'$
 $\text{CH}=\text{N } 68^{\circ}17'20'' \text{ E}$
 $59.61'$

C21

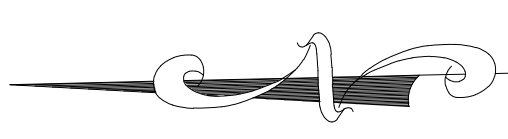
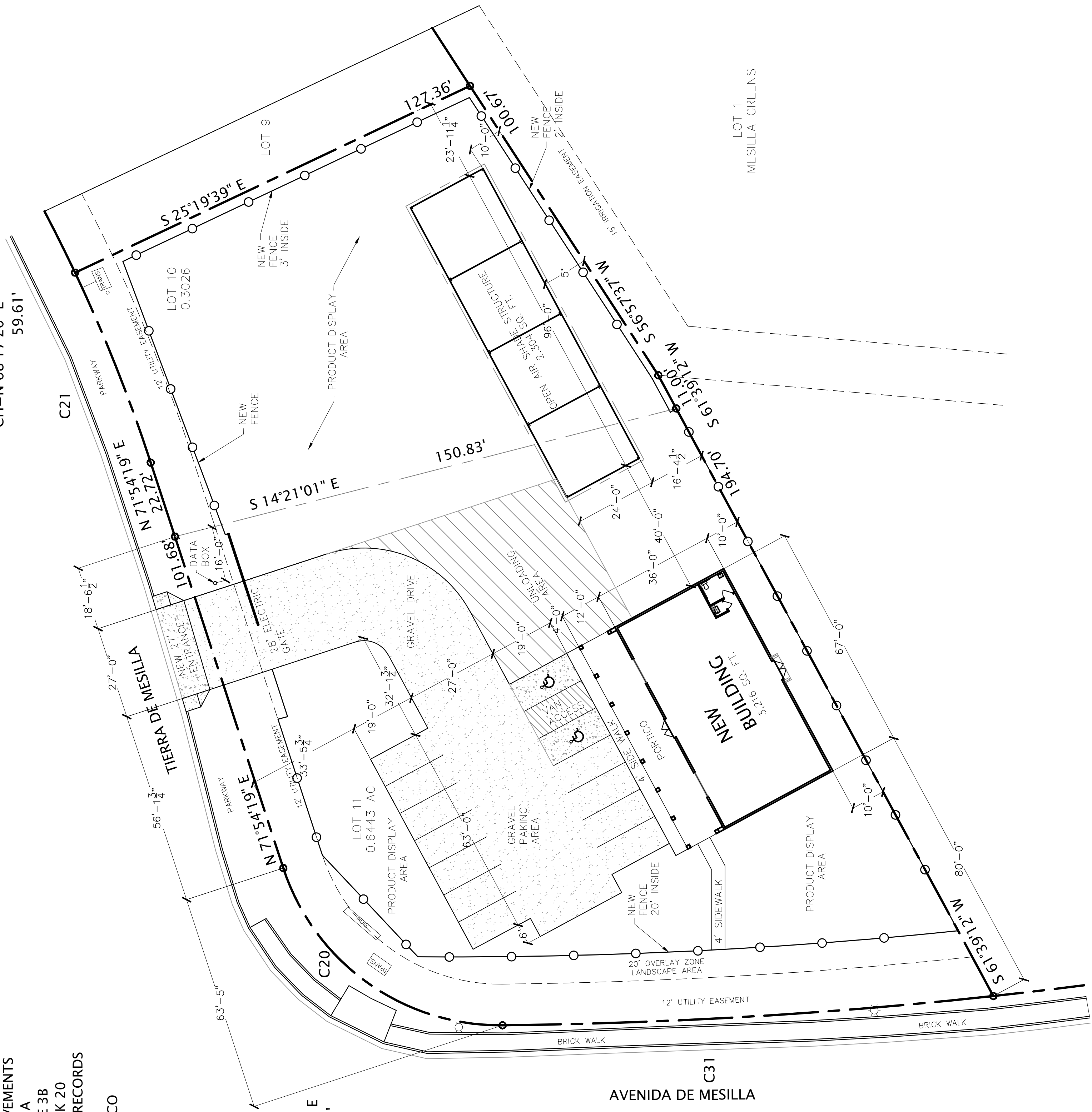
$\Delta=72^{\circ}30'26''$
 $R=66.50'$
 $L=84.16'$
 $\text{Tan}\theta=48.77'$
 $\text{CH}=\text{N } 35^{\circ}39'06'' \text{ E}$
 $78.65'$

C20

$\Delta=5^{\circ}36'54''$
 $R=1463.14$
 $L=143.39'$
 $\text{Tan}\theta=71.75'$
 $\text{CH}=\text{N } 03^{\circ}24'34'' \text{ W}$
 $143.33'$

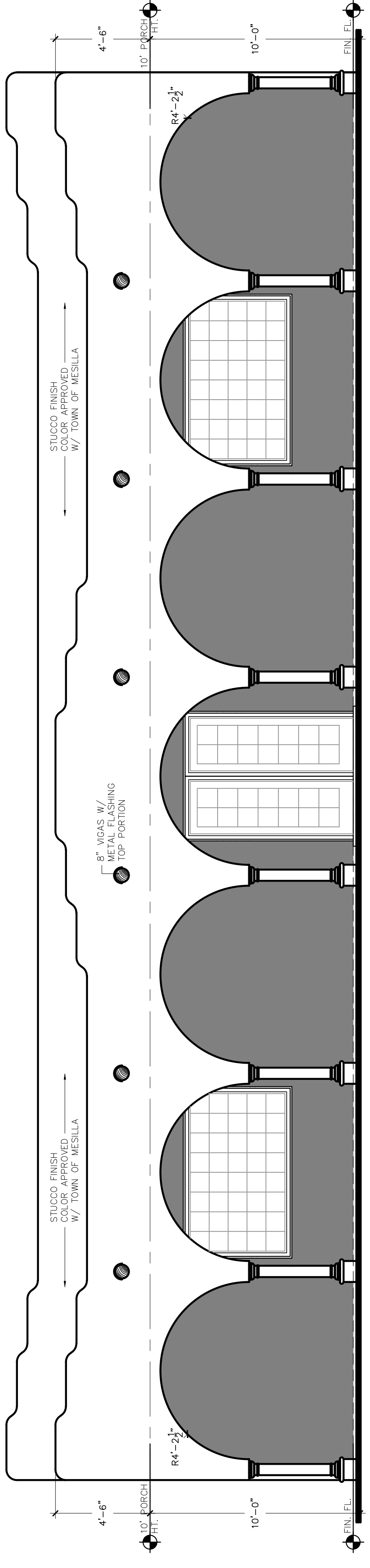
C31

DATE	4/14/2021
DRAWN BY	UMPHRESS
FILE NAME	CBI-C1-3
DISCLAIMER	ALL MEASUREMENTS, DIMENSIONS, BEARINGS AND ANGLES SHOWN ON THIS DRAWING ARE TO BE CHECKED BY THE SURVEYOR AND THE USER. THE USER ASSUMES RESPONSIBILITY OF THE OWNER. THE SURVEYOR'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED BY THE SURVEYOR. THIS DRAWING IS AN INSTRUMENT OF PROFESSIONAL SERVICE AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF THE SURVEYOR.
PROJECT NAME	CASA BLANKA IMPORTS 1705 Tierra de Mesilla Mesilla, NM 88005
PROFESSIONAL SEAL	
SHEET TITLE	SITE PLAN
SHEET NO.	C1



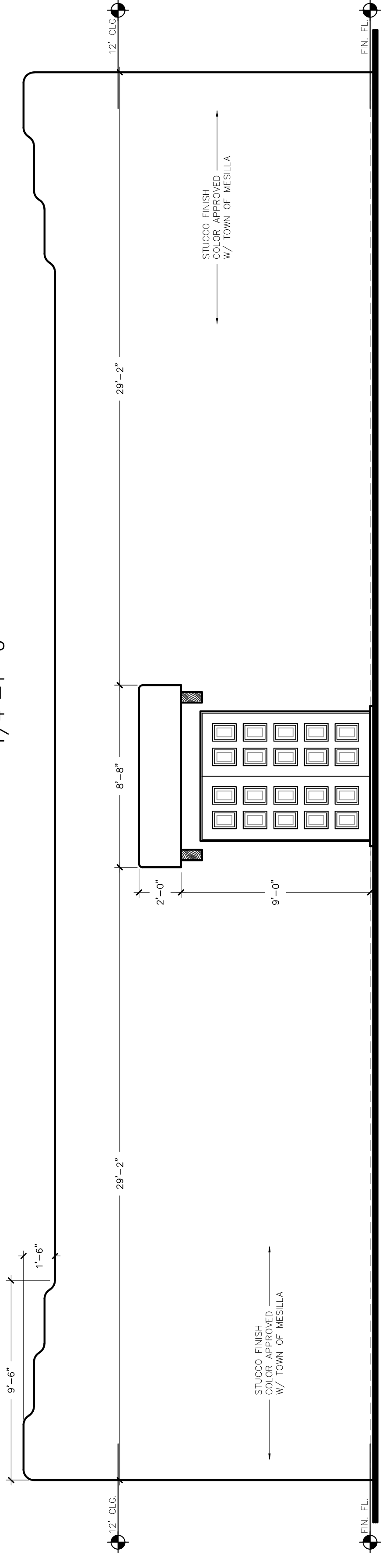
NORTH
 SCALE: 1" = 20'





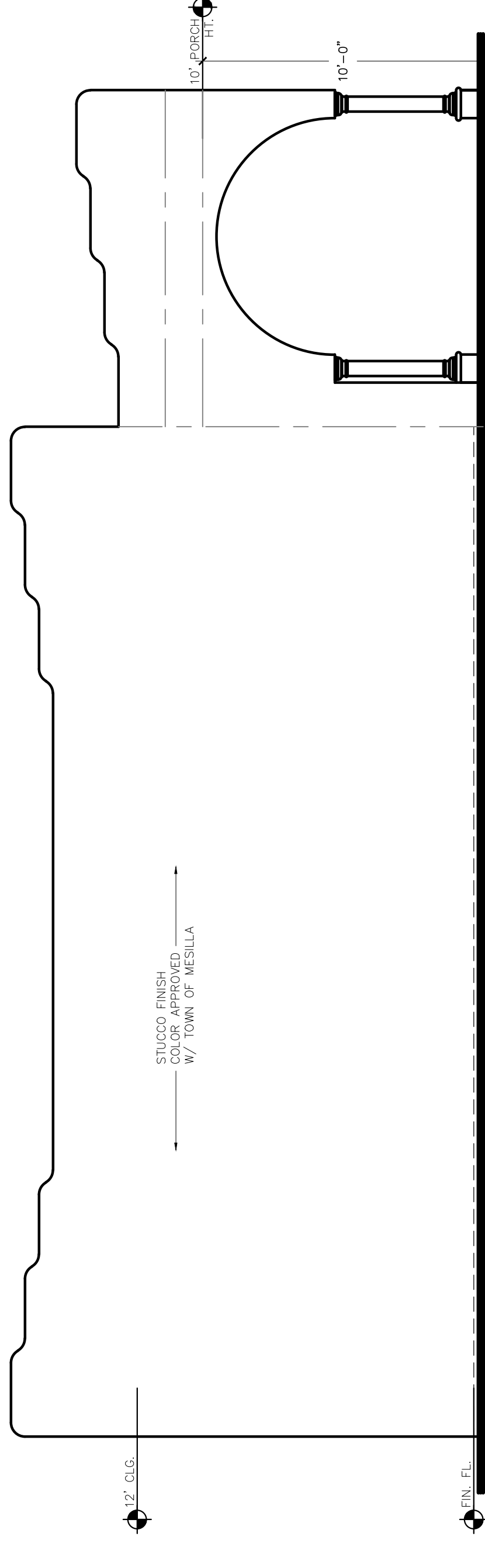
FRONT ELEVATION

1/4" = 1'-0"



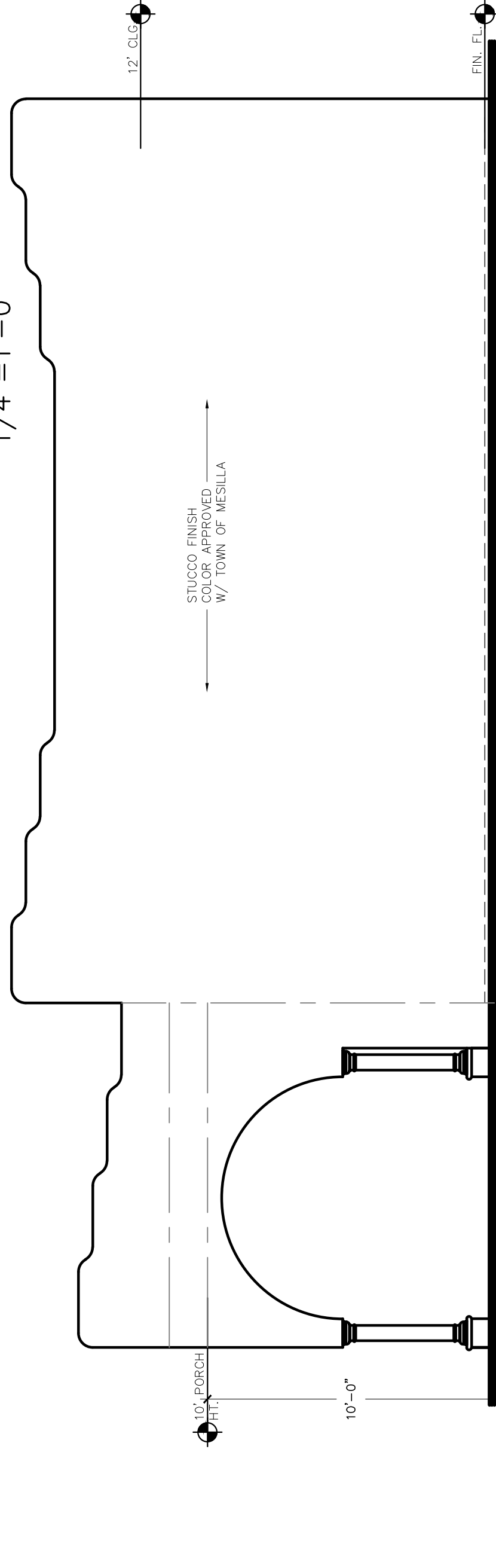
REAR ELEVATION

1/4" = 1'-0"



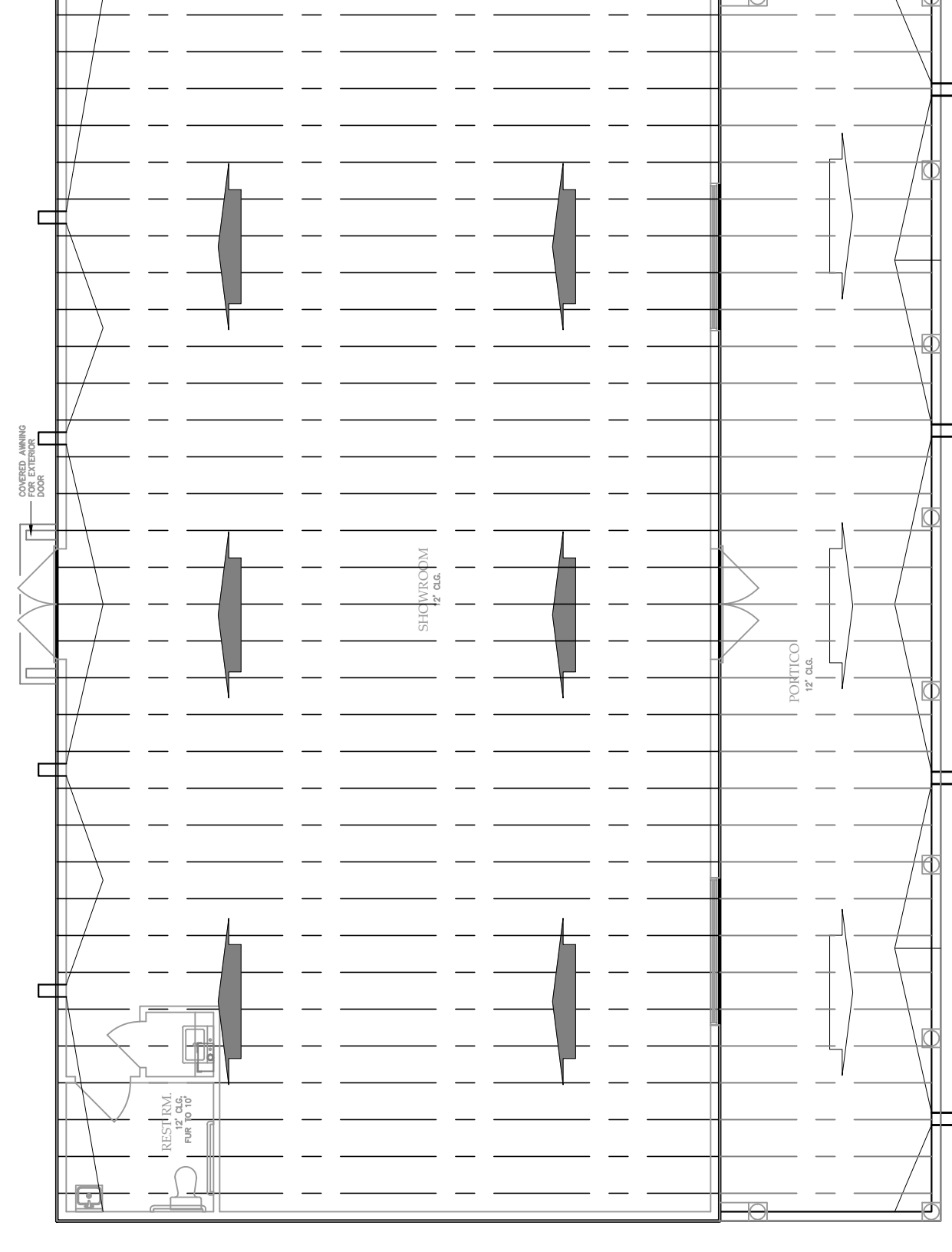
LEFT ELEVATION

1/4" = 1'-0"



RIGHT ELEVATION

1/4" = 1'-0"

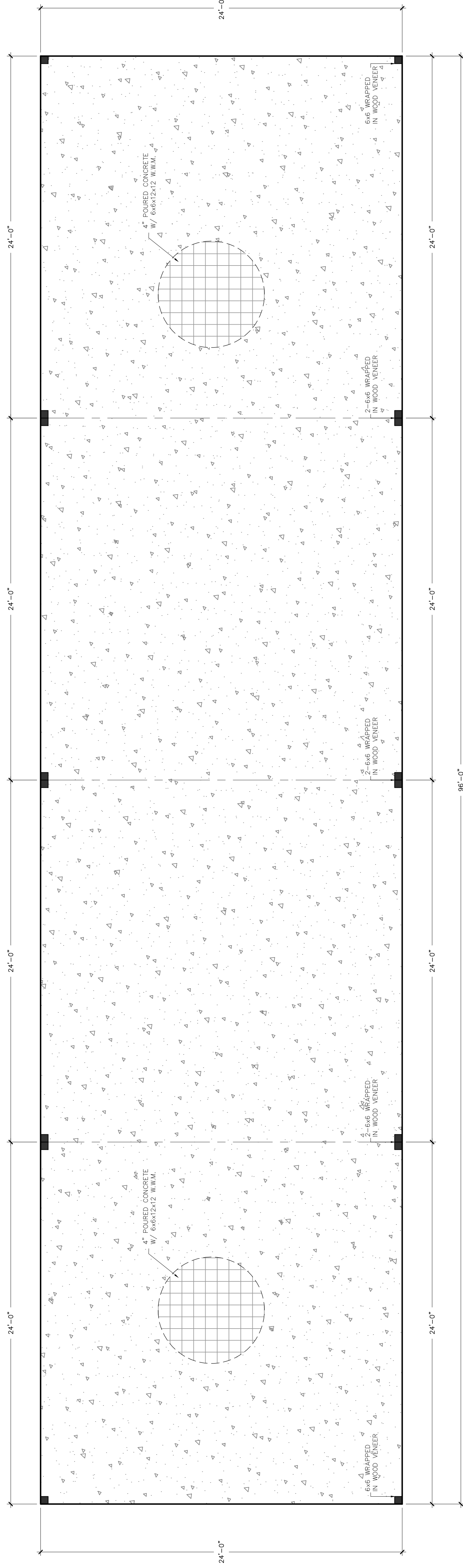


ROOF TRUSS PLAN

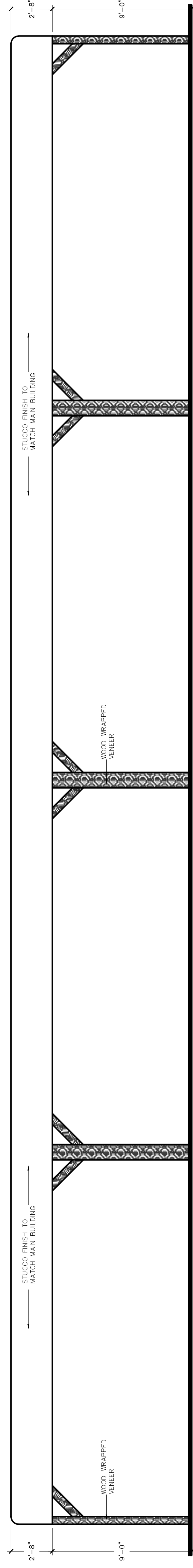
1/8" = 1'-0"

DATE	3/18/2021
DRAWN BY	
UMPHRESS	
FILE NAME	
CBI-A2	
DISCLAIMER	ALL MEASUREMENTS, DIMENSIONS, & SPECIFICATIONS INCLUDING ALL BUILDING CODES, PERMITS, AND REGULATIONS ARE THE RESPONSIBILITY OF THE OWNER & CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE STRUCTURAL INTEGRITY OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL, STATE, AND FEDERAL GOVERNMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE COVERAGE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL SEALS AND STAMPS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL FEES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL SUPPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL ASSISTANCE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL ADVICE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL GUIDANCE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL HELP. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL SUPPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL ASSISTANCE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL ADVICE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL GUIDANCE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL HELP.
PROJECT NAME	CASA BLANKA IMPORTS 1705 Tierra de Mesilla Mesilla, NM 88005
AREA: TOTAL	
HEATED	2,412 SQ. FT.
PORCH	804 SQ. FT.
TOTAL	3,216 SQ. FT.
PROFESSIONAL SEAL	
SHEET TITLE	ELEVATIONS/ ROOF TRUSS PLAN
SHEET NO.	A2

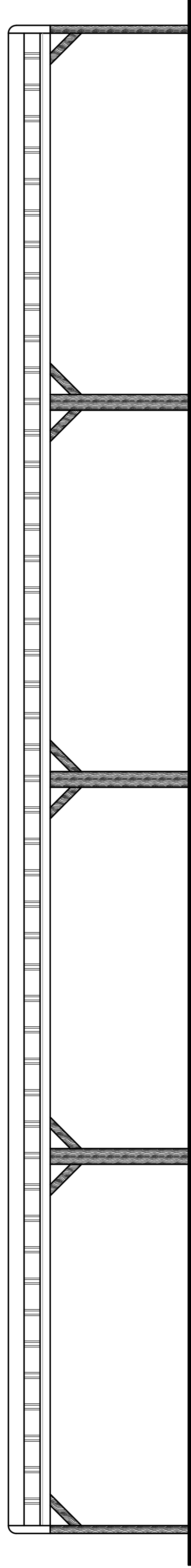
DATE	4/14/2021
DRAWN BY	UMPHRESS
FILE NAME	CBI-A3
DISCLAIMER	ALL MEASUREMENTS, DIMENSIONS, & SPECIFICATIONS INCLUDING ALL BLDG. OWNER & CONTRACTOR & ARE THE CONTRACTOR'S RESPONSIBILITY. THE CONTRACTOR AND OWNER, THE CONTRACTOR AND OWNER, AND CONTRACTOR, THIS DRAWING SHALL NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THEIR WRITTEN PERMISSION.
PROJECT NAME	CASA BLANKA IMPORTS 1705 Tierra de Mesilla Mesilla, NM 88005
AREA: TOTAL	SHADE STRUCTURE 2,304 SQ. FT.
TOTAL	2,304 SQ. FT.
PROFESSIONAL SEAL	
SHEET TITLE	FLOOR PLAN/ SHADE STRUCTURE
SHEET NO.	A3



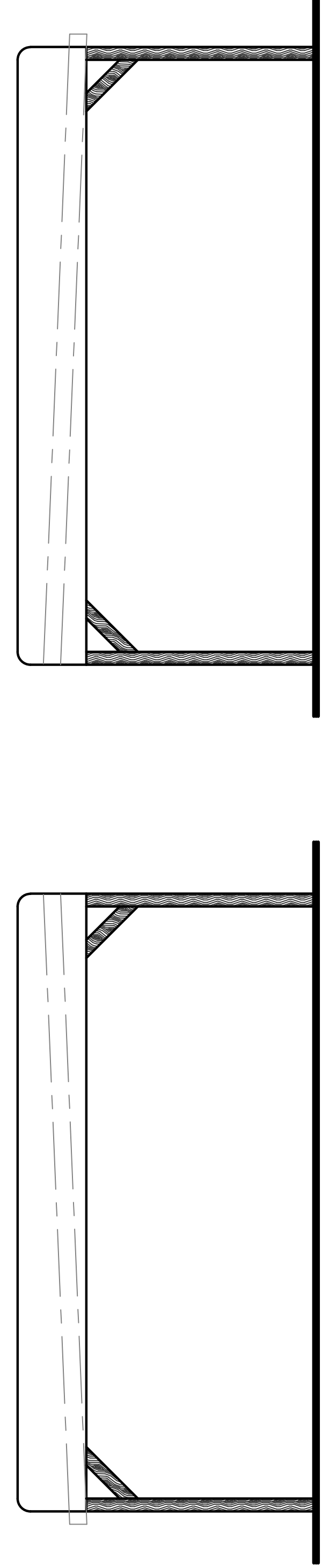
FLOOR PLAN: SHADE STRUCTURE
1/4"=1'-0"



FRONT ELEVATION
1/4"=1'-0"



REAR ELEVATION
1/4"=1'-0"



LEFT ELEVATION
1/4"=1'-0"

RIGHT ELEVATION
1/4"=1'-0"

TOWN OF MESILLA
ZONING APPROVAL

OFFICIAL USE ONLY:

Case # 061212

Fee \$ 340.50

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

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

CASE NO. 061212 ZONE: C CODE: NC APPLICATION DATE: 4/28/21

Name of Property Owner: Casa Blanca Imports Property Owner's Telephone Number: 915-226-7417

Property Owner's Mailing Address: 3694 Santa Marcella Ave. Los Cruces NM City: Los Cruces State: NM Zip Code: 88012

Property Owner's E-mail Address: huices@hotmail.com

Contractor's Name & Address (If none, indicate Self): Merlin Enterprises 486 Mesquite, NM

Contractor's Telephone Number: 575-639-0874 Contractor's Tax ID Number: NM 6B98378859 Contractor's License Number:

Address of Proposed Work: 1705 Tierrade Mesilla & Ave de Mesilla

Description of Proposed Work: Commercial Building of 3216 sq ft (2412 sq ft + 804 sq ft Portico/Porch) and 2304 sq ft (24 ft x 96 ft) shade structure

Estimated Cost: \$220,000 Signature of Applicant: [Signature] Date: 04-28-2021

Signature of property owner: [Signature] Blanca G. Huizar

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

FOR OFFICIAL USE ONLY

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

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

CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS: PZHAC REVIEW & BOT APPROVAL REQUIRED
CID PERMITS REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

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

PZHAC ACTION FORM
[PZHAC REVIEW – 5/3/21]
STAFF ANALYSIS

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

Item:
Case 061213 – 2391 Calle de Parian, submitted by Robert Reynolds, a request to install a gazebo type shade structure on a residential property 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 gazebo is acceptable to the Town as proposed and will meet 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 gazebo is not acceptable to the Town or will 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: \$1500.00

Consistency with the Code:

The PZHAC will need to determine that the proposed gazebo will be architecturally consistent with other 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 that need to be made:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of installing a gazebo on this property.
- The PZHAC has determined that the proposed gazebo will not be in violation of MTC 18.33 or MTC 18.35
- The PZHAC has determined that the proposed gazebo will meet all applicable Code requirements.

PZHAC OPTIONS:

- **Recommend approval of the zoning permit to the BOT.**
- **Recommend approval of the zoning permit to the BOT with conditions.**
- **Postpone a decision on the zoning permit to allow the applicant to provide additional information.**
- **Reject the zoning permit.**

PZHAC ACTION:

BOARD ACTION FORM

ITEM:

Select Molzen Corbin as the engineer of record for the Calle del Norte multi-use path Phase II project. Engineering services include design, bidding and construction administration.

Note: An RFP for this work was not required as the work will be performed under the Town of Mesilla General Engineering Services Agreement. The subject project was listed and advertised in the General Engineering Services RFP dated March 29, 2020.

BACKGROUND:

The Town of Mesilla was awarded LGTPF special funding in the amount of 848k for the Calle del Norte multi-use path phase II. This project scope is for the change of route and termini from the California Lateral to Calle del Norte as presented to the BOT on March 8, 2021. A copy of the project estimate is attached.

SUPPORTING INFORMATION:

Town of Mesilla RFP – General Engineering dated March 29, 2020

BOT OPTIONS:

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

MOLZENCORBIN

May 1, 2021

Mr. 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
Calle de Norte Multi-use Path Phase II – Redesign
NMDOT LGTPF Agreement No. CN: LP10004**

Dear Mr. McGillivray,

Molzen Corbin is pleased to provide this proposal for professional engineering services for the design and construction phase of a 0.61 mile long multi-use trail from Calle del Norte phase 1 crossing over to the north side of Calle del Norte just before Calle Paisano to the Mesilla Lateral and a connection from the La Llorona trail to the west end of phase I.

SCOPE

Design Phase – Basic Service

This project consists of the design of this project including the following elements:

- Preliminary Design. This represents approximately 60% completion of the design phase services for review by the Owner.
- Final Design. This represents approximately 90% completion of the design phase services for review by Owner.
- Plan & profile sheets indicating grades, details, and general sheets.
- Applicable design elements for drainage, including a drainage report and stormwater management design details.
- Applicable pavement markings and trail signage.
- Construction Documents. This represents 100% complete Construction Documents deliverables for bidding.
 - Plans and specifications.
- Advertisement, Bidding and Negotiation phase services

Construction Administration Phase Services (Basic Service)

This work includes limited construction administration during construction, periodic site visits, process of monthly pay applications, attend monthly meetings, process field directives, process change orders, substantial completion inspection, punch list preparation, final inspection and project close out documentation. See attached manhour estimate for more detail.

Topographic Survey – Special Service

- Molzen Corbin will provide topographic alignment surveys of the terrain and the above ground features as needed to complete the project.
- Molzen Corbin will use its in house surveying to obtain this topographic survey.

Control & Utility Survey – Special Service

- Molzen Corbin will provide ground field control surveys for the aerial photogrammetry and pick up utility lines located through NM One-Call.

Right of Way Survey – Special Service

- Molzen Corbin will provide a right of way survey through the route to locate the limits of the public (NMDOT, & Town of Mesilla) right of way.

Geotechnical – Special Service

- The geotechnical services will include performing four hand auger borings to a depth of at least 3-feet for the trail pavement design.
- The geotechnical services will be conducted by our sub-contractor COZ Engineering.

Clearances & Pre-Construction Certifications– Special Service

- Change of route and termini.
- Environmental, Cultural, Biological, or other NEPA surveys that may be required through environmental policies for NMDOT Local Government Transportation Funded projects.
- Environmental services will be conducted by our sub-contractor Epsilon Systems Solutions Inc.
- Pre-Construction Certifications per grant agreement to include Right of Way, Utilities, ITS, Initial Site Assessment (ISA) and Railroad.

Agency Coordination – Special Service

- This work includes coordination with IBWC throughout the project to obtain their final acceptance of the design drawings.
- Coordination with IBWC for the use within the US IBWC flood plain. This will include filling out an application project permit form.
- Coordination with NMDOT requesting permission to use the right-of-way along the north side of Calle Del Norte for the trail.

Part Time Construction Observation – Special Service

- Is not included with this proposal. However, an observer may be provided upon request by the owner or as required by the funding conditions. This will be done through a separate secondary task order.

SCHEDULE & BUDGET

Molzen Corbin will provide the Town of Mesilla progress review drawings as shown in the project schedule below.

TIME FRAME		
Topographic Survey	45 days	From Notice to Proceed
Geotechnical Services	30 days	From Notice to Proceed
60% Preliminary Design	35 days	From receipt of Topographic Survey
90% Final Design	20 days	From receipt of Preliminary Design comments
100% Final Design (Stamped)	15 days	From completion of environmental services and receipt of review comments from the 90% design
Agency review & permitting	45 days	From the completion of the 100% design
Bidding & award	45 days	Completion of final design and upon approval of funding agencies
Construction Period	90 days	Estimated

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 a LUMP SUM fee of \$ 94,763.00, for scope of services herein described. A summarized fee schedule is provided below.

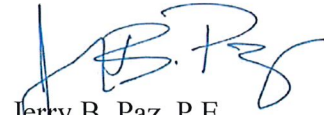
		FEE	METHOD
I.	Design		
	a. 60% Preliminary Design	\$ 27,215.08	Lump Sum
	b. 90% Final Design	\$ 15,341.50	Lump Sum
	c. 100% Bid Documents	\$ 7,433.43	Lump Sum
	d. Advertising/Bid/Award	\$ 3,682.27	Lump Sum
II.	Construction Administration Phase Services	\$ 18,602.72	Lump Sum
III.	Survey		
	a. Topographic Survey & Control Survey	\$ 9,716.00	Lump Sum
	b. Right of Way Survey	\$ 1,870.00	Lump Sum
IV.	Pre-Construction Activities for Clearances (Permitting & coordination)	\$ 8,427.02	
V.	Geotechnical Report	\$ 2,475.00	Lump Sum
	Total	\$ 94,763.00	

Mr. Rod McGillivray
May 1, 2021
Page 4 of 4

All fees are exclusive of applicable NMGRT which will be added to all billings. If you have any questions regarding this proposal, please call me or Mr. John Montoya at (575)522-0049.

Sincerely,

MOLZEN CORBIN



Jerry B. Paz, P.E.
Chief Operations Officer

ESTIMATED SUMMARY OF COSTS AND QUANTITIES

ENTITY: Town of Mesilla DO: _____ CN: _____
 PROJECT _____
 No.: _____
 TERMINI: Calle del Norte Trail Phase 2
Trail on North side of Calle Del Norte
 SCOPE OF WORK: Design and construction
Option 4: Trail Crossing to the North side of CDN

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	ESTIMATED COST
1	Unclassified Excavation, Including removals and Disposal, complete	CY	630	\$25.00	\$15,750.00
2	Subgrade Preparation, complete in place	SY	1870	\$6.00	\$11,220.00
3	6" Crushed Aggregate Base Course, complete in place	SY	1870	\$12.00	\$22,440.00
4	Prime Coat, complete in place	SY	1870	\$2.00	\$3,740.00
5	2" Asphaltic Concrete Surface Course, complete in place	SY	1870	\$22.00	\$41,140.00
6	Saw Cut and Tack Coat, complete in place	LF	40	\$12.00	\$480.00
7	Curb & gutter along CDN	LF	1730	\$32.00	\$55,360.00
8	Railing, Complete in place	LF	200	\$40.00	\$8,000.00
9	12" Slotted Drain Pipe, complete in place	LF	190	\$155.00	\$29,450.00
10	Trail drainage culverts, complete in place	EA	5	\$3,000.00	\$15,000.00
11	Paved drainage swale, complete in place	SY	600	\$36.00	\$21,600.00
12	18" Storm Drain Pipe, complete in place	LF	300	\$52.00	\$15,600.00
13	Trail Signing and striping including flashing pedestrian warning signs, complete in place	LS	1	\$19,500.00	\$19,500.00
14	Laboratory Testing Allowance	ALLOW	1	\$15,000.00	\$15,000.00
15	Traffic Control Including, Plan, Devices, and Management/Maintained	LS	1	\$30,000.00	\$30,000.00
16	Llorona trail connection, complete in place	LS	1	\$198,400.00	\$198,400.00
17	Improvements to existing Drainage Structure	ALLOW	1	\$30,000.00	\$30,000.00
18	Owners Contingency Allowance		1	\$70,000.00	\$70,000.00
	CONSTRUCTION SUBTOTAL				\$602,680.00
19	NM Gross Receipts Tax		8.1875%		\$49,350.00
	CONSTRUCTION TOTAL				\$652,030.00
20	Engineering - Design, Survey, & Geotech				\$86,336.00
21	Environmental & Certifications				\$8,427.00
22	Engineering - Design, Survey, & Geotech for preliminary route along the California Lateral				\$62,000.00
23	Construction Observation, Part-time 3 Months				\$20,400.00
	ENGINEERING, & PRE-DESIGN SUBTOTAL				\$177,163.00
24	NM Gross Receipts Tax		8.3125%		\$14,730.00
	ENGINEERING, & PRE-DESIGN SUBTOTAL				\$191,893.00
	PROJECT TOTAL				\$843,923.00

MEMORANDUM

TO: MAYOR NORA L. BARRAZA AND BOARD OF TRUSTEES
FROM: LARRY SHANNON, COMMUNITY DEVELOPMENT COORDINATOR
SUBJECT: ACTIVITY REPORT – APRIL 2021
DATE: MAY 4, 2021

PZHAC BUSINESS
APRIL 2021

[Items presented to the PZHAC]

ADMINISTRATIVE APPROVAL

Zoning Permits

1. **Case 061187** – 2260 Calle de Santiago, submitted by Bill Cook; a request for a zoning permit to allow the applicant to repaint and refresh an existing sign for a business (“The Potteries”) at this address. Zoned: Historic Commercial (HC)
2. **Case 061188** - 2392 Calle de Parian, submitted by Yolanda Lucero; a request for a zoning permit to allow the applicant to repair the exteriors of the dwellings on a residential property containing four dwelling units. Zoned: Historic Residential (HR)
3. **Case 061189** – 2501 Calle del Norte, submitted by Neri Fietze; a request for a zoning permit to patch and repaint a damaged stucco wall on a dwelling at this address. Zoned: Historic Residential (HR)
4. **Case 061190**– 1925 Snow Road, submitted by Kevin and Bertha McShea, a request for a zoning permit to allow the installation of photo-voltaic electric panels on the roof of a dwelling at this address. Zoned: Rural Farm (RF)
5. **Case 061191** – 2920 Camino Castillo, submitted by Justin Bannister, a request for a zoning permit to allow the installation of photo-voltaic electric panels on the roof of a dwelling at this address. Zoned: Residential, one-acre minimum lot (R1).
6. **Case 061201** - 2650 Calle del Oeste, submitted by Henry Gil; a request for a zoning permit to allow the applicant to reroof a carport and repair trim that was damaged by wind on a dwelling at this address. Zoned: Historic Residential (HR)
7. **Case 061202** – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a request for a zoning permit to replace four doors and repaint all exterior woodwork and trim to match the original color on a dwelling at this address. Zoned: Historic Residential (HR)
8. **Case 061206** – Snow Road (address to be assigned), submitted by Susan Krueger; a request for a zoning permit to allow the applicant to place T-posts along the property line abutting Snow Road. Zoned: Rural Farm (RF)

PZHAC DECISION ITEMS:

Zoning Permits

1. **Case 061177** – 2510 Calle de Parian, submitted by Stephen Carrasco, a request for an amendment to a previously approved permit to allow the addition of two wood gates to a property at this address. Zoned: Historic Residential (HR).
2. **Case 061192** – 2455 Camino del Rey, submitted by Villa Custom Homes Inc. for Andrea Boni and Kirsten Pierce; a request for a zoning permit to allow the applicant to construct a new dwelling and pool on a one acre property at this address. Zoned: Residential, one-acre minimum lot (R1).
3. **Case 061193** - 3150 McDowell, submitted by James Hansen; a request for a zoning permit to allow the construction of a three foot high rock wall to replace a block wall along the front property line of a residential property at this address. Zoned: Residential, one-acre minimum lot (R1).
4. **Case 061194**– 2808 Snow Road, submitted by Russell Hernandez; a request for a zoning permit to allow the applicant to construct an addition connecting two living quarters to make one dwelling on a residential property at this address. Zoned: Rural/Agricultural (RA)

5. **Case 061195** – Snow Road (address to be assigned), submitted by Susan Krueger; a request for a zoning permit to allow the applicant to place a T-post and wire fence along a property line between an easement on the neighbor’s property and a driveway on the applicant’s property. Zoned: Rural Farm (RF)
- 6 **Case 061196** - Snow Road (easement - address to be assigned), submitted by Susan Krueger; a request for a zoning permit to allow the applicant to place a T-post and wire fence along a property line between an easement on the neighbor’s property and a driveway on the applicant’s property. Zoned: Rural Farm (RF)
7. **Case 061197** - 2655 Camino del Reyes, submitted by Daren Loken, a request for a zoning permit to allow the applicant to construct a swimming pool on a one acre residential property containing a new dwelling. Zoned Residential, one-acre minimum lot size (R1).
8. **Case 061198** – Avenida de Mesilla (addresses to be assigned), submitted by Indalecio Prieto; a request for a zoning permit to allow a 195 foot long by four foot high single pipe fence to be installed along the front property lines of two adjacent properties containing a pecan grove to the north of a property at 3260 North Highway 28. Zoned: Rural/Agricultural (RA)
9. **Case 061199** – 2100 West Union Avenue, submitted by Justin and Michelle Nunn, a request for a zoning permit to allow the installation of a fence and a gate across the front of a residential property at this address. Zoned: Rural Agricultural (RA)
10. **Case 061203** – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a request for a zoning permit to repair and repaint the stucco on a dwelling at this address. Zoned: Historic Residential (HR)
11. **Case 061204** – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a request for a zoning permit to install a fence around the rear and sides of a residential property at this address. Zoned: Historic Residential (HR)
12. **Case 061205** – 2593 Calle de Cura, submitted by Gary Ramsey; a request for a zoning permit to re-stucco and repaint a secondary dwelling at this address. Zoned: Historic Residential (HR)

Sign Permit

1. **Case 061200** -Submitted by Felix Armijo, a request for a sign permit to allow a sign to be placed on a business (Cafe Don Felix) at this address. Zoned: Historic 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
APRIL 2021**

Mesilla CASE #	DAC ACC'T #	APPL. DATE	ISSUEE/CONTRACTOR	VALUATION / COST	FEE	BLDG CODE	ADDRESS	DESCRIPTION OF WORK
061197	04-01337	3/31/21	Daren Loken/Pools by Design	72,79.00	120.00	SP	2655 Camino del Rey	Install an in-ground swimming pool at this address.
061198	04-01610 04-01613	3/9/21	Indaleci Prieto/self	360.00	45.00	MI	Highway 28 (Addresses to be assigned)	Install a pipe fence on the east property lines of these properties along HWY 28
061199	04-00702	3/29/21	Justin and Michelle Nunn/self	3,500.00	90.00	MI	2100 West Union Avenue	Install a pipe fence across the front of the property at this address
061200	04-00315	3/29/21	Felix Armijo for "Don Feliz Café"	250.00	60.00	SIGN	2290 Calle de Parian	Install a 6 sq. ft. sign at this address
061201	04-00445	3/22/21	Henry Gil/self	1,465.00	18.00	RR	2650 Calle del Oeste	Reroof part pf a wind damaged carport.
061202	04-00278	4/12/21	Andrea Schneider/Quinones Design Build	3,370.00	90.00	MI	2149 Calle de Guadalupe	Paint the trim on a dwelling at this address.
061203	04-01188	4/27/21	Tiburcio Friezte, LLC/AAA Roofing Inc.	20,812.25	42.00	RR	2210 Calle Parian	Reroof a commercial structure
061204	04-01186	4/27/21	TR Friezte LLC/Sun City Plumbing and Heating	6,3376.00	21.00	MISC	2220 Calle de Parian	Replace heater and air conditioning with a new heater and air conditioning unit
061205	04-00278	4/6/21	Andrea Schneider/Quinones Design Build	31,807.00	21.00	MI	2149 Calle de Guadalupe	Repaint a dwelling at this address and replace four doors.
061206	04-00278	4/6/21	Andrea Schneider/Quinones Design Build	24,812.00	300.00	MI	2149 Calle de Guadalupe	Install a privity fence around three sides of a property and replace three gates.
061207	04-00521	4/27/21	Robert Reynolds/self	5,000.00	100.00	MI	2391 Calle de Parian	Reroof a dwelling at this address
061208	04-00441	4/21/21	William McIlvaine/DJ Walker Construction	23,900.00	290.00	MI	2685 Calle de Parian	Repair the stucco and repaint the roof and trim on an accessory dwelling
061209	04-00207	4/28/21	Jon Strain/self	3,500.00	16.50	AC	1780 Calle de El Paso	Construct a shade shelter for horse corrals.
061210	04-00610	2/25/21	Ralph Lucero/ASE Construction LLC	195,000.00	303.00	NR	NE Corner of Calle Segunda and Calle del Sur	Build two new dwellings on this property
061211	04-01195	4/27/21	Gilbert and Maggie Madrid/self	1,200.00	65.00	MI	2640 Calle del Oeste	Repair a stuccoed yard wall at this address.
061212	04-00504	4/1/21	Gary Ransey	5,000.00	100.00	MI	281 Calle de Cura	Re-stucco and repaint accessory dwelling to match primary dwelling
061213	04-00521	4/12/21	Robert Reynolds/self	5,000.00	100.00	MI	2391 Calle de Parian	Install a 120sq.ft. gazebo over an existing patio
061214	04-00127	4/14/21	Susan Krueger/self	40.00	0.00	MI	Snow Road	Install "T"-posts along the property east line adjacent to Snow Road
061215	04-01239	4/28/21	Casa Blanka Imports/Merlin Enterprises	220,000.00	300.00	NC	1705 Tierra de Mesilla	Build a 3216 sq.ft. Commercial Building and porch with a 2304 sq. ft. shade structure on a commercial lot.

Community Projects Report

Project	Description
Current Contact information	<p>Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890</p>
Social Media and website	<p>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.</p>
Mercado	<p>Working with Mercado vendors to have a smooth FY21. Orientations set to continue in May and June via Zoom.</p>
Clean & Beautiful Grant	<p>Applications for next year open March 15th. If you have any suggestions for items for Clean and Beautiful I welcome all suggestions.</p> <p>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.</p> <p>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 have been purchased and are being installed</p>
NM Tourism Grant	<p>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.</p> <p>Preparations for submitting the FY22 application underway.</p>
Covid-19	<p>Have been updating the website with valid Covid-19 information as well as providing PSA for the public via social media and website. Have also participating weekly on the Joint Information Center calls providing information relevant to Covid-19 and Mesilla so it can be pushed out to the public.</p>
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>

	Posts for social media have been well received and continue to push interactions of Social Media
El Paso Electric Grant	Town of Mesilla has been awarded \$4500 for this years Summer Rec Program.
Summer Recreation Program	Applications for Summer Rec Personnel close May 7 th . Program set to run from June 21 thru July 30 th . Groups will be a 10 to 1 ratio.

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



DATE: April, 2021

MAJOR ADDITIONS TO INVENTORY

none

MAINTENANCE OF EQUIPMENT

Calibration and updates to OHD fit tester (annual requirement per OSHA) Warrant repair of roof on Engine 32. Repair chain saw, Brush 33. Replaced fuel pressure sensor and injector cable Brush 31. Repaired horn/siren cable and booster reel brake Brush 31. Repair portable radio, volume and PTT control. Repair LP 500 AED from Brush 33.

COMMENTS

Staff led by Chief Whited continue to test hydrants and forward information to Public Works for information and repairs when needed. As schools re-open we are again recruiting high school students age 16 and older for the Junior Firefighter program. We are also continuing our efforts to recruit certified firefighters and EMT's with 4 recently joining the department. We are also recruiting for a fire academy to run this summer. We have had a number of resignations as firefighters go to career departments or pursue other interest. We hope to receive word on our ISO assessment in the coming month. When our score improves this will mean lower fire insurance rates for residents and business as well as an increase in our NM Fire Protection Fund allotment.

SUBMITTED BY

Fire Chief Kevin Hoban _____

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/4/2021 7:00:28 PM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 04/01/2021 | End Date: 04/30/2021

Aguilar, Alexander J

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	6:00
I.S.O. Fire Prevention	1	3:00
Total for Aguilar, Alexander J	3	9:00

Boyd, Lachlan James

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Boyd, Lachlan James	1	2:00

Davis-Whited, Crystal L

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	3	10:50
I.S.O. Driver and Operator Training	1	8:00
I.S.O. Fire Prevention	2	6:00
Total for Davis-Whited, Crystal L	7	26:50

Embury, Andy G.

Class Category	Class Count	Total Class Hours
EMS Training	2	4:00
I.S.O. Company Training	2	6:00
Total for Embury, Andy G.	4	10:00

Evans, Harry A

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

Gamrath, Alan R

Class Category	Class Count	Total Class Hours
EMS Training	2	4:00
I.S.O. Company Training	4	8:00
I.S.O. Driver and Operator Training	1	1:00
Total for Gamrath, Alan R	7	13:00

Guzman, alexandria

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Guzman, alexandria	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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Guzman, Phillip B

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

Hoban, Kevin M

Class Category	Class Count	Total Class Hours
EMS Training	3	6:00
Total for Hoban, Kevin M	3	6:00

Klebansky, George A

Class Category	Class Count	Total Class Hours
EMS Training	2	4:00
I.S.O. Company Training	2	6:00
Total for Klebansky, George A	4	10:00

Linares-Chacon, Sebastian

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	4:00
I.S.O. Fire Prevention	1	3:00
I.S.O. Officer Training	1	1:45
Total for Linares-Chacon, Sebastian	4	8:45

Lucero, Jojo

Class Category	Class Count	Total Class Hours
EMS Training	2	4:00
I.S.O. Company Training	2	6:00
I.S.O. Fire Prevention	1	3:00
Total for Lucero, Jojo	5	13:00

Molinar, Junshiro Lazos

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	1	4:50
I.S.O. Fire Prevention	1	3:00
Total for Molinar, Junshiro Lazos	3	9:50

Navarro, Nicolas A

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	2	2:00
I.S.O. Driver and Operator Training	1	1:00
I.S.O. Officer Training	1	1:45
Total for Navarro, Nicolas A	4	4:45

Reyna, Louis Nathen

Class Category	Class Count	Total Class Hours
EMS Training	2	4:00
I.S.O. Company Training	1	1:00
I.S.O. Officer Training	1	1:45

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Total for Reyna, Louis Nathen	4	6:45
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Rodriguez, Gabriel

Class Category	Class Count	Total Class Hours
I.S.O. Officer Training	1	1:45
Total for Rodriguez, Gabriel	1	1:45

Rogers, Travis Adam

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Rogers, Travis Adam	1	2:00

Rossman, Tabitha A

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Rossman, Tabitha A	1	2:00

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
Total for Shepan, Lance A.	1	2:00

Thunhorst, Ines C

Class Category	Class Count	Total Class Hours
EMS Training	3	6:00
I.S.O. Company Training	2	6:00
I.S.O. Fire Prevention	1	3:00
Total for Thunhorst, Ines C	6	15:00

Vallone, Alexis M

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	6:00
I.S.O. Fire Prevention	1	3:00
Total for Vallone, Alexis M	4	11:00

Whited, Gregory E

Class Category	Class Count	Total Class Hours
EMS Training	2	4:00
I.S.O. Company Training	3	10:50
I.S.O. Fire Prevention	2	6:00
Total for Whited, Gregory E	7	20:50

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.

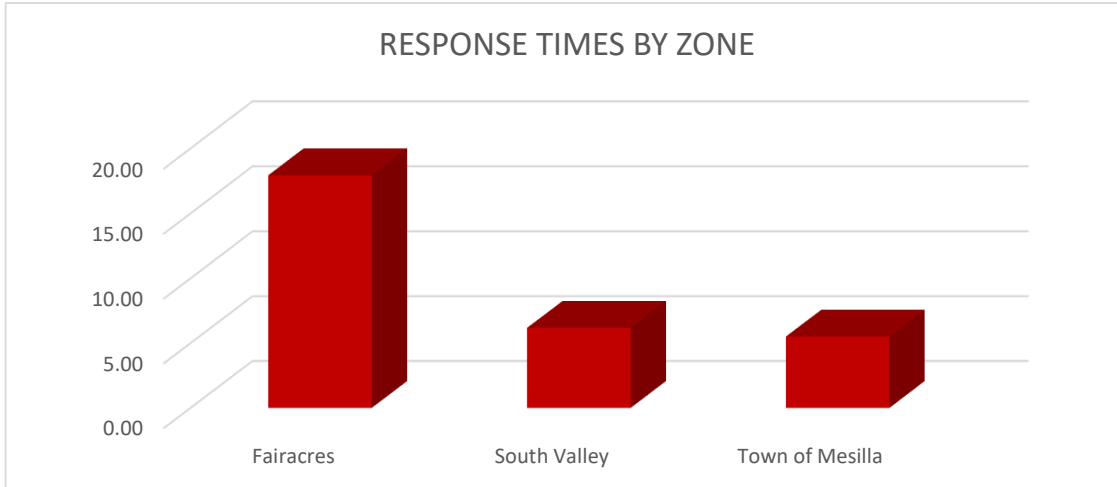
Mesilla Fire Department

Mesilla, NM

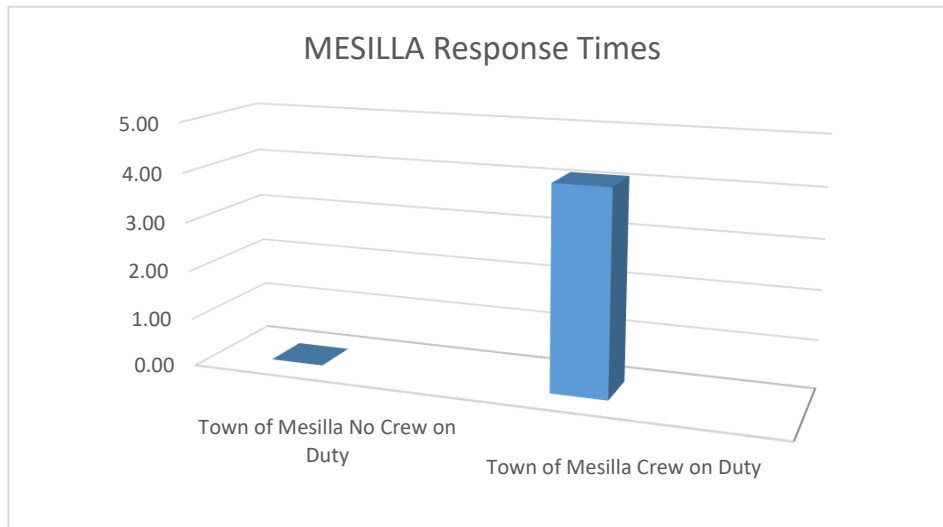
This report was generated on 05/2/2021



Response Mode: Lights and Sirens | Start Date: 4/01/2021 | End Date:4/30/2021



Zone	AVERAGE RESPONSE TIME (in minutes)
Fairacres	17.93
South Valley	6.18
Town of Mesilla	5.51
Town of Mesilla No Crew on Duty	NA
Town of Mesilla Crew on Duty	4.13



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

Mesilla Fire Department

Mesilla, NM

This report was generated on 5/4/2021 7:01:38 PM



Maintenance History per Hydrant for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021

DATE	DONE BY	TITLE	PROBLEM	RESOLUTION	TIME (hrs)	COST	STATUS
Hydrant Number 012 - 3600 Calle del Norte Mesilla, NM 88046							
04/08/2021		repair	out of service				Pending

TOTAL: \$

Hydrant Number 026 - 2300 Calle del Norte Mesilla, NM 88046							
04/08/2021		repair	Hydrant hit by car...missing				Pending

TOTAL: \$

Hydrant Number 028 - 2187 Calle Del Norte Mesilla, NM							
04/08/2021	Whited, Gregory E	inspection					Complete

TOTAL: \$

Hydrant Number 029 - 2050 Calle Del Norte Mesilla, NM							
04/08/2021	Whited, Gregory E	inspection				0	Complete
04/08/2021		repair	does not drain				Pending

TOTAL: \$0

Hydrant Number 030 - 2180 Avenida De Mesilla Mesilla, NM							
04/08/2021	Whited, Gregory E	inspection					Complete

TOTAL: \$

Hydrant Number 100 - 3100 Los Arenales Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection				0	Complete

TOTAL: \$0

Hydrant Number 101 - 3054 Mesilla Verde Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection				0	Complete

TOTAL: \$0

Report displays active Hydrant work orders for date requested within the date parameter selected. Problem and resolution is generated from Description field of the work order.



DATE	DONE BY	TITLE	PROBLEM	RESOLUTION	TIME (hrs)	COST	STATUS
Hydrant Number 102 - 3040 Mesilla Verde Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection					Complete

TOTAL: \$

Hydrant Number 103 - 3076 los arenales Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection					Complete
04/03/2021		raising	hydrant is too low				Pending

TOTAL: \$

Hydrant Number 104 - 2020 Los Arenales Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection					Complete

TOTAL: \$

Hydrant Number 105 - 3011 Messila Verde Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection					Complete

TOTAL: \$

Hydrant Number 107 - 3360 Estrada Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection					Complete

TOTAL: \$

Hydrant Number 108 - 3220 Estrada Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection					Complete

TOTAL: \$

Hydrant Number 109 - 3200 Estrada Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection				0	Complete

TOTAL: \$0

Hydrant Number 128 - 2991 Estrada Mesilla, NM							
04/03/2021	Whited, Gregory E	inspection					Complete
04/03/2021		gaskets	south 2.5 outlet missing gasket				Pending

TOTAL: \$

Hydrant Number 135 - 2095 Calle De Santiago Mesilla, NM							
04/08/2021	Whited, Gregory E	inspection					Complete

TOTAL: \$

Report displays active Hydrant work orders for date requested within the date parameter selected. Problem and resolution is generated from Description field of the work order.



DATE	DONE BY	TITLE	PROBLEM	RESOLUTION	TIME (hrs)	COST	STATUS
Hydrant Number 136 - 2291 Calle De Parian Mesilla, NM							
04/08/2021	Whited, Gregory E	inspection					Complete
04/13/2021	Whited, Gregory E	repair	Per PWD, street shut off valve is leaking. Pending repairs			0	Complete

TOTAL: \$0

Hydrant Number 173 - 2860 McDowell CT Las Cruces, NM 88005							
04/11/2021		repair	does not drain, low flow, stiff stem				Pending

TOTAL: \$

Hydrant Number 174 - 2840 McDowell CT Las Cruces, NM 88005							
04/11/2021		check flow	check main valves. both hydrants on this street have low flow				Pending

TOTAL: \$

Report displays active Hydrant work orders for date requested within the date parameter selected. Problem and resolution is generated from Description field of the work order.



Mesilla Fire Department

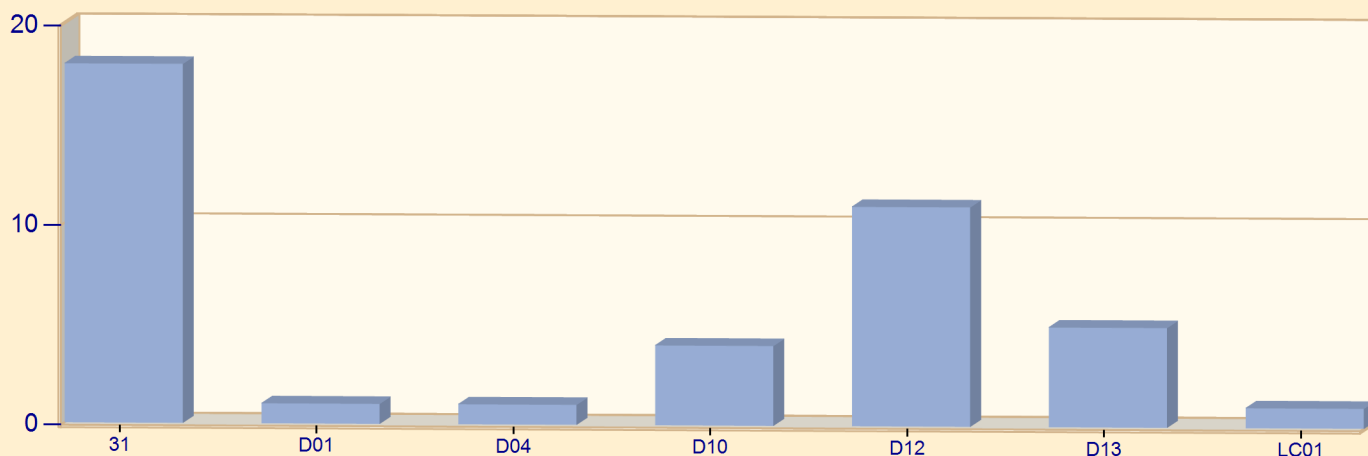
Mesilla, NM

This report was generated on 5/4/2021 7:03:28 PM



Incident Type Count per Zone for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021



ZONES	INCIDENT TYPE	COUNT
31 - Town of Mesilla		
	143 - Grass fire	1
	311 - Medical assist, assist EMS crew	2
	321 - EMS call, excluding vehicle accident with injury	8
	322 - Motor vehicle accident with injuries	1
	381 - Rescue or EMS standby	2
	413 - Oil or other combustible liquid spill	1
	554 - Assist invalid	2
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 31 - Town of Mesilla:</i>	18
D01 - Dona Ana		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D01 - Dona Ana:</i>	1
D04 - La Mesa		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D04 - La Mesa:</i>	1
D10 - Mesquite		
	381 - Rescue or EMS standby	4
	<i>Total Incidents for D10 - Mesquite:</i>	4
D12 - Fairacres		
	311 - Medical assist, assist EMS crew	1

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



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Doc Id: 1404

Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	321 - EMS call, excluding vehicle accident with injury	1
	322 - Motor vehicle accident with injuries	3
	552 - Police matter	1
	611 - Dispatched & cancelled en route	3
	622 - No incident found on arrival at dispatch address	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for D12 - Fairacres:</i>	11
D13 - South Valley		
	111 - Building fire	2
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	561 - Unauthorized burning	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D13 - South Valley:</i>	5
LC01 - City of Las Cruces		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for LC01 - City of Las Cruces:</i>	1
Total Count for all Zone:		41

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



Mesilla Fire Department

Mesilla, NM

This report was generated on 5/4/2021 6:58:51 PM



Incident Statistics

Zone(s): All Zones | Start Date: 04/01/2021 | End Date: 04/30/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		23	
FIRE		18	
TOTAL		41	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
Bat31	2	2	6
Bat32	1	1	1
BR31	2	2	2
BR33	0	0	2
E31	0	0	1
SQ32	0	0	1
TOTAL	5	5	13
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		14	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
10		24.39	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:11:20	0:06:58	
AVERAGE FOR ALL CALLS		0:09:50	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:01:52	0:01:35	
AVERAGE FOR ALL CALLS		0:01:40	

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 NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

AGENCY	AVERAGE TIME ON SCENE (MM:SS)
Mesilla Fire Department	87:43

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 NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Mesilla Fire Department

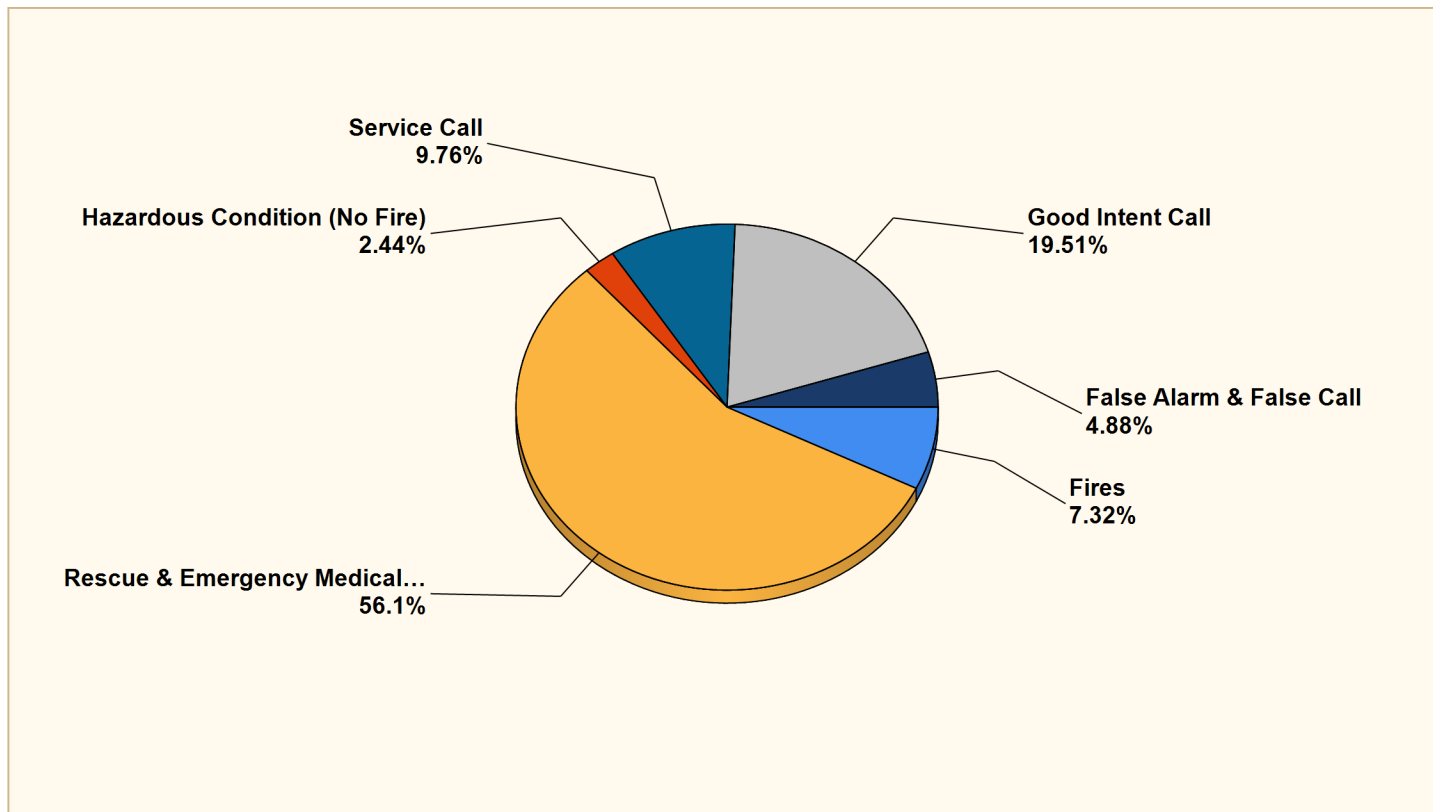
Mesilla, NM

This report was generated on 5/4/2021 7:08:31 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2021 | End Date: 04/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	7.32%
Rescue & Emergency Medical Service	23	56.1%
Hazardous Condition (No Fire)	1	2.44%
Service Call	4	9.76%
Good Intent Call	8	19.51%
False Alarm & False Call	2	4.88%
TOTAL	41	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.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	4.88%
143 - Grass fire	1	2.44%
311 - Medical assist, assist EMS crew	3	7.32%
321 - EMS call, excluding vehicle accident with injury	9	21.95%
322 - Motor vehicle accident with injuries	4	9.76%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	2.44%
381 - Rescue or EMS standby	6	14.63%
413 - Oil or other combustible liquid spill	1	2.44%
552 - Police matter	1	2.44%
554 - Assist invalid	2	4.88%
561 - Unauthorized burning	1	2.44%
611 - Dispatched & cancelled en route	7	17.07%
622 - No incident found on arrival at dispatch address	1	2.44%
745 - Alarm system activation, no fire - unintentional	2	4.88%
TOTAL INCIDENTS:	41	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 5/4/2021 7:07:16 PM



Occupancies Inspected for Date Range

Start Date: 04/01/2021 | End Date: 04/30/2021

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Billy The Kid Gift Shop	74	2385 Calle De Guadalupe		04/08/2021
Dakota Dukes Wild Coyotee	102	2470 Calle de Guadalupe		04/08/2021
Del Sol	77	2322 Calle De Principal		04/08/2021
Hacienda de Mesilla	14	1891 Avenida De Mesilla		04/08/2021
Julienne Jewelry / Billy the Kid	101	2000 Calle de Parian		04/30/2021
My Rich Sister's Closet	107	1937 Calle de Parian #B		04/08/2021
Pistoleros Barber Shop	42	1701 Calle de Mercado #4		04/08/2021
The Chocolate Lady	94	2379 Calle De Guadalupe		04/08/2021
Vacant	3	1750 Calle de Mercado #d		04/08/2021

of Occupancies Inspected: 9

% Occupancies Inspected: 5.63

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



Mesilla Fire Department

Mesilla, NM

This report was generated on 5/4/2021 7:04:59 PM



Response Activity Report

Start Date: 04/01/2021 | End Date: 04/30/2021

INCIDENT #	DATE	APPARATUS ID	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
111 - Building fire						
2021-00143	04/26/2021	Bat32	17:04:33	17:22:12	00:17:39	2520 APODACA RD
2021-00144	04/27/2021	Bat32	15:06:20	15:17:45	00:11:25	3560 SNOW RD
Subtotal Count: 2		Average Response Time for Incident Type: 00:14:32				
143 - Grass fire						
2021-00121	04/10/2021	BR31	01:59:08	02:38:08	00:39:00	S MAIN ST
Subtotal Count: 1		Average Response Time for Incident Type: 00:39:00				
311 - Medical assist, assist EMS crew						
2021-00127	04/14/2021	Bat31	13:36:40	14:01:48	00:25:08	978 LA QUINTA ST
2021-00136	04/21/2021	Bat31	15:04:55	15:14:31	00:09:36	2122 CALLE DE ARROYO
2021-00136	04/21/2021	Bat32	15:04:55	15:13:19	00:08:24	2122 CALLE DE ARROYO
2021-00145	04/27/2021	Bat32	22:17:02	22:25:12	00:08:10	2551 CALLE DE GUADALUPE
2021-00145	04/27/2021	E31	22:17:02	22:27:26	00:10:24	2551 CALLE DE GUADALUPE
Subtotal Count: 5		Average Response Time for Incident Type: 00:12:20				
321 - EMS call, excluding vehicle accident with injury						
2021-00113	04/03/2021	Bat31	20:28:33	20:34:19	00:05:46	2145 AVENIDA DE MESILLA
2021-00113	04/03/2021	Bat32	20:28:33	20:34:28	00:05:55	2145 AVENIDA DE MESILLA
2021-00113	04/03/2021	BR31	20:28:33	20:38:19	00:09:46	2145 AVENIDA DE MESILLA
2021-00116	04/05/2021	Bat31	11:04:41	11:28:49	00:24:08	1982 Calle de Colon
2021-00124	04/14/2021	Bat31	09:32:03	09:56:12	00:24:09	6950 RAASAF DR
2021-00124	04/14/2021	Bat32	09:32:03	10:03:54	00:31:51	6950 RAASAF DR
2021-00124	04/14/2021	BR31	09:32:03	10:16:45	00:44:42	6950 RAASAF DR
2021-00126	04/14/2021	Bat31	13:30:31	13:30:32	00:00:01	2670 CALLE DE PARIAN
2021-00126	04/14/2021	SQ32	13:30:31	13:31:16	00:00:45	2670 CALLE DE PARIAN
2021-00130	04/17/2021	Bat32	12:28:04	12:38:14	00:10:10	2570 CALLE DE SANTIAGO
2021-00134	04/19/2021	Bat31	21:57:05	22:28:29	00:31:24	2410 CALLE DE SAN ALBINO
2021-00134	04/19/2021	Bat32	21:57:05	22:27:00	00:29:55	2410 CALLE DE SAN ALBINO
2021-00134	04/19/2021	BR31	21:57:05	22:27:00	00:29:55	2410 CALLE DE SAN ALBINO
2021-00135	04/21/2021	Bat31	01:56:21	02:07:55	00:11:34	2628 CALLE DE COLON
2021-00135	04/21/2021	Bat32	01:56:21	02:04:25	00:08:04	2628 CALLE DE COLON
2021-00135	04/21/2021	BR31	01:56:21	02:04:13	00:07:52	2628 CALLE DE COLON
2021-00141	04/24/2021	BR31	20:57:40	21:04:57	00:07:17	3075 LOS ARENALES
2021-00147	04/29/2021	Bat31	07:34:20	07:48:05	00:13:45	2941 LA MESILLA CIR
2021-00147	04/29/2021	Bat32	07:34:20	07:38:56	00:04:36	2941 LA MESILLA CIR
2021-00147	04/29/2021	BR31	07:34:20	07:38:39	00:04:19	2941 LA MESILLA CIR
Subtotal Count: 20		Average Response Time for Incident Type: 00:15:17				
322 - Motor vehicle accident with injuries						
2021-00112	04/03/2021	Bat31	17:26:34	17:38:05	00:11:31	127 INTERSTATE 10

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



2021-00112	04/03/2021	E31	17:26:34	17:49:45	00:23:11	127 INTERSTATE 10
2021-00115	04/04/2021	Bat31	13:08:34	13:47:01	00:38:27	112 INTERSTATE 10
2021-00115	04/04/2021	Bat32	13:08:34	13:37:47	00:29:13	112 INTERSTATE 10
2021-00132	04/19/2021	Bat31	16:43:40	16:48:37	00:04:57	CALLE DEL SUR
2021-00132	04/19/2021	Bat32	16:43:40	16:49:08	00:05:28	CALLE DEL SUR
2021-00132	04/19/2021	BR31	16:43:40	16:50:32	00:06:52	CALLE DEL SUR
2021-00137	04/22/2021	Bat32	17:56:07	18:08:31	00:12:24	7140 LAS VISTAS DR
2021-00137	04/22/2021	E31	17:56:07	18:18:15	00:22:08	7140 LAS VISTAS DR
Subtotal Count: 9		Average Response Time for Incident Type: 00:17:07				
323 - Motor vehicle/pedestrian accident (MV Ped)						
2021-00146	04/28/2021	Bat31	12:10:18	12:19:00	00:08:42	3815 S MAIN ST
Subtotal Count: 1		Average Response Time for Incident Type: 00:08:42				
381 - Rescue or EMS standby						
2021-00111	04/03/2021	BR33	08:34:28	09:00:12	00:25:44	12000 STERN DR
2021-00114	04/04/2021	BR33	07:35:54	07:35:54	00:00:00	12000 STERN DR
2021-00117	04/06/2021	Bat31	07:12:14	07:12:14	00:00:00	2231 AVENIDA DE MESILLA
2021-00117	04/06/2021	Bat32	07:12:14	08:02:57	00:50:43	2231 AVENIDA DE MESILLA
2021-00117	04/06/2021	E31	07:12:14	08:03:15	00:51:01	2231 AVENIDA DE MESILLA
2021-00117	04/06/2021	SQ32	07:12:14	08:03:19	00:51:05	2231 AVENIDA DE MESILLA
2021-00129	04/17/2021	Bat31	07:15:09	07:56:25	00:41:16	65 COUNTY RD D-66
2021-00140	04/24/2021	BR33	07:12:54	07:12:54	00:00:00	12000 STERN DR
2021-00142	04/25/2021	BR31	07:33:55	07:33:55	00:00:00	12000 STERN DR
Subtotal Count: 9		Average Response Time for Incident Type: 00:24:25				
413 - Oil or other combustible liquid spill						
2021-00128	04/14/2021	Bat32	13:47:08	13:51:52	00:04:44	3118 AVENIDA DE MESILLA
2021-00128	04/14/2021	BR31	13:47:08	14:05:00	00:17:52	3118 AVENIDA DE MESILLA
Subtotal Count: 2		Average Response Time for Incident Type: 00:11:18				
552 - Police matter						
2021-00122	04/13/2021	Bat31	13:26:37	13:30:00	00:03:23	6290 LAS VISTAS DR
Subtotal Count: 1		Average Response Time for Incident Type: 00:03:23				
554 - Assist invalid						
2021-00109	04/01/2021	Bat31	13:29:52	13:35:43	00:05:51	2950 BOWMAN ST
2021-00109	04/01/2021	Bat32	13:29:52	13:37:14	00:07:22	2950 BOWMAN ST
2021-00109	04/01/2021	BR31	13:29:52	13:39:55	00:10:03	2950 BOWMAN ST
2021-00138	04/23/2021	Bat31	08:18:43	08:39:06	00:20:23	2282 CALLE DE OESTE
2021-00138	04/23/2021	Bat32	08:18:43	08:28:00	00:09:17	2282 CALLE DE OESTE
2021-00138	04/23/2021	BR31	08:18:43	08:25:40	00:06:57	2282 CALLE DE OESTE
Subtotal Count: 6		Average Response Time for Incident Type: 00:09:58				
561 - Unauthorized burning						
2021-00119	04/08/2021	Bat31	11:38:21	11:42:12	00:03:51	2105 Tres Pinos LN
Subtotal Count: 1		Average Response Time for Incident Type: 00:03:51				
622 - No incident found on arrival at dispatch address						
2021-00125	04/14/2021	BR31	11:14:01	11:50:50	00:36:49	116 INTERSTATE 10
Subtotal Count: 1		Average Response Time for Incident Type: 00:36:49				
745 - Alarm system activation, no fire - unintentional						
2021-00120	04/09/2021	Bat31	12:29:18	12:32:59	00:03:41	2337 Calle de Parian

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



2021-00131	04/17/2021	Bat32	14:24:58	14:47:18	00:22:20	1157 CASTILE CT
Subtotal Count: 2		Average Response Time for Incident Type: 00:13:00				

Grand Total: 60

Average Response Time for All Incident Types: 00:16:10

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



Mesilla Fire Department

Mesilla, NM

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Events per Event Type for Date Range (Landscape)

Start Date: 04/01/2021 | End Date: 04/30/2021

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Daily Operations Shift						
	04/01/2021	B-Shift	Shifts	Firehouse 31	17.5	Trevor Fietze, Alan Gamrath, Louis Reyna
	04/03/2021	A-Shift	Shifts	Firehouse 31	15	Phillip Guzman, Sebastian Linares-Chacon, Louis Reyna, Gabriel Rodriguez, Travis Rogers
	04/05/2021	C-Shift	Shifts	Firehouse 31	15	Alan Gamrath, Humberto Manriquez, Nicolas Navarro
	04/06/2021	A-Shift	Shifts	Firehouse 31	4	Ines Thunhorst
	04/07/2021	B- shift	Shifts	Station 31	2	Ines Thunhorst
	04/10/2021	Town Coverage	Shifts	Firehouse 31	9	Trevor Fietze
	04/10/2021	Station Clean Up Day	Work Session	Station 31	6	Andy Embury, Harry Evans, Lance Shepan
	04/11/2021	C Shift	Shifts	Firehouse 31	14	Trevor Fietze, Alan Gamrath, Nicolas Navarro
	04/12/2021	A Shift	Shifts	Firehouse 31	4	Alan Gamrath, Nicolas Navarro
	04/12/2021	A-Shift	Shifts	Firehouse 31	15.5	Sebastian Linares-Chacon, Louis Reyna, Alexis Vallone
	04/14/2021	C Shift	Shifts	Firestation 31	7	Alexander Aguilar, Ines Thunhorst
	04/15/2021	A-Shift	Shifts	Firehouse 31	14	Alexander Aguilar, Sebastian Linares-Chacon, Louis Reyna, Gabriel Rodriguez
	04/18/2021	A-Shift	Shifts	Firehouse-31	15	Alan Gamrath, Nicolas Navarro
	04/19/2021	B Shift	Shifts	Station	8.25	Travis Rogers
	04/20/2021	C Shift	Shifts	Station 31	6	Alexander Aguilar, Ines Thunhorst
	04/20/2021	C Shift	Shifts	Firehouse 31	15	Trevor Fietze
	04/21/2021	A-Shift	Shifts	Firehouse 31	13.5	Sebastian Linares-Chacon, Louis Reyna, Gabriel Rodriguez

Only LOCKED events included.



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Doc Id: 753

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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	04/24/2021	A-Shift	Shifts	Firehouse 31	14	Phillip Guzman, Sebastian Linares-Chacon, Louis Reyna, Gabriel Rodriguez
	04/25/2021	B-Shift	Shifts	Firehouse 31	5	Phillip Guzman, Sebastian Linares-Chacon, Louis Reyna, Gabriel Rodriguez
	04/27/2021	A-Shift	Shifts	Firehouse-31	16	Sebastian Linares-Chacon, Nicolas Navarro, Louis Reyna, Gabriel Rodriguez
	04/29/2021	C Shift	Shifts	Firehouse 31	12	Trevor Fietze
	04/30/2021	A-Shift	Shifts	Fire station 31	7	Alexander Aguilar, Ines Thunhorst

Total Hours for Daily Operations Shift: 234.75

Administration Shift

	04/03/2021	Administration Shift	Administrative	Teleworking	-8	Crystal Davis-Whited, Gregory Whited
	04/05/2021	Vectir training solutions telecom	Administrative	Telecom	2	Andy Embury
	04/11/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	3	Harry Evans
	04/13/2021	Admin work	Administrative	telework	9	Gregory Whited
	04/16/2021	Administrative Shift	Administrative	Fire House 31	7.5	Harry Evans
	04/16/2021	B-Shift	Administrative	Firehouse 31	7.5	Sebastian Linares-Chacon, Nicolas Navarro

Total Hours for Administration Shift: 21

Prevention Division Shift

	04/03/2021	Station coverage	Prevention Event	Firestation 31	7.5	Crystal Davis-Whited, Junshiro Molinar, Gregory Whited
	04/08/2021	Inspections	Prevention Event	Town of mesilla	6	Nicolas Navarro, Louis Reyna, Lance Shepan, Gregory Whited
	04/11/2021	Station work	Prevention Event	Station 31 and streets	7.5	Crystal Davis-Whited, Alan Gamrath, Gregory Whited
	04/15/2021	Inspections	Prevention Event	Town of Mesilla	6	Alan Gamrath, Nicolas Navarro, Gregory Whited
	04/21/2021	Hydrant maintenance	Prevention Event	telework	7	Crystal Davis-Whited, Gregory Whited
	04/29/2021	Inspections	Prevention Event	Town of Mesilla	6	Cameron Crespín, Nicolas Navarro, Gregory Whited
	04/30/2021	Business inspection	Prevention Event	Town of Mesilla	1.5	Gregory Whited

Total Hours for Prevention Division Shift: 41.5

Only LOCKED events included.



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EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Special Assignment						
	04/23/2021	Station Standby	Stand By, Other	2670 Calle de Parian	3.5	Lachlan Boyd, Kevin Hoban, George Klebansky, Ines Thunhorst

Total Hours for Special Assignment: 3.5

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

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Total Hours by Volunteers April, 2021

Pay Grades: All Pay Grades | Start Date: 04/01/2021 | End Date: 04/30/2021

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Aguilar, Alexander J	34:16	9:00	28:30	71:46
Boyd, Lachlan James	2:22	2:00	3:30	7:52
Crespin, Cameron J	0:00	0:00	6:00	6:00
Davis-Whited, Crystal L	11:23	26:50	24:00	62:13
Embury, Andy G.	31:13	10:00	8:00	49:13
Evans, Harry A	4:16	3:00	16:30	23:46
Frietze, Trevor R	6:16	0:00	62:00	68:16
Gamrath, Alan R	3:35	13:00	73:00	89:35
Garcia, Gilbert M	0:00	0:00	0:00	0:00
Guzman, Phillip B	2:11	1:00	34:00	37:11
Klebansky, George A	27:01	10:00	3:30	40:31
Linares-Chacon, Sebastian	2:44	8:45	94:30	105:59
Lucero, Jojo	0:00	13:00	0:00	13:00
Manriquez, Humberto	0:00	0:00	5:00	5:00
Molinar, Junshiro Lazos	0:00	9:50	7:30	17:20
Navarro, Nicolas A	2:33	4:45	77:00	84:18
Reyna, Louis Nathen	7:57	6:45	100:30	115:12
Rodriguez, Gabriel	0:20	1:45	58:00	60:05
Rogers, Travis Adam	4:30	2:00	25:09	31:39
Rossman, Tabitha A	0:00	2:00	0:00	2:00
Sanchez, Xavier	0:00	8:00	0:00	8:00
Shepan, Lance A.	15:48	2:00	12:00	29:48
Thunhorst, Ines C	20:26	15:00	29:30	64:56
Torres, Joseph J	11:35	0:00	0:00	11:35
Vallone, Alexis M	6:25	11:00	11:30	28:55
Whited, Gregory E	17:49	20:50	52:30	91:08
			TOTAL	1121:18:00

Mesilla Fire Department

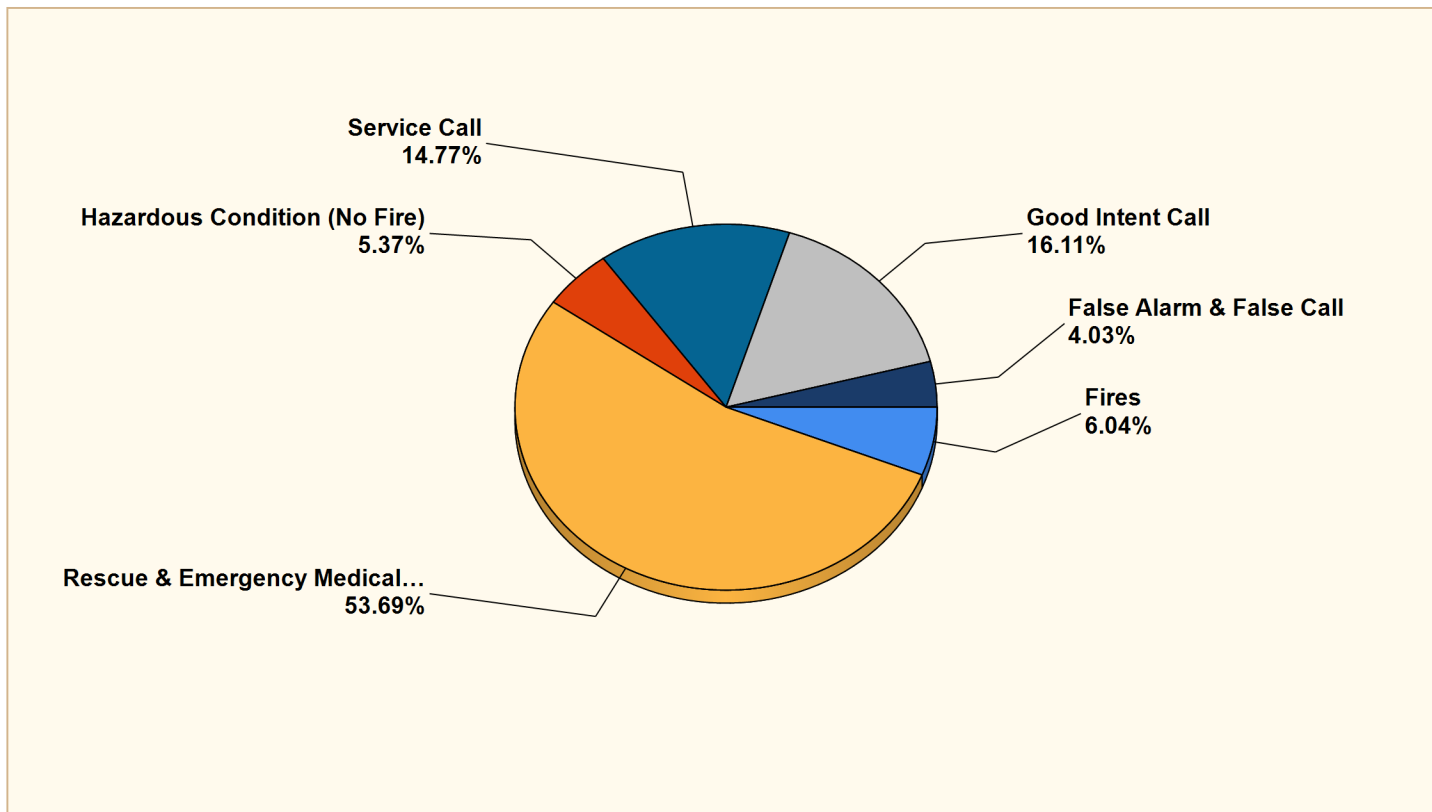
Mesilla, NM

This report was generated on 5/4/2021 7:09:38 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 04/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	9	6.04%
Rescue & Emergency Medical Service	80	53.69%
Hazardous Condition (No Fire)	8	5.37%
Service Call	22	14.77%
Good Intent Call	24	16.11%
False Alarm & False Call	6	4.03%
TOTAL	149	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.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.67%
111 - Building fire	4	2.68%
132 - Road freight or transport vehicle fire	1	0.67%
142 - Brush or brush-and-grass mixture fire	1	0.67%
143 - Grass fire	1	0.67%
151 - Outside rubbish, trash or waste fire	1	0.67%
311 - Medical assist, assist EMS crew	8	5.37%
321 - EMS call, excluding vehicle accident with injury	45	30.2%
322 - Motor vehicle accident with injuries	7	4.7%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.67%
324 - Motor vehicle accident with no injuries.	1	0.67%
381 - Rescue or EMS standby	18	12.08%
412 - Gas leak (natural gas or LPG)	5	3.36%
413 - Oil or other combustible liquid spill	1	0.67%
421 - Chemical hazard (no spill or leak)	1	0.67%
481 - Attempt to burn	1	0.67%
511 - Lock-out	4	2.68%
522 - Water or steam leak	1	0.67%
550 - Public service assistance, other	1	0.67%
551 - Assist police or other governmental agency	1	0.67%
552 - Police matter	2	1.34%
554 - Assist invalid	9	6.04%
561 - Unauthorized burning	4	2.68%
611 - Dispatched & cancelled en route	18	12.08%
622 - No incident found on arrival at dispatch address	2	1.34%
631 - Authorized controlled burning	2	1.34%
651 - Smoke scare, odor of smoke	2	1.34%
715 - Local alarm system, malicious false alarm	1	0.67%
733 - Smoke detector activation due to malfunction	1	0.67%
741 - Sprinkler activation, no fire - unintentional	1	0.67%
744 - Detector activation, no fire - unintentional	1	0.67%
745 - Alarm system activation, no fire - unintentional	2	1.34%
TOTAL INCIDENTS:	149	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 April 2021, for the Mesilla Marshal's Department:

911 hang ups	9	Frequent patrol	23
Abandoned vehicle	1	Illegally parked vehicle	1
Agency assist	10	Information report	10
ACO calls	6	Medical alarm	1
Aco	2	Motor Vehicle Crashes	5
Custody	1	Hit and run crash	1
Dead	2	Injury crash	1
Stray	1	Non-injury crash	3
Auto theft	2	Obstruction	2
Behavioral	1	Overdose	1
Burglary	3	Phone call	7
Burglary alarm	6	Prisoner Transport	1
Civil standby	1	Public assist	3
Disturbances	11	Reckless driver	2
Disorderly	3	Subject w/gun	2
Domestic	8	Supplement	5
Foot patrol	2		
Forgery/fraud	6		
Found property	1		

Suspicious activity	15
Activity	6
Person	4
Vehicle	5
Theft	3
Threats	1
Traffic control	25

Traffic stops	80
Vandalism/graffiti	2
Warrant service	1
<u>Welfare check</u>	<u>8</u>
Total # of calls for service	259

Thank you,

Enrique Salas,
Marshal




TOWN OF MESILLA

Public Works Department
P.O. Box 10, Mesilla, New Mexico 88046
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MEMORANDUM

Date: May 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 – April 2021**

On-going maintenance, custodial and operations:

Continued Covid-19 Disinfecting/Cleaning
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
Utility location services
Grounds maintenance on-going
Custodial responsibilities on-going
Valve exercise program continues
Vehicle maintenance on-going

Miscellaneous items/work orders/accomplishments:

Covid disinfectant fogging for Town Hall and Community Center
HVAC repairs / start-up for kitchen make-up unit
Community Center grease trap maintenance
Hydrant flush and maintenance Calle de Principal and Calle de Parian
Painted BBQ's at all parks
Weed eradication on Stanford
Tree removal Avenida de Mesilla and Calle del Sur

Installed hose bid at Mesilla Elementary
Performed excavation and re-seeding at Veterans Park (remediation)
Community Center electrical repairs (kitchen)
Skunk eradication at Community Center
Town Hall fire alarm testing
Town Hall fire sprinkler inspection
Flood irrigated Public Safety Park (twice)
Plaza brick repair
Assisted with Vaccination Clinic at Town Hall
Street clean-up in front of Mesilla Farms and University
Debris removal along Avenida de Mesilla
Re-painted crosswalk adjacent to La Posta
Dead tree removal on south side of Public Safety Park
Fertilized Plaza grass
Began installation of new tables at Public Safety Park
Supervision of community service
Pot-hole repairs (Conway)
Placed hanging flowers at Plaza
School flashers repair Del Sur
Fire Hydrant weed eradication
Street and parking lot cleaning

Project update:

LGRF (2020-2021) – Survey is complete. Design is at 60% completion. Project clearances are underway.

Calle del Norte Trail Phase II – Project agreement execution needed. Project design is underway. Project concurrence for change of right-of-way received from funding agency. LOE for determination sent to NMDOT. Project survey in process.

Booster Pump Replacement –Project design is underway. Coordination with BLM for permit is underway.

Plaza Lighting Replacement – Project resumed for installation of three additional lights. Original contract scope of work is considered complete.

LGRF (2021-2022) – Application submitted and processed by NMDOT. Awaiting award/agreement and application for match waiver.

Playground Equipment – Purchase order for playground equipment for the Community Center Park and Los Leones Park has been issued to School Equipment Inc.