



Town of Mesilla, New Mexico

NOTICE

THE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, DECEMBER 13, 2021, AT 4:00 P.M., AT THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA. ****FOR THE HEALTH & SAFETY OF ALL PUBLIC, MASKS ARE REQUIRED TO ENTER****

1. Discussion on comments from attorneys on ordinance 2021-02 Establishing Zoning and Other Regulations for Cannabis.
2. Discussion on revising Mesilla Town Code 5.20 Special Events Licensing.
3. Discussion on Mesilla Personnel Rules and Regulations Handbook revisions.

THE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, DECEMBER 13, 2021, AT 6:00 P.M., AT THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA. ****FOR THE HEALTH & SAFETY OF ALL PUBLIC, MASKS ARE REQUIRED TO ENTER****

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL & DETERMINATION OF A QUORUM
3. CHANGES TO THE AGENDA & APPROVAL
4. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.
Space is limited and may require persons giving public input IN PERSON to rotate if capacity of the room is exceeded.
5. APPROVAL OF CONSENT AGENDA: (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *)
 - a) ***BOT MINUTES** – Minutes of a work session and regular meeting November 22, 2021.
 - b) ***PZHAC CASE #061310** – 2687-2685 Calle de Parian, submitted by William McIlvaine, to erect a stone wall to match the current design with metal sections installed.
 - c) ***Resolution 2021-30**: A resolution establishing dates for holiday observance for the Town of Mesilla in 2022.
6. NEW BUSINESS:
 - a) For approval: Mesilla Personnel Rules and Regulations Handbook.
 - b) Discussion on items from Work Session (if needed).
7. BOARD OF TRUSTEE COMMITTEE REPORTS
8. BOARD OF TRUSTEE/STAFF COMMENTS
9. ADJOURNMENT

NOTICE:

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

Posted 12/8/2021 at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla. Ristramn Chile Co.. 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

BOARD OF TRUSTEES (BOT)
TOWN OF MESILLA
WORK SESSION
MONDAY, NOVEMBER 22, 2021
5:30 P.M.

****FOR THE HEALTH & SAFETY OF ALL PUBLIC, MASKS ARE REQUIRED TO ENTER****

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

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Enrique Salas, Marshal
Gloria Maya, Recorder

PUBLIC: Susan Krueger

1. **Discussion on draft ordinance 2021-03:** Revising Mesilla Town Code 5.20 Special Events Licensing.
Ms. Stoechner-Hernandez reviewed recommended changes to the Mesilla Town code 5.20 Special Events Licensing and took comments from the Board of Trustees. Another worksession will be scheduled.

1 **BOARD OF TRUSTEES (BOT)**
2 **TOWN OF MESILLA**
3 **REGULAR MEETING**
4 **MONDAY, NOVEMBER 22, 2021**
5 **6:00 P.M.**

6 ****FOR THE HEALTH & SAFETY OF ALL PUBLIC, MASKS ARE REQUIRED TO ENTER****

7
8
9 **TRUSTEES:** Nora Barraza, Mayor
10 Stephanie Johnson-Burick, Mayor Pro Tem
11 Carlos Arzabal, Trustee (absent)
12 Jesus Caro, Trustee
13 Veronica Garcia, Trustee
14
15 **STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
16 Kevin Hoban, Fire Chief
17 Enrique Salas, Marshal
18 Gloria Maya, Recorder
19
20 **PUBLIC:** Susan Krueger A. Embury
21 Pat Taylor Crystal Davis-Whited
22 Greg Whited Harry Evans
23 Roxanne Livingston
24
25

26 **1. PLEDGE OF ALLEGIANCE**

27 Mayor Barraza led the Pledge of Allegiance.
28

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

30 **Roll Call.**

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

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

33 **Motion: To approve agenda, Moved by Trustee Caro, Seconded by Trustee Garcia.**
34

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

36 Mayor Pro Tem Johnson-Burick Yes

37 Trustee Caro Yes

38 Trustee Garcia Yes
39

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

41 **Space is limited and may require persons giving public input IN PERSON to rotate if**
42 **capacity of the room is exceeded.**

43 Mr. Taylor thanked Trustee Caro and Trustee Arzabal for their service. He stated there is a smell in
44 the storm and sewer drains that needs to be addressed.

45 Ms. Livingston stated she has noticed the sewer smell as well. Referenced the Pop-up Market and
46 asked for the town to work with them.

47
48 **5. CLOSED SESSION – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited**
49 **to personnel matters in the Marshal’s Department.**

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

4
5 **Roll Call Vote:** Motion passed (**summary:** Yes =3).
6 Mayor Pro Tem Johnson-Burick Yes
7 Trustee Caro Yes
8 Trustee Garcia Yes

9
10 Entered Closed Session at 6:12 p.m.

11
12 **6. STATEMENT REGARDING CLOSED SESSION AND ROLL CALL VOTE –**
13 **discussion during the closed session was limited to personnel matters in the Marshal’s**
14 **Department pursuant to NMSA 1978 Chapter 10-15-1(H)(2). – Board of Trustees.**

15
16 **Motion: To enter Regular Meeting after limited discussion to personnel matters in the Marshal’s**
17 **Department – pursuant to NMSA 1978 Chapter 10-15-1(H)(2) – no action taken, Moved by Trustee**
18 **Caro, Seconded by Trustee Garcia.**

19
20 **Roll Call Vote:** Motion passed (**summary:** Yes =3).
21 Mayor Pro Tem Johnson-Burick Yes
22 Trustee Caro Yes
23 Trustee Garcia Yes

24
25 Entered Regular Meeting at 6:19 p.m.

26 **7. ACTION ON ITEMS FROM CLOSED SESSION – the board may act on items**
27 **discussed in closed session limited to personnel matters in the Marshal’s Department**
28 **pursuant to NMSA 1978 Chapter 10-15-1(H)(2). – Board of Trustees.**

29 Mayor Barraza stated Mr. Brandon Baca was recommended by the committee for the part-time
30 Animal Control and Codes Enforcement officer.

31 **Motion: To approve the hiring of Mr. Brandon Baca for the part-time Animal control and Codes**
32 **position, Moved by Trustee Garcia, Seconded by Mayor Pro Tem Johnson-Burick.**

33
34 **Roll Call Vote:** Motion passed (**summary:** Yes =3).
35 Mayor Pro Tem Johnson-Burick Yes
36 Trustee Caro Yes
37 Trustee Garcia Yes

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

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

43
44 **Roll Call Vote:** Motion passed (**summary:** Yes =3).
45 Mayor Pro Tem Johnson-Burick Yes
46 Trustee Caro Yes
47 Trustee Garcia Yes

48
49 a) ***BOT MINUTES – Minutes of a joint work session and regular meeting November 8, 2021.**
50 ***Approved by consent agenda***

- 1 b) *PZHAC CASE #061301 – 2245 Calle de Colon, submitted by Roberto Garcia to remove and
2 replace 8 windows with no changes to size of opening structure. Zoned: Historic Residential
3 (HR). *Approved by consent agenda*
4 c) *PZHAC Case #061305 – 2451 Calle de San Albino, submitted by Rebecca Bird for the
5 painting of her home from brown to white. Zoned: Historic Residential (HR). *Approved by*
6 *consent agenda*
7

8 **9. BOARD OF TRUSTEE COMMITTEE REPORTS**

9 Mayor Pro Tem Johnson-Burick: MPO meeting was held on November 10th; MPO meeting 2nd Wednesday in
10 December. \$100 million dollars will be coming to the state through the Infrastructure Bill; towns are asked to
11 be prepared.
12

13 **10. BOARD OF TRUSTEE/STAFF COMMENTS**

14 Trustee Caro addressed the potholes on Calle de Arroyo. Recommends putting a fence around construction
15 sites.
16

17 Mayor Barraza stated that will be Codes Enforcement and it will be looked into.
18

19 Mayor Pro Tem Johnson-Burick thanked Trustee Caro and Trustee Arzabal for their service which is
20 appreciated.
21

22 Trustee Garcia thanked staff for the meetings and the communication.
23

24 Mayor Barraza stated the Veteran’s Day Ceremony was successful. We met with the businesses and received
25 recommendations. We would like to go with Option 4 of the redistricting; read letter.
26

27 Mayor Pro Tem Johnson-Burick asked if anyone will be presenting at the meeting tomorrow.
28

29 Mayor Barraza stated we will be sending the letter. Small Business Day is Saturday, November 27th. We will
30 be distributing favors received from American Express. Offices will be closed November 25th and 26th for
31 Thanksgiving. Christmas Tree Lighting Ceremony will be held on December 3rd at 5:30 p.m. COVID cases
32 are on the rise. We have had two of our employees test positive. Staff did go test and came back negative.
33 Public Works will be fogging this week.
34

35 Board of Trustees wished everyone a Happy Thanksgiving.
36

37 **11. ADJOURNMENT**

38 **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-3).**
39

40 **MEETING ADJOURNED AT 6: 37 P.M.**
41

42 **APPROVED THIS 13th DAY OF DECEMBER, 2021.**
43
44
45

46
47 _____
48 Nora L. Barraza
49 Mayor
50

51 **ATTEST:**
52
53
54

- 1 **Cynthia Stoeher-Hernandez**
- 2 **Town Clerk/Treasurer**



**TOWN OF MESILLA
BOARD ACTION FORM**

AGENDA DATE:

PZHAC: December 6, 2021

BOT: December 13, 2021

ITEMS:

- b) PZHAC CASE #061310** – 2687-2685 Calle de Parian, submitted by William McIlvaine, to erect a stone wall to match the current design with metal sections installed.

BACKGROUND AND ANALYSIS:

The applicant proposes to erect a stone wall to match his current design. I've attached what was submitted with his last application. He will use 2 ft metal sections between the 5 ft pillars with two gates. The gates will be 71" at their peak.

The ASC reviewed the case on November 30, 2021.

IMPACT:

Staff recommends the Planning, Zoning and Historical Appropriateness Commission (PZHAC) approve the application subject to the following findings:

- The PZHAC has jurisdiction to recommend approval of the applicant's request for approval of this request to the BOT.
- The applicant has the authority to make an application request to the PZHAC and BOT.
- Due process was provided to the applicant.

Specific findings of fact:

- The proposed work meets the requirements of MTC 18.35 Historic Residential.
- The proposed work meets the requirements of MTC 18.33 Historic Preservation.

ALTERNATIVES:

The Planning, Zoning and Historical Appropriateness Commission (PZHAC) may:

- 1) Recommend approval of this case with findings stated above.
- 2) Recommend approval of this case with findings stated above and conditions.
- 3) Deny the application.

DEPARTMENT RECOMMENDATION:

Staff recommends the PZHAC approve case 061310.

SUPPORTING INFORMATION:

- Application
- Parcel Map.
- Design of gate/wall.
- Photos of rock wall and old wood that was in between prior to the metal being installed

ALTERNATIVES:

The Board of Trustees (BOT) may:

- 1) Recommend approval of this case with findings stated above.
- 2) Recommend approval of this case with findings stated above and conditions.
- 3) Deny the application.

**TOWN OF MESILLA
ZONING APPROVAL**

OFFICIAL USE ONLY:
Case # 061310
Fee \$ 175.00

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

*need site plan
location of
fencing*

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

CASE NO. _____ ZONE: _____ CODE: _____ APPLICATION DATE: _____

WILLIAM + STEPHAN MCILVAINE 370 990 9896
 Name of Property Owner Property Owner's Telephone Number
PO BOX 360 MESILLA NM 88046
 Property Owner's Mailing Address City State Zip Code
WBMCILVAINE@MAC.COM
 Property Owner's E-mail Address
GONZALES LANDSCAPING
 Contractor's Name & Address (If none, indicate Self)
575 680 0447
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number
 Address of Proposed Work: 2687 - 2685 CALLE DE PARIAN MESILLA
 Description of Proposed Work: ERECT STONE WALL BETWEEN 2 PROPERTIES TO MATCH
CURRENT DESIGN USING CORRENT METAL SECTIONS BETWEEN 5 FOOT TALL
PILLARS WITH 2 GAUGES. TOTAL LENGTH 116 FEET. WALL DESIGNED PREV. APPROVAL
\$ 9500.00 W McIlvaine 29 Nov 2021
 Estimated Cost Signature of Applicant Date
 Signature of property owner: W McIlvaine

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 **BOT** Approved 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: _____

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.)

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number ▼ Enter

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:

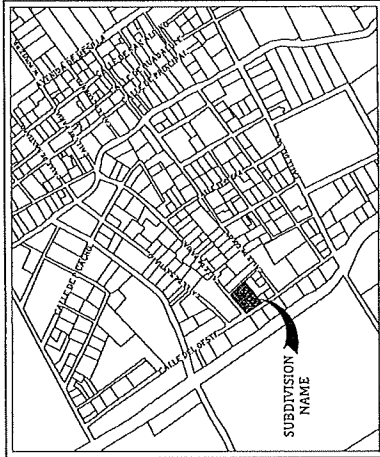
Property Address: 2685 CALLE DE PARIAN #2

Acres: 0.93000001



OLD MESILLA FARMS

A 0.910 ACRE REPLAT OF U.S.R.S. TRACTS 11A-208A, 11A-208A2 AND 11A-209
 LOCATED IN WITHIN SECTION 36, T.23S., R.1E., N.M.P.M. OF THE U.S.R.S. SURVEYS
 TOWN OF MESILLA, DOÑA ANA COUNTY, NEW MEXICO
 JUNE 2, 2021



VICINITY MAP
 NTS

DEDICATION

THE TRACT OF LAND SHOWN HEREON IS TO BE KNOWN AS "OLD MESILLA FARMS", AND CONTAINS 0.910 ACRES OF LAND, MORE OR LESS.
 ALL RIGHTS OF WAY SHOWN HEREON ARE DEDICATED TO THE TOWN OF MESILLA. UTILITY EASEMENTS ARE GRANTED TO THE TOWN OF MESILLA FOR THE INSTALLATION AND MAINTENANCE OF UTILITY LINES AND STRUCTURES. ALL RULES AND REGULATIONS OF THE TOWN OF MESILLA AND SAID UTILITY COMPANIES WILL APPLY TO THESE EASEMENTS. ALL OTHER EASEMENTS SHOWN HEREON ARE GRANTED FOR THE USE INDICATED. NO ENCROACHMENT WILL INTERFERE WITH THE USE OF EASEMENTS AS SHOWN ON THIS PLAN IS ALLOWED.
 THIS SUBDIVISION HAS BEEN DEDICATED IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER OF THE LAND SHOWN HEREON.

I, THE UNDERSIGNED OWNER DO HEREBY SET MY HAND THIS _____ DAY OF _____, 2021.
 STEPHAN P MCLVAINRE
 MESILLA, NM 88046
 INSTRUMENT OF TITLE: INSTRUMENT NO. 181225 FILED ON MAY 21, 2021
 (COUNTY OF DOÑA ANA)
 THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2021
 BY WILLIAM MCLVAINRE AND STEPHAN P MCLVAINRE.

(RETAIN FILED)
 MY COMMISSION EXPIRES _____
 PLAT NO. _____ RECEPTION NO. _____
 (STATE OF NEW MEXICO)
 (COUNTY OF DOÑA ANA)
 I HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD ON _____ DAY AT _____ O'CLOCK, AND
 DULY RECORDED IN PLAT RECORD _____ PAGE(S) FILED
 IN THE RECORDS OF SAID COUNTY.
 COUNTY CLERK _____
 TOWN CLERK _____

UTILITY APPROVALS
 THIS PLAT AND THE UTILITY EASEMENTS SHOWN THEREON ARE THE PROPERTY OF THE UNDERSIGNED COMPANIES TO THE SUBDIVISION.

EL PASO ELECTRIC COMPANY
 EASEMENTS SHOWN HEREON, COPIES OF WHICH HAVE BEEN PRESENTED TO THE EL PASO ELECTRIC COMPANY, ARE SATISFACTORY TO MEET THE NEEDS FOR THE INSTALLATION OF (UNDERGROUND), (OVERHEAD), (UNDERGROUND AND/OR OVERHEAD), (UNDERGROUND AND DESIGNATED OVERHEAD FEEDER) CABLE UTILITIES.
 BY: _____ DATE: _____

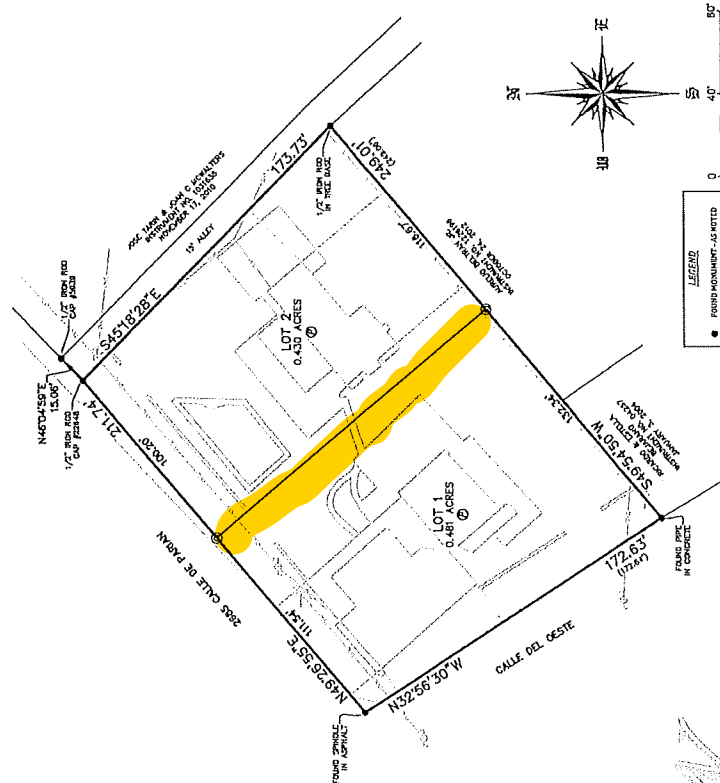
COMCAST
 EASEMENTS SHOWN HEREON, COPIES OF WHICH HAVE BEEN PRESENTED TO COMCAST AS A NECESSARY (UNDERGROUND), (OVERHEAD), (UNDERGROUND AND DESIGNATED OVERHEAD FEEDER) CABLE UTILITIES.
 BY: _____ DATE: _____

QUEST COMMUNICATIONS (DBA CENTURY LINK)
 EASEMENTS SHOWN HEREON, COPIES OF WHICH HAVE BEEN PRESENTED TO QUEST COMMUNICATIONS COMPANY, ARE SATISFACTORY TO MEET THE NEEDS FOR THE INSTALLATION OF (UNDERGROUND), (OVERHEAD), (UNDERGROUND AND/OR OVERHEAD), (UNDERGROUND AND DESIGNATED OVERHEAD FEEDER) TELEPHONE UTILITIES.
 BY: _____ DATE: _____

TOWN OF MESILLA PLANNING AND ZONING COMMISSION APPROVAL
 THIS PLAN HAS BEEN SUBMITTED TO AND HAS BEEN CHECKED BY THE TOWN OF MESILLA PLANNING AND ZONING COMMISSION AND IS HEREBY RECOMMENDED FOR APPROVAL BY HAVING MET THE REQUIREMENTS OF THE LAND SUBDIVISION REGULATIONS OF THE TOWN OF MESILLA.

TOWN OF MESILLA BOARD OF TRUSTEES APPROVAL
 THE ACCOMPANYING SUBDIVISION, BEING WITHIN THE CORPORATE LIMITS OF THE TOWN OF MESILLA, HAS BEEN PRESENTED TO AND APPROVED FOR FILING BY THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA.
 ATTORNEY: MAYOR _____ DATE: _____
 BY: TOWN CLERK _____ DATE: _____

NOTES:
 1. THE DEVELOPER IS RESPONSIBLE FOR PROVIDING UTILITY STANDARDS TO THE TOWN OF MESILLA AND NECESSARY TO PROVIDE UTILITY SERVICES TO THE LOTS CONTAINED HEREIN.
 2. BASIS OF BEARINGS IS BETWEEN MONUMENTS FOUND ALONG THE SOUTH LINE OF THIS TRACT AS SHOWN (SPP 95-517).
 3. THIS PARCEL OF LAND IS IN FLOOD ZONE "X" OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAPS (FIRM 35015C1930) DATED 7/6/2014.
 4. EXCESS STORM DRAINAGE IS TO BE RETAINED ON LOTS WITH THE FINDING SYMBOL (F), MAINTENANCE OF FLOOD LOT POND WILL BE THE RESPONSIBILITY OF THE LOT OWNER.

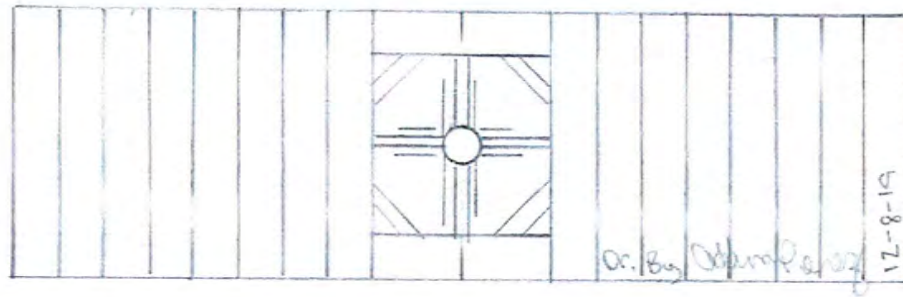
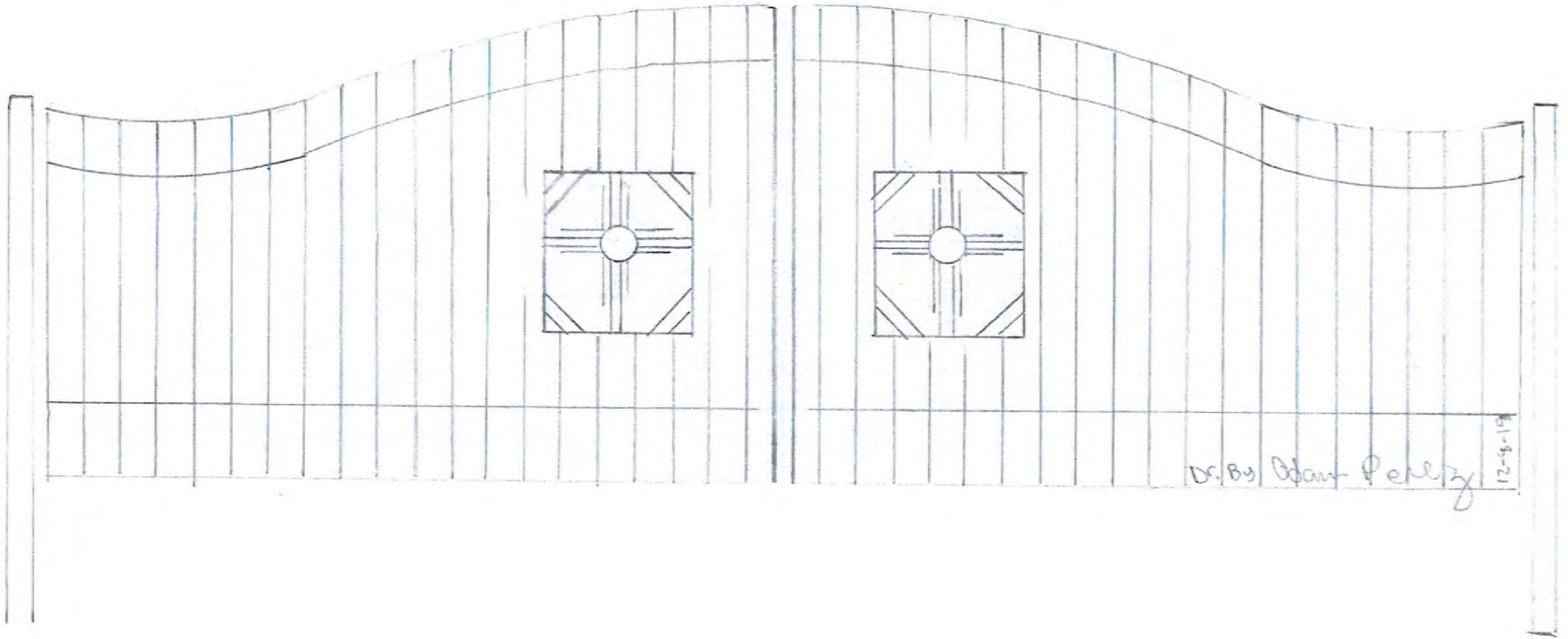


CARTER SURVEYING AND MAPPING
 3267 View Drive Las Cruces, New Mexico 88011
 Phone (575) 313-2638
 Carter.Surveying@gsi@gmail.com
 PROJECT NAME: OLD MESILLA FARMS
 PROJECT NUMBER: 21178
 DATE: 6/2/2021
 SHEET 1 OF 2

LEGEND
 FLOOD MONUMENT - AS NOTED
 SET 1/2" BENCH MARK WITH DWP
 MONUMENT

BENJAMIN L. CARTER, PS 22648
 NEW MEXICO PROFESSIONAL SURVEYOR
 CERTIFICATE NO. 11177
 EXPIRES 12/31/2024
 I HEREBY CERTIFY THAT THIS SURVEY WAS PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION, THAT I AM RESPONSIBLE FOR THIS SURVEY, THAT THIS SURVEY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR A SURVEY IN NEW MEXICO.

71" at peak



Town of Mesilla, New Mexico

Phone (575) 524-3262

P.O. Box 10

2231 Avenida de Mesilla, Mesilla, NM 88046



RIGHT OF ENTRY AGREEMENT

Applicant Name(s): WILLIAM + STEPHAN MCILVAINE

Property Address: 2687 CALLE DE PARIAN MESILLA

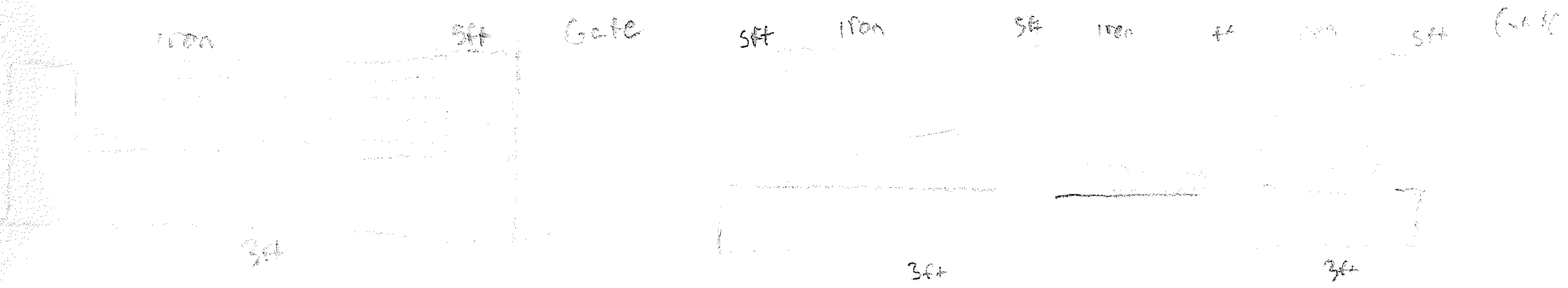
Adjacent property address: 2685 CALLE DE PARIAN, MESILLA

Adjacent property owner(s): WILLIAM + STEPHAN MCILVAINE

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

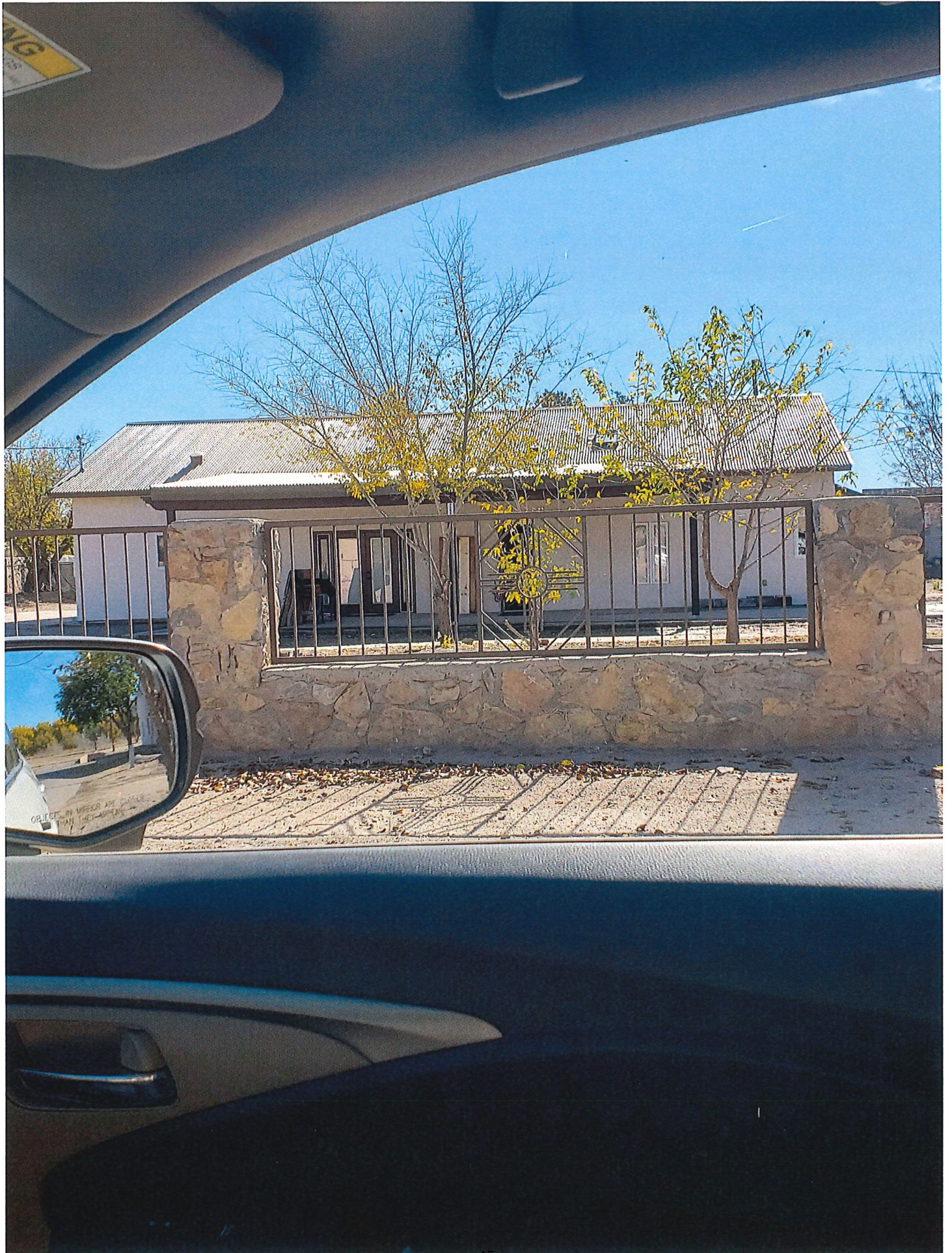
William McIlvaine Stephan McIlvaine 29 NOV 2021
Applicant/Owner (original signature) Date

William McIlvaine Stephan McIlvaine 29 NOV 2021
Adjacent Owner (original signature) Date



GONZALES LANDSCAPING













RESOLUTION NO. 2021-30

A RESOLUTION ESTABLISHING DATES FOR HOLIDAY OBSERVANCE FOR THE TOWN OF MESILLA IN 2022.

WHEREAS, the Town of Mesilla annually adopts a holiday schedule to be observed by the Town; and

WHEREAS, the holidays proposed are authorized for observance by employees in Town service in accordance to the Town Personnel Policy.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees that the following schedule of holidays will be observed by the Town of Mesilla in 2022. Town Hall will be closed on these days:

Martin Luther King Day	Monday	January 17, 2022
President’s Day	Monday	February 21, 2022
Spring Day	Monday	April 25, 2022
Memorial Day	Monday	May 30, 2022
Juneteenth	Monday	June 20, 2022
Independence Day	Monday	July 4, 2022
Labor Day	Monday	September 5, 2022
Indigenous People’s Day	Monday	October 10, 2022
Veterans Day	Friday	November 11, 2022
Thanksgiving Day	Thursday	November 24, 2022
Thanksgiving Holiday	Friday	November 25, 2022
Winter Holiday	Friday	December 23, 2022
Winter Holiday	Monday	December 26, 2022
New Year’s Eve Observance	Friday	December 30, 2022

PASSED BY THE BOARD OF TRUSTEES this 13th day of December 2021.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Clerk-Treasurer

Community Projects Report

Project	Description
Current Contact information	Dorothy Sellers Email: DorothyS@mesillanm.gov Work: 575-524-3262 Cell:575-571-3890
Santa on the Plaza	Santa will arrive on the Plaza for Mesilla Elementary Students
Christmas Eve in Mesilla	Luminarias will line the streets of Mesilla. Caroling, candlelight vigil and caroling on the Plaza. Working with NM tourism to hold a photoshoot of all the festivities as well as several businesses. Working with Adams Radio to do a live remote on Christmas Eve.
Promote Mesilla and area businesses	Digital Billboard is running. Radio spots and an ad in the Bulletin are all running with the theme of "Mesilla....your one-stop destination for dining, drinking, shopping and more"
Newsletter	Putting the finishing touches on the holiday newsletter that will be distributed to Mesilla residents
Visitors Guide	Working with TuMedia on the creation and distribution of the 2022 Mesilla Visitors Guide.
Calendar of events	Creating a calendar of events for distribution to businesses and residents.

Social Media and website	Keep social media up to date with things happening in Mesilla. Will continue to push visitors to the website. Mesilla website is now visible on Google search.
Mercado	Workshop visits are planned for January to ensure vendors are meeting the requirements to sell at Mercado.
Clean & Beautiful Grant	Town of Mesilla has been awarded \$6,686.56 for FY22. The award includes two community clean-up events. New trash cans for the Town Hall Parking Lot. Promotional items to be given at fiestas and youth interns to man booths at the fiestas.
NM Tourism Grant	The media push of our video and banner is set to resume. Working with NM CoOp to update branding on video and banner. Application has been submitted. Mesilla was granted a 2:1 match offer.



Memorandum

To: Mayor and Trustees

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

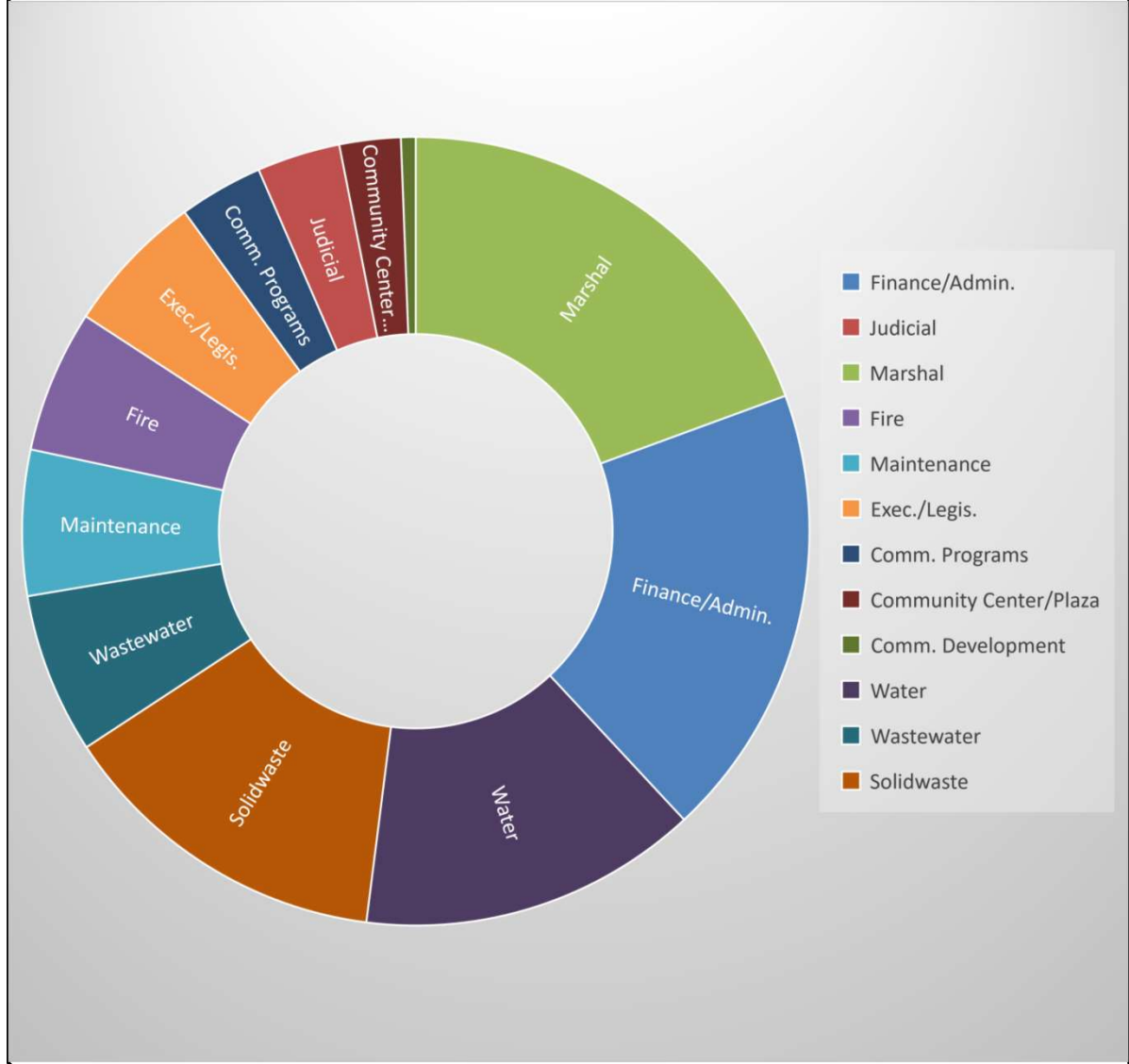
RE: Monthly Finance Report

Listed below is a review of department and fund expenditures for: Nov-21
General Fund should be at: 42% spending

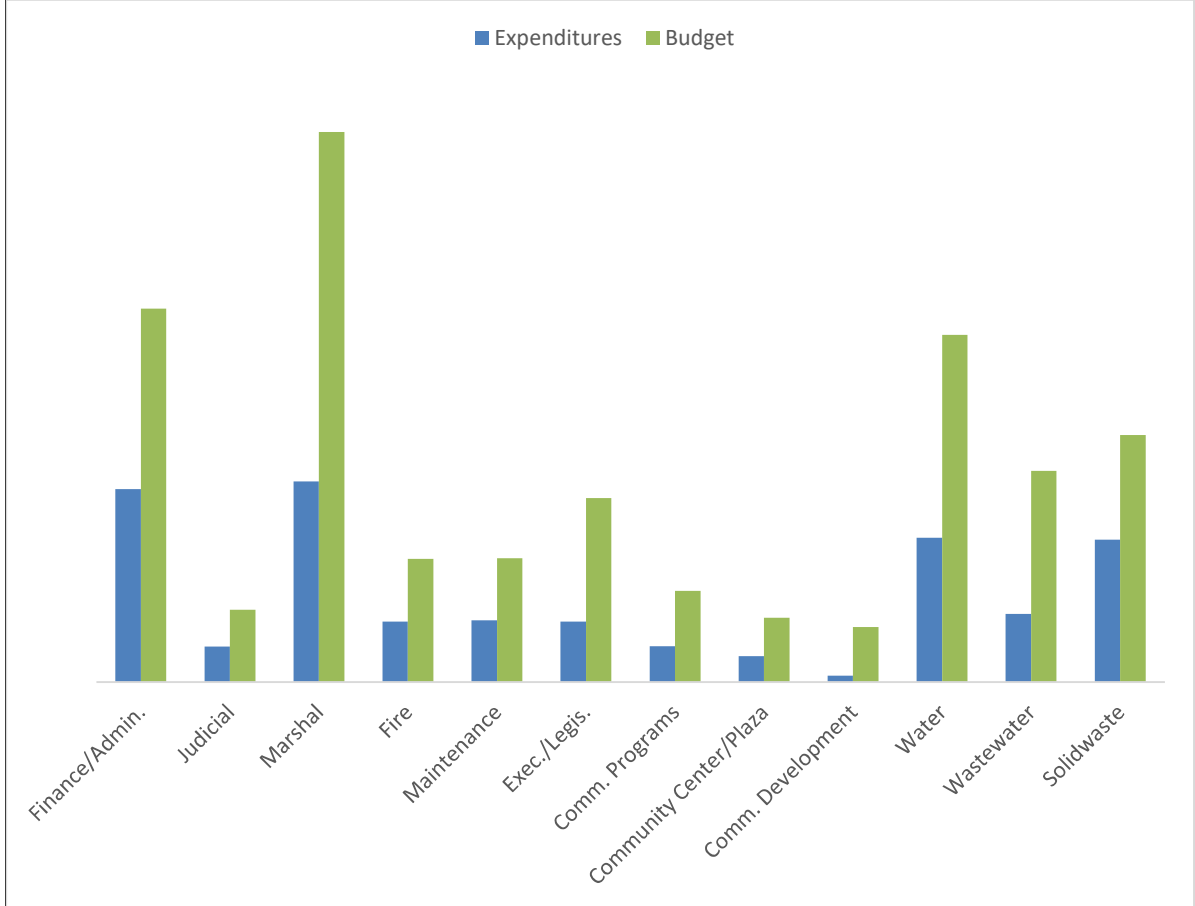
EXPENDITURES ARE HIGHER DUE TO 1ST HALF OF INSURANCES BEING DUE IN JULY

YTD EXPENDITURES	%Exp.	\$ Money YTD	Mo.%	YTD % over/under	Approved Budget
Finance/Admin.	51.62%	\$195,369	100.00%	-48.38%	\$ 378,483
Judicial	48.92%	\$35,817	100.00%	-51.08%	\$ 73,213
Marshal	36.50%	\$203,451	100.00%	-63.50%	\$ 557,384
Fire	49.11%	\$61,291	100.00%	-50.89%	\$ 124,799
Maintenance	49.88%	\$62,509	100.00%	-50.12%	\$ 125,307
Exec./Legis.	32.77%	\$61,119	100.00%	-67.23%	\$ 186,531
Comm. Programs	39.22%	\$36,186	100.00%	-60.78%	\$ 92,256
Community Center/Plaza	40.54%	\$26,350	100.00%	-59.46%	\$ 65,000
Comm. Development	11.38%	\$6,327	100.00%	-88.62%	\$ 55,602
General Fund	43.17%	\$688,419	100.00%	-56.83%	\$ 1,594,794
Water	41.52%	\$146,077	100.00%	-58.48%	\$ 351,841
Wastewater	32.29%	\$69,076	100.00%	-67.71%	\$ 213,896
Solidwaste	57.62%	\$144,249	100.00%	-42.38%	\$ 250,341
Enterprise Fund	41.31%	\$359,402	100.00%	-58.69%	\$ 870,078

EXPENDITURES



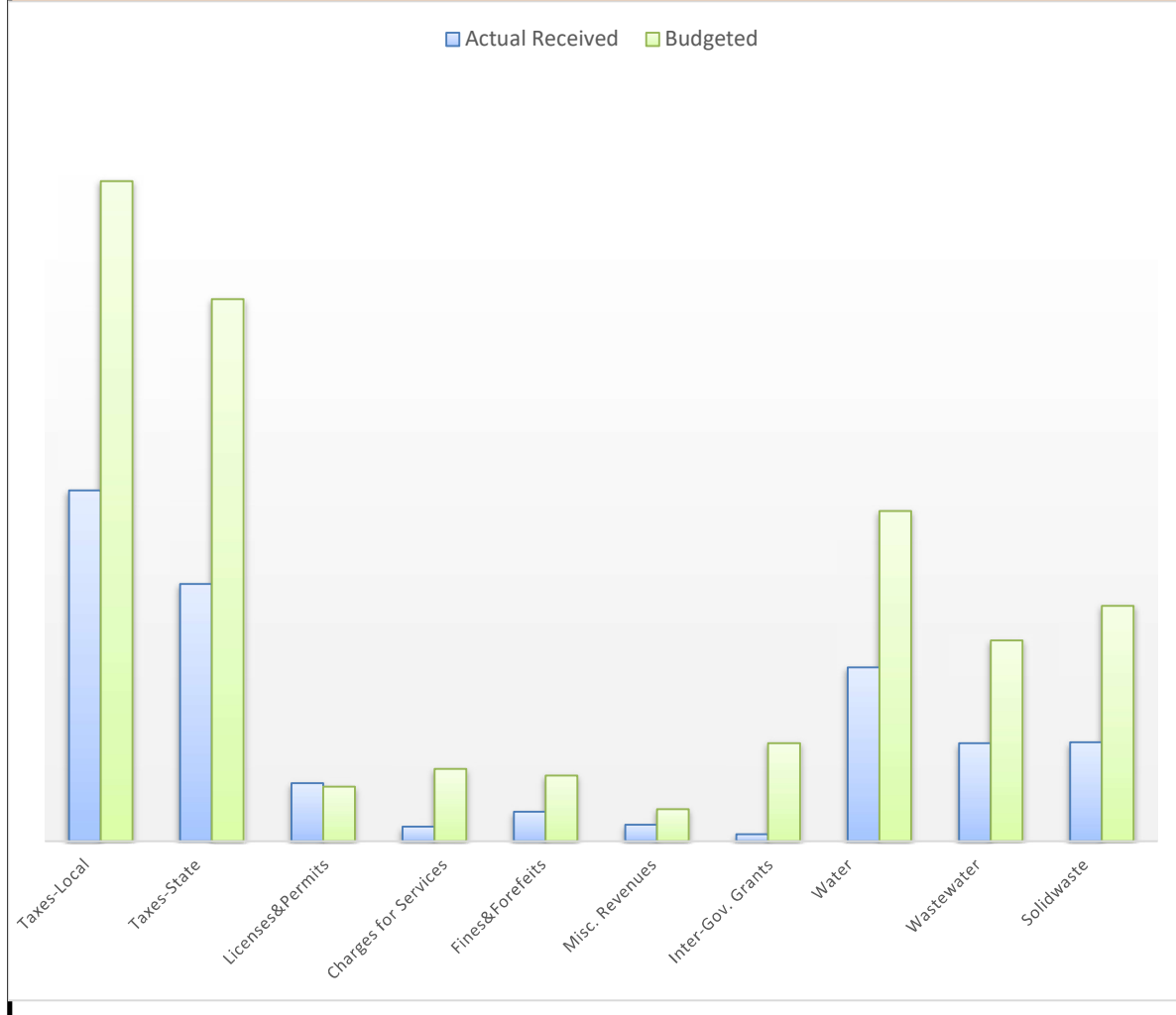
EXPENDITURES VS BUDGET



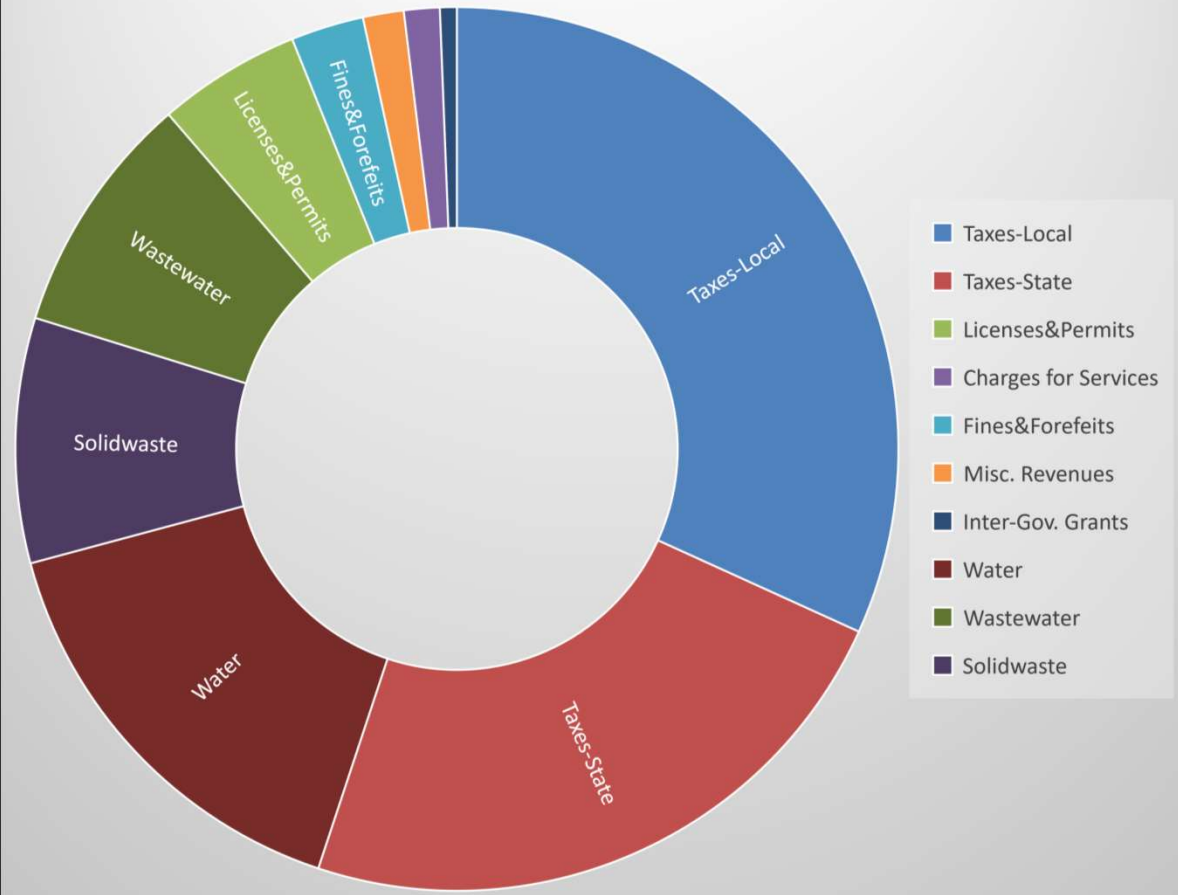
Please request the INCODE report for detail revenues and expenses by fund.

REVENUE					
YTD REVENUES	% Rec.	YTD Money \$	% Est.	YTD % over/under	AMOUNT BUDGETED
Taxes-Local	53.12%	\$373,820	100.00%	-46.88%	\$703,681
Taxes-State	47.42%	\$274,025	100.00%	-52.58%	\$577,875
Licenses&Permits	106.34%	\$61,676	100.00%	6.34%	\$58,000
Charges for Service	19.99%	\$15,391	100.00%	-80.01%	\$77,000
Fines&Forefeits	44.82%	\$31,371	100.00%	-55.19%	\$70,000
Misc. Revenues	51.67%	\$17,568	100.00%	-48.33%	\$34,000
Inter-Gov. Grants	6.98%	\$7,285	100.00%	-93.02%	\$104,400
General Fund	48.07%	\$781,136	100.00%	-51.93%	\$1,624,957
Water	52.63%	\$185,178	100.00%	-47.37%	\$ 351,841
Wastewater	48.81%	\$104,407	100.00%	-51.19%	\$ 213,895
Solidwaste	42.02%	\$105,393	100.00%	-57.98%	\$ 250,814
Enterprise Fund	48.37%	\$394,978	100.00%	-51.63%	\$816,550

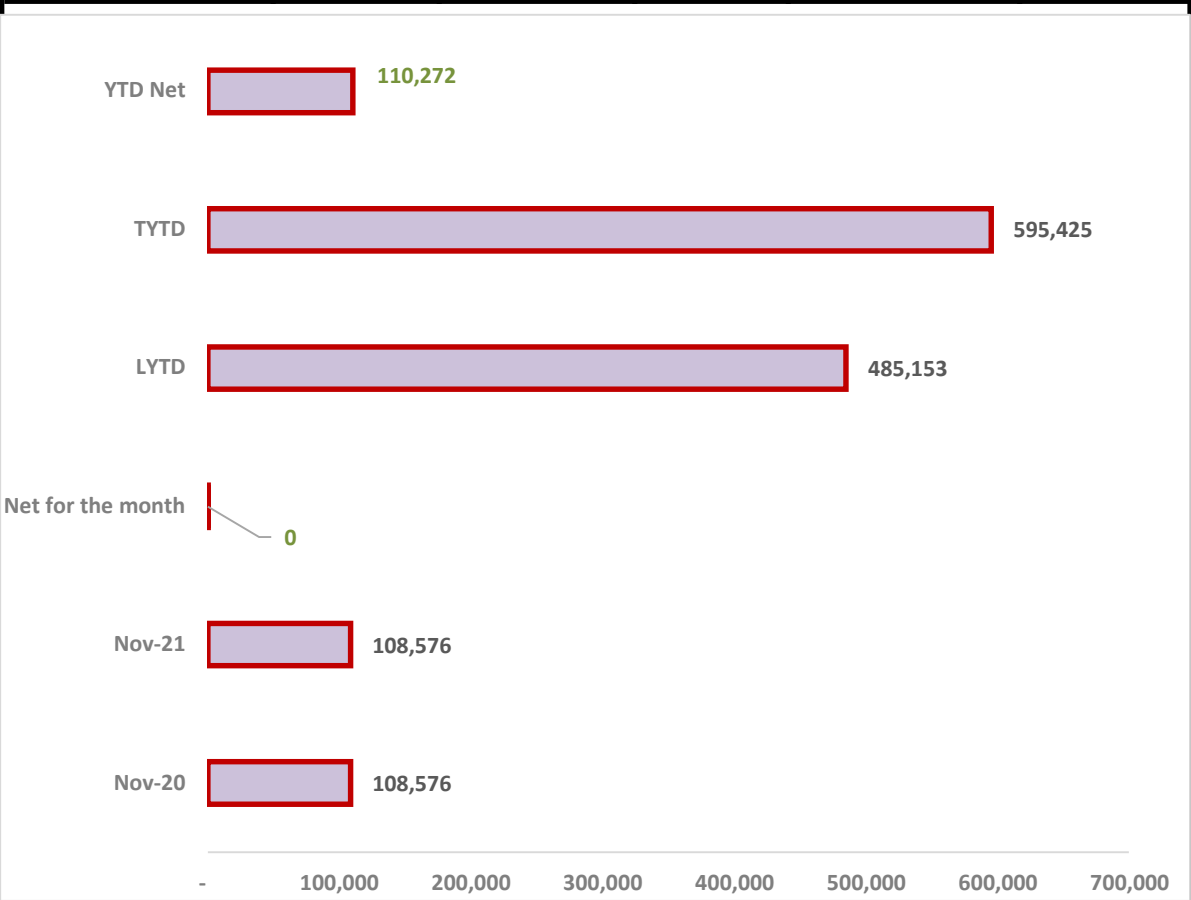
REVENUES VS BUDGET



REVENUES



GRT COMPARISONS					
Nov-20	Nov-21	Net for the month	LYTD	TYTD	YTD Net
108,576	108,576	0	485,153	595,425	110,272



Business GRT in September 2021			
Percentage over last FY	0%	Percentage over last FYTD	23%

TOWN OF MESILLA FIRE DEPARTMENT
MONTHLY BOT REPORT



DATE: NoveMber, 2021

MAJOR ADDITIONS TO INVENTORY

No major addtions to inventory were made however we have sold the 1994 Pierce Dash. It has been picked up by the buyer, a fire company in California.

MAINTENANCE OF EQUIPMENT

Eng 31 cut saw repair, pull starter rebuilt. Engine 31, Eng 32 and Brush 33 completed wet inspections with no major issues reported. Brush 31 will be inspected in December. Brush 31 engine repairs completed including oil leaks and head gasket replacement. Squad 32 oil change and safety inspection completed with no major issues. SCBA fill station passed quarterly maintenance inspection and test.

COMMENTS

MFD, along with the rest of Dona Ana County, have experienced a rise in COVID related calls for service. As always we do our best to protect responders during these calls and continue to be vigilant concerning our members health and being fit to report for duty.

Two of our members will finish up their Emergency Medical Technicial classes next month along with one member each completing Emergecny Medical Responder and EMT-Intermediate classes.

The department received \$25,000 from the Fire Protection Grant Fund for stipends for firefighters. Staff is updating our current procedure for stipends in anticipation of using these funds to encourage retention of our volunteers.

SUBMITTED BY

Fire Chief Kevin Hoban _____

Mesilla Fire Department

Mesilla, NM

This report was generated on 12/5/2021 2:35:37 PM



Count of Classes by Personnel by Class Category

Passed/Failed: Both Passed and Failed | Personnel: All Personnel | Start Date: 11/01/2021 | End Date: 11/30/2021

Aguilar, Alexander J

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Aguilar, Alexander J	1	2:00

Brown, Tyler S

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

Chavez, John E

Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Chavez, John E	1	3:00

Davis-Whited, Crystal L

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	2	6:00
Total for Davis-Whited, Crystal L	3	8:00

Dove, Michael S

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

Embury, Andy G

Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	1	3:00
Total for Embury, Andy G	2	5:00

Evans, Harry A

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

Fernandez III, Humberto

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

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.



emergencyreporting.com
Doc Id: 1504
Page # 1 of 3

Franco, Gabriel Z		
Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	1	3:00
Total for Franco, Gabriel Z	2	5:00

Frietze, Trevor R		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Frietze, Trevor R	1	3:00

Gaytan, Melina A		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
Total for Gaytan, Melina A	1	2:00

Hoban, Kevin M		
Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Hoban, Kevin M	1	2:00

Klebansky, George A		
Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
Total for Klebansky, George A	1	2:00

Linares-Chacon, Sebastian		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	3:00
Total for Linares-Chacon, Sebastian	1	3:00

Sanchez, Xavier		
Class Category	Class Count	Total Class Hours
EMS Training	1	2:00
I.S.O. Company Training	3	8:00
I.S.O. Driver and Operator Training	1	3:00
Total for Sanchez, Xavier	5	13:00

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

Torres, Joseph J		
Class Category	Class Count	Total Class Hours
I.S.O. Company Training	1	2:00
I.S.O. Driver and Operator Training	1	3:00
Total for Torres, Joseph J	2	5:00

Whited, Gregory E		
--------------------------	--	--

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

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

Zapien, Jasha C

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

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

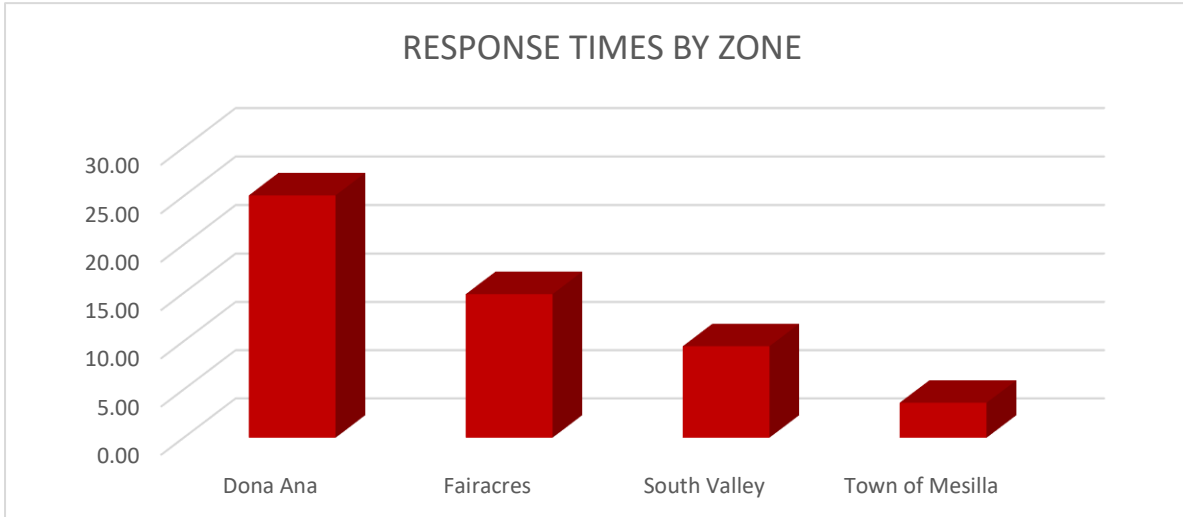
Mesilla Fire Department

Mesilla, NM

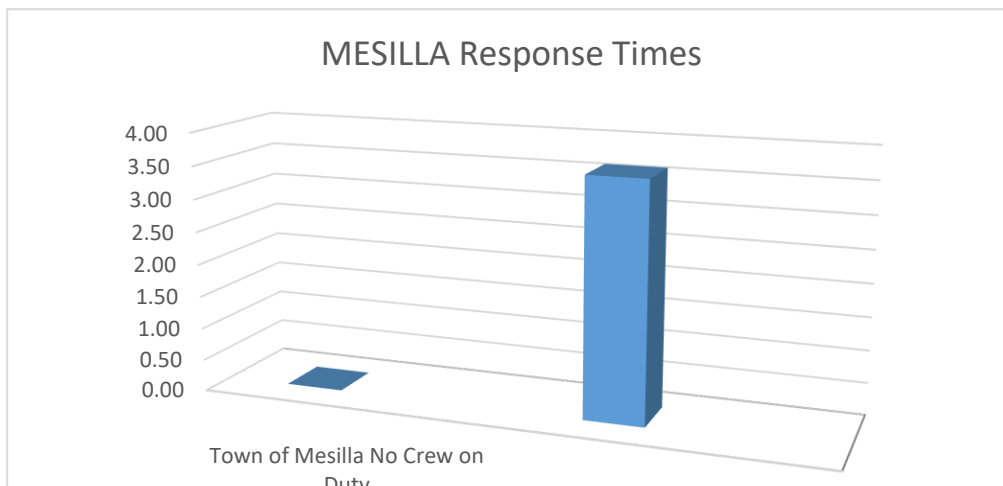
This report was generated on 12/5/2021



Response Mode: Lights and Sirens | Start Date: 11/01/2021 | End Date: 11/30/2021



Zone	AVERAGE RESPONSE TIME (in minutes)
Dona Ana	25.07
Fairacres	14.88
South Valley	9.48
Town of Mesilla	3.62
Town of Mesilla No Crew on Duty	0.00
Town of Mesilla Crew on Duty	3.62



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

Duty

Town of Mesilla Crew on Duty

All emergency responses had a crew on duty.

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

emergencyreporting.com
Doc Id: 342
Page # 2 of 3

Mesilla Fire Department

Mesilla, NM

This report was generated on 12/5/2021 2:52:12 PM



Events per Event Type for Date Range (Landscape)

Start Date: 11/01/2021 | End Date: 11/30/2021

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
Administration Shift						
	11/03/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	3.75	Harry Evans
	11/04/2021	Administrative Shift	Administrative	Fire House 31	2.5	Harry Evans
	11/07/2021	Administration Shift	Administrative	Teleworking	2	Crystal Davis-Whited
	11/08/2021	Administrative Shift	Administrative	Fire House 31	2.75	Harry Evans
	11/11/2021	Administration Shift	Administrative	Teleworking	1.5	Crystal Davis-Whited
	11/14/2021	Administrative Shift (Telework)	Administrative	Tele-Work Residence	1.5	Harry Evans
	11/15/2021	Administrative Shift - Tele-work	Administrative	Tele-work residence	3.25	Harry Evans
	11/17/2021	A Shift	Shifts	Fire House 31	5	Tyler Brown
	11/18/2021	Administrative Shift	Administrative	Fire House 31	3.5	Harry Evans
	11/20/2021	Administration Shift	Administrative	Teleworking	1	Crystal Davis-Whited
	11/26/2021	Administration Shift	Administrative	Teleworking	5	Crystal Davis-Whited, Gregory Whited
	11/26/2021	Administrative Shift	Administrative	Fire House 31	5.25	Harry Evans

Total Hours for Administration Shift: 37

Daily Operations Shift						
	11/03/2021	B Shift	Shifts	Station 31	9	Travis Rogers
	11/05/2021	A-Shift	Work Session	Firehouse 31	26.5	Michael Dove, Phillip Guzman, Sebastian Linares-Chacon, Gabriel Rodriguez
	11/10/2021	C Shift	Shifts	Firehouse 31	24	Mateo Martinez, Xavier Sanchez, Joseph Torres
	11/11/2021	A-Shift	Shifts	Firehouse 31	24	Joseph Torres
	11/12/2021	B-Shift	Shifts	Firehouse 31	24	Michael Dove, Phillip Guzman, Sebastian Linares-Chacon, Joseph Torres

Only LOCKED events included.



emergencyreporting.com

Doc Id: 753

Page # 1 of 3

EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	11/13/2021	C Shift	Shifts	Firehouse 31	24	Trevor Fietze, Xavier Sanchez, Joseph Torres, Jasha Zapien
	11/14/2021	A-Shift	Shifts	Firehouse 31	24	Joseph Torres
	11/15/2021	B-Shift	Shifts	Firehouse 31	12	Humberto Fernandez III, Gabriel Franco, Louis Reyna
	11/15/2021	B-Shift	Shifts	Firehouse 31	24	Humberto Fernandez III, Gabriel Franco, Louis Reyna, Joseph Torres
	11/16/2021	C Shift	Shifts	Firehouse 31	24	Melina Gaytan, Xavier Sanchez, Joseph Torres, Jasha Zapien
	11/18/2021	B-Shift	Shifts	Firehouse 31	13	Humberto Fernandez III, Louis Reyna, Travis Rogers, Joseph Torres
	11/18/2021	B SHIFT	Shifts	Mesilla Fire Station 31	8.25	Alan Gamrath
	11/19/2021	C Shift	Shifts	Fire House 31	14.5	Tyler Brown, Xavier Sanchez, Joseph Torres
	11/20/2021	A Shift	Shifts	Fire House 31	1.5	Tyler Brown, Xavier Sanchez, Joseph Torres
	11/22/2021	C Shift	Shifts	Fire House 31	18	Tyler Brown, Mateo Martinez, Xavier Sanchez
	11/23/2021	A Shift	Shifts	Fire House 31	2	Tyler Brown, Xavier Sanchez
	11/24/2021	B-Shift	Shifts	Firestation 31	10.5	Humberto Manriquez, Travis Rogers
	11/25/2021	C shift	Shifts	Firehouse 31	24	Tyler Brown, Melina Gaytan, Humberto Manriquez, Travis Rogers, Xavier Sanchez, Joseph Torres
	11/26/2021	A-Shift	Shifts	Firehouse 31	24	Xavier Sanchez, Joseph Torres
	11/27/2021	B-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Joseph Torres
	11/28/2021	C Shift	Shifts	Firehouse 31	24	Tyler Brown, Trevor Fietze, Xavier Sanchez, Joseph Torres
	11/29/2021	A-Shift	Shifts	Firehouse 31	24	Trevor Fietze, Humberto Manriquez, Joseph Torres
	11/30/2021	B-Shift	Shifts	Firehouse 31	24	Gabriel Franco, Louis Reyna, Travis Rogers, Joseph Torres

Total Hours for Daily Operations Shift: 427.25

Prevention Division Shift						
	11/04/2021	Inspections	Prevention Event	Town of Mesilla	6	Gregory Whited

Only LOCKED events included.



EVENT TYPE	DATE	EVENT NAME	CATEGORY	LOCATION	HOURS	PARTICIPANTS
	11/12/2021	Movie set Inspection	Prevention Event	Mesilla movie set	2.5	Andy Embury, Kevin Hoban, Gregory Whited
	11/15/2021	PZHAC meeting	Prevention Event	Town Hall	1.5	Gregory Whited
	11/15/2021	Board of Trustees	Prevention Event	Town Hall	3	Crystal Davis-Whited, Gregory Whited
	11/18/2021	Inspections	Prevention Event	Town of Mesilla	6	Alan Gamrath, Gregory Whited
	11/23/2021	Inspections	Prevention Event	Town of Mesilla	4	Xavier Sanchez, Ines Thunhorst, Gregory Whited

Total Hours for Prevention Division Shift: 23

EMS Division Shift						
	11/05/2021	Bshift	Shifts	Fire Station 31	7.5	Ines Thunhorst
	11/19/2021	B shift	Shifts	Firehouse31	7.75	Ines Thunhorst
	11/22/2021	AMR system shortage coverage	Shifts	Station 31	3	Tyler Brown, Andy Embury, Alan Gamrath, George Klebansky, Mateo Martinez, Xavier Sanchez, Gregory Whited
	11/23/2021	C Shift	Shifts	Firehouse 31	5	Ines Thunhorst

Total Hours for EMS Division Shift: 23.25

Special Assignment						
	11/08/2021	BOT Presentation	Special Assignment	Mesilla Town Hall	0.5	Crystal Davis-Whited, Andy Embury, Harry Evans, Melina Gaytan, Kevin Hoban, George Klebansky, Xavier Sanchez, Gregory Whited, Jasha Zapien

Total Hours for Special Assignment: 0.5

On Call Duty Officer						
	11/20/2021	On- call supervisor	On Call Duty Officer	Station 31 and streets	47	Crystal Davis-Whited, Gregory Whited
	11/22/2021	On Call Supervisor	On Call Duty Officer	Town of Mesilla	13.5	Crystal Davis-Whited
	11/22/2021	On- call supervisor	On Call Duty Officer		58	Gregory Whited
	11/23/2021	On Call Supervisor	On Call Duty Officer	Town of Mesilla	14	Crystal Davis-Whited
	11/24/2021	On- call supervisor	On Call Duty Officer	Station 31 and streets	110	Crystal Davis-Whited, Gregory Whited

Total Hours for On Call Duty Officer: 242.5

Only LOCKED events included.

Mesilla Fire Department

Mesilla, NM

This report was generated on 12/5/2021 2:34:19 PM



Incident Statistics

Zone(s): All Zones | Start Date: 11/01/2021 | End Date: 11/30/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		21	
FIRE		14	
TOTAL		35	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
Bat31	0	0	7
Bat32	0	0	1
BR33	0	0	1
SQ32	1	1	3
TOTAL	1	1	12
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		7	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
4		11.43	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:07:07	0:15:28	
AVERAGE FOR ALL CALLS		0:09:29	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Mesilla Fire Main Station 31	0:01:00	0:01:09	
AVERAGE FOR ALL CALLS		0:01:01	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mesilla Fire Department		43:27	

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 NEMIS 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

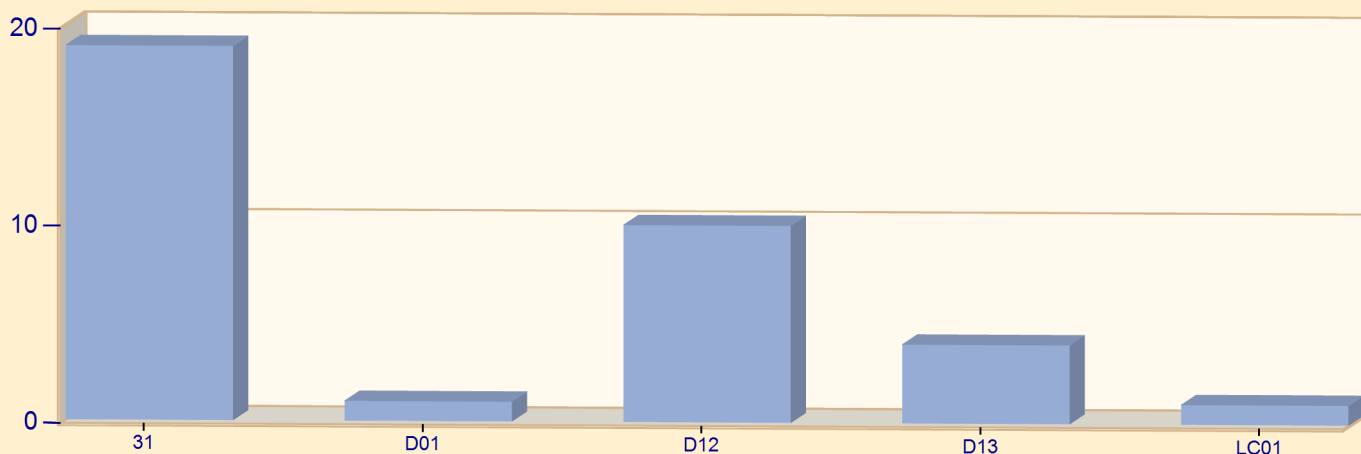
Mesilla, NM

This report was generated on 12/5/2021 2:48:21 PM



Incident Type Count per Zone for Date Range

Start Date: 11/01/2021 | End Date: 11/30/2021



ZONES	INCIDENT TYPE	COUNT
31 - Town of Mesilla		
	321 - EMS call, excluding vehicle accident with injury	11
	381 - Rescue or EMS standby	1
	511 - Lock-out	1
	554 - Assist invalid	3
	631 - Authorized controlled burning	1
	735 - Alarm system sounded due to malfunction	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 31 - Town of Mesilla:</i>	<i>19</i>
D01 - Dona Ana		
	111 - Building fire	1
	<i>Total Incidents for D01 - Dona Ana:</i>	<i>1</i>
D12 - Fairacres		
	152 - Garbage dump or sanitary landfill fire	1
	321 - EMS call, excluding vehicle accident with injury	5
	322 - Motor vehicle accident with injuries	2
	561 - Unauthorized burning	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for D12 - Fairacres:</i>	<i>10</i>
D13 - South Valley		

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

ZONES	INCIDENT TYPE	COUNT
	321 - EMS call, excluding vehicle accident with injury	1
	611 - Dispatched & cancelled en route	3
	<i>Total Incidents for D13 - South Valley:</i>	4
LC01 - City of Las Cruces		
	324 - Motor vehicle accident with no injuries.	1
	<i>Total Incidents for LC01 - City of Las Cruces:</i>	1
Total Count for all Zone:		35

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



Mesilla Fire Department

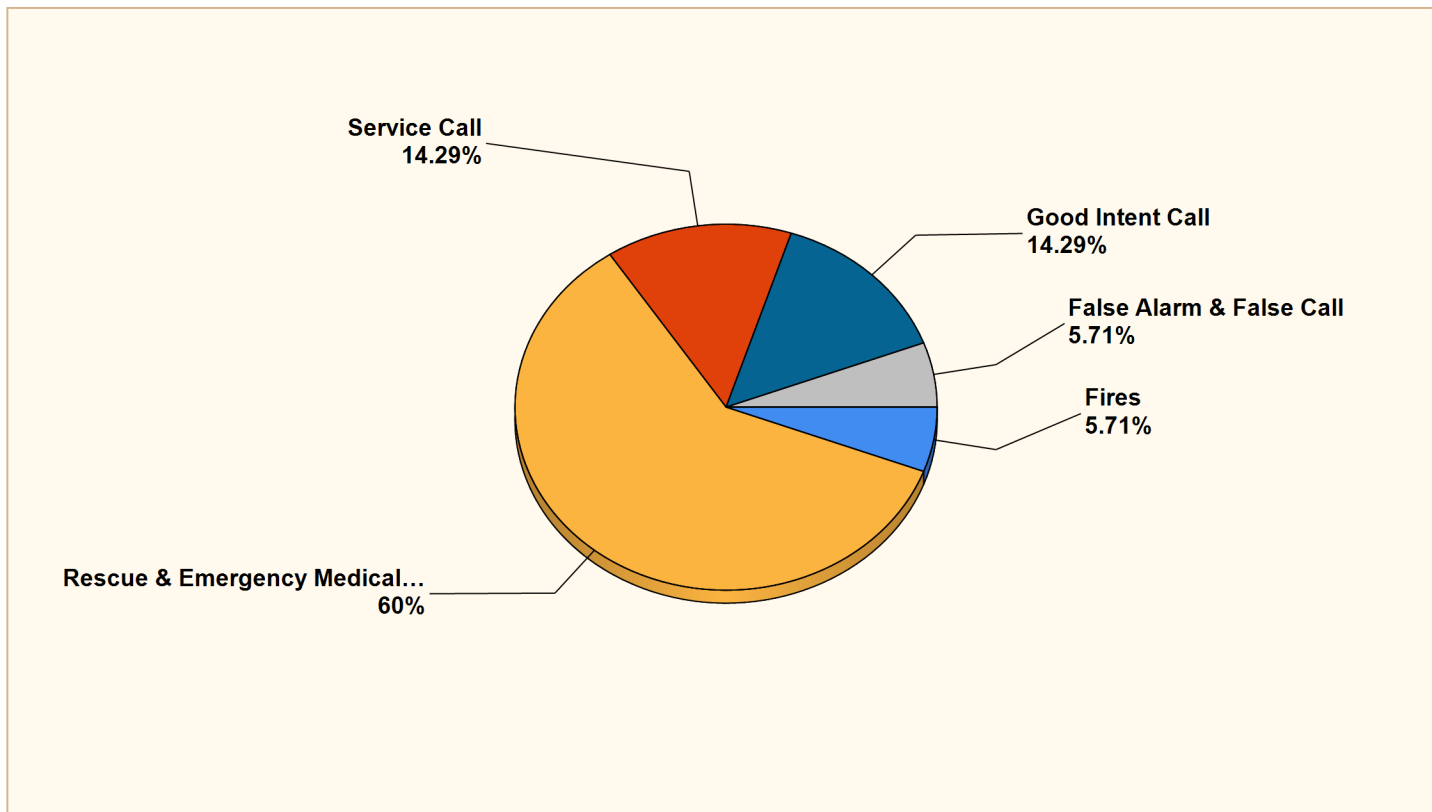
Mesilla, NM

This report was generated on 12/5/2021 2:55:01 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2021 | End Date: 11/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	5.71%
Rescue & Emergency Medical Service	21	60%
Service Call	5	14.29%
Good Intent Call	5	14.29%
False Alarm & False Call	2	5.71%
TOTAL	35	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.



emergencyreporting.com
Doc Id: 553
Page # 1 of 2

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	2.86%
152 - Garbage dump or sanitary landfill fire	1	2.86%
321 - EMS call, excluding vehicle accident with injury	17	48.57%
322 - Motor vehicle accident with injuries	2	5.71%
324 - Motor vehicle accident with no injuries.	1	2.86%
381 - Rescue or EMS standby	1	2.86%
511 - Lock-out	1	2.86%
554 - Assist invalid	3	8.57%
561 - Unauthorized burning	1	2.86%
611 - Dispatched & cancelled en route	4	11.43%
631 - Authorized controlled burning	1	2.86%
735 - Alarm system sounded due to malfunction	1	2.86%
745 - Alarm system activation, no fire - unintentional	1	2.86%
TOTAL INCIDENTS:	35	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 12/5/2021 2:53:45 PM



Occupancies Inspected for Date Range

Start Date: 11/01/2021 | End Date: 11/30/2021

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Arthritis Treatment Center	28	1770 Tierra de Mesilla		11/04/2021
Double Eagle	12	2355 Calle De Guadalupe		11/23/2021
Dr. Green Organics	114	3331 Gandy LN		11/23/2021
Dry Point Distillers and lounge	13	1680 Calle de Alvarez #C		11/18/2021
Las Cruces Academy	58	1755 Avenida De Mercado		11/04/2021
Law Office Salcedo and Company	113	1801 Avenida de Mesilla		11/18/2021
Netflix plaza production		5650 university BLVD		11/10/2021
Organ Peak Financial-Enriquez	30	1701 Calle De Mercado #5		11/18/2021
Topaz Beauty Company	112	1740 Calle de Mercado #D		11/04/2021

of Occupancies Inspected: 9

% Occupancies Inspected: 5.26

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



emergencyreporting.com
Doc Id: 727
Page # 1 of 1

Mesilla Fire Department

Mesilla, NM

This report was generated on 12/5/2021 2:50:01 PM



Response Activity Report

Start Date: 11/01/2021 | End Date: 11/30/2021

INCIDENT #	DATE	APPARATUS ID	ALARM TIME	ARRIVE TIME	RESPONSE TIME	ADDRESS
111 - Building fire						
2021-00420	11/12/2021	Bat32	21:25:07	22:38:21	01:13:14	5203 VICTORIO TRL
2021-00420	11/12/2021	E31	21:25:07	22:38:21	01:13:14	5203 VICTORIO TRL
Subtotal Count: 2		111 - Building fire Average Response Time: 01:13:14				
152 - Garbage dump or sanitary landfill fire						
2021-00430	11/21/2021	BR33	09:33:43	10:31:20	00:57:37	14535 ROBERT LARSON BLVD
2021-00430	11/21/2021	E31	09:33:43	10:49:38	01:15:55	14535 ROBERT LARSON BLVD
Subtotal Count: 2		152 - Garbage dump or sanitary landfill fire Average Response Time: 01:06:46				
321 - EMS call, excluding vehicle accident with injury						
2021-00410	11/02/2021	Bat31	11:18:00	11:20:23	00:02:23	2570 CALLE DE SANTIAGO
2021-00410	11/02/2021	Bat32	11:18:00	11:51:21	00:33:21	2570 CALLE DE SANTIAGO
2021-00410	11/02/2021	BR33	11:18:00	11:37:55	00:19:55	2570 CALLE DE SANTIAGO
2021-00415	11/07/2021	Bat31	12:52:47	13:06:58	00:14:11	5170 NIZHONI TRL
2021-00415	11/07/2021	Bat32	12:52:47	13:10:21	00:17:34	5170 NIZHONI TRL
2021-00416	11/09/2021	Bat31	09:36:17	09:42:21	00:06:04	2363 CALLE DE SANTIAGO
2021-00416	11/09/2021	Bat32	09:36:17	09:45:19	00:09:02	2363 CALLE DE SANTIAGO
2021-00418	11/12/2021	Bat31	12:51:32	13:13:44	00:22:12	6911 CAMINO NUEVE MEJICO
2021-00418	11/12/2021	Bat32	12:51:32	13:14:28	00:22:56	6911 CAMINO NUEVE MEJICO
2021-00418	11/12/2021	SQ32	12:51:32	13:16:45	00:25:13	6911 CAMINO NUEVE MEJICO
2021-00421	11/12/2021	SQ32	23:28:10	23:50:25	00:22:15	6825 VIA CAMPESTRE
2021-00422	11/14/2021	Bat31	13:34:38	13:49:17	00:14:39	1410 W UNION AVE
2021-00422	11/14/2021	Bat32	13:34:38	13:41:35	00:06:57	1410 W UNION AVE
2021-00422	11/14/2021	BR33	13:34:38	13:44:27	00:09:49	1410 W UNION AVE
2021-00425	11/17/2021	Bat32	07:25:02	07:46:05	00:21:03	6130 ASWAN CT
2021-00426	11/17/2021	Bat31	07:55:29	08:00:59	00:05:30	6130 ASWAN CT
2021-00426	11/17/2021	Bat32	07:55:29	08:02:40	00:07:11	6130 ASWAN CT
2021-00428	11/18/2021	Bat31	15:37:51	15:45:02	00:07:11	2363 CALLE DE SANTIAGO
2021-00428	11/18/2021	BR33	15:37:51	15:44:46	00:06:55	2363 CALLE DE SANTIAGO
2021-00428	11/18/2021	SQ32	15:37:51	15:55:15	00:17:24	2363 CALLE DE SANTIAGO
2021-00429	11/20/2021	Bat32	02:42:58	02:55:36	00:12:38	2171 CALLE DE PARIAN
2021-00429	11/20/2021	E32	02:42:58	02:54:38	00:11:40	2171 CALLE DE PARIAN
2021-00431	11/22/2021	Bat31	09:56:15	10:05:44	00:09:29	575 FORT FILLMORE RD
2021-00432	11/22/2021	Bat31	18:59:32	19:03:29	00:03:57	1300 W UNIVERSITY AVE
2021-00432	11/22/2021	SQ32	18:59:32	19:07:04	00:07:32	1300 W UNIVERSITY AVE
2021-00434	11/23/2021	Bat31	12:39:04	12:45:00	00:05:56	2670 CALLE DE PARIAN
2021-00434	11/23/2021	Bat32	12:39:04	12:45:04	00:06:00	2670 CALLE DE PARIAN

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



2021-00436	11/23/2021	Bat31	14:00:04	14:05:37	00:05:33	2670 CALLE DE PARIAN
2021-00438	11/23/2021	Bat32	17:10:35	17:16:20	00:05:45	2191 CALLE DEL OESTE
2021-00438	11/23/2021	E31	17:10:35	17:16:21	00:05:46	2191 CALLE DEL OESTE
2021-00438	11/23/2021	SQ32	17:12:45	17:18:25	00:05:40	2191 CALLE DEL OESTE
2021-00440	11/24/2021	Bat31	08:17:30	08:21:48	00:04:18	2670 CALLE DE PARIAN
2021-00440	11/24/2021	Bat32	08:17:30	08:21:23	00:03:53	2670 CALLE DE PARIAN
2021-00440	11/24/2021	SQ32	08:15:54	08:27:38	00:11:44	2670 CALLE DE PARIAN
2021-00443	11/30/2021	Bat31	04:51:05	05:01:45	00:10:40	2949 CAMINO CASTILLO
2021-00443	11/30/2021	Bat32	04:51:05	05:00:15	00:09:10	2949 CAMINO CASTILLO
2021-00443	11/30/2021	BR31	04:51:05	05:01:48	00:10:43	2949 CAMINO CASTILLO
Subtotal Count: 37 321 - EMS call, excluding vehicle accident with injury Average Response Time: 00:11:24						
322 - Motor vehicle accident with injuries						
2021-00437	11/23/2021	Bat32	16:24:39	16:48:08	00:23:29	116 INTERSTATE 10
2021-00442	11/24/2021	Bat31	20:35:43	20:47:36	00:11:53	SANDY BEACH RD
2021-00442	11/24/2021	Bat32	20:35:43	20:46:15	00:10:32	SANDY BEACH RD
Subtotal Count: 3 322 - Motor vehicle accident with injuries Average Response Time: 00:15:18						
324 - Motor vehicle accident with no injuries.						
2021-00444	11/30/2021	SQ32	19:39:49	19:43:00	00:03:11	AVENIDA DE MESILLA
Subtotal Count: 1 324 - Motor vehicle accident with no injuries. Average Response Time: 00:03:11						
381 - Rescue or EMS standby						
2021-00414	11/06/2021	Bat31	07:59:56	08:01:18	00:01:22	1300 W UNIVERSITY AVE
2021-00414	11/06/2021	Bat32	07:59:56	08:01:18	00:01:22	1300 W UNIVERSITY AVE
Subtotal Count: 2 381 - Rescue or EMS standby Average Response Time: 00:01:22						
511 - Lock-out						
2021-00419	11/12/2021	BR33	13:34:02	13:39:05	00:05:03	2290 CALLE DE PARIAN
Subtotal Count: 1 511 - Lock-out Average Response Time: 00:05:03						
554 - Assist invalid						
2021-00411	11/02/2021	Bat31	19:52:14	19:58:55	00:06:41	2570 CALLE DE SANTIAGO
2021-00411	11/02/2021	Bat32	19:52:14	20:01:13	00:08:59	2570 CALLE DE SANTIAGO
2021-00412	11/03/2021	Bat31	13:42:26	13:48:12	00:05:46	2570 CALLE DE SANTIAGO
2021-00441	11/24/2021	Bat31	17:16:57	17:19:34	00:02:37	204 CAPRI ARC
2021-00441	11/24/2021	Bat32	17:16:57	17:22:48	00:05:51	204 CAPRI ARC
Subtotal Count: 5 554 - Assist invalid Average Response Time: 00:05:58						
561 - Unauthorized burning						
2021-00439	11/24/2021	Bat31	06:55:45	07:17:14	00:21:29	S FAIRACRES RD
2021-00439	11/24/2021	Bat32	06:55:45	07:17:14	00:21:29	S FAIRACRES RD
2021-00439	11/24/2021	BR31	06:55:45	07:17:14	00:21:29	S FAIRACRES RD
Subtotal Count: 3 561 - Unauthorized burning Average Response Time: 00:21:29						
631 - Authorized controlled burning						
2021-00424	11/15/2021	Bat31	13:49:07	13:50:13	00:01:06	CALLE DE PARIAN
2021-00424	11/15/2021	Bat32	13:49:07	13:54:00	00:04:53	CALLE DE PARIAN
Subtotal Count: 2 631 - Authorized controlled burning Average Response Time: 00:02:59						
735 - Alarm system sounded due to malfunction						
2021-00413	11/05/2021	Bat31	11:11:46	11:15:32	00:03:46	2251 CALLE DE SANTIAGO
Subtotal Count: 1 735 - Alarm system sounded due to malfunction Average Response Time: 00:03:46						

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

745 - Alarm system activation, no fire - unintentional

2021-00435	11/23/2021	Bat31	13:29:44	13:34:49	00:05:05	2363 CALLE DEL SUR
------------	------------	-------	----------	----------	----------	--------------------

Subtotal Count: 1 **745 - Alarm system activation, no fire - unintentional | Average Response Time: 00:05:05**

Grand Total: 60

Average Response Time for All Incident Types: 00:14:28

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



Mesilla Fire Department

Mesilla, NM

This report was generated on 12/5/2021 2:37:29 PM



Total Hours by Personnel for Date Range for Pay Grade

Pay Grades: All Pay Grades | Start Date: 11/01/2021 | End Date: 11/30/2021

PERSONNEL	INCIDENT TIME	TRAINING TIME	EVENT TIME	TOTAL TIME
Aguilar, Alexander J	0:00	2:00	0:00	2:00
Brown, Tyler S	5:52	8:00	59:00	72:52
Chavez, John E	0:00	3:00	0:00	3:00
Davis-Whited, Crystal L	10:26	8:00	199:01	217:27
Dove, Michael S	7:00	3:00	12:00	22:00
Embury, Andy G	20:14	5:00	6:00	31:14
Evans, Harry A	15:57	1:00	23:00	39:57
Fernandez III, Humberto	5:00	5:00	21:00	31:00
Franco, Gabriel Z	1:15	5:00	20:00	26:15
Frietze, Trevor R	12:00	3:00	36:00	51:00
Gamrath, Alan R	2:00	0:00	17:15	19:15
Gaytan, Melina A	0:00	2:00	7:30	9:30
Guzman, Phillip B	7:00	0:00	15:00	22:00
Klebansky, George A	27:19	2:00	3:30	32:49
Linares-Chacon, Sebastian	7:00	1:00	12:00	20:00
Manriquez, Humberto	0:45	0:00	22:00	22:45
Martinez, Mateo L	0:22	0:00	34:00	34:22
Reyna, Louis N	7:15	0:00	33:00	40:15
Rodriguez, Gabriel	0:00	0:00	12:00	12:00
Rogers, Travis A	0:00	0:00	45:30	45:30
Rossman, Tabitha A	1:45	0:00	0:00	1:45
Sanchez, Xavier	16:49	13:00	132:30	162:19
Thunhorst, Ines C	4:53	2:00	24:15	31:08
Torres, Joseph J	11:00	5:00	240:30	256:30
Whited, Gregory E	18:07	8:00	248:00	274:07
Zapien, Jasha C	8:30	7:00	31:30	47:00
TOTAL			1497:00:00	

Mesilla Fire Department

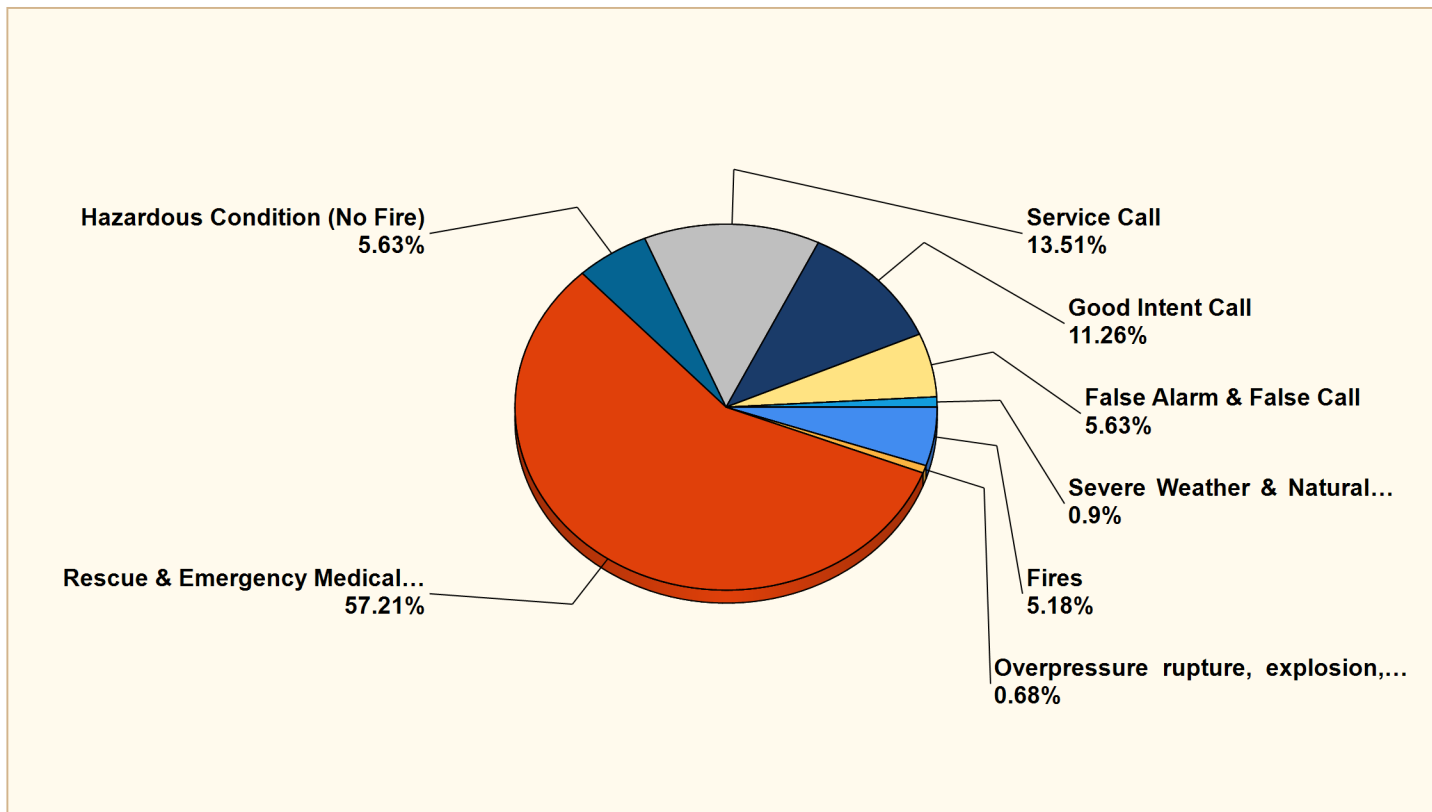
Mesilla, NM

This report was generated on 12/5/2021 2:57:47 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 11/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	23	5.18%
Overpressure rupture, explosion, overheating - no fire	3	0.68%
Rescue & Emergency Medical Service	254	57.21%
Hazardous Condition (No Fire)	25	5.63%
Service Call	60	13.51%
Good Intent Call	50	11.26%
False Alarm & False Call	25	5.63%
Severe Weather & Natural Disaster	4	0.9%
TOTAL	444	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.



emergencyreporting.com
Doc Id: 553
Page # 1 of 2

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.23%
111 - Building fire	8	1.8%
132 - Road freight or transport vehicle fire	2	0.45%
140 - Natural vegetation fire, other	3	0.68%
141 - Forest, woods or wildland fire	1	0.23%
142 - Brush or brush-and-grass mixture fire	5	1.13%
143 - Grass fire	1	0.23%
151 - Outside rubbish, trash or waste fire	1	0.23%
152 - Garbage dump or sanitary landfill fire	1	0.23%
243 - Fireworks explosion (no fire)	3	0.68%
311 - Medical assist, assist EMS crew	31	6.98%
321 - EMS call, excluding vehicle accident with injury	150	33.78%
322 - Motor vehicle accident with injuries	27	6.08%
323 - Motor vehicle/pedestrian accident (MV Ped)	3	0.68%
324 - Motor vehicle accident with no injuries.	6	1.35%
341 - Search for person on land	1	0.23%
361 - Swimming/recreational water areas rescue	1	0.23%
381 - Rescue or EMS standby	35	7.88%
412 - Gas leak (natural gas or LPG)	14	3.15%
413 - Oil or other combustible liquid spill	1	0.23%
421 - Chemical hazard (no spill or leak)	1	0.23%
440 - Electrical wiring/equipment problem, other	1	0.23%
444 - Power line down	6	1.35%
445 - Arcing, shorted electrical equipment	1	0.23%
481 - Attempt to burn	1	0.23%
511 - Lock-out	8	1.8%
520 - Water problem, other	1	0.23%
522 - Water or steam leak	4	0.9%
550 - Public service assistance, other	1	0.23%
551 - Assist police or other governmental agency	4	0.9%
552 - Police matter	4	0.9%
553 - Public service	7	1.58%
554 - Assist invalid	23	5.18%
561 - Unauthorized burning	8	1.8%
611 - Dispatched & cancelled en route	42	9.46%
622 - No incident found on arrival at dispatch address	2	0.45%
631 - Authorized controlled burning	3	0.68%
651 - Smoke scare, odor of smoke	2	0.45%
671 - HazMat release investigation w/no HazMat	1	0.23%
715 - Local alarm system, malicious false alarm	1	0.23%
733 - Smoke detector activation due to malfunction	3	0.68%
735 - Alarm system sounded due to malfunction	10	2.25%
740 - Unintentional transmission of alarm, other	1	0.23%
741 - Sprinkler activation, no fire - unintentional	1	0.23%
744 - Detector activation, no fire - unintentional	1	0.23%
745 - Alarm system activation, no fire - unintentional	8	1.8%
800 - Severe weather or natural disaster, other	2	0.45%
812 - Flood assessment	1	0.23%
813 - Wind storm, tornado/hurricane assessment	1	0.23%
TOTAL INCIDENTS:	444	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.






TOWN OF MESILLA

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

MEMORANDUM

Date: December 1, 2021

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

FROM: Rodney J. McGillivray, Public Works Director 

RE: **Public Works Division Activity Report – November 2021**

On-going maintenance, custodial and operations:

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

Miscellaneous items/work orders/accomplishments:

Covid disinfectant fogging for Town Hall and Community Center
Pressure washing of Plaza continues monthly
Participated in Gadsden Purchase Reenactment
Christmas tree on Plaza and Decorations complete
Installed ristras on Plaza light poles
Clean up University, Old Farm Road and Stanford
Water line repair on Los Arenales
Town Hall lighting repairs

Town Hall emergency lighting repairs
Installed new gravel and parking curbs at Commemorative Park
New meter installation Calle de Parian
Participated in Veterans Ceremony preparations and teardown
Sign repairs and replacements
Lighting repairs at Vets Park
Town Hall urinal repairs
Coordination with Netflix for CHUPA
Street Sweeping – Avenida de Mesilla and Trail

Project update:

Calle del Norte Trail Phase II – Project on-hold pending NMDOT and IBWC approval. Project is still anticipated to bid in January.

SCADA – Grant agreement received and returned. NMED review of revised proposal from BHI is underway.

Mesilla Water System Booster Replacement – Project drawings are 60% complete. Project on-hold pending approval from BLM. BLM indicated they would not review the permit application until spring of 2022. NMED has been notified.

Mesilla Streetlight Improvements – Approved agreement for design sent to Molzen Corbin. Project design and certifications is underway.

Calle de Picacho Drainage – Preliminary design work is underway.

Calle de Picacho (TPF) – Received match waiver approval from NMDOT. Preliminary design work is underway.

Plaza Sidewalk Refurbishment - Grant agreement received and returned. Waiting for final signatures and copy of executed agreement. No activity.

Guadalupe House Sidewalk – Formwork for concrete is complete. Concrete is anticipated for second week in December with completion by the end of the month.

University Waterline Improvements – Potholing of existing utilities is complete. Review and negotiations for engineering is underway.



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 November 2021, for the Mesilla Marshal's Department:

911 hang ups	5	Custody Dispute	1
Agency assist	13	Death	1
ACO calls	1		
Aco			
Bite		Disturbances	18
Cruelty			
Custody		Disorderly	2
Dead	1	Domestic	6
Sick		Drunk	2
Stray		Fight	4
Vicious		Noise/music	2
		Verbal	3
Assault	4	Standby	1
Auto burglary	2	DWI	1
Auto Theft	2	Foot patrol	2
ATV complaint	1	Forgery/Fraud	2
Behavioral	2	Found property	1
Building check		Frequent patrol	16
Burglary		Harassment	2
Burglary alarm	5	Illegal Dumping	1
Codes	2	Illegally parked vehicle	3
CPR adult	2	Indecent Exposure	1

Incorrigible child		Sex Offense	1
Information report	9	Shots fired	3
Lock Out	1	Supplement	2
Lost property		Suicidal subject	
Loud party	1		
Medical alarm		Suspicious activity	12
Missing person		Activity	5
		Person	1
Motor Vehicle Crashes	9	Vehicle	6
Hit and run crash	4	Theft	5
Injury crash	1	Threats	2
Non-injury crash	4	Traffic complaint	
Private property		Traffic control	
Obstruction		Traffic stops	97
Out with subject	1	Trauma	1
Panic alarm	1	Trespassing	4
Phone call	9	Vandalism/graffiti	
Prisoner Transport	12	Warrant service	1
Prowler	3	Weapons call	1
Public assist	5	<u>Welfare check</u>	<u>8</u>
Rape	1	Total # of calls for service	245
Reckless Driver	3		

Thank you,

Enrique Salas,
Marshal