



**THE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING AT THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.**

**MONDAY, MARCH 28, 2022, AT 6:00 P.M.**

**AGENDA**

- 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.**
- 5. PRESENTATION**
  - a) National Public Safety Telecommunications Week, April 10 - 16
- 6. APPROVAL OF CONSENT AGENDA: (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk \*)**
  - a) **\*BOT MINUTES** – Minutes of Regular Meeting, March 14, 2022.
  - b) **\*PZHAC Case #061102 – 2785 Boldt**, submitted by Steven Sypher for Barncastle Construction to renew permit to complete remodel of interior framing and stucco. **Zoned: Historic Residential (HR).**
  - c) **\*PZHAC Case #061355 - 2481 Calle De Cuda**, submitted by Jenn Soltero for Window World of Las Cruces to remove and replace four (4) windows located in den area of house, **Zoned: Historic Residential (HR).**
- 7. NEW BUSINESS**
  - a) **For Discussion:** Appeal Process
  - b) **For Approval:** CES for Lynco Electric Co. Inc. Proposal for \$116,747.18 dated March 18, 2022 for the Mesilla Streetlight Improvement Project – Rod McGillivray
  - c) **For Approval:** Proposal from Molzen Corbin for Design Services totaling \$47,008.00 for Calle de Picacho Roadway Improvements – Rod McGillivray
  - d) **For Approval:** proposal from Molzen Corbin for Design Services totaling \$29,300.00 for Calle de Picacho Drainage Improvements Project – Rod McGillivray
- 8. BOARD OF TRUSTEE COMMITTEE REPORTS**
- 9. BOARD OF TRUSTEE/STAFF COMMENTS**
- 10. ADJOURNMENT**

**NOTICE**

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

Posted 03.9.2022 online and 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.

# Town of Mesilla



## -Proclamation-

DECLARING APRIL 10-16, 2022, AS NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK

- WHEREAS, when an emergency occurs the prompt response of police officers, firefighters, and paramedics is critical to the protection of life and preservation of property; and
- WHEREAS, the safety of our police officers, firefighters and emergency medical personnel is dependent upon the quality and accuracy of information obtained from citizens who telephone the Mesilla Valley Regional Dispatch Authority Communications Center; and
- WHEREAS, professional Public Safety Telecommunicators are a vital link between citizens and victims and are the first and most critical contact our citizens have with emergency services; and
- WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers, firefighters, and emergency medical personnel by monitoring their activities by radio, providing them information, and insuring their safety; and
- WHEREAS, Public Safety Telecommunicators of the Mesilla Valley Regional Dispatch Authority are the First, First Responders who contributed substantially as part of the public safety team; and
- WHEREAS, each dispatcher has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

### NOW THEREFORE BE IT RESOLVED,

that I Nora L. Barraza, Mayor of Mesilla, New Mexico, do hereby proclaim the week of April 10-16, 2022, to be National Public Safety Telecommunications Week in the Town of Mesilla in honor of the men and women whose diligence and professionalism keep our communities and citizens safe.

SIGNED, SEALED AND PROCLAIMED this March 28, 2022.

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Nora L. Barraza  
Mayor



# Town of Mesilla, New Mexico

**BOARD OF TRUSTEES (BOT)  
TOWN OF MESILLA REGULAR MEETING  
MONDAY, MARCH 14, 2022, 6:00 P.M.**

**MINUTES**

**TRUSTEES:** Nora Barraza, Mayor  
Stephanie Johnson-Burick, Mayor Pro Tem  
Bivian Cadena, Trustee (Absent)  
Veronica Garcia, Trustee  
Adrianna Merrick, Trustee

**STAFF:** Rani Bush, Town Clerk/Treasurer  
Kevin Hoban, Fire Chief  
Rod McGillivray, Public Works Director  
Enrique Salas, Marshal  
Gloria Maya, Recorder

**PUBLIC:** Susan Krueger Veronica Alvarez  
Crystal Davis-Whited Greg Whited  
Anthony Lucero George Klebansky  
Andy Embury

**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 Garcia, Trustee Merrick

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

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

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Garcia Yes

Trustee Merrick Yes

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

Ms. Krueger stated the property, Case #061336-2001 Avenida de Mesilla, which abuts her property is zoned RF not C. She believes she would have been notified had zoning been changed.

**5. PRESENTATION**

**a) Athletic Training Month Proclamation**

Ms. Bush read the Athletic Training Month Proclamation.

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

3 Mayor Pro Tem Johnson-Burick requested removing Case #061336 from the consent agenda.

4  
5 **Motion: To approve consent agenda as amended, Moved by Mayor Pro Tem Johnson-Burick, Seconded**  
6 **by Trustee Garcia.**

7  
8 **Roll Call Vote:** Motion passed (summary: Yes =3).

9 Mayor Pro Tem Johnson-Burick Yes

10 Trustee Garcia Yes

11 Trustee Merrick Yes

12  
13       a) **\*BOT MINUTES** – Minutes of regular meeting, February 28, 2022. *Approved by consent*  
14 *agenda*

15       b) **\*PZHAC Case #061336 – 2001 Avenida de Mesilla**, submitted by Charlie Rogers to build a  
16 commercial building. Construction of the building will be a metal building, with exterior walls  
17 completed in stucco and wood framing interior walls. **Zoned: General Commercial (C).**

18 Mayor Pro Tem Johnson-Burick asked for clarification regarding the zoning.

19  
20 Mayor Barraza stated this property is zoned C on the official map.

21  
22 Trustee Garcia asked if all requirements were met, i.e., sprinklers. He was asked to bring forward a map.

23  
24 Mayor Barraza stated that can be made a condition of approval. Mr. Padilla will inform Mr. Nevarez and the  
25 contractor that no permit will be issued until all is submitted.

26  
27 Trustee Garcia asked about parking and wanted assurance that the building will not come down.

28  
29 Mayor Barraza stated there is parking and the building will not come down.

30  
31 Mr. Whited stated the conditions need to include the sprinkler system and fire alarm system prior to issuing  
32 permit.

33  
34 **Motion: To approve PZHAC Case #061336 – 2001 Avenida de Mesilla, submitted by Charlie Rogers to**  
35 **build a commercial building. Construction of the building will be a metal building, with exterior walls**  
36 **completed in stucco and wood framing interior walls. Zoned: General Commercial(C) – w/conditions,**  
37 **Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Garcia.**

38  
39 **Roll Call Vote:** Motion passed (summary: Yes =3).

40 Mayor Pro Tem Johnson-Burick Yes

41 Trustee Garcia Yes

42 Trustee Merrick Yes

43  
44       c) **\*PZHAC Case #060959 - 1900 Calle de Pecana**, submitted by Ray Carlson for Lago  
45 Development Inc. a request to renew a building permit to finish construction of house,  
46 **Zoned: Historic Residential (HR).** *Approved by consent agenda*

47  
48 **7. NEW BUSINESS:**

49       a) **For Approval: Appeal on PZHAC Case #061333 - Ralph Lucero, Applicant – Mayor Barraza**

1 Mayor Barraza: this is an appeal on PZHAC Case #061333 for Ralph Lucero the applicant. I think his son  
2 Anthony is here to represent him. We have Jerry Nevarez representing the Planning and Zoning  
3 commissioners. Before you and in your packet, we have – this case was denied by the Planning and Zoning.  
4 Planning and Zoning did deny this case on February 9, 2022. Mr. Lucero did submit on February 16, 2022, a  
5 letter to appeal this case and this is the case we have before us. We have included documentation as to why  
6 Planning and Zoning denied this case. And per our ordinance 18.06.160 an appeal from a zoning decision of  
7 the Planning and Zoning and Historical Appropriateness Commission. Under C – it is up to the Board of  
8 Trustees to determine that the order or determination or any part thereof of the Planning and Zoning and  
9 Historical Appropriateness Commission is unlawful or unreasonable. The Board of Trustees may make an  
10 appropriate change in any such order or determination. The Board of Trustees shall act on the appeal within  
11 40 days after the Notice of Appeal was filed. We have met that deadline. In the letter – when an appeal alleges  
12 that there is an error in any order, requirement, decision or determination by the Planning and Zoning and  
13 Historical Appropriateness Commission or an official or committee thereof, in the exercise of its power and  
14 duties the Board of Trustees by a two-thirds vote of all of its members may authorize in appropriate cases and  
15 subject to appropriate conditions and safeguards, special exceptions to the terms of the zoning ordinance or  
16 resolution which are not contrary to the public interest. Where, owing to special conditions, a literal  
17 enforcement of the zoning ordinance will result in unnecessary hardship and so that the spirit of the zoning  
18 ordinance is observed, and substantial justice done or in conformity with Sections 3.21.1 through 3.21.14  
19 NMSA 1978. Reverse any order, requirement, decision or determination of the planning, zoning and historical  
20 appropriateness commission, or determination of the planning, zoning, and historical appropriateness  
21 commission, or official or committee thereof. In reviewing Mr. Lucero’s letter, we did meet the deadline of  
22 the 40 days for us to hear the appeal. In the letter there is no, he did not state the reason why he wanted to  
23 appeal the case other than he wanted to appeal the case. And we have attached Mr. Lucero’s letter probably in  
24 the minutes. This case had come before the planning and zoning back in June, 2021. It was denied by  
25 planning and zoning; it went to the Board of Trustees on July 12, 2021. It was denied by the Board of  
26 Trustees. In the discussion of the planning and zoning as it came forth to P&Z they mentioned the  
27 Comprehension Plan. We did include in your packet the Comprehensive Plan where it talks about community  
28 comments. It states there let’s keep commercial development to its existing zones. Other areas as residential  
29 but no apartments or condos. Achieving the preferred land use vision. And again, it does not support much  
30 growth in term of rentals. I hope everyone has had an opportunity to review read your packets, so I don’t have  
31 to read the whole thing. And the other is, I received, actually Friday, a copy of the petition that was sent by  
32 residents and signed by residents and she can read that. Through our petition, our families are requesting that  
33 something be done to keep our town from turning into the new Santa Fe of southern New Mexico. We are not  
34 talking about the art culture or Indian influence, but about local family who have inherited their homes from  
35 parents and grandparents only to be unable to keep them due to the changes brought about by the building of  
36 apartments or rentals in our historic neighborhoods. We do not want to have to leave our homes because of the  
37 transient culture that will soon be taking over our town. We love Mesilla and our families have lived here for  
38 generations, but these transient properties such as apartments and rentals have started to change the face of  
39 Mesilla which is historic and small town and where we know and talk to our neighbors. We welcome  
40 permanent residents who want to become a part of our neighborhoods and join in our culture and history  
41 without changing it. Please look into the ordinances allowing apartments and other rentals to be built in our  
42 neighborhoods before it is too late. Let us stop the building of these apartments and rentals before we lose the  
43 ambience of our town. So I have included all this information for you hopefully to make a decision and  
44 basically in the past we have allowed the applicant and planning and zoning to defend their stance but as I was  
45 reading in the ordinance basically the Board of Trustees are to get the documentation to make their decision  
46 and I would like to hear from board how you would like to proceed.  
47

48 Mayor Pro Tem Johnson-Burick: I just have a couple of questions. So this case came in front of us on June  
49 10, 2021, for special meeting, we had a Public Hearing regarding the same situation. The Public Hearing back  
50 then, the permit put in, for two detached dwelling units. Detached dwelling units the applicant made it very  
51 clear that it was for rental properties, duplex, apartments. Planning and Zoning denied this case 4-0. So they  
52 appealed it to us, we denied it, I think it was 2-1, just us three here. So why is it coming, so then the permit  
53 last time when they, sorry struggling everybody it’s been a long Monday. When they redid the permit, they  
54 had it that two single story family dwellings.  
55

1 Mayor Barraza: it was the same  
2  
3 Mayor Pro Tem Johnson-Burick: So now they are changing the permit-ok, so going back to that,  
4 Commissioner Salas isn't here; that he voted yes, this time around, whereas last time he stated in the minutes  
5 that he felt it would affect the development zone. And questioned did not meet, wait, felt this construction  
6 would affect the development zone. So all the commissioners did not support it back then so then they bring it  
7 back, the applicant brings it back again, two commissioners, one is new, supports it and the other one that was  
8 here last year does not support it. So I guess without Salas being here Commissioner Nevarez can answer, that  
9 is why the vote changed and so, I guess we're just bring it back again. Are we going to do this every year?  
10  
11 Mayor Barraza: Okay, So I can answer part of your questions on this. You are correct on the timeline as to  
12 what was presented. The only difference that I can see what was presented this time was there was an  
13 architectural style designated to the building. Other than that it was identical, same plans and the same use for  
14 two rentals. I understand, I did sit in on that Planning and Zoning meeting since at that time we did not have a  
15 Community Development Coordinator and so therefore I was doing that. Basically Mr. Salas feels this is  
16 something the board needs to address, not necessarily the Planning and Zoning. Unless Mr. Nevarez you can  
17 add to that.  
18  
19 Commissioner Nevarez: Do you want an overall?  
20  
21 Mayor Barraza: Just that part of it.  
22  
23 Commissioner Nevarez: Mr. Salas.  
24  
25 Mayor Pro Tem Johnson-Burick: Isn't it that Planning and Zoning job to address this before it comes to us?  
26  
27 Mayor Barraza: Correct  
28  
29 Commissioner Nevarez: It is the responsibility of the Planning and Zoning to review these items before they  
30 come to the trustees, and make a good faith effort, to vote on that. I was kinda taken by surprise by  
31 Commissioner Salas changing the vote because he had voted no the last time. There was a contradicted zoning  
32 development around there. You go out there, many times you're told at these meetings, they're expanding in  
33 that vicinity, and you can see. We are talking about the historical district, the core where our heart is, actually.  
34 Last time Commissioner Salas voted no because of the zoning. This time around he, I was there, and you were  
35 there, the reason he gave, actually he stated this could go either way, quote unquote.  
36  
37 Mayor Barraza: right  
38  
39 Commissioner Nevarez: before he voted yes. Because he felt, he still kinda believed, yea, this is a zoning  
40 development contradiction, sort of a contradicting the zoning. I could not understand that it could go either  
41 way. So that is what I am here to report as I witnessed that.  
42  
43 Mayor Pro Tem Johnson-Burick: Thank you for that insight. Because I, obviously I wasn't there as I was just  
44 curious as to how that came about, and his decision changed. Thank you, Mr. Nevarez. I do not have anymore  
45 questions at this time.  
46  
47 Trustee Merrick: So, is it in the correct zone or is it not?  
48  
49 Commissioner Nevarez: It is in the Historic District, if you look, I use the guidance of the Yguado Plan and  
50 the Comprehensive Plan.  
51  
52 Trustee Merrick: I looked at both  
53  
54 Commissioner Nevarez: Because the language in the Yguado Plan .... Constitutes the development zone. And  
55 so, the plan, Comprehensive Plan calls for appropriate .... land use development in Mesilla. So you are talking

1 about historic district. I look at the responsibility very seriously. Do we want preserve Mesilla? It talks about  
2 preservation that you have to follow.  
3  
4 Trustee Merrick: Okay, and around it there is nothing like it, there are only single-family homes, is that the  
5 issue?  
6  
7 Commissioner Nevarez: There are single-family homes, there are some apartments. If there were bad  
8 judgements in the past, we want to perpetuate. That's the decision the trustees have to make. This is where we  
9 are now, this is the second time around. Both times it has not made through Planning and Zoning. I stand for  
10 further questions.  
11  
12 Mayor Barraza: Thank you. Any more questions, Trustee Merrick? Trustee Garcia  
13  
14 Trustee Garcia: I actually have several. One, we all have to vote, correct Mayor?  
15  
16 Mayor Barraza: I may have to recuse myself, probably recuse myself just because I sat at the Planning and  
17 Zoning and heard the information prior to you all.  
18  
19 Trustee Garcia: So, we have to have three yes's or four yes's or three no's, whatever it is.  
20  
21 Mayor Barraza: Rani? Two-thirds of what is present or the entire board?  
22  
23 Ms. Bush: I is not sure.  
24  
25 Mayor Barraza: Okay because it says two-third of all its members.  
26  
27 Mayor Pro Tem Johnson-Burick: That is what we did the last time, it is in the minutes.  
28  
29 Trustee Garcia: Okay I understand that we had this, but I understand we addressed as well too. The ordinance  
30 got changed, because the previous ordinance stated how many dwellings can they have before we changed the  
31 ordinance. So have many dwellings could each person have before the ordinance got changed.  
32  
33 Mayor Barraza: State that again.  
34  
35 Trustee Garcia: So, before we changed the ordinance how many dwellings can each...  
36  
37 Mayor Barraza: Before we changed the ordinance it was for every 6,000 square feet, one unit.  
38  
39 Trustee Garcia: Okay, one unit. So, we changed it, expanded to 8,000 so we did address this and allowing  
40 two. So, we did what the Comprehensive Plan stated we have to minimize it, so we did. The ordinance got  
41 changed, we updated everything. We did address this, and we did address the Comprehensive Plan. Am I  
42 right to say that or did I read this wrong? I'm just curious. Am I right or wrong? How many square footage is  
43 this anyway?  
44  
45 Mayor Barraza: 16,000 square feet  
46  
47 Trustee Garcia: The ordinance says 8,000 square feet, so he can have two. And Commissioner Nevarez said  
48 there is apartments in that area, correct Commissioner Nevarez?  
49  
50 Commissioner Nevarez: That's correct  
51  
52 Trustee Garcia: So, you did quite answer Trustee Merrick's question, is this in the development zone or not.  
53  
54 Mayor Barraza: I think Trustee Nevarez did answer her.  
55

1 Commissioner Nevarez: If you look at the historic zone surrounded by Calle de Sur, Calle de Norte, Calle de  
2 Oeste, Highway 28. There are apartments but was it in best judgement at that time, I do not know when they  
3 were built. But you want to perpetuate that as we move forward. Do we want to preserve Mesilla and the  
4 ambiance it has created or do you want to change it as that is the decision before us.

5  
6 Trustee Garcia: We preserved it by expanding the square footage by moving it up to 8,000 square feet.

7  
8 Commissioner Nevarez: Not referring to the apartments beyond....

9  
10 Mayor Barraza: Trustee Garcia, you need to address that to me.

11  
12 Trustee Garcia: The Green Belt says we should build out toward that way, out University. It should be  
13 University on the Comprehensive Plan. That is Calle de Sur. So, we are building out. It is the same thing.

14  
15 Mayor Barraza: The Green Belt is RF.

16  
17 Trustee Garcia: So, that's basically what I have to say.

18  
19 Mayor Pro Tem Johnson-Burick: So, I'm thinking the same purpose, I guess I should address this to Mr.  
20 Lucero. It is still going to rentals and duplexes everything we voted against in the past and it's the same plan  
21 that makes it look like apartments and duplexes. The wording has just changed.

22  
23 Mayor Barraza: The wording has not changed; it has always been two single dwellings. It is not a duplex, in  
24 her opinion a duplex is attached, these are two dwellings on their own. Correct, Mr. Lucero.

25  
26 Mr. Lucero: He never really attached them; I do not know how the apartment came about maybe Larry. We  
27 always put them as single-family dwellings.

28  
29 Mayor Barraza: For rent

30  
31 Mr. Lucero: yes. Single-family units, I don't know how the apartments came into play. I think he just  
32 assumed; my family owns several apartments in that area. But there are single family homes but there are also  
33 apartments whether they're duplexes or single units that are detached. It is a mix; almost 50/50.

34  
35 Mayor Pro Tem Johnson-Burick: I am familiar with the area, and I do realize there are duplexes around but as  
36 Commissioner stated these were all done prior to the ordinance changing when we changed it. And again, I  
37 look at the Comprehensive Plan and Yguado Plan which we changed to address this issue. Listening to the  
38 residents in the development zone, I don't know if this is going to mix in with the area, I believe its to the west  
39 of the property.

40  
41 Mr. Lucero: So being that there is not a full board, I would like to pull it again. So, every time I've come out  
42 here there's never been a full board. I've never had that fair opportunity.

43  
44 Mayor Barraza: So unfortunately, I didn't expect a person to not be here, so we are here to hear an appeal. If  
45 you pull it is revoked; you withdraw your appeal. This board is here to hear your appeal so that is what we are  
46 going to do.

47  
48 Mr. Lucero: Being that your brought up the Comprehensive Plan, and I tried to familiarize myself with what is  
49 stated in there and I created a short list of some of those things. Some of the things my family is trying to do is  
50 provide affordable housing which is greatly outlined throughout the plan. Another thing that was pointed out  
51 was the town's population was aging, no offense. Some of these whether you call them single-family  
52 dwellings, apartments, houses, whatever – a lot of those family interact with each other. They are a part of the  
53 community, they send their children to Mesilla Elementary, Mesilla Park, RGPI, local schools. We are trying  
54 to address that concern, the aging population, by providing housing which could bring in new families whether  
55 they are renters or they own the property; it doesn't really matter. I know that small amount of the land is



1 available for new residential development, farmers what to hold on to their property. But you know, like I  
2 mentioned at the last meeting it is not very viable. That lot only has 16 trees, it is not like we are making really  
3 much off them, we are actually losing money. We are paying more in water rates than what we are getting  
4 from the pecans. The fact that my father had to drill a well, a substantial amount of money that we had to  
5 invest, and we really did not get anything. In there, you guys talked about land percentages, single-family  
6 dwellings, primarily are residential. The next two are higher are the orchards and the farmland. In the  
7 Comprehensive Plan you talk about the need for building more houses to attract people that are either not from  
8 out of state or local whether it's the family that own the land and they passed it on to their family. That is what  
9 we are trying to do, whether my brother or his son lives in them, we are trying to pass it on. No offense to  
10 anybody out of state wanting to come into Mesilla. We are trying to keep it in the family. One of the goals  
11 that was outlined in the Comprehensive Plan was to ensure that all current and future residents of all income  
12 level have access to durable quality housing. That is what we are trying to provide. We are not building  
13 \$500/\$600-million-dollar homes on that lot. We are trying to build single-family dwellings units that are  
14 affordable. We do meet the open space requirements, you talked about the 8,000 being reduced to 6,000. We  
15 would be able to put two units on that lot which we followed. We are trying to enhance the mobility of the  
16 areas so more homeowners can purchase these. I know another thing that was brought up, what is your name?

17  
18 Ms. Maya: Gloria

19  
20 Mr. Lucero: At the last time, the traffic that could be caused by two units being built there. Calle de Sur is a  
21 feeder street so obviously I don't think there is going a whole lot of impact by adding two additional more  
22 units. That is really it, I am trying to plead my case because the last couple of times I've been out here there  
23 wasn't a full board and I felt that part was unfair. I know sometimes, and I see it a lot especially in the  
24 construction industry. Sometimes our own feelings or judgements play into some of these things. All I'm  
25 asking is a fair yes or no rule, that's it. Put your feelings aside whatever it maybe, allow us that fair rule and  
26 that is why I was asking for it to be postponed.

27  
28 Mayor Barraza: Mr. Lucero, I have a quick question. I remember Cynthia mention to me that you were going  
29 to provide us documentation about the pervious, about the space, because I think our ordinance is 60/40.

30  
31 Mr. Lucero: I did

32  
33 Mayor Barraza: What was it? She did not receive it.

34  
35 Mr. Lucero: It was hand delivered; a full set of plans.

36  
37 Mayor Barraza: She did not receive it; do you remember what it was off the top of your head.

38  
39 Mr. Lucero: It showed the calculations. It exceeded almost 80%. The two units are only 1,200 square feet.  
40 There is 1,600 square feet total on the lot.

41  
42 Mayor Barraza: And with the parking and all

43  
44 Mr. Lucero: Yes, ma'am

45  
46 Mayor Barraza: Thank you. Any questions, Mayor Pro Tem Johnson-Burick?

47  
48 Mayor Pro Tem Johnson-Burick: Just a couple of questions. I certainly appreciate Mr. Lucero taking the time  
49 to read the Comprehensive Plan. And I certainly empathize and understand the situation but again just  
50 referring back, and in fact you just called them units, and you know that brought to mind my concerns with the  
51 traffic in that area. Going back to the reason I had decline to support it last time based on those same decisions  
52 that I made and things I said ultimately, I am going to have to continue, you know, to not support it this time  
53 because of those concerns. Thank you, Madam Mayor.

54  
55 Mayor Barraza: Thank you, Mayor Pro Tem. Any more questions? Trustee Garcia.

1  
2 Trustee Garcia: I know it's an appeal, can we get legal opinion on it.  
3  
4 Mayor Barraza: No.  
5  
6 Trustee Garcia: Why not?  
7  
8 Mayor Barraza: Why do you wait until the appeal to get legal opinion?  
9  
10 Trustee Garcia: Because we just got it in front of us. We have to see every case as if its brand new. So, why  
11 can't we get legal opinion on it, you guys did it before.  
12  
13 Mayor Barraza: On an appeal?  
14  
15 Trustee Garcia: I don't know if it was an appeal, that's why she's asking why can't we get legal opinion on it.  
16 I'm just pissed.  
17  
18 Mayor Barraza: I would rather we just move... I feel we've held up Mr. Lucero up quite a long time. Is it  
19 going to change anybody's mind, the legal opinion?  
20  
21 Trustee Garcia: We could of put it on the last, to be fair to him. He emailed us February 16<sup>th</sup>, we had a  
22 meeting February twenty-something and it wasn't on there.  
23  
24 Mayor Barraza: That is correct. We had up to 40-days  
25  
26 Trustee Garcia: Right. We're pushing it up to the last minute, just to be fair to him too.  
27  
28 Mayor Barraza: You received your packet on Thursday evening.  
29  
30 Trustee Garcia: Thursday evening. But he sent it on the 15<sup>th</sup> so we had plenty of time to put it on the 28<sup>th</sup>  
31 meeting.  
32  
33 Mayor Barraza: We didn't because we are short staffed as you are aware. And we had to get, we were trying  
34 to get caught up on all the cases. We heard this case on February 9<sup>th</sup>, and I think we had like 20 cases at that  
35 time. We had to make sure we had all our documentation to the Board of Trustees to make decisions.  
36  
37 Trustee Garcia: We've done this before, that's why I'm just curious why we can't get legal opinion, that's  
38 why I'm asking.  
39  
40 Mayor Barraza: What would be your questions?  
41  
42 Trustee Garcia: Ask him is he in the right or is he in the wrong.  
43  
44 Mayor Barraza: I think that is what the Planning and Zoning decided on and that's.....So are we questioning  
45 the decision of the Planning and Zoning? Is that what you want me to take to the attorney, that... the decision  
46 of the Planning and Zoning.  
47  
48 Trustee Garcia: Yea. It was a 2/2 vote and Davie, Commissioner Salas changed his opinion. I know  
49 Commissioner Nevarez spoke for him. I would take it to legal, is he in the right or is he in the wrong.  
50  
51 Mayor Pro Tem Johnson-Burick: Madam Mayor...Trustee Garcia, I appreciate that thought, you know, if we  
52 had more time, I think at this point we just have to take a vote because I don't know that my case, my vote is  
53 going to change based on Mr. Cervantes says.  
54

1 Mayor Barraza: Let me just read this. I would say no, I think we need to move forward with this appeal. I  
2 agree with Mayor Pro Tem Johnson-Burick that Mr. Lucero heard this on February 9<sup>th</sup> with the Planning and  
3 Zoning, and we have gone through the process. With that being said....  
4

5 **Motion: To approve appeal on PZHAC Case #061333 – Ralph Lucero, Applicant, Moved by Trustee**  
6 **Garcia, Seconded by Trustee Merrick.**  
7

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

9 Mayor Pro Tem Johnson-Burick No

10 Trustee Garcia Yes

11 Trustee Merrick Yes  
12

13 Ms. Maya: Two-thirds correct  
14

15 Mayor Barraza: Yes – motion denied  
16

17 **b) For Approval: Amended Contract for Danny Garcia – Mayor Barraza**

18 Marshal Salas reviewed amendment to Danny Garcia’s contract which includes the use of a town vehicle.  
19

20 **Motion: To approve amended contract for Danny Garcia, Moved by Trustee Garcia, Seconded by**  
21 **Mayor Pro Tem Johnson-Burick.**  
22

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

24 Mayor Pro Tem Johnson-Burick Yes

25 Trustee Garcia Yes

26 Trustee Merrick Yes  
27

28 **c) For Approval: Proposal from Molzen Corbin for Engineering Services for the Plaza**  
29 **Sidewalk Improvement Project (Capital Outlay Fund 89200 – Control Number 21-F2741**  
30 **for \$117,000) – Rod McGillivray**

31 Mr. McGillivray gave an overview of the Plaza Sidewalk Improvement Project.  
32

33 **Motion: To approve proposal from Molzen-Corbin for Engineering Services for the Plaza Sidewalk**  
34 **improvement Project (Capital Outlay Fund 89200 – Control Number 21-F2741 for \$117,000), Moved by**  
35 **Trustee Garcia, Seconded by Trustee Merrick.**  
36

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

38 Mayor Pro Tem Johnson-Burick Yes

39 Trustee Garcia Yes

40 Trustee Merrick Yes  
41

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

43 Trustee Garcia: New Mexico Workforce “Zoom” meeting on Friday.  
44

45 Trustee Merrick: MPO meeting  
46

47 Mayor Pro Tem Johnson-Burick: MPO meeting 2<sup>nd</sup> Wednesday of April  
48

49 Mayor Barraza: Staff Meeting/Defensive Driving Course was held March 1<sup>st</sup>; Business Owner meeting March  
50 9<sup>th</sup>; Mercado Vendors meeting March 10<sup>th</sup>. Architectural Style Committee meeting (Mr. Padilla) March 7<sup>th</sup>.

51 Met with Trustee Merrick to review budget process.  
52

1       **9. STAFF REPORTS**

- 2           **a)** Community Development
- 3           **b)** Community Programs
- 4           **c)** Finance Department
- 5           **d)** Fire Department
- 6           **e)** Marshal Department
- 7           **f)** Public Works Department

8

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

10       Ms. Bush stated she is excited to be here and will be meeting with the Department Heads.

11

12       Mr. McGillivary stated Colonia application has been submitted

13

14       Mr. Klebansky stated he is available when needed.

15

16       Ms. Bush thanked Ms. Maya for holding up the fort, she really needs recognition for that.

17

18       Trustee Merrick read letter regarding comments made at Business Owners meeting. Mr. Lucero is trying to

19       keep his family together and that is why she made the decision she made. Her grandparents also have rentals

20       which sustains their family. She moved to Mesilla and is investing in Mesilla. She wants to ensure that they

21       are protecting Mesilla's history. We need to figure out a way to work together. She felt she was ramrodded at

22       the Business Owner meeting. Many cannot sustain a life in Mesilla, so they are not coming back.

23

24       Trustee Garcia stated she did not know about the meeting, would appreciate being notified. She thanked Ms.

25       Maya for holding up the fort. She stated that Ms. Stoechner-Hernandez lost her father and to keep her in their

26       prayers.

27

28       Mayor Pro Tem Johnson-Burick thanked Ms. Maya for all her hard work not just in times when we are short

29       staffed but constantly and endlessly. She is so devoted to the town. Everyone is appreciated. Thanked the

30       Mayor for juggling all those hats. Thanked Trustee Merrick for her passion for the town that we all share. She

31       welcomed Ms. Bush and Mr. Padilla to the Town of Mesilla.

32

33       Trustee Merrick stated she listened but when they talk about her family that is a different ballgame.

34

35       Mayor Barraza stated she has served the town since 1995 and decisions are never easy to make. She has

36       learned so much while serving these 20 years. People are very vocal during meetings. We do what is right for

37       the town which may not be popular decisions. The board respects each other's decisions which is the key to

38       working together. I may not agree but I listen to the residents. Asked everyone to keep Ms. Stoechner-

39       Hernandez in their prayers. We will be meeting with the Business Owners on a quarterly basis. She was

40       disappointed with the outcome of the legislative session. Senators had \$3.5 million dollars in Capital Outlay,

41       Representatives had \$2 million dollars to distribute. Mesilla received \$50,000 from Senator Cervantes for the

42       Public Safety Building, \$40,000 from Senator Diamond for admin vehicles, \$300,000 from Senator Hamlen;

43       \$50,000 for Mesilla fire hydrants and \$250,000 for the Public Safety Building, \$50,000 from Representative

44       Cadena for fire hydrants. All paperwork was submitted to the legislators, next year we are going to take a

45       stronger approach.

46

47       Trustee Merrick stated she had spoken to Senator Diamond who stated no one reached out to her.

48

49       Mayor Barraza stated Mr. Armijo could not get our legislators on the same page. Due to redistricting, there

50       will be new legislators.

1  
2 Trustee Garcia recommended reaching out and inviting them to meetings and town events.  
3  
4 Mayor Barraza stated Ms. Bush will coordinate with Ms. Sellers in making information available.  
5 Recommends starting earlier on ICIP. She will be out of town until March 27<sup>th</sup> but will be available by phone.  
6  
7 Mr. Whited reviewed status.  
8  
9 Trustee Garcia thanked Mr. Whited for attending the Architectural Style Committee meetings and Mr.  
10 McGillivray for his work with Las Colonias.

11  
12 **11. ADJOURNMENT**

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

14  
15 **MEETING ADJOURNED AT 7:26 P.M.**

16  
17 **APPROVED THIS 28th DAY OF MARCH, 2022.**

18  
19  
20  
21 \_\_\_\_\_  
22 **Nora L. Barraza**  
23 **Mayor**

24  
25 **ATTEST:**

26  
27  
28 \_\_\_\_\_  
29 **Rani Bush**  
30 **Town Clerk/Treasurer**

## BOARD ACTION FORM

### AGENDA DATE

PZHAC: March 21, 2022

BOT:

**ITEM:** PZHAC Case #061102 – 2785 Boldt, submitted by Steven Sypher for Barncastle Construction to renew permit to complete remodel of interior framing and stucco. Zoned: Historic Residential (HR).

**BACKGROUND AND ANALYSIS:** This case was reviewed by the Architectural Styles Committee (ASC) on March 17, 2022.

Barncastle Construction to renew permit to complete remodel of interior framing and stucco. Stucco was added to new application there for it is going through the process once again.

### IMPACT:

- 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 is on applicant's property and not in Town of Mesilla right-of-way.

### 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 RECOMMENDATIONS:

### SUPPORTING INFORMATION:

- Application
- Plans

Pending - completion of 1st permit per CID  
TOWN OF MESILLA ZONING APPROVAL  
See attached application Case # 061102

OFFICIAL USE ONLY:  
Case # 061102  
Fee \$ \_\_\_\_\_

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

Existing #061102  
Attached

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

CASE NO. \_\_\_\_\_ ZONE: \_\_\_\_\_ CODE: \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_

NOVASIGHT Properties LLC 575 642-2331  
Name of Property Owner Property Owner's Telephone Number  
2521 N. MAIN ST STE 1-126 LAS CRUCES, NM 88001  
Property Owner's Mailing Address City State Zip Code  
STEVEN. SYPHAR @ GMAIL.COM  
Property Owner's E-mail Address

re-issue  
needs to go

BARNCASTLE CONSTRUCTION PO BOX 544 LC, NM 88004  
Contractor's Name & Address (If none, indicate Self)  
505-319-3392 See Attached  
Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2785 Boldt mesilla

Description of Proposed Work: Remodel, Interior Framing, Stucco  
HOA

\$ 30k Estimated Cost  
Signature of Applicant [Signature] Date 10-29-2021

Signature of property owner: [Signature]

previous permit has expired need to

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:

- 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.
- Site Plan with dimensions and details.
- Foundation plan with details.
- Floor plan showing rooms, their uses and dimensions.
- Cross section of walls
- Roof and floor framing plan
- Proof of legal access to the property.
- Drainage plan.
- Details of architectural style and color scheme (checklist included for Historical zones) - diagrams and elevations.
- 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).
- Proof of legal access to the property.
- Other information as necessary or required by the City Code or Community Development Department (See other side.)

---

**2758 Boldt, Building Permit**

1 message

Nora L. Barraza &lt;mayor@mesillanm.gov&gt;

Fri, Oct 29, 2021 at 5:22 PM

To: Steven.Sypher@gmail.com

Cc: Cynthia Stoechner-Hernandez &lt;cynthias-h@mesillanm.gov&gt;, Gloria Maya &lt;gloriam@mesillanm.gov&gt;

Mr. Sypher:

Per our telephone conversation today, we are in receipt of your Residential Building Permit for 2758 Boldt. Your request was to renew your previous building permit #061102, approved by Mr. Shannon on August 12, 2020. In reviewing your application you have added stucco work to the building permit, therefore, we cannot renew permit #061102 and this new permit will have to go through the P & Z commission approval process.

We will need a color sample of the stucco you are proposing in addition to a letter from the Mesilla Farms HOA approving the proposed stucco work and color. I will make a copy of the site plan that is attached to the previous permit.

If you have any questions or concerns, please let me know.

Sincerely,

Mayor Barraza

--

**Nora L. Barraza**  
Mayor, Town of Mesilla

☎ (575) 524-3262

Fax: (575) 541-6327

[mayor@mesillanm.gov](mailto:mayor@mesillanm.gov)

Check out our website!

[www.mesillanm.gov](http://www.mesillanm.gov)

CONFIDENTIALITY NOTICE: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.

image009.png  
55K



November 5, 2021

RE: The exterior color for repainting of the home at 2785 Boldt Street (Lot 9, Block C, Mesilla Farms Subdivision), Mesilla, NM  
Owner of Record: Novasight Properties, LLC

Dear Board Members and Town of Mesilla,

I have researched the impact of the homeowner's request to repaint/recoat the exterior stuccoed walls of the above-referenced property. There will be no expansion of the home's footprint.

The description of the work to be done indicates either color selected is well within the "color wheel" acceptable for the subdivision and historic district. It is assumed that the work will be performed in a professional manner. The Mesilla Farms Homeowners Association approves the issuing of a permit for the described work from the Town of Mesilla.

Sincerely,



Architectural Committee

---

Concurrence By:

Marcy Toomey

Mesilla Farms HOA President

- [Account Search](#)
- [View Created Report\(s\)](#)
- [Help?](#)
- [Logout Public](#)

**Account: R0401043 \*Mill Levy does not include Special District Rates such as: Lower Rio Grande Flood Levy, Hueco Levy, Mclead Watershed Levy, Caballo Soil and Water Conservation Levy, and La Union Watershed Levy.**



# Doña Ana County, NM Parcel Map

Leticia Duarte Benavidez, County Assessor

Map

Legend

### Map Layers

#### Layer Visibility:

- Roads
- Buildings
- City Limits
- MLS Zones
- Address Labels
- 2014 Aerial Photo
- Parcels

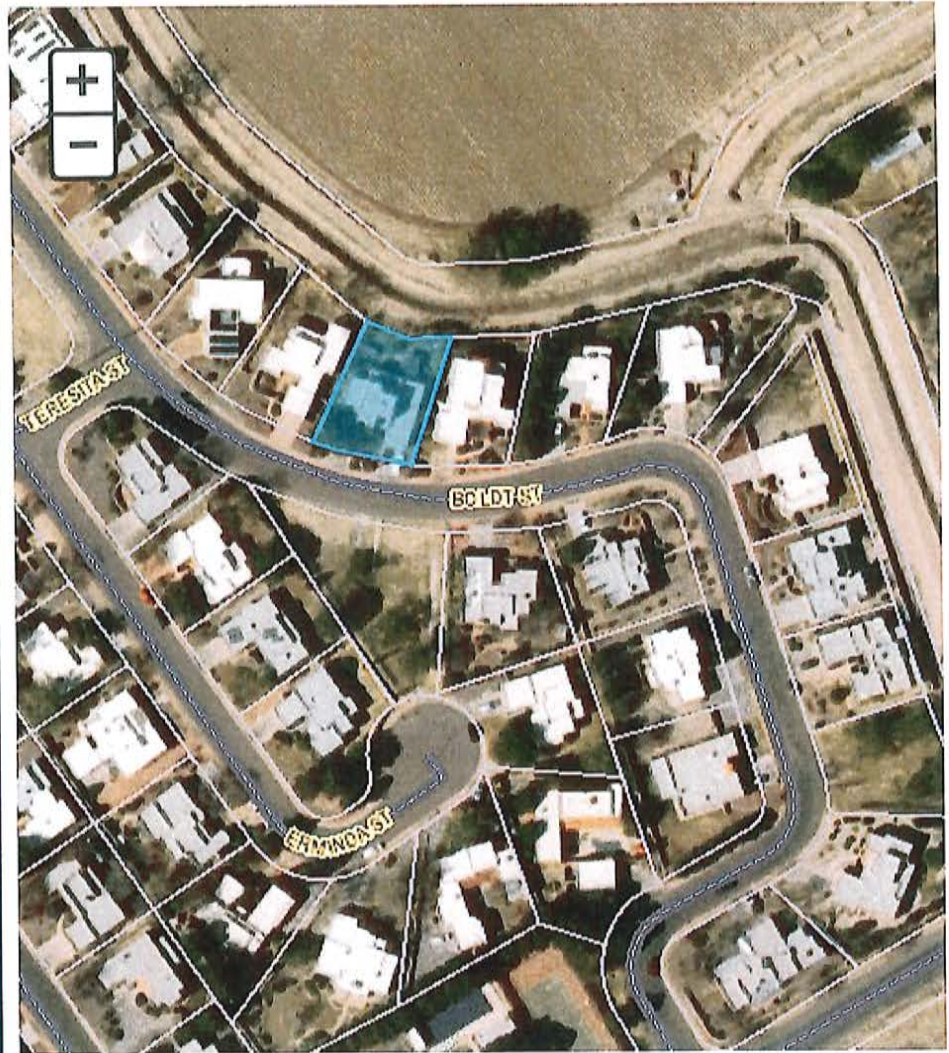
Select Search Type:

Property Address ▼

Enter Value:

2785 boldt

Search



Account Number	Parcel Number	Owner	Mail Address
<a href="#">R0401043</a>	4006137409472	NOVASIGHT PROPERTIES LLC	2521 NORTH MAIN ST STE 1-



**NOTICE!**

THE APPROVED PLAN MUST BE AT THE JOB SITE AT ALL TIMES DURING CONSTRUCTION

524 3262

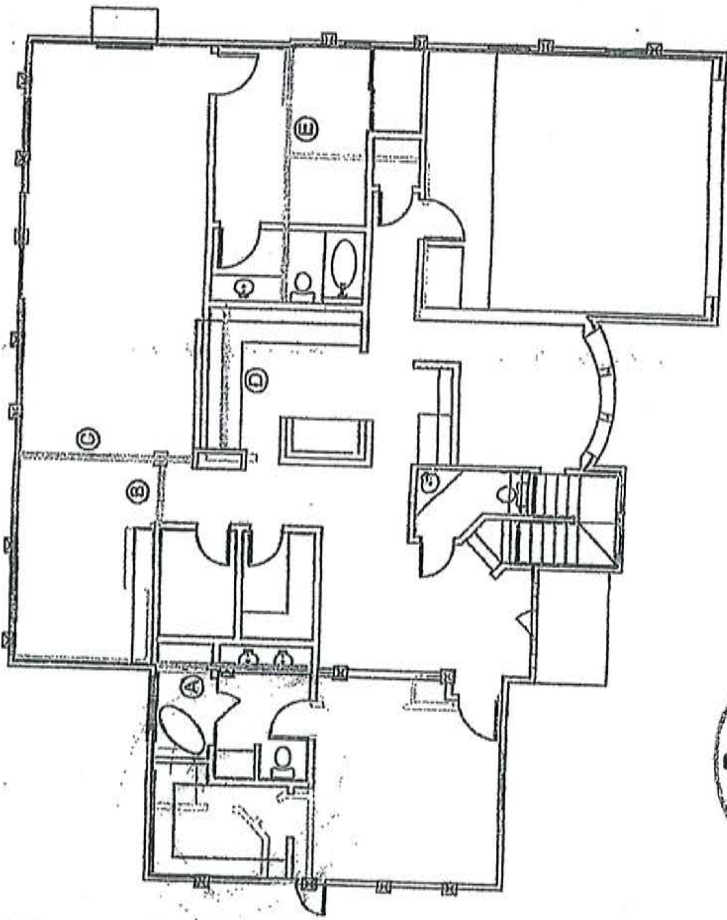
52-7463

**NOTE**  
SECTIONS 102.7.1.3

OF THE INTERNATIONAL RESIDENTIAL CODE MUST BE COPILED WITH (N.M. RESIDENTIAL BUILDING CODE)

**HEADER TABLE**

**CUT SHEET ON SITE FOR LVL VERSA-LAM**



**A**  
L = 12' MAX  
3/2 x 14 VERSA-LAM LVL, 2.1E 3100  
3.4" MIN. BEARING LENGTH  
OR  
5/4 x 11 7/8 VERSA-LAM LVL 2.1E 3100  
2.7" MIN. BEARING LENGTH

**B**  
L = 4'-8" MAX  
2x12  
(2) 2x6 JACKS @ ONE END, SIMPSON HANGAR FROM BEAM C @ OTHER END  
USE SIMPSON HANGAR FOR PERPENDICULAR TJI

**D**  
L = 11' MAX  
1 9/8 x 14 VERSA-LAM LVL, 2.1E 2800  
3.4" MIN. BEARING LENGTH  
OR  
3/2 x 11 7/8 VERSA-LAM LVL, 2.1E 3100  
2.8" MIN. BEARING LENGTH  
(3) 2x6 @ EACH END  
USE SIMPSON HANGAR FOR PERPENDICULAR TJI

**E**  
L = 19' MAX  
3/2 x 14 VERSA-LAM LVL, 2.1E 3100  
1.5" MIN. BEARING LENGTH  
OR  
5/4 x 11 7/8 VERSA-LAM LVL 2.1E 3100  
1.5" MIN. BEARING LENGTH  
(3) 2x6 OR (4) 2x6 @ EACH END  
TJI BEAR ON TOP OF LVL

**NOTE**

SECTIONS 602.1.3 OF THE INTERNATIONAL RESIDENTIAL CODE MUST BE COPILED WITH (N.M. RESIDENTIAL BUILDING CODE) **STRUCTURAL GLUED LAMINATED TIMBERS**



**NOTE**

SECTIONS 102.7.1 OF THE INTERNATIONAL RESIDENTIAL CODE MUST BE COPILED WITH (N.M. RESIDENTIAL BUILDING CODE) **ADDITIONS, ALTERATIONS, REPAIRS**

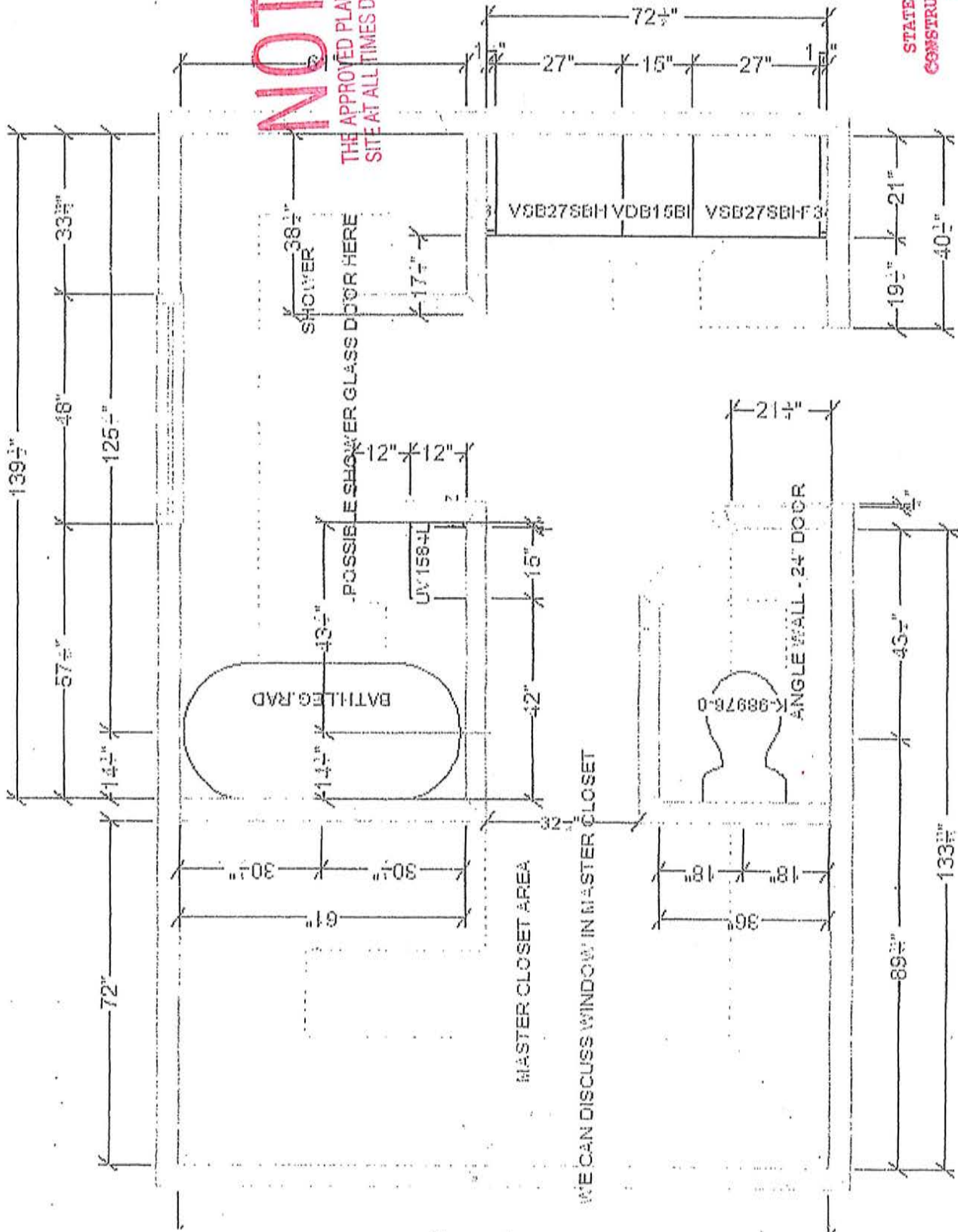
**LILLEY ENGINEERING INC.**  
5160 CALLE BELLISIMA LAS CRUCES, NM 88011  
(575) 521-0006

HEADER SIZING FOR REMODEL

2785 BOLDT ST., LAS CRUCES, NM

PROJECT	200628
CLIENT	SYMPHER
DRAWING NO.	2785 BOLDT
REV. NO.	0
DRAWN BY	DL
DATE	06/28/20
	1 of 1

**Plan 20200370574**



**NOTICE!**  
 THE APPROVED PLAN MUST BE AT THE JOB SITE AT ALL TIMES DURING CONSTRUCTION

*Fixture circled on floor plan*

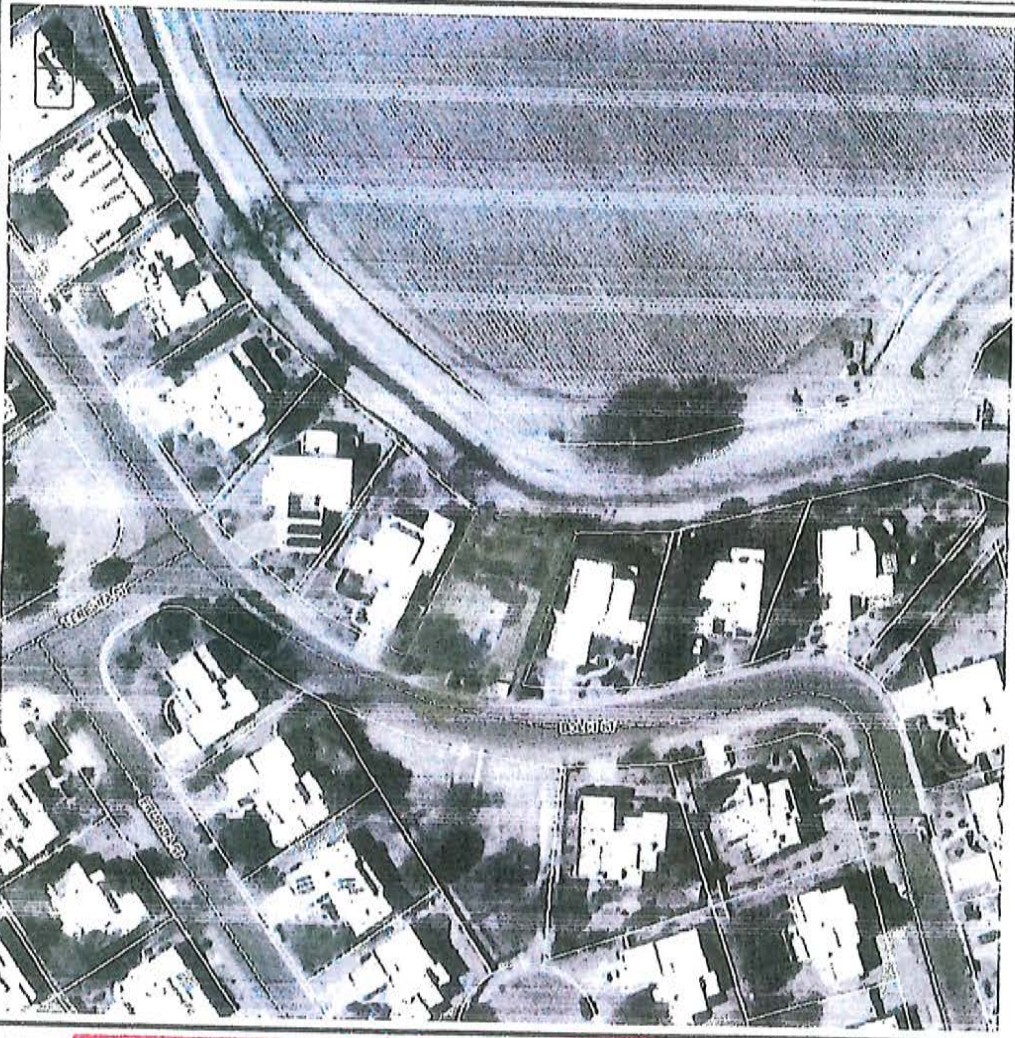
STATE OF NEW MEXICO  
 CONSTRUCTION INDUSTRIES  
 DIVISION

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number | Enter Value:

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: R0401043  
Parcel Number: 4006137409472  
Owner: NOVASIGHT PROPERTIES LLC  
Mall Address: 2521 NORTH MAIN ST  
STE 1-126  
Subdivision: MESILLA FARMAS  
SUBDIVISION (BK 15 PG 389-390 -  
8822094)  
Property Address: 2785 BOLDT ST  
Acres: 0



**NOTICE**  
Issuance of this Building Permit and the Certificate of Occupancy at Final Inspection DOES NOT certify regulatory agency that has separate enforcement jurisdiction on this project. Contact the State Fire Marshal, the Department of Health, the Environment Department, and any other such regulatory agency that may have code enforcement jurisdiction on this project to ensure compliance with their procedures and/or to obtain their final approval.

**PLANS APPROVED**  
Construction Industries Division  
General Construction Bureau

NO EXCEPTIONS TAKEN  
 EXCEPTIONS AS NOTED

By *Wendy Lewis*  
Permit No. *GEN R. 2020037054*  
Does not include Mechanical or Electrical

**NOTE**  
ALL SECTIONS OF THE  
NEW MEXICO BUILDING  
ELECTRICAL, MECHANICAL  
AND PLUMBING CODES MUST  
BE COMPLIED WITH

**NOTE**  
APPROVED PLANS AND SPECIFICATIONS  
SHALL NOT BE CHANGED WITHOUT  
AUTHORIZATION FROM CONSTRUCTION  
INDUSTRIES DIVISION.

**NOTICE!**  
THE APPROVED PLAN MUST BE AT THE JOB  
SITE AT ALL TIMES DURING CONSTRUCTION

STATE OF NEW MEXICO  
CONSTRUCTION INDUSTRIES  
DIVISION

TOWN OF MESILLA  
ZONING APPROVAL

OFFICIAL USE ONLY:  
Case # 061102  
Fee \$ 55.50

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. 061102 ZONE: R-2 CODE: RES ALY APPLICATION DATE: 10/13/20

Uona Sight Properties LLC 575 642-2331  
Name of Property Owner Property Owner's Telephone Number  
2521 N. MAIN St Ste 1-126 CAS CRUCEA NM 88001  
Property Owner's Mailing Address City State Zip Code  
Stevens. Sopher@gmail.com  
Property Owner's E-mail Address  
Buck Castle Construction P.O. Box 544 88004  
Contractor's Name & Address (if none, indicate Self)  
505-319-3392  
Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number  
Address of Proposed Work: 2785 Boldt Mesilla 80081  
Description of Proposed Work: Frame interior walls bathroom wall, living room & kitchen area  
Estimated Cost: \$ 30K Signature of Applicant: [Signature] Date: 08/10/2020  
Signature of property owner: [Signature] 8/10/2020

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: n/a  
 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: NO CHANGES TO EXTERIOR OR DWELLING

PERMISSION ISSUED/DENIED BY: [Signature] ISSUE DATE: 8/12/20

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).

STATE OF NEW MEXICO  
CONSTRUCTION INDUSTRIES  
DIVISION



# POST IN A CONSPICUOUS PLACE

## N O T I C E

**RESIDENTIAL PERMIT NO: GENR\_2020037054**

**PERMIT NAME: STEVE & JENNIFER SYPHER**

**HAS BEEN ISSUED FOR THIS CONSTRUCTION BY  
THE STATE OF NEW MEXICO  
REGULATION AND LICENSING DEPARTMENT  
CONSTRUCTION INDUSTRIES DIVISION  
GENERAL CONSTRUCTION BUREAU**

**JOB SITE ADDRESS**

2785 BOLDT ST  
MESILLA, NM 88005

Issued: November 20, 2020

Occupancy: R-3 Single Family/Duplex Residence/Child  
Care 5 or Less/Congregate Living 15 or Less

**PROPERTY OWNER**

STEVE & JENNIFER SYPHER  
PO BOX 544  
LAS CRUCES, NM 88004  
Phone: 5053193392

Type of Construction: VB Any Material (0 HR)

Square Footage: 1900

Valuation: \$39,140.00

Total Fees: \$84.00

**CONTRACTOR**

BARNCASTLE, CES  
BARNCASTLE CONSTRUCTION  
P.O. BOX 544  
1042 MOON RIVER LOOP  
LAS CRUCES, NM 88004  
License #: 90931  
Phone #: 5056478419

**DESCRIPTION OF WORK**

ALATERATIONS/REPIRS - MOVE INTERIOR WALLS & REBUILD

This is a General Construction Permit and does not cover electrical or mechanical permit requirements for the State of New Mexico.

**Record of Inspections**

GENERAL BUILDING			ELECTRICAL			MECHANICAL		
DATE	PURPOSE	DATE	PURPOSE	DATE	PURPOSE	DATE	PURPOSE	DATE
5/10/21	Frame through w/ribs	3/31	ROUGH IN DL	3/12/21	MRT			
				3/18/21	PTO			

**NOTICE: IT IS THE REPOSIBILITY OF THE PERMIT HOLDER TO CALL FOR THE REQUIRED INSPECTIONS IN ADVANCE.  
PLEASE WAIT FOR THE INSPECTOR TO PERFORM THE INSPECTION.**

NOTICE: If no inspections are performed within 180 days, the permit will expire and will be required to be renewed at full price.

To schedule an inspection please contact our call center at 505-222-9813 or 1-877-243-0979. You may also request an inspection by email to [CID.Inspection@state.nm.us](mailto:CID.Inspection@state.nm.us). If by email you must include permit number, site address, contact name and phone number. The email submission is an easy, efficient method for requesting inspections. Upon receipt of emailed inspection request, a confirmation email will be sent to the requestor.



Multi-Purpose State Building Application

State of New Mexico

Regulation and Licensing Department

Construction Industries Division

Santa Fe 2550 Cerrillos Rd
Albuquerque 5500 San Antonio NE
Las Cruces 505 S. Main St. Ste. 103

Santa Fe, NM 87505
Albuquerque, NM 87109
Las Cruces, NM 88004

Phone: (505) 476-4700
Fax: (505) 476-4685
(505) 222-9800 (505) 765-5670
(575) 524-6320 (575) 524-6319

Building Permit (Commercial includes electrical/mechanical/plumbing reviews)
New Construction Alteration/Repairs/Demolition
Residential Commercial Pre-Bld Trade Review Only
Additions Foundation only Reroof Electrical Review
wood metal frame masonry adobe rammed earth metal structure other Mechanical/Plumbing Review

Description of work: Repair of fence

THE FOLLOWING INFORMATION MUST BE PROVIDED

Physical Address of job site (must provide a physical address) 2985 Baldt St
Nearest City/Town/Village town of Mesilla
Zip Code
County D. A.

GPS Coordinates optional X Coordinate Y Coordinate

MUST provide written Directions

Property Owner or Homeowner Information:

First Name Steve & Jennifer Last Name
E-mail address: Steven.Sypher@qmail.com
Address No. & Street / PO Box / Rural Route 2985 Baldt St
City State Zip Code Phone

Contractor Information (must provide proof of contract):

Company Name Barncastle Construction
Address No. & Street / PO Box / Rural Route P.O. Box 544
City State NM
E-Mail Address: barncastleconstruction@hotmail.com
Contact Information (Name) Cesar
Phone 505-319-3392
Fax

Design Professional Information:

Company Name Lilley Engineering inc.
Address No. & Street / PO Box / Rural Route 5160 Calle bellisima
City State NM
E-mail address:
Phone 575-521-0006
NM State License # 11505

Type of Construction: I II III IV V A B
Occupancy Group: A B E F H J M R S U
Division: 1 2 3 4 5
Square Footage: 1900
Valuation / Sign Contract: 4800
Energy Compliance: Prescriptive Trade-off Performance
Climate Zone: 1 2 3 4 5 6 7
Fire Sprinklers Apply Y / N LP gas Appliance Apply Y / N

APPLICANT MUST READ AND SIGN THE FOLLOWING: I hereby acknowledge by my signature below that I have read this application and state that the above is correct. I agree to comply with the requirements for the New Mexico Building Code. I waive my right to require any inspector to possess a search warrant before they enter the premises to inspect the building covered by this permit. However, I waive this right only on the following conditions: The inspector must be approved by the Construction Industries Division and this inspection must be made at reasonable times for purpose of determining whether the work of building or structure on the premises complies with the New Mexico Building Code. I understand that the issuance of this permit shall not prevent the Construction Industries Division from requiring compliance with the provisions of the New Mexico Building Code.

X Signature Date 11/12/20

Date Issued: Processed By: Tracking Number: GENR 2020037054
Received By: Total Fees Due: \$84.00
Paid By: Walk In Mail E-Mail: Partial Payment:
Check Money Order Credit Card Purchase Order: Balance Due:

PLANNING/ZONING APPROVED BY: attached
Signature Date
FLOOD PLAIN APPROVED BY:
Signature Date
GENERAL BUILDING APPROVED BY: Orlando H. Garcia
Signature Date 11-20-2020
UPC/UMC APPROVED BY:
Signature Date
NEC APPROVED BY:
Signature Date



# QUOTE

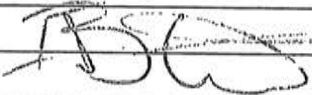

Cesar (Fred) Barncastle  
 PHONE/FAX: 575-647-8419  
 MOBILE: 505-319-3392  
 E-MAIL: barncastle5@peoplepc.com

DATE: 10/16/20

CUSTOMER Nova Sight Properties LLC

PHONE 575-642-2331 FAX NO. \_\_\_\_\_

CONTACT NAME Steve or Jennifer

DESCRIPTION	AMOUNT	
We will be extending master bathroom, we will also remodel kitchen, laundry room, 2nd bathroom, & pantry room. all we will do is frame interior walls, we will not touch the outside structure.		
		
Comments: 		
<b>QUOTED BY:</b>	<b>Sub Total</b>	
<b>RESULT OF QUOTE</b>	<b>Tax</b>	
<input type="checkbox"/> ACCEPTED <input type="checkbox"/> REJECTED <input type="checkbox"/> NO RESPONSE	<b>TOTAL</b>	<u>4800.00</u>

STATE OF NEW MEXICO  
 CONSTRUCTION INDUSTRIES  
 DIVISION

THIS QUOTATION IS GOOD FOR 60 DAYS FROM ABOVE DATE

**Thank You**



# New Mexico E-Services for Contractor Licensing



[Home Page](#)

### Company Details

Company Name	BARNCASTLE CONSTRUCTION	License Number	90931
Phone Number	5056478419	License Status	Active
Issue Date	08/16/2004	Expiry Date	08/31/2022
Volume	\$1000000.00 +		

### Principal Place of Business Address

P.O. BOX 544			
City	LAS CRUCES		
State	NM	Zip Code	88004

### QP Details

Name	Certificate No	Classification	Attach Date	Status
<u>CESAR A. A. BARNCASTLE</u>	104672	GB98	08/16/2004	Attached

[Back to search page](#)

[Back](#)

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STATE OF NEW MEXICO  
CONSTRUCTION INDUSTRIES  
DIVISION

# NOTICE!

THE APPROVED PLAN MUST BE AT THE JOB SITE AT ALL TIMES DURING CONSTRUCTION.

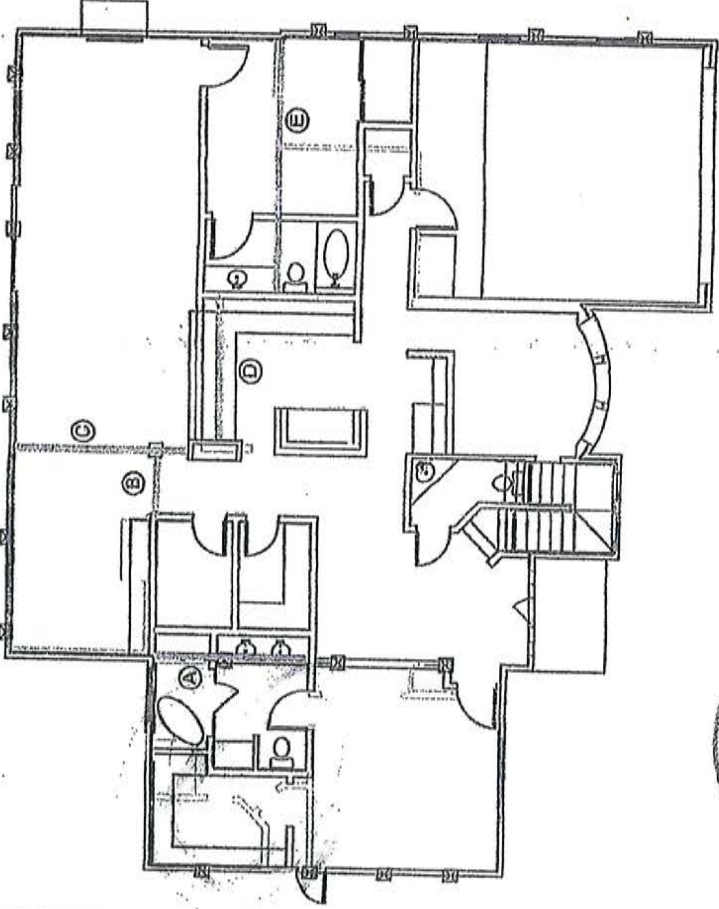
524 3262

652-7463

# NOTE

SECTIONS 102.7.1  
OF THE INTERNATIONAL RESIDENTIAL CODE MUST BE COPIED WITH (N.M. RESIDENTIAL BUILDING CODE)

**CUT SHEET ON SITE FOR LVL VERSA-LAM**



- A**  
L = 12' MAX  
3/4" x 14" VERSA-LAM LVL, 2.1E 3100  
3.4" MIN. BEARING LENGTH  
OR  
5/4" x 11 1/2" VERSA-LAM LVL 2.1E 3100  
2.7" MIN. BEARING LENGTH  
(3) 2x8 OR (4) 2x6 JACKS @ EACH END  
USE SIMPSON HANGAR FOR PERPENDICULAR TRUSSES AND REMAINDER BEAR ON TOP OF LVL
- B**  
L = 4'-6" MAX  
2x12  
(2) 2x6 JACKS @ ONE END, SIMPSON HANGAR FROM BEAM C @ OTHER END  
USE SIMPSON HANGAR FOR PERPENDICULAR TRUSSES AND REMAINDER BEAR ON TOP OF LVL
- C**  
L = 13'-6" MAX  
(2) 2x12 GIRDER  
(2) 2x6 JACKS @ EACH END  
USE SIMPSON HANGAR FOR PERPENDICULAR TJI
- D**  
L = 11' MAX  
1 1/4" x 14" VERSA-LAM LVL, 2.1E 2800  
3.4" MIN. BEARING LENGTH  
OR  
3/4" x 11 1/2" VERSA-LAM LVL, 2.1E 3100  
2.8" MIN. BEARING LENGTH  
(3) 2x6 @ EACH END  
USE SIMPSON HANGAR FOR PERPENDICULAR TJI
- E**  
L = 13' MAX  
3/4" x 14" VERSA-LAM LVL, 2.1E 3100  
1.9" MIN. BEARING LENGTH  
OR  
5/4" x 11 1/2" VERSA-LAM LVL 2.1E 3100  
1.5" MIN. BEARING LENGTH  
(3) 2x8 OR (4) 2x6 @ EACH END  
TJI BEAR ON TOP OF LVL

**NOTE**  
SECTIONS 102.7.1  
OF THE INTERNATIONAL RESIDENTIAL CODE MUST BE COPIED WITH (N.M. RESIDENTIAL BUILDING CODE)

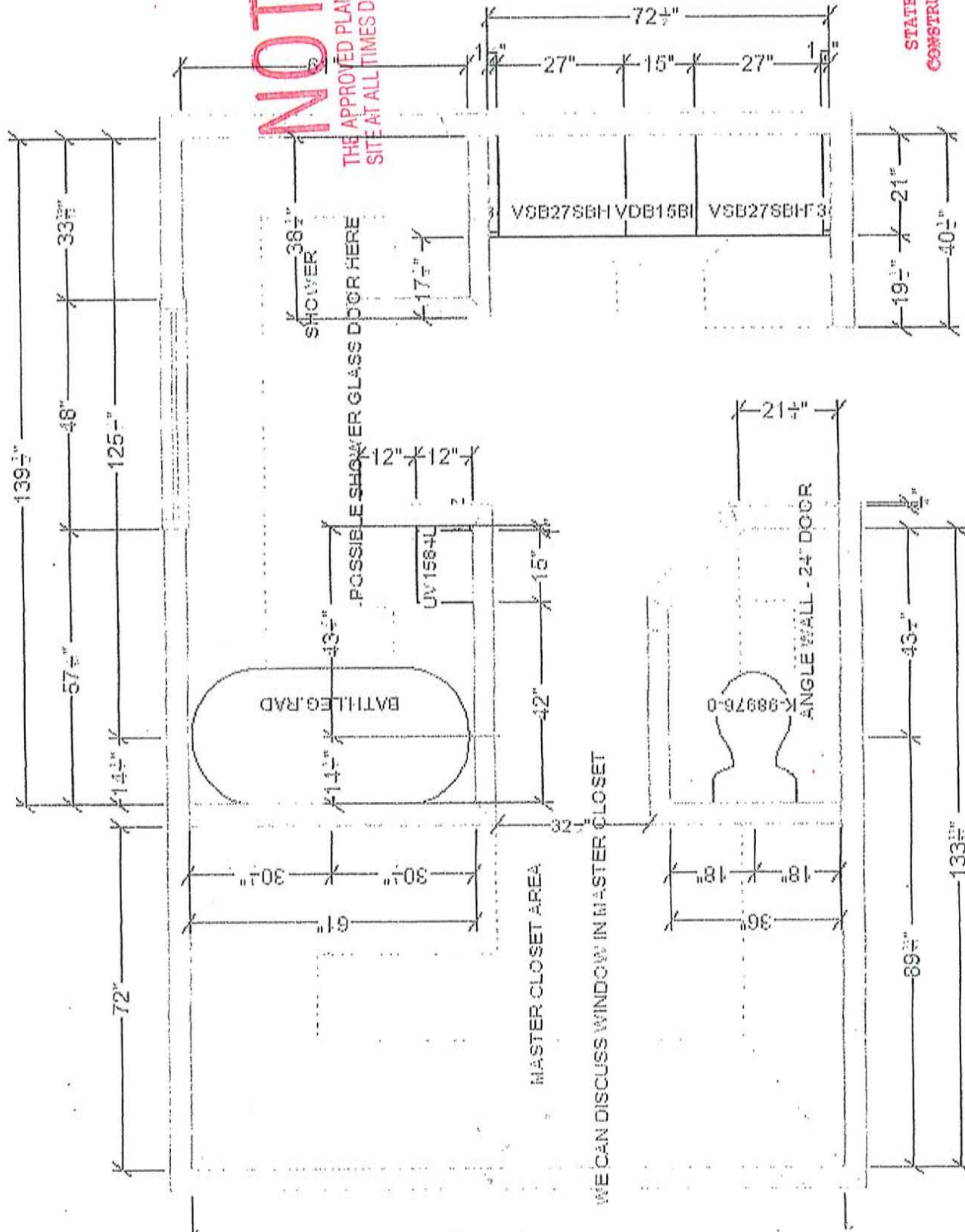
**NOTE**  
SECTIONS 102.7.1  
OF THE INTERNATIONAL RESIDENTIAL CODE MUST BE COPIED WITH (N.M. RESIDENTIAL BUILDING CODE)



<b>HEADER SIZING FOR REMODEL</b>		PROJECT 200628
<b>2785 BOLDT ST., LAS CRUCES, NM</b>		CLIENT SYPIER
		DRAWING NO. 2785 BOLDT
		REV. NO. 0
		DRAWN BY DL
		DATE 06/28/20
		1 of 1

**LILLEY ENGINEERING INC.**  
5760 CALLE BELLISIMA LAS CRUCES, NM 88011  
(575) 521-0006

**GENR 2020037054**



**NOTICE!**  
 THE APPROVED PLAN MUST BE AT THE JOB SITE AT ALL TIMES DURING CONSTRUCTION

*Picture circled on floor plan*

STATE OF NEW MEXICO  
 CONSTRUCTION INDUSTRIES  
 DIVISION

WE CAN DISCUSS WINDOW IN MASTER CLOSET

2014 Aerial | Addresses | County Address Points

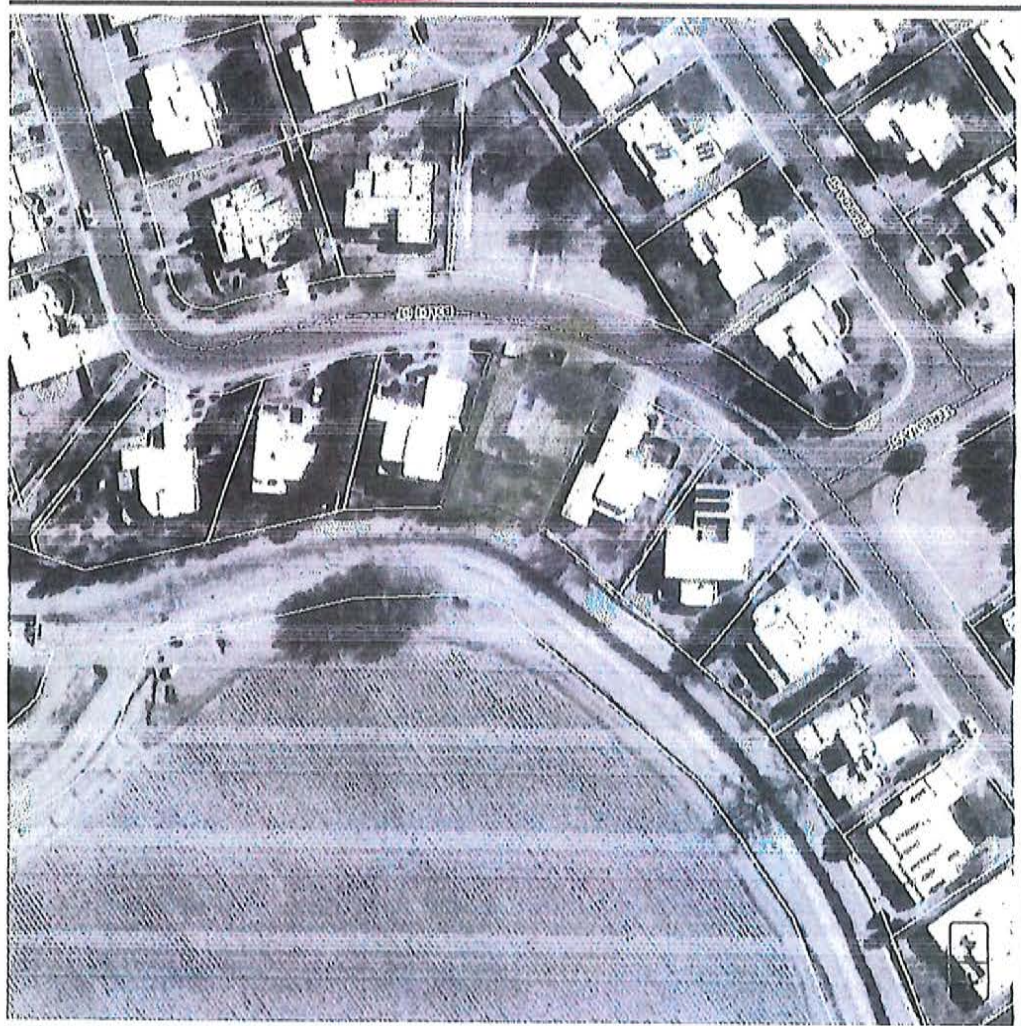
Select Search Type: Account Number | Enter Value:

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: 00401043  
 Parcel Number: 4006137409472  
 Owner: NOVASIGHT PROPERTIES LLC  
 Mail Address: 2521 NORTH MAIN ST  
 STE 1-126  
 Subdivision: MESILLA FARMS  
 SUBDIVISION (BK 15 PG 389-390 -  
 8822094)  
 Property Address: 2785 BOLDT ST  
 Acres: 0

**NOTICE**

Issuance of this Building Permit and the Certificate of Occupancy at Final Inspection DOES NOT certify compliance with the requirements of any other regulatory agency that has separate enforcement jurisdiction on this project. Contact the State Fire Marshal, the Department of Health, the Environment Department, and any other such regulatory agency that may have code enforcement jurisdiction on this project to ensure compliance with their procedures and/or to obtain their final approval.



**PLANS APPROVED**

Construction Industries Division  
 General Construction Bureau

- NO EXCEPTIONS TAKEN
- EXCEPTIONS AS NOTED

By *Julio Alvarez*  
 Permit No. *GEN R - 2020037054*  
 Does not include Mechanical or Electrical

**NOTE**

ALL SECTIONS OF THE  
**NEW MEXICO BUILDING  
 ELECTRICAL, MECHANICAL  
 AND PLUMBING CODES MUST  
 BE COMPLIED WITH**

**NOTE**

APPROVED PLANS AND SPECIFICATIONS  
 SHALL NOT BE CHANGED WITHOUT  
 AUTHORIZATION FROM CONSTRUCTION  
 INDUSTRIES DIVISION.

**NOTICE!**

THE APPROVED PLAN MUST BE AT THE JOB  
 SITE AT ALL TIMES DURING CONSTRUCTION

STATE OF NEW MEXICO  
 CONSTRUCTION INDUSTRIES  
 DIVISION

## BOARD ACTION FORM

### AGENDA DATE

PZHAC: March 21, 2022

**BOT:**

**ITEM:** PZHAC Case #061355 -2481 Calle De Cura, submitted by Window World of Las Cruces to remove and replace four (4) located in the den of the home. Zoned: Historical Residential (HR)

**BACKGROUND AND ANALYSIS:** This case was reviewed by the Architectural Styles Committee (ASC) on March 17, 2022.

Window World of Las Cruces to remove and replace four (4) located in the den of the home, there will be no changes or modifications to the window openings.

### IMPACT:

- 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 is on applicant's property and not in Town of Mesilla right-of-way.

### 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 RECOMMENDATIONS:

### SUPPORTING INFORMATION:

- Application
- Plans



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

OFFICIAL USE ONLY:

Case # 061355  
 Fee \$ 106.05  
 Fee 190  
 Plan 2916150

2331 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO: \_\_\_\_\_ ZONE: \_\_\_\_\_ CODE: \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_

Jenn Soltero (575) 496-5300  
 Name of Applicant/Owner Applicant's Telephone Number

2481 Calle Cura Mesilla NM 88046  
 Applicant's/Owner's Mailing Address City State Zip Code

2481 Calle Cura Las Cruces NM  
 Applicant's/Owner's Address City State Zip Code

Window World Las Cruces 250 N. Telford Las Cruces, NM  
 Contractor's Name & Address (If none, Indicate Self) 88011

575-532-9390 81-4803551 391055  
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

2481 Calle Cura Mesilla NM 88046  
 Address of Proposed Work

Remove and replace 4 windows located in Den. No changes to openings.  
 Description of Proposed Work

\$ 3,137.<sup>15</sup> [Signature] 26 Aug 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 not to be larger than 11 x 17 inches.

**FOR OFFICIAL USE ONLY**

PZHAC  Administrative Approval: BOT  Approved Date: \_\_\_\_\_  
 Approves Date: \_\_\_\_\_  Disapproved Date: \_\_\_\_\_  
 Disapproved with Conditions

FIRE INSPECTION APPROVAL REQUIRED: YES NO SEE CONDITIONS  
 CID PERMIT INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS: \_\_\_\_\_

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:



"Simply the Best for Less"

WEST COAST

# WINDOW AND PATIO DOOR ORDER FORM

Phone: 866.716.5368 Fax: 866.618.2783

Account #	Sales Rep Name / #
Date	Customer P.O. #
8-26-21	MA Eco #19

Customer Name and Address: **Job Name:** Job Name 2:

Ship To: Denise Sotero

Contact Phone Number: 2481 Calle Cort 8804

Order # by: S.S. - 496-5300 or 95-203-3917

Special Instructions: Be sure to note if non-tinted units require grid alignment or screen configurations require a continuous radius

Mail to form # 1 TOP to # 2 BOTTOM - Grids ->  
Mail to form # 3 TOP to # 4 BOTTOM - Grids ->

This entire order requires (where applicable):  Head Expander  Glass Breakage Warranty  Foam Wrap

### ALL PRODUCT CONFIGURATIONS MUST BE ORDERED AS VIEWED FROM THE EXTERIOR

LINE	QTY	MODEL	WNTL	COLOR	RD	DIMENSIONS	NOA	WIDTH	HEIGHT	FRAME	MAIL	ROOM	GRID	GLASS	NETC.	TINT'S	ORNL	WDRN	GRID	SCREEN	FOAM	NAIL	TEMP	
										TYPE	TYPE	LOCATION	ST. FT. OF FRENCH	HANGE (L/R/H)	OPTION	OPTION			STYLE	PATTERN	ENHANCED	FIN		
1	1	ALOS	01					X	X	RP		FRONT DENY		ICE										
2	1	OSY	01					X	X	RP		FRONT DENY		ICE										
3	1	ALOS	01					X	X	RP		FRONT DENY		ICE										
4	1	OSY	01					X	X	RP		FRONT DENY		ICE										
5								X	X															
6								X	X															
7								X	X															
8								X	X															
9								X	X															
10								X	X															
11								X	X															
12								X	X															
13								X	X															
14								X	X															
15								X	X															
16								X	X															
17								X	X															



Grids # 143

01 = WHITE  
54 = ALUMINUM  
51 = DESERT CLAY  
92 = BRONZE EXT  
WITH WHITE INTERIOR

02 = DOUBLE  
9 = TRIPLE  
9 = 1/4, 1/2, 1/4  
9 = STICKED  
C = CUSTOM

03 = LIGHT OAK  
04 = DARK OAK  
(0000 SERIES ONLY)

RP = REPLACEMENT/NOX FRAME/FP FN  
FS = FLANGE FOR STICO APPLICATOR  
4C = 3" CHANNEL (TDS ONLY)  
NF1S = 1.5" NAIL, FP SET BLACK  
NF1 = 1" NAIL, FN SET BLACK (00S ONLY)  
B1 = BRICK MOLD 1.12"  
B2 = BRICK MOLD 2"

GT = GRAY TINT  
BT = BRONZE TINT  
GL = GRANITE  
AL = ALUMINITE

3CB = SOLAR COOL, BRONZE  
3CG = SOLAR COOL, GRAY  
EV = EMERALD  
SO = SOLEX

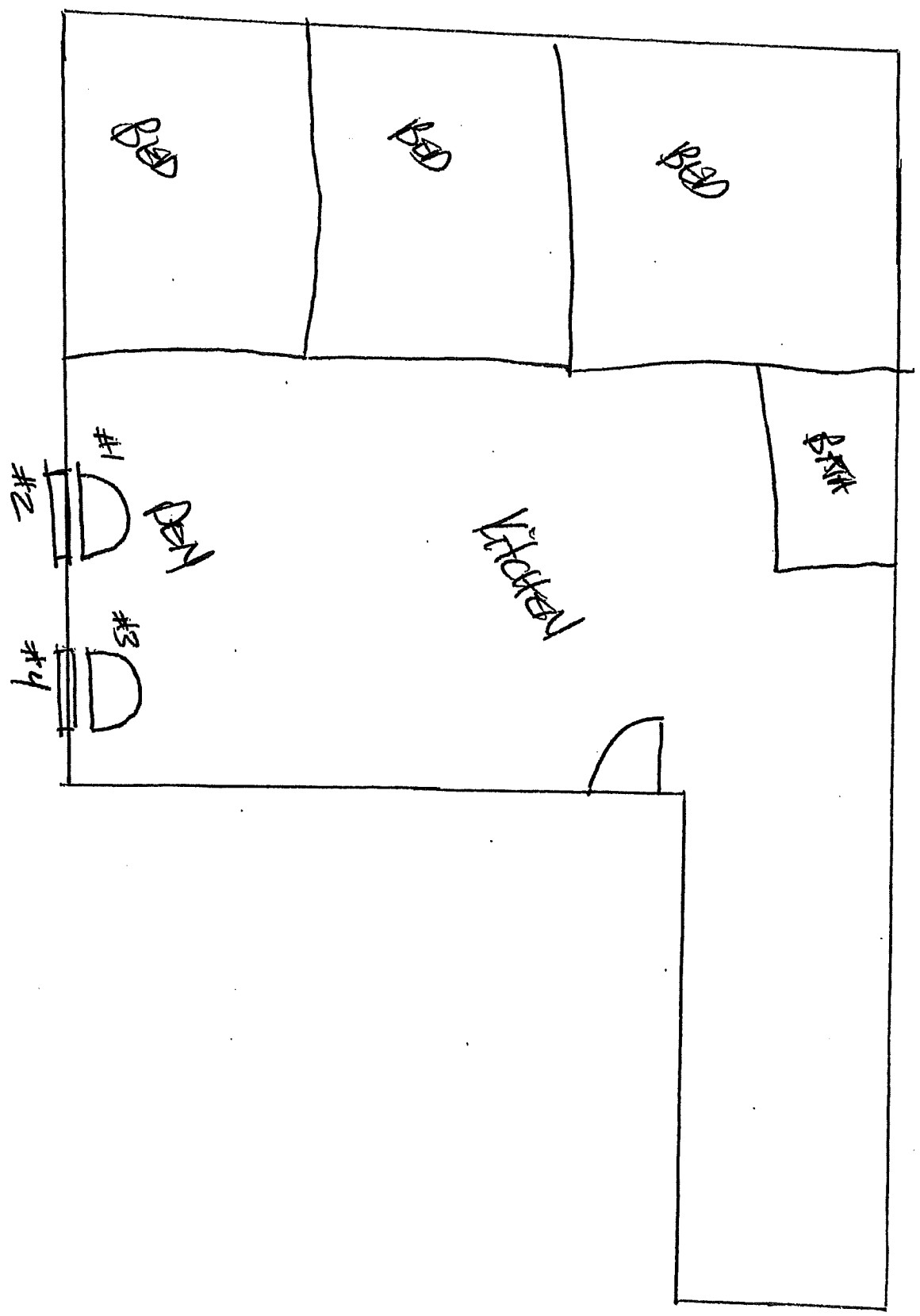
LE = SOLARZONE  
LEP = SOLARZONE ELITE  
LE2 = SOLARZONE PLUS  
LE3 = SOLARZONE 2  
LET = SOLARZONE TGS  
LET2 = SOLARZONE TGS ELITE

IS = FULL SCREEN (FIBERGLASS)  
FIBERGLASS TGS SCREENS  
AND STAIRWALK

SEE BACK OF ORDER FORM FOR GRID OPTIONS

Jenny SoHsks  
2491 Calle Cava 88046  
101-22m

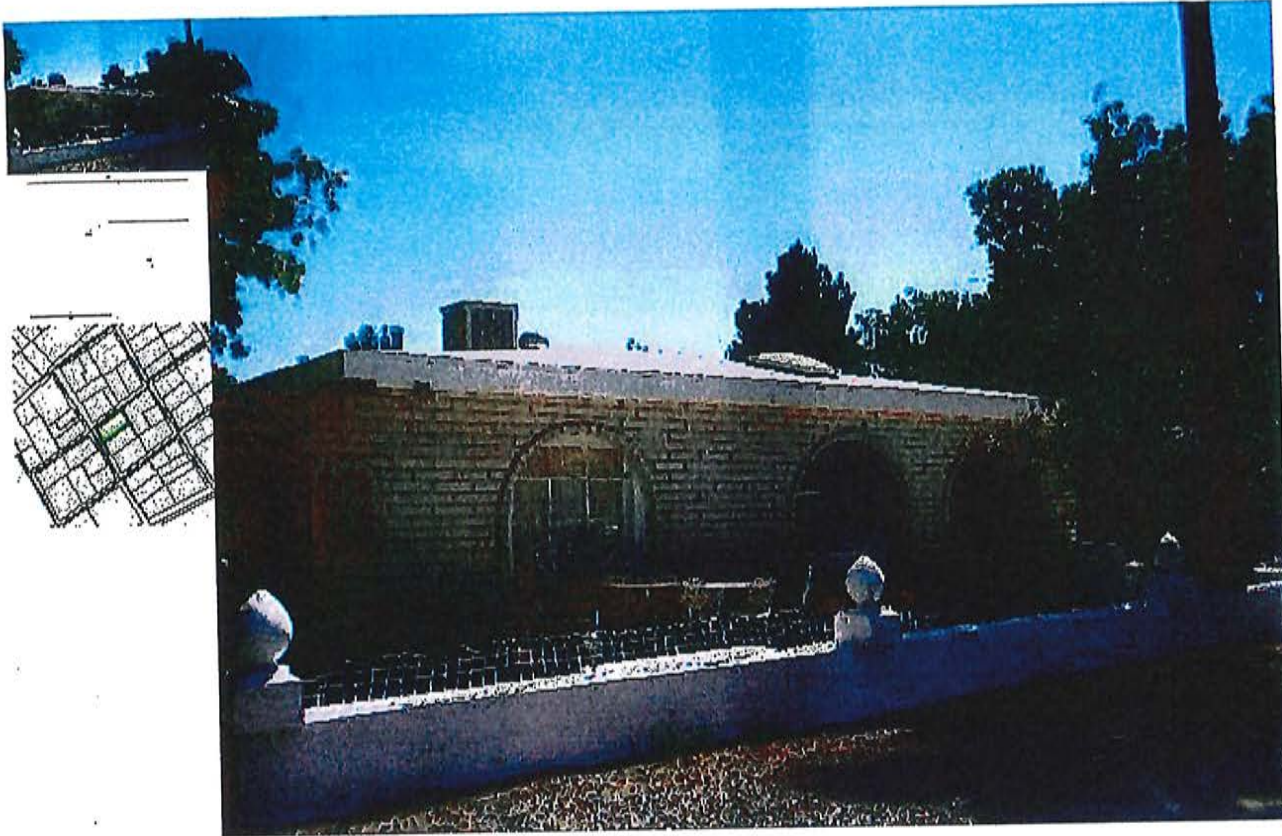
FRONT



1. All windows that originally meet egress will meet egress.
2. No Changes to existing construction.
3. All windows are energy efficient.

- [Account Search](#)
- [View Created Report\(s\)](#)
- [Help?](#)
- [Logout Public](#)

**Account: R0400542 \*Mill Levy does not include Special District Rates such as: Lower Rio Grande Flood Levy, Hueco Levy, Mclead Watershed Levy, Caballo Soil and Water Conservation Levy, and La Union Watershed Levy.**



# Doña Ana County, NM Parcel Map

Leticia Duarte Benavidez, County Assessor

Map

Legend

### Map Layers

#### Layer Visibility:

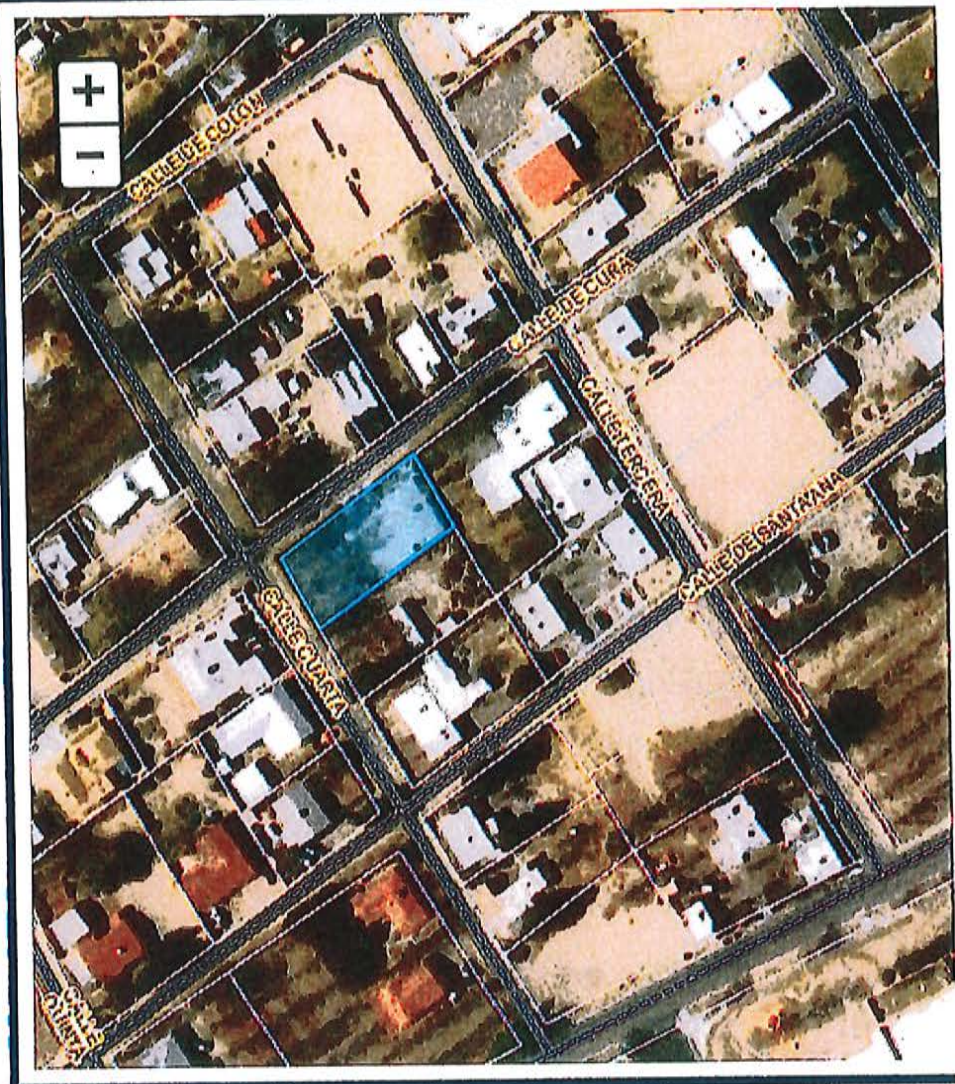
- Roads
- Buildings
- City Limits
- MLS Zones
- Address Labels
- 2014 Aerial Photo
- Parcels

Select Search Type:

Account Number ▼

Enter Value:

Search



Parcel ID	Map Code	Name
<a href="#">R0400542</a>	4006138184089	SOLTERO JENNIE

Sales Person:  
19 - MARCO SAUCEDO



Customer Acknowledgement
Quote Date 9/10/2021
Date Ordered 11/2/2021

Dealer Name:  
765480 WINDOW WORLD OF LAS CRUCES

**Bill To:**  
WINDOW WORLD OF LAS CRUCES  
250 N TELSHOR BLVD  
LAS CRUCES NM 88011

**Ship To:**  
WINDOW WORLD OF LAS CRUCES  
250 N TELSHOR BLVD  
LAS CRUCES NM 88011

**Job Info**

Phone: (575) 532-9390 Fax:

**Order Notes:**

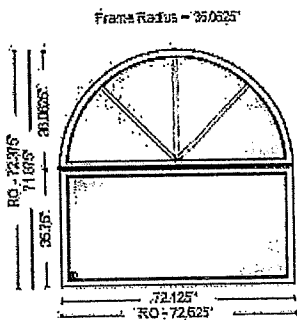
**Delivery Notes:**

**Quote Name:**  
Soltero, Jenny

**Project Name:**  
Soltero, Jenny

QUOTE #	RUSH	STATUS	PO#
3150707	No	Ordered	213-3028

Line Item #	Qty	Width x Height	U	Description
1	1	72.125" X 71.875"	145	



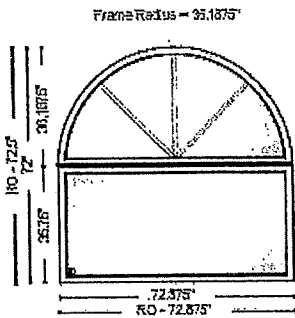
Row 1: 03S4-New 4000 Series Picture 72 1/8 x 35 3/4  
 Row 2: A105-West Replacement Shapes Half Round Picture 72 1/8 x 36 1/16  
 Unit 1, 2: Frame Width = 72.125, Frame Height = 35.75  
 Unit 3, 4: Frame Width = 72.125, Frame Height = 36.0625, Frame Radius = 36.0625  
 Operation / Venting = Picture  
 Unit 1, 2: Frame Option = Standard Block Frame, Composite Reinforcement  
 Unit 3, 4: 4000 Series  
 Frame Color = White, Exterior Finish = No Exterior Finish  
 Unit 1, 2: SolarZone Elite, Double Strength, Tempered  
 Unit 3, 4: SolarZone Elite  
 Unit 1, 2: U-Factor = 0.27, CR = 59, SHGC = 0.22, VT = 0.52, CPD = ASO-A-91-13922-00001  
 Unit 3, 4: U-Factor = 0.27, CR = 62, SHGC = 0.2, VT = 0.46, CPD = ASO-A-91-15258-00002  
 3/4" Contour, Colonial Spoke, Grid Color = White, CT02 Header Expander, Foam Wrap, Bent Sticky Trim, Net Overall, Net Overall  
 Horizontal Factory 0.0625" thick, 72.125" length  
**Line Item Notes:**

**Comment / Room:**

LINE 1 & 2

QUOTE #	RUSH	STATUS	PO#
3150707	No	Ordered	213-3028

Line Item #	Qty	Width x Height	UI	Description
2	1	72.375" X 72"	145	



Row 1: 03S4-New 4000 Series Picture 72 3/8 x 35 3/4  
Row 2: A105-West Replacement Shapes Half Round  
Picture 72 3/8 x 36 3/16  
Unit 1, 2: Frame Width = 72.375, Frame Height = 35.75  
Unit 3, 4: Frame Width = 72.375, Frame Height = 36.1875,  
Frame Radius = 36.1875  
Operation / Venting = Picture  
Unit 1, 2: Frame Option = Standard Block Frame,  
Composite Reinforcement  
Unit 3, 4: 4000 Series  
Frame Color = White, Exterior Finish = No Exterior Finish  
Unit 1, 2: SolarZone Elite, Double Strength, Tempered  
Unit 3, 4: SolarZone Elite  
Unit 1, 2: U-Factor = 0.27, CR = 59, SHGC = 0.22, VT =  
0.52, CPD = ASO-A-91-13922-00001  
Unit 3, 4: U-Factor = 0.27, CR = 62, SHGC = 0.2, VT =  
0.46, CPD = ASO-A-91-15258-00002  
3/4" Contour, Colonial Spoke, Grid Color = White, CT02  
Header Expander, Foam Wrap, Bent Sticky Trim, Net  
Overall, Net Overall  
Horizontal Factory 0.0625" thick, 72.375" length  
Line Item Notes:

Comment / Room:

LINE 3& 4

**Customer Notes:**

Total Unit Count:	4
-------------------	---

**ATTENTION**

Please note that all weights provided are estimates and subject to change based on actual order shipment.  
For Informational Purposes: All windows are viewed from the outside looking in.

**NOTICE:** The rating information provided on this quote is based upon the NFRC ratings at the time of quote. Such ratings are subject to changes in the standard by the applicable regulatory agencies and will be finalized at the time of manufacturing. All ratings printed on the NFRC label will supersede the NFRC rating set forth in the quote. Any changes made to an order after submission may also result in changes to the NFRC rating. Customer shall be solely responsible for determining whether the product ordered meets their jurisdiction's requirements.

In accordance with the state of California:

**⚠ WARNING:** Cancer and Reproductive Harm - [www.p65Warnings.ca.gov](http://www.p65Warnings.ca.gov)

This order is subject to AMI's Standard Terms and Conditions, which can be found here:  
<https://www.associatedmaterials.com/resources/>

I have reviewed this order and certify that it is correct. I understand that this order is noncancellable, nonreturnable, and nonrefundable.

By \_\_\_\_\_ Authorized Representative

## **BOARD ACTION FORM**

### **ITEM:**

CES for Lynco Electric Co. Inc. proposal for \$116,747.18 dated March 18, 2022 for the Mesilla Streetlight Improvement Project.

### **BACKGROUND:**

The Town of Mesilla Public Works Department is requesting authority to issue a purchase order to CES to contract Lynco Electric Co. Inc. for the Mesilla Streetlight Improvement Project Capital Outlay Grant CN-1213006 \$125,000.00

### **SUPPORTING INFORMATION:**

Copy of Proposal from Lynco Electric Co. Inc. dated March 18, 2022  
Breakdown of total project costs

### **BOT OPTIONS:**

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



Mesilla Streetlight Improvement Project

32 Lights along Avenida de Mesilla	\$65,617.60	\$5,372.44	
13 Lights at Town Hall	\$26,657.15	\$2,182.55	
Replace NMDOT at Cotton Gin	\$6,124.00	\$501.40	
Engineering	\$1,016.75	\$83.24	
Panel repair and new sensors	\$996.41	\$81.58	
Owners Contingency Allowance	\$7,500.00	\$614.06	
	\$107,911.91	\$8,835.27	<b>\$116,747.18</b>
Molzen Corbin Engineering Fee	\$8,543.00	\$699.45	<b>\$9,242.45</b>
			<b>\$125,989.63</b>

LYNCO ELECTRIC CO. INC.  
1520 WEST AMADOR  
LAS CRUCES, NM 88005  
1-575-523-9066

March 18,2022

Town of Mesilla  
2231 Avenida de Mesilla  
P.O. Box 10  
Mesilla, NM 88046

Attn: Mr. Rod McGillivray

Listed below are the costs for the proposed street lighting upgrades.  
Please feel free to pick and choose what would fit into your budget.  
None of these costs include painting the poles.

1) Replace 32 light fixture heads along Avenida de Mesilla. The cost would be \$65,617.60 plus \$5,372.44 tax.

2) Replace 13 light fixture heads in the Town Hall parking lot. The cost would be \$26,657.15 plus \$2,182.55 tax.

3) Replace the pole and light fixture head near the Cotton Gin that was destroyed by a vehicle. The cost would be \$6,124.00 plus \$501.40 tax.

4) Engineering. The cost would be \$1,016.75 plus \$83.24 tax.

5) Repair the panels and replace the sensors. The cost would be \$996.41 plus \$81.58 tax.

6) Owner's contingency allowance of \$7,500.00 plus \$614.06 tax.

The total project cost would be \$107,911.91 plus \$8,835.27 tax.

The work would be under CES Contract #2021-09-R4010-678. The light fixture and pole costs are steady until March 31,2022. After that date the pricing would have to be re-evaluated.

Please let us know of any questions that you may have.

Sincerely

A handwritten signature in cursive script, appearing to read "Raylyn".

Raylyn Wilcox

## BOARD ACTION FORM

### ITEM:

Staff recommends approval of the attached proposal from Molzen Corbin for Design Services totaling \$47,008.00 for Calle de Picacho Roadway Improvements.

### BACKGROUND:

The Town of Mesilla Public Works Department is requesting authority to enter into a contract with Molzen Corbin for design services for the Calle de Picacho Roadway Improvement FY22 Transportation Project Fund (TPF) (\$368,918.14)

### SUPPORTING INFORMATION:

Copy of Proposal from Molzen Corbin dated March 22, 2022

### BOT OPTIONS:

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

# MOLZENCORBIN

March 22, 2022

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

**Re: Professional Engineering Services Proposal for Design Phase Services for Roadway Improvements– Reconstruction of Calle de Picacho**  
**Funding: Transportaion Project Fund - Control Number: HW2LP10014**

Dear Mr. McGillivray:

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

## **SCOPE**

This project consists of designing the reconstruction of Calle de Picacho beginning at Calle del Norte (NM359) and extending south to Calle de Parian. (approx. 1,600 lf). Geotechnical will be provided by a subcontractor for the pavement design based on the local traffic condition anticipated for a minor collector street. Other scope elements are as follows:

- Plan & profile sheets indicating grades, details and general sheets.
- Applicable design elements for side streets, sidewalks and driveway connections.
- Surface drainage considerations will be included at the locations described above. No subsurface drainage is intended for this project. The drainage from the street will be directed to the drainage facilities determined from the Calle de Picacho drainage project.
- Coordination with Town as needed.
- Provide bidding documents, plans, and specifications.

## **Survey – Special Service**

- The Survey of existing topography along the alignment including existing utility locations as marked in the field. Molzen Corbin will provide ground field surveys of the terrain and the above ground features as needed to complete the project. Molzen Corbin will provide surveys to define the apparent right of way based on adjacent properties. We don't anticipate any right of way acquisitions.

**Environmental and Archaeological Clearances– Special Service**

- The Scope of Work (SOW) for this project was developed in consultation with the New Mexico Department of Transportation (NMDOT), and assumes one virtual public meeting, consultation with the New Mexico Historic Preservation Office (SHPO), agency scoping, and the preparation of an NMDOT Categorical Exclusion. NMDOT stated that they would not require natural or cultural resources surveys for the project; however, the possibility remains that SHPO may require a cultural resources inventory to assess project affects, as the project falls within the limits of the La Mesilla Historic District which is listed on both the State Register of Cultural Properties as well as the National Register of Historic Properties. If the scope of work is expanded by the project proponent, NMDOT, SHPO, etc., (or if a cultural resources inventory is required) then a change order would be required to cover the additional tasks.

**Project Certifications– Special Service**

Based on the grant agreement we anticipate that all project certifications will be required.

- Molzen Corbin will provide Exhibits, coordination and documentation for the Environmental certifications.

**SCHEDULE & BUDGET**

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

TIME FRAME		
Topographic Survey	30 days	From Notice to Proceed
Geotechnical Services	30 days	From Notice to Proceed
Drainage Report	20 days	From Delivery of Survey
60% Preliminary Design	45 days	From Notice to Survey
Environmental Services	90 days	From completion of Preliminary Design
	45 days	From completion of environmental services and receipt of review comments from the preliminary design
100% Final Design (Stamped)		
Environmental review and approval	30 days	From the completion of the environmental services
Bidding & award	45 days	Completion of final design
Construction Period	60 days	From Notice to Proceed
<b>Total days</b>	300days	Approximately Calendar Days

Molzen Corbin will provide the Town with; engineer’s opinion of probable construction cost with each progress review, plan sets will be 24x36. Molzen Corbin will provide copies of bidding documents for bid distribution (7 sets); these costs are included in the proposal.

Molzen Corbin Proposes a fee of \$47,008.00 for scope of services indicated herein. A summarized fee schedule is provided below.

BASIC AND ADDITIONAL SERVICES	
Design, Bidding/Award, Construction phase, and close-out	\$ 36,242.50
Environmental, Sub-consultant (w/10% markup)	\$ 2,517.60
Topographic Surveying	\$ 4,295.60
Geotechnical, Sub-consultant (w/10% markup)	\$ 2,750.00
Miscellaneous expenses (mileage, copies, meals, etc.)	\$ 1,201.80
<b>Total (excluding NMGRT)</b>	<b>\$ 47,008.00</b>

A detailed man-hour schedule is attached.

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

Sincerely,

MOLZEN CORBIN



Wyatt Kartchner, P.E.

Vice President  
Principal Engineer - Southern Region



**CONTRACT AMOUNT**  
**Calle de Picacho Reconstruction Project**  
**Town of Mesilla**

**MOLZENCORBIN**

**John T. Montoya**

**COST**                      **CALCULATED CONTRACT AMOUNT**

<b>BASIC FEE (Labor)</b>				
<b>SUBTOTAL LABOR</b>				\$36,242.50
<b>OTHER DIRECT SUBCONSULTANTS</b>	<b>Sub Type</b>	<b>Phase</b>		
COZ Engineering	GeoTech		\$2,500.00	
Epsilon - Engineering Service	Environmental		\$2,288.73	
<b>SUBTOTAL OTHER DIRECT SUBCONSULTANTS</b>				\$4,788.73
<b>Reimbursable Markup (if any)</b>			10%	\$478.87
<b>SUBTOTAL OTHER DIRECT SUBCONSULTANTS</b>				\$5,267.60
<b>OTHER DIRECT EXPENSES (ODE'S)</b>			<b>Quantity</b>	
In-House Copies		\$0.11	1,000.00	\$110.00
In-House Color Copies (8 1/2 x 11)		\$1.00		\$0.00
In-House Color Copies (11 x 17)		\$2.00		\$0.00
In-House Large Format Plots		\$3.00	300.00	\$900.00
Commercial Copies		\$0.06		\$0.00
Commercial Prints		\$1.02		\$0.00
Commercial Color Copies		\$1.50		\$0.00
In-House or Commercial Mylars		\$10.50		\$0.00
Mileage		\$0.580	200.00	\$116.00
Commercial Travel				
Lodging-Per Diem (Verify With Accounting)		\$94.00		\$0.00
Meals - Per Diem (per person /day) (Verify With Accounting)		\$55.00		\$0.00
Photo				
Postage				
Supplies				\$76.30
<b>SUBTOTAL OTHER DIRECT EXPENSES</b>				\$1,202.30
<b>TOTAL BASIC FEE</b>				\$42,712.40
<b>Observation Total From Observation Contract Amount (Excluding GRT)</b>				\$0.00
<b>In House Survey From Survey Contract Amount (Excluding GRT)</b>				\$4,295.60
<b>SUBTOTAL ADDITIONAL SERVICES</b>				\$4,295.60
<b>SUBTOTAL BASIC FEE, ADD. SERVICES, REIMBURSABLES</b>				<b>\$47,008.00</b>

**CIVIL MANHOUR ESTIMATE**  
**Calle de Picacho Reconstruction Project**  
**Town of Mesilla**  
**John T. Montoya**

# MOLZENCORBIN

No.	Project Task	CIVIL				ADMIN.			Grand Totals
		Principal Engineer	Senior Engineer	Engineering Intern I	Design Technician	Departmental Totals	ADMIN - Support	ADMIN. Totals	
<b>I.</b>	<b>Pre-Design/Study/Programming</b>								
1	Contracts		1.50	3.00		4.50		0.00	4.50
2	Kick-off meeting		3.00	3.00		6.00		0.00	6.00
3	Coordination with Team & Notify Utilities			3.00		3.00		0.00	3.00
4	Survey and Right of Way, record research			6.00	3.00	9.00		0.00	9.00
5						0.00		0.00	0.00
8	<b>CADD Management</b>					0.00		0.00	0.00
9	<b>Project Management</b>		2.00			2.00		0.00	2.00
10	<b>Quality Assurance</b>	1.00				1.00		0.00	1.00
<b>Subtotal Hours Pre-Design/Study/Programming</b>		1.00	6.50	15.00	3.00	25.50	0.00	0.00	25.50
<b>Subtotal Fees Pre-Design/Study/Programming</b>		\$215.00	\$1,267.50	\$1,425.00	\$330.00	\$3,237.50	\$0.00	\$0.00	\$3,237.50
<b>III.</b>	<b>Design Development (60%)</b>								
1	Front end sheets, cover, Index, location, notes,			3.50	3.00	6.50		0.00	6.50
2	Typical sections			3.50	3.00	6.50		0.00	6.50
3	Geometric design Vertical and Horizontal		4.00	6.50		10.50		0.00	10.50
4	Summary of Quantities			3.00		3.00		0.00	3.00
5	Road Plan and Profile			6.00		6.00		0.00	6.00
6	Grading Plans & Earthwork			6.00		6.00		0.00	6.00
7	Final Erosion Control plan			2.00		2.00		0.00	2.00
8	Traffic Control plans and Quantities			3.00	3.50	6.50		0.00	6.50
9	Permanent Signing & Striping Plans			3.50	3.50	7.00		0.00	7.00
10	Misc. Schedule, pavement, removals			2.00		2.00		0.00	2.00
11	Incorporation of Environmental requirements			2.00		2.00		0.00	2.00
12	Drainage Improvement Design			3.00		3.00		0.00	3.00
13	Specifications		6.00	3.00		9.00		0.00	9.00
14	Engineer's Opinion of Probable Construction Cost			2.50		2.50		0.00	2.50
15	Environmental coordination			2.00		2.00		0.00	2.00
16						0.00		0.00	0.00
22	<b>CADD Management</b>				3.00	3.00		0.00	3.00
23	<b>Project Management</b>		6.00			6.00		0.00	6.00
24	<b>Quality Assurance</b>		3.00			3.00		0.00	3.00

**CIVIL MANHOUR ESTIMATE**  
**Calle de Picacho Reconstruction Project**  
**Town of Mesilla**  
**John T. Montoya**

# MOLZENCORBIN

No.	Project Task	CIVIL				ADMIN.		ADMIN. Totals	Grand Totals
		Principal Engineer	Senior Engineer	Engineering Intern I	Design Technician	Departmental Totals	ADMIN - Support		
<b>Subtotal Hours Design Development (60%)</b>		0.00	19.00	51.50	16.00	86.50	0.00	0.00	86.50
<b>Subtotal Fees Design Development (60%)</b>		\$0.00	\$3,705.00	\$4,892.50	\$1,760.00	\$10,357.50	\$0.00	\$0.00	\$10,357.50
<b>IV.</b>	<b>Construction Documents (90%)</b>								
1	Front end sheets, cover, Index, location, notes,			3.50	2.50	6.00		0.00	6.00
2	Typical sections			3.50	2.50	6.00		0.00	6.00
3	Geometric design Vertical and Horizontal			6.50		6.50		0.00	6.50
4	Summary of Quantities			3.00		3.00		0.00	3.00
5	Road Plan and Profile		4.00	6.00		10.00		0.00	10.00
6	Grading Plans & Earthwork			6.00		6.00		0.00	6.00
7	Final Erosion Control plan			2.00		2.00		0.00	2.00
8	Traffic Control plans and Quantities		3.00	3.00	2.50	8.50		0.00	8.50
9	Permanent Signing & Striping Plans			3.50	2.50	6.00		0.00	6.00
10	Misc. Schedule, pavement, removals			2.00		2.00		0.00	2.00
11	Incorporation of Environmental requirements			2.00		2.00		0.00	2.00
12	Drainage Improvement Design			3.00		3.00		0.00	3.00
13	Specifications		4.00	3.00		7.00		0.00	7.00
14	Engineer's Opinion of Probable Construction Cost			2.50		2.50		0.00	2.50
15	Certifications & work zone checklist			2.00		2.00		0.00	2.00
16						0.00		0.00	0.00
22	<b>CADD Management</b>				2.00	2.00		0.00	2.00
23	<b>Project Management</b>		4.50			4.50		0.00	4.50
24	<b>Quality Assurance</b>		4.00			4.00		0.00	4.00
<b>Subtotal Hours Construction Documents (90%)</b>		0.00	19.50	51.50	12.00	83.00	0.00	0.00	83.00
<b>Subtotal Fees Construction Documents (90%)</b>		\$0.00	\$3,802.50	\$4,892.50	\$1,320.00	\$10,015.00	\$0.00	\$0.00	\$10,015.00
<b>V.</b>	<b>Final Design (100%)</b>								
1	Front end sheets, cover, Index, location, notes,			2.00		2.00		0.00	2.00
2	Typical sections			2.00		2.00		0.00	2.00
3	Geometric design Vertical and Horizontal			2.50		2.50		0.00	2.50
4	Summary of Quantities			1.50		1.50		0.00	1.50
5	Road Plan and Profile			2.50		2.50		0.00	2.50
6	Grading Plans & Earthwork			2.00		2.00		0.00	2.00

**CIVIL MANHOUR ESTIMATE**

**Calle de Picacho Reconstruction Project**

**Town of Mesilla**

**John T. Montoya**

# MOLZENCORBIN

No.	Project Task	CIVIL				ADMIN.		ADMIN. Totals	Grand Totals
		Principal Engineer	Senior Engineer	Engineering Intern I	Design Technician	Departmental Totals	ADMIN - Support		
7	Final Erosion Control plan			2.00	2.00	4.00		0.00	4.00
8	Traffic Control plans and Quantities			2.00	2.00	4.00		0.00	4.00
9	Permanent Signing & Striping Plans			2.50		2.50		0.00	2.50
10	Misc. Schedule, pavement, removals			2.00		2.00		0.00	2.00
11	Incorporation of Environmental requirements			2.50		2.50		0.00	2.50
12	Drainage Improvement Design			3.00		3.00		0.00	3.00
13	Specifications		2.00	1.50		3.50		0.00	3.50
14	Engineer's Opinion of Probable Construction Cost		1.50	1.50		3.00		0.00	3.00
15	Coordination with NMDOT		2.00	1.50		3.50		0.00	3.50
16						0.00		0.00	0.00
22	<b>CADD Management</b>				1.00	1.00		0.00	1.00
23	<b>Project Management</b>		3.00			3.00		0.00	3.00
24	<b>Quality Assurance</b>		6.00			6.00		0.00	6.00
<b>Subtotal Hours Final Design (100%)</b>		0.00	14.50	31.00	5.00	50.50	0.00	0.00	50.50
<b>Subtotal Fees Final Design (100%)</b>		\$0.00	\$2,827.50	\$2,945.00	\$550.00	\$6,322.50	\$0.00	\$0.00	\$6,322.50
<b>VI.</b>	<b>Bidding/Award</b>								
1	Advertisement & coordination of plan distribution			1.50		1.50		0.00	1.50
2	Pre-bid meeting, attend, prepare agenda & conduct meeting			2.50		2.50		0.00	2.50
3	Questions and addenda			2.00		2.00		0.00	2.00
4	Bid opening, attend & preparation			2.50		2.50		0.00	2.50
5	Bid analysis, bid tab & recommendation to award			2.00		2.00		0.00	2.00
6	<b>Project Management</b>		2.00			2.00		0.00	2.00
7	<b>Quality Assurance</b>					0.00		0.00	0.00
<b>Subtotal Hours Bidding/Award</b>		0.00	2.00	10.50	0.00	12.50	0.00	0.00	12.50
<b>Subtotal Fees Bidding/Award</b>		\$0.00	\$390.00	\$997.50	\$0.00	\$1,387.50	\$0.00	\$0.00	\$1,387.50
<b>VII.</b>	<b>Construction Admin. Services</b>								
1	Prepare Executed Contract Documents and Prepare NMDOT Disbursement Request, NTP, NOA & Letter per agreement		1.00	2.50		3.50		0.00	3.50
2	Pre-Construction meeting, attend, prepare agenda & conduct meeting		2.50	2.50		5.00		0.00	5.00

**CIVIL MANHOUR ESTIMATE**

**Calle de Picacho Reconstruction Project**

**Town of Mesilla**

**John T. Montoya**

# MOLZENCORBIN

No.	Project Task	CIVIL				ADMIN.			Grand Totals
		Principal Engineer	Senior Engineer	Engineering Intern I	Design Technician	Departmental Totals	ADMIN - Support	ADMIN. Totals	
3	Submittal Review			3.00		3.00		0.00	3.00
4	Clarifications, RFI's and Field orders			3.00		3.00		0.00	3.00
5	Two (2) Site Visits During Construction		2.50	2.50		5.00		0.00	5.00
6	Coordinate a final inspection with NMDOT & attend. Prepare Punchlist and substantial completion		2.50	2.50		5.00		0.00	5.00
7						0.00		0.00	0.00
8						0.00		0.00	0.00
9	<b>Project Management</b>		3.00			3.00		0.00	3.00
10	<b>Quality Assurance</b>					0.00		0.00	0.00
<b>Subtotal Hours Construction Admin. Services</b>		0.00	11.50	16.00	0.00	27.50	0.00	0.00	27.50
<b>Subtotal Fees Construction Admin. Services</b>		\$0.00	\$2,242.50	\$1,520.00	\$0.00	\$3,762.50	\$0.00	\$0.00	\$3,762.50
<b>VIII.</b>	<b>Closeout</b>								
1	Punchlist Verification			2.00		2.00		0.00	2.00
2	Prepare NMDOT Certification, Final quantities and Costs, per agreement			2.00		2.00		0.00	2.00
3	<b>Project Management</b>		4.00			4.00		0.00	4.00
4	<b>Quality Assurance</b>					0.00		0.00	0.00
<b>Subtotal Hours Closeout</b>		0.00	4.00	4.00	0.00	8.00	0.00	0.00	8.00
<b>Subtotal Fees Closeout</b>		\$0.00	\$780.00	\$380.00	\$0.00	\$1,160.00	\$0.00	\$0.00	\$1,160.00
<b>Total Labor Hours</b>		1.00	77.00	179.50	36.00	293.50	0.00	0.00	293.50
<b>Standard Billing Rate or Fee</b>		\$215.00	\$195.00	\$95.00	\$110.00		\$90.00		
<b>Fee Dollars</b>		\$215.00	\$15,015.00	\$17,052.50	\$3,960.00	\$36,242.50	\$0.00	\$0.00	\$36,242.50

## **BOARD ACTION FORM**

### **ITEM:**

Staff recommends approval of the attached proposal from Molzen Corbin for Design Services totaling \$29,300.00 for Calle de Picacho Drainage Improvements Project.

### **BACKGROUND:**

The Town of Mesilla Public Works Department is requesting authority to enter into a contract with Molzen Corbin for design services for the Calle de Picacho Drainage Improvements Projects (Capital Outlay C1213005 - \$180,000.00)

### **SUPPORTING INFORMATION:**

Copy of Proposal from Molzen Corbin dated March 22, 2022

### **BOT OPTIONS:**

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

# MOLZENCORBIN

March 22, 2022

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 Design Phase Services for Drainage Improvements - Control Number 1213005  
Calle de Picacho Drainage Improvements, Funding 89200 – Capital Appropriation**

Dear Mr. McGillivray,

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

## **SCOPE**

This project consists of design for drainage improvements and preparation of bidding documents. Environmental and Geotechnical services will be provided by a subcontractor. Other scope elements are as follows:

- Drainage report for the contributing drainage basin.
- Plan & profile sheets indicating grades, details, and general sheets.
- Applicable design elements for drainage at the corner of Calle de Picacho and Calle del Norte.
- Surface drainage considerations will be included at locations that are prone to ponding. It anticipated that the storm water storage will be retained in shallow infiltration galleries that will percolate in the sand layer to reduce the amount of standing water.
- Preliminary Design deliverables at 60%
- Final Design / Construction Documents deliverables for bidding.
  - Plans and specifications
- Bidding and Negotiation phase services
- Construction Administration phase services
- Coordination with Town as needed

## **Survey – Special Service**

- The Survey of existing topography along the alignment including existing utility locations as marked in the field. Molzen Corbin will provide ground field surveys of the terrain and the above ground features as needed to complete the project. Molzen Corbin will provide surveys to define the apparent right of way based on adjacent properties and roadway limits.

**Environmental and Archaeological Clearances– Special Service**

- The Scope of Work (SOW) for this project was developed in consultation with the New Mexico Department of Transportation (NMDOT), and assumes one virtual public meeting, consultation with the New Mexico Historic Preservation Office (SHPO), agency scoping, and the preparation of an NMDOT Categorical Exclusion. NMDOT stated that they would not require natural or cultural resources surveys for the project; however, the possibility remains that SHPO may require a cultural resources inventory to assess project affects, as the project falls within the limits of the La Mesilla Historic District which is listed on both the State Register of Cultural Properties as well as the National Register of Historic Properties. If the scope of work is expanded by the project proponent, NMDOT, SHPO, etc., (or if a cultural resources inventory is required) then a change order would be required to cover the additional tasks.

**Project Certifications– Special Service**

Based on the grant agreement we anticipate that all project certifications will be required.

- Molzen Corbin will provide Exhibits and documentation for the pre-construction certifications to include Right of way, Railroad, Utilities, Environmental, ITS, and ISA.

**SCHEDULE & BUDGET**

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

TIME FRAME		
Topographic Survey	30 days	From Notice to Proceed
Geotechnical Services	30 days	From Notice to Proceed
Drainage Report	20 days	From Delivery of Survey
60% Preliminary Design	45 days	From Notice to Survey
Environmental Services	90 days	From completion of Preliminary Design
100% Final Design (Stamped)	45 days	From completion of environmental services and receipt of review comments from the preliminary design
Environmental review and approval	30 days	From the completion of the environmental services
Bidding & award	45 days	Completion of final design
Construction Period	60 days	From Notice to Proceed
<b>Total days</b>	300days	Approximately Calendar Days

Molzen Corbin will provide the Town with; engineer’s opinion of probable construction cost with each progress review, plan sets will be 24x36. Molzen Corbin will provide copies of bidding documents for bid distribution (7 sets); these costs are included in the proposal.

Molzen Corbin Proposes a fee of \$29,300 for scope of services indicated herein. A summarized fee schedule is provided below.



BASIC AND ADDITIONAL SERVICES	
Design, Bidding/Award, Construction phase, and close-out	\$ 20,750.00
Environmental, Sub-consultant (w/10% markup)	\$ 2,517.60
Topographic Surveying	\$ 3,823.20
Geotechnical, Sub-consultant (w/10% markup)	\$ 1,650.00
Miscellaneous expenses (mileage, copies, meals, etc.)	\$ 559.20
<b>Total (excluding NMGRT)</b>	<b>\$ 29,300.00</b>

A detailed man-hour schedule is attached.

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

Sincerely,

MOLZEN CORBIN



Wyatt Kartchner, P.E.

Vice President

Principal Engineer - Southern Region

**CONTRACT AMOUNT**  
**Calle de Picacho Drainage**  
**Town of Mesilla**

# MOLZENCORBIN

**John Montoya**

**COST**                      **CALCULATED CONTRACT AMOUNT**

<b>BASIC FEE (Labor)</b>				
<b>SUBTOTAL LABOR</b>				\$20,750.00
<b>OTHER DIRECT SUBCONSULTANTS</b>	<b>Sub Type</b>	<b>Phase</b>		
Epsilon - Environmental Services	Environmental		\$2,288.73	
COZ Engineering	Geo Tech		\$1,500.00	
<b>SUBTOTAL OTHER DIRECT SUBCONSULTANTS</b>				\$3,788.73
<b>Reimbursable Markup (if any)</b>			10%	\$378.87
<b>SUBTOTAL OTHER DIRECT SUBCONSULTANTS</b>			\$3,788.73	\$4,167.60
<b>OTHER DIRECT EXPENSES (ODE'S)</b>		<b>Quantity</b>		
In-House Copies	\$0.11	1,000.00	\$110.00	
In-House Color Copies (8 1/2 x 11)	\$1.00		\$0.00	
In-House Color Copies (11 x 17)	\$2.00		\$0.00	
In-House Large Format Plots	\$3.00	70.00	\$210.00	
Commercial Copies	\$0.06		\$0.00	
Commercial Prints	\$1.02		\$0.00	
Commercial Color Copies	\$1.50		\$0.00	
In-House or Commercial Mylars	\$10.50		\$0.00	
Mileage	\$0.580	200.00	\$116.00	
Commercial Travel				
Lodging-Per Diem (Verify With Accounting)	\$94.00		\$0.00	
Meals - Per Diem (per person /day) (Verify With Accounting)	\$55.00		\$0.00	
Photo				
Postage				
Supplies			\$123.20	
<b>SUBTOTAL OTHER DIRECT EXPENSES</b>				\$559.20
<b>TOTAL BASIC FEE</b>				\$25,476.80
Observation Total From Observation Contract Amount (Excluding GRT)				\$0.00
In House Survey From Survey Contract Amount (Excluding GRT)				\$3,823.20
<b>SUBTOTAL ADDITIONAL SERVICES</b>			\$0.00	\$3,823.20
<b>SUBTOTAL BASIC FEE, ADD. SERVICES, REIMBURSABLES</b>				<b>\$29,300.00</b>

**CIVIL MANHOUR ESTIMATE**  
**Calle de Picacho Drainage**  
**Town of Mesilla**  
**John Montoya**

# MOLZENCORBIN

No.	Project Task	CIVIL				ADMIN.			Grand Totals
		Principal Engineer	Senior Engineer	Engineering Intern I	Engineering Design Specialist	Departmental Totals	ADMIN - Support	ADMIN. Totals	
<b>I.</b>	<b>Pre-Design/Study/Programming</b>								
1	Drainage analysis for the area		4.00	12.00		16.00		0.00	16.00
2	Drainage storage facility options		2.00	4.00		6.00		0.00	6.00
3	Drainage storage design layout		2.00	4.00		6.00		0.00	6.00
4	Coordination with Geo Technical & Topographic survey		2.00	3.00	2.00	7.00		0.00	7.00
5	Certification letters			9.00		9.00		0.00	9.00
6						0.00		0.00	0.00
8	<b>CADD Management</b>					0.00		0.00	0.00
9	<b>Project Management</b>	1.00	1.00			2.00		0.00	2.00
10	<b>Quality Assurance</b>					0.00		0.00	0.00
	<b>Subtotal Hours Pre-Design/Study/Programming</b>	1.00	11.00	32.00	2.00	46.00	0.00	0.00	46.00
	<b>Subtotal Fees Pre-Design/Study/Programming</b>	\$215.00	\$2,145.00	\$3,040.00	\$240.00	\$5,640.00	\$0.00	\$0.00	\$5,640.00
<b>III.</b>	<b>Design Development (60%)</b>								
1	Base File Setup, including survey				2.00	2.00		0.00	2.00
2	Centerline layouts for Picacho			2.00		2.00		0.00	2.00
3	Centerline profile design			1.00		1.00		0.00	1.00
4	Design of typical section to accommodate for drainage on along the swales			2.00		2.00		0.00	2.00
5	Plan Cover sheet, general notes and Vicinity Map			1.00	1.00	2.00		0.00	2.00
6	Survey control sheet			1.00		1.00		0.00	1.00
7	Drain Plan & Profile sheets			2.00	2.50	4.50		0.00	4.50
8	Drain details			2.00	2.00	4.00		0.00	4.00
9	Drainage Improvement Design		3.00	6.00	1.00	10.00		0.00	10.00
10	Technical Specifications, front ends, EPA conditions and forms			3.00	1.00	4.00		0.00	4.00
11	Design of Storm water storage and dissipation of storm water system.		2.00	4.00		6.00		0.00	6.00
12	Drainage details		1.00	2.00	2.00	5.00		0.00	5.00
13	Misc. Schedule, pavement, removals, quantities			1.00		1.00		0.00	1.00
14	Environmental coordination		1.00			1.00		0.00	1.00

**CIVIL MANHOUR ESTIMATE**  
**Calle de Picacho Drainage**  
**Town of Mesilla**  
**John Montoya**

# MOLZENCORBIN

No.	Project Task	CIVIL				ADMIN.			Grand Totals
		Principal Engineer	Senior Engineer	Engineering Intern I	Engineering Design Specialist	Departmental Totals	ADMIN - Support	ADMIN. Totals	
15	Traffic Control - typicals			1.00	1.00	0.00		0.00	0.00
16	Incorporation of Environmental requirements			1.00		1.00		0.00	1.00
17	Engineers opinion of probable construction cost		1.00	2.00		3.00		0.00	3.00
18						0.00		0.00	0.00
22	<b>CADD Management</b>					0.00		0.00	0.00
23	<b>Project Management</b>		1.00		1.00	2.00		0.00	2.00
24	<b>Quality Assurance</b>		1.00			1.00		0.00	1.00
<b>Subtotal Hours Design Development (60%)</b>		0.00	10.00	31.00	13.50	54.50	0.00	0.00	52.50
<b>Subtotal Fees Design Development (60%)</b>		\$0.00	\$1,950.00	\$2,945.00	\$1,620.00	\$6,515.00	\$0.00	\$0.00	\$6,515.00
<b>V.</b>	<b>Final Design (100%)</b>								
1	Plan Cover sheet, general notes and Vicinity Map				1.00	1.00		0.00	1.00
2	Survey control sheet				1.00	1.00		0.00	1.00
3	Drain Plan & Profile sheets			1.00	1.00	2.00		0.00	2.00
4	Drain details			1.00	1.00	2.00		0.00	2.00
5	Drainage Improvement Design			2.00		2.00		0.00	2.00
6	Technical Specifications, front ends, EPA conditions and forms			1.00		1.00		0.00	1.00
7	Design of Storm water storage and dissipation of storm water system.		1.00	2.00		3.00		0.00	3.00
8	Drainage details		1.00	2.00	2.00	5.00		0.00	5.00
9	Misc. Schedule, pavement, removals, quantities			1.00		1.00		0.00	1.00
10	Agency, Town Coordination & wage rates			1.00		1.00		0.00	1.00
11	Drainage Improvement Design		1.00	1.00	0.00	2.00		0.00	2.00
12	Traffic Control - typicals			1.00	1.00	2.00		0.00	2.00
13	Incorporation of Environmental requirements			1.00	1.00	2.00		0.00	2.00
14	Engineers opinion of probable construction cost		0.50	1.00		1.50		0.00	1.50
15	NMDOT Permitting as needed		1.00	1.00		2.00		0.00	2.00
16	Site Certificates & forms		1.00	2.00		3.00		0.00	3.00
17	Advertisement request			1.00		1.00		0.00	1.00
18						0.00		0.00	0.00
22	<b>CADD Management</b>					0.00		0.00	0.00

**CIVIL MANHOOR ESTIMATE**  
**Calle de Picacho Drainage**  
**Town of Mesilla**  
**John Montoya**

# MOLZENCORBIN

		CIVIL				ADMIN.			
No.	Project Task	Principal Engineer	Senior Engineer	Engineering Intern I	Engineering Design Specialist	Departmental Totals	ADMIN - Support	ADMIN. Totals	Grand Totals
23	Project Management		2.00			2.00		0.00	2.00
24	Quality Assurance					0.00		0.00	0.00
Subtotal Hours Final Design (100%)		0.00	7.50	19.00	8.00	34.50	0.00	0.00	34.50
Subtotal Fees Final Design (100%)		\$0.00	\$1,462.50	\$1,805.00	\$960.00	\$4,227.50	\$0.00	\$0.00	\$4,227.50
<b>VI.</b>	<b>Bidding/Award</b>								
1	Clarifications and addenda			3.00		3.00		0.00	3.00
2	Bid opening		1.00	2.00		3.00		0.00	3.00
3	Recommendation to award			2.00		2.00		0.00	2.00
4						0.00		0.00	0.00
5						0.00		0.00	0.00
6	Project Management		1.00			1.00		0.00	1.00
7	Quality Assurance					0.00		0.00	0.00
Subtotal Hours Bidding/Award		0.00	2.00	7.00	0.00	9.00	0.00	0.00	9.00
Subtotal Fees Bidding/Award		\$0.00	\$390.00	\$665.00	\$0.00	\$1,055.00	\$0.00	\$0.00	\$1,055.00
<b>VII.</b>	<b>Construction Admin. Services</b>								
1	Pre construction meeting		1.00	3.00		4.00		0.00	4.00
2	Contract Document preparation			2.00		2.00		0.00	2.00
3	Coordination with contractor & 2 site visits		2.00	4.00		6.00		0.00	6.00
4	Monthly Pay Applications 2 anticipated		1.00	2.50		3.50		0.00	3.50
5	Clarifications during construction		1.00	3.00		4.00		0.00	4.00
6						0.00		0.00	0.00
9	Project Management					0.00		0.00	0.00
10	Quality Assurance		1.00			1.00		0.00	1.00
Subtotal Hours Construction Admin. Services		0.00	6.00	14.50	0.00	20.50	0.00	0.00	20.50
Subtotal Fees Construction Admin. Services		\$0.00	\$1,170.00	\$1,377.50	\$0.00	\$2,547.50	\$0.00	\$0.00	\$2,547.50
<b>VIII.</b>	<b>Closeout</b>								
1	Final Change Order			3.00		3.00		0.00	3.00
2	Final Certification and documents			3.00		3.00		0.00	3.00
3	Project Management		1.00			1.00		0.00	1.00
4	Quality Assurance					0.00		0.00	0.00
Subtotal Hours Closeout		0.00	1.00	6.00	0.00	7.00	0.00	0.00	7.00

**CIVIL MANHOUR ESTIMATE**  
**Calle de Picacho Drainage**  
**Town of Mesilla**  
**John Montoya**

# MOLZENCORBIN

No.	Project Task	CIVIL				ADMIN.		ADMIN. Totals	Grand Totals
		Principal Engineer	Senior Engineer	Engineering Intern I	Engineering Design Specialist	Departmental Totals	ADMIN - Support		
	<b>Subtotal Fees Closeout</b>	\$0.00	\$195.00	\$570.00	\$0.00	\$765.00	\$0.00	\$0.00	\$765.00
	<b>Total Labor Hours</b>	1.00	37.50	109.50	23.50	171.50	0.00	0.00	169.50
	<b>Standard Billing Rate or Fee</b>	\$215.00	\$195.00	\$95.00	\$120.00		\$90.00		
	<b>Fee Dollars</b>	\$215.00	\$7,312.50	\$10,402.50	\$2,820.00	\$20,750.00	\$0.00	\$0.00	\$20,750.00