



# Town of Mesilla, New Mexico

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

**MONDAY, APRIL 24, 2023 – 5:00 PM**  
**WORKSESSION AGENDA**

**Fiscal Year 2023-2024 Budget – Nora Barraza, Mayor**

**MONDAY, APRIL 24, 2023 – 6:00 PM**  
**REGULAR MEETING 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 as allowed by the chair.
5. PRESENTATION
  - a) National Bike to School Day Proclamation
  - b) Day of Prayer Proclamation
  - c) PROFESSIONAL MUNICIPAL CLERKS WEEK Proclamation
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, April 10, 2023
7. STAFF REPORTS
  - a) University Ave. Waterline Replacement Project – RJM
  - b) CIF 5786 University Waterline Replacement BHI Fee Proposal/Amendment - RJM
8. NEW BUSINESS
  - a) PZHAC CASE #061572 – submitted by Larry Limon, 2810 Calle Principal, requesting approval to replace cement tile roof with corrugated metal. Historical Residential Zone: (HR)
  - b) PZHAC CASE #061578 – submitted by Celina and William Einig, 2815 Boldt St, requesting approval to install windows at her primary residence and raise the height of a 4- foot rock wall. Zone: Historical Residential (HR)
  - c) For Approval: University Ave Waterline Replacement Project Award – RJM
  - d) For Approval: CIF 5786 University Waterline Replacement BHI Fee Proposal/Amendment - RJM
9. CLOSED EXECUTIVE SESSION
  - a) Discussion concerning attorney/client privilege matters pertaining to threatened or pending litigation in which the public body is or may become a participant pursuant to NMSA 1978, Section 10-15-1(H)(7)
10. BOARD OF TRUSTEE COMMITTEE REPORTS
11. BOARD OF TRUSTEE/STAFF COMMENTS
12. 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 04.19.2023 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, Short's Food Mart 2290 Avenida de Mesilla, Ristrammn Chile Co. 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.



## **-Proclamation-**

### **Establishing May 2, 2023 as National Bike to School Day in the Town of Mesilla and May as National Bike Month**

**WHEREAS,** the Board of Trustees in the Town of Mesilla is pleased to recognize the accomplishments of the Town's residents, and

**WHEREAS,** the bicycle is a viable environmentally and economically sound form of transportation and an excellent form of recreation; and

**WHEREAS,** driving students to school by private vehicle contributes to traffic congestion and air pollution; and

**WHEREAS,** students in Las Cruces Public Schools are encouraged to participate in the Safe Routes to School Program and to ride to school on National Bike to School Day on May 2nd, 2023, and

**1WHEREAS,** the League of American Bicyclists, The Town of Mesilla, the Mesilla Valley Metropolitan Planning Organization, Las Cruces Public Schools, local cycling clubs, and independent bicyclists are promoting greater public awareness of bicycle operation and safety education; and

**WHEREAS,** the Town of Mesilla continues to improve bicycle routes and trails for transportation and recreation, and the Town with Mesilla Valley MPO and Las Cruces Public Schools support the Safe Routes to School program; and

**WHEREAS,** bicyclists of all ages throughout the Mesilla Valley, and the nation, will be promoting bicycling as an environmentally friendly alternative to the automobile and a wholesome activity that improves health during the month of May 2023 through group rides, events, and commuting to school and work;

**NOW THEREFORE,** Be It Resolved that I, Nora L Barraza, proclaim May 2nd, 2023 as "National Bike to School Day" and May as National Bike Month in the Town of Mesilla, New Mexico and encourage everyone to consider the safety and health of children today and every day.

**SIGNED, SEALED AND PROCLAIMED** this 24<sup>th</sup> day of April, 2023.

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Nora L. Barraza  
Mayor



## **-Proclamation-**

### **DECLARING May 4th, 2023, As a Day of Prayer**

**WHEREAS:** The 72th observance of the National Day of Prayer will be held on Thursday, May 4, 2023. Prayer brings people together - in the Unity of Spirit, Truth and Love. Appropriately, the theme for this year is "Pray Fervently in Righteousness and Avail Much"; and

**WHEREAS:** A National Day of Prayer has been part of our national heritage since it was declared by the First Continental Congress in 1775; and

**WHEREAS:** The United States Congress in 1952 approved as a Joint Resolution, "That the President shall set aside and proclaim a suitable day each year, other than a Sunday, as a National Day of Prayer, on which the people of the United States may turn to God in prayer and meditation at churches, in groups and as individuals;" and

**WHEREAS:** The United States Congress, in 1988 by Public Law 100-307, as amended, established "An act to provide for setting aside the first Thursday in May as the date on which the National Day of Prayer is celebrated;" and

**WHEREAS:** Leaders and citizens of our communities, cities, states and nation are afforded the privilege of prayer with the joy of seeking divine guidance, strength, protection and comfort from Almighty God; and

**WHEREAS:** Recognizing the love of God, we, citizens of The Town of Mesilla, New Mexico, treasure the freedom to gather in prayer, exercising reliance on God's power in the face of present challenges and threats, asking for His blessing on every individual of our town; and

**NOW THEREFORE BE IT RESOLVED,**  
that I Nora L. Barraza, Mayor of Mesilla, New Mexico, do hereby proclaim May 4, 2023, as a Day of Prayer.

**SIGNED, SEALED AND PROCLAIMED** this April 24, 2023.

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Nora L. Barraza  
Mayor



## **-Proclamation-**

### **54th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK**

**April 30 - May 6, 2023**

**Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and**

**Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and**

**Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and**

**Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.**

**Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.**

**Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.**

**Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.**

#### **NOW THEREFORE BE IT RESOLVED,**

**that I Nora L. Barraza, Mayor of Mesilla, New Mexico do recognize the week of April 30 through May 6, 2023, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Ramona Molina and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.**

**SIGNED, SEALED AND PROCLAIMED this April 24, 2023.**

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**Nora L. Barraza  
Mayor**



# Town of Mesilla, New Mexico

**BOARD OF TRUSTEES (BOT)**  
**TOWN OF MESILLA**  
**MONDAY, APRIL 10, 2023 – 5:00 PM**  
**WORKSESSION MINUTES**

**Fiscal Year 2023-2024 Budget – Nora Barraza, Mayor**

Mayor Barraza reviewed the proposed budget worksheet by departments. Department Heads have been meeting to discuss expenditures.

Trustee Garcia: Ammo is getting expensive and hard to find.

Lieutenant Azcarate: supplier has indicated there will not be an increase.

Trustee Cadena: cost associated with an additional officer.

Mayor Barraza: looking at operating expenses; numbers are based on expenditures for this fiscal year and the needs of the department.

Trustee Johnson-Burick: line item for insurance

Ms. Maya: insurances were not paid last fiscal year. Every department pays the insurance based on number of employees, vehicles.

Mayor Barraza: reviewed the discrepancy in the insurance line item.

Trustee Garcia: late fees may be assessed.

Ms. Maya: will research that.

Trustee Garcia: travel expenses

Trustee Johnson-Burick: fire department is repaying the restricted funds.

Mayor Barraza: due to the salary difference funds will be available. Direction of the board for salaries. Budget discrepancy in the fire department was due to funds not being transferred to the correct line item.

Trustee Cadena: Brush Fire funds were used and will not be reflected next fiscal year.

Mayor Pro Tem Merrick: Ms. Bush was moving line items around.

Mayor Barraza: Ms. Bush stated there were too many line items. Feel they should be separated to show accurate expenditures and revenues.

Fire Chief Whited: Ambulance is on order.

Mayor Barraza: DOH line item needs to be deleted.

Mr. McGillivray: funding for projects match.

Mayor Barraza: new public works personnel will be paid from the Enterprise Fund.

1 Trustee Cadena: Public Works will be under budget this year.  
2  
3 Ms. Maya: NMSIF is liability, property, and worker's compensation insurances.  
4  
5 Mayor Barraza: each department has contracts for services.  
6  
7 Trustee Garcia: office supplies  
8  
9 Ms. Maya: Ms. Sellers purchased a computer this year.  
10  
11 Trustee Cadena: funds to notify/communicate with community.  
12  
13 Mr. McGillivray: revisit the utilities.  
14  
15 Trustee Johnson-Burick: reviewed the utilities line item.  
16  
17 Mayor Barraza: cost have gone up, offices rented, more activities. Worksession on April 24<sup>th</sup> at 5:00 p.m.  
18 Employee increases feedback.  
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DRAFT

**MONDAY, APRIL 10, 2023 – 6:00 PM**  
**REGULAR MEETING MINUTES**

**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 Merrick, Trustee Cadena, Trustee Garcia, Trustee Johnson-Burick.

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

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

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

Mayor Pro Tem Merrick Yes

Trustee Cadena Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

**4. PUBLIC INPUT – The public is invited to address the Board as allowed by the chair.**

Ms. Walkenshaw stated the minutes need to be corrected to show that Mayor Barraza was not in attendance. Would like to participate in Keep Mesilla Beautiful on April 24<sup>th</sup>. She has submitted a letter of interest to serve on the Lodger's Tax Committee; has not received a response. She asked that communication be made with the town attorney to discuss the cell tower.

**5. PRESENTATION**

**a) National Public Safety Telecommunications Week Proclamation**

Fire Chief Whited read the National Public Safety Telecommunications Week Proclamation.

**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 27, 2023**

Mayor Barraza asked that the minutes reflect she was not present and did not lead the Pledge of Allegiance.

**Motion: To approve consent agenda w/correction, Moved by Mayor Pro Tem Merrick, Seconded by Trustee Garcia.**

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

Mayor Pro Tem Merrick Yes

Trustee Cadena Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

**7. NEW BUSINESS**

**a) PZHAC Case #061553 – 1930 Calle de Pacana, submitted by Margarita Fraga, to request a building permit to install solar panels on her property. Zone: **Historical Residential (HR)****

**Motion: To approve PZHAC Case #061553 - 1930 Calle de Pacana, submitted by Margarita Fraga, to request a building permit to install solar panels on her property. Zone: **Historical Residential (HR), Moved by Mayor Pro Tem Merrick, Seconded by Trustee Garcia.****

1  
2 Trustee Garcia stated the application is missing the Contractors Tax ID number. This application took two  
3 months to be processed.

4  
5 Mayor Barraza responded that one meeting was cancelled due to lack of a quorum.

6  
7 Trustee Johnson-Burick confirmed they would not be visible from the street.

8  
9 **Roll Call Vote:** Motion passed (summary: Yes =4).

10 Mayor Pro Tem Merrick Yes

11 Trustee Cadena Yes

12 Trustee Garcia Yes

13 Trustee Johnson-Burick Yes  
14

15 **b) PZHAC Case #061549** – 2488 Calle de Guadalupe, submitted by Juan Albert, to request building  
16 permit to install commercial equipment in his business. ZONED: **Historical Commercial (HC)**

17 **Motion: To approve PZHAC Case #061549** - 2488 Calle de Guadalupe, submitted by Juan Albert, to request  
18 building permit to install commercial equipment in his business. ZONED: **Historical Commercial (HC),**

19 **Moved by Mayor Pro Tem Merrick, Seconded by Trustee Garcia.**

20 Mayor Pro Tem Merrick confirmed there would not be anything done outside.

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

23 Mayor Pro Tem Merrick Yes

24 Trustee Cadena Yes

25 Trustee Garcia Yes  
26

27  
28 **c) PZHAC Case #061535** – 2590 Calle de Colon, submitted by Daniel Bustamantes to build a 15 x  
29 30 feet pool on property. Zone: **Historical Residential (HR)**

30 **Motion: To approve PZHAC Case #061549** - 2590 Calle de Colon, submitted by Daniel Bustamantes to  
31 build a 15 x 30 feet pool on property. Zone: **Historical Residential (HR), Moved by Mayor Pro Tem**  
32 **Merrick, Seconded by Trustee Garcia.**

33  
34 **Roll Call Vote:** Motion passed (summary: Yes =4).

35 Mayor Pro Tem Merrick Yes

36 Trustee Cadena Yes

37 Trustee Garcia Yes

38 Trustee Johnson-Burick Yes  
39

## 40 **8. CLOSED EXECUTIVE SESSION**

41 **a) Discussion concerning attorney/client privilege matters pertaining to threatened or pending**  
42 **litigation in which the public body is or may become a participant pursuant to NMSA 1978,**  
43 **Section 10-15-1(H)(7)**

44 **Motion: To enter Closed Executive Session: Discussion concerning attorney/client privilege matters**  
45 **pertaining to threatened or pending litigation in which the public body is or may become a participant**  
46 **pursuant to NMSA 1978, Section 10-15-1(H)(7), Moved by Trustee Johnson-Burick, Seconded by Trustee**  
47 **Garcia.**

48  
49 **Roll Call Vote:** Motion passed (summary: Yes =4).



1 Mayor Pro Tem Merrick Yes  
2 Trustee Cadena Yes  
3 Trustee Garcia Yes  
4 Trustee Johnson-Burick Yes  
5

6 **Entered Closed Executive Session at 6:15 p.m.**  
7

8 **Motion: To enter Regular Meeting: discussion concerning attorney/client privilege matters pertaining to**  
9 **threatened or pending litigation in which the public body is or may become a participant pursuant to**  
10 **NMSA 1978, Section 10-15-1(H)(7) - no action taken, Moved by Mayor Pro Tem Merrick, Seconded by**  
11 **Trustee Garcia.**

12  
13 **Roll Call Vote:** Motion passed (summary: Yes =4).

14 Mayor Pro Tem Merrick Yes  
15 Trustee Cadena Yes  
16 Trustee Garcia Yes  
17 Trustee Johnson-Burick Yes  
18

19 **Entered Regular Meeting at 7:28 p.m.**  
20

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

22 Trustee Johnson-Burick: MPO Meeting Wednesday, April 12<sup>th</sup>

23  
24 Mayor Pro Tem Merrick: MPO Meeting Wednesday, April 12<sup>th</sup>

25  
26 Mayor Barraza: MPO Meeting Wednesday, April 12<sup>th</sup>, SCCOG Meeting March 31<sup>st</sup>, NLC Conference in  
27 Washington, DC; Border Plex held a Celebration of the Platinum Jubilee in Mesilla with a designation of one  
28 of the trees on the plaza for the Green Queen Canopy, Chupa premiered, Easter Bunny  
29 April 5<sup>th</sup>.

30  
31 **10. BOARD OF TRUSTEE/STAFF COMMENTS**

32 Fire Chief Whited stated he will be more concise in his monthly report. Things are going well; the spirit is  
33 coming back.

34  
35 Marshal Salas stated the Mesilla Crime Scene department was asked to assist the City of Anthony with a  
36 murder. Drug Kick Back this Saturday 10 a.m.-2:00 p.m.

37  
38 Mayor Pro Tem Merrick stated the Green Canopy was very nice. The Alcohol Task does not affect the small  
39 businesses. Thanked Mr. McGillivray for notifying the businesses regarding the sidewalks being addressed.

40  
41 Trustee Johnson-Burick stated there are rumors of cannabis dispensaries in the City of Las Cruces operating  
42 outside of the regular business hours. She did some research on the businesses in Mesilla and found there is a  
43 business operating 24 hours a day and offering delivery.

44  
45 Mayor Barraza responded Codes will be following up on that.  
46

47 Trustee Garcia stated she would like to know who is on the Lodger's Tax Committee. Mr. Salazar cleared up  
48 the issue regarding the posting of the minutes for Board of Trustees and PZHAC.

49  
50 Mayor Barraza responded she has not appointed anyone to the Lodger's Tax Committee.  
51

1 Trustee Cadena thanked the residents for their attendance and staff for all their hard work. She asked if the  
2 minutes would continue to be posted on the town's website.

3  
4 Mayor Barraza responded they will continue to be posted as a courtesy when they become available. There  
5 will be a budget worksession before the next meeting at 5:00 p.m. Cinco de Mayo fiesta will be on May 6<sup>th</sup>  
6 and 7<sup>th</sup>. Ms. Sellers has been working diligently on this fiesta.

7  
8 Trustee Garcia stated there will be a PZHAC meeting on May 3<sup>rd</sup> through 5<sup>th</sup> in Albuquerque.

9  
10 Mayor Barraza stated if any of the trustees are interested in attending let staff know. Ms. Maya and I will be  
11 attending a Finance Conference next week in Albuquerque. Capital Outlay projects approved are Public  
12 Works Sweeper, Marshal vehicles, roads improvement, and waterline improvements. We will also receive  
13 Junior Money to help with the Marshal's vehicles. Mr. McGillivray was informed of the TPS \$750,000 award  
14 for Calle de Santiago. We will continue to apply for grants for our needs.

15  
16 **ADJOURNMENT**

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

18  
19 **MEETING ADJOURNED AT 7:49 P.M.**

20  
21 **APPROVED THIS 24<sup>th</sup> DAY OF APRIL, 2023.**

22  
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26 \_\_\_\_\_  
27 **Nora L. Barraza**  
28 **Mayor**

29 **ATTEST:**

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34 \_\_\_\_\_  
35 **Gloria S. Maya**  
36 **Town Clerk/Treasurer**  
37



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## Request for public input into cell tower location decision

1 message

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Catharine Walkinshaw <catharinewalkinshaw@gmail.com>

Sat, Apr 8, 2023 at 5:00 PM

To: Biviana Cadena <bivianac@mesillanm.gov>, veronicag@mesillanm.gov, Stephanie Johnson-Burick <stephaniejb@mesillanm.gov>, adriannam@mesillanm.gov, Mesilla Town Clerk/Treasurer <clerktreasurer@mesillanm.gov>

Please include these comments in the official record for the upcoming Board of Trustees Meeting on April 10, 2023.

Dear Trustees Cadena, Garcia, Johnson-Burick, and Merrick,

I am writing to request that you, as Trustees, request a meeting with the town's attorney, Mr. Joseph Cervantes, to discuss the parameters by which the residents of Mesilla could have input into the resolution of this matter.

Since the Mayor has prohibited us from providing comments during the public input period of each Board of Trustees' meeting, we feel we need another way to have our concerns heard. Trustee Cadena mentioned the need for a work session on this issue during her comments at the March 27 meeting.

We could not agree more and ask that you discuss this with Mr. Cervantes and ask how we could attend and participate in a work session to help resolve this issue. We believe that the current US Magistrate overseeing this case would support the involvement of the public in its resolution.

We are not opposed to improved cellular conductivity but feel the chosen site for this cell tower within Town Hall park is problematic for all the reasons given at prior Board of Trustees meetings. We know there are viable alternatives that meet the needs of Verizon as well as the public health and safety of the residents. All we are asking is that we be given a chance to participate in a mutual process to help resolve this need.

I believe that this may be discussed during the Executive Session at Monday's meeting, which is closed to the public. I am also not sure whether the Mayor would allow me to give this request during the public input session. Thus I am emailing my request to all of you,

Thank you for your consideration,  
Catharine Walkinshaw  
2134 Calle de Principal  
Mesilla, NM 88046  
575 932 8313

# BOARD ACTION FORM

## AGENDA DATE

**PZHAC:** April 17, 2023

**BOT:**

**ITEM: PZHAC CASE #061572** – submitted by Larry Limon, 2810 Calle Principal, requesting approval to replace cement tile roof with corrugated metal. **Historical Residential Zone: (HR)**

## BACKGROUND AND ANALYSIS:

- Mr. Limon would like to replace cement tile due to the weight. He wants to replace it with a lighter corrugated metal type material to avoid any sagging. Color will be a tan color or silver metal like the San Albino Church towers.
- Property is in good standing, no fees, fines, or code violations.

## 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 FINDING FACT(S):

- A thorough inspection was made of the surrounding residence and conforms with the color tan not silver metal.

## 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 COMMENTS:

- Color conforms to Historic District Exterior and Trim colors

## SUPPORTING INFORMATION:

- Zoning application submitted
- All fees paid
- Pictures submitted
- Replacement material/color spec submitted

RECEIVED  
4/13/23

TOWN OF MESILLA  
APPLICATION FOR ZONING PERMIT

Permit Fee \$ 90  
Review Fee \$ 1650  
Total Fee \$ 10650

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

CASE NO. 061572 ZONE: HR CODE: RR APPLICATION DATE: 4/4/23

Name of Property Owner: Larry Limon  
Dona Ana County Account/Parcel #: \_\_\_\_\_  
Property Owner's Mailing Address: P.O. Box 593 City: Mesilla State: N.M Zip Code: 88046  
Property Owner's E-mail Address: Larrystucco@gmail.com Property Owner's Telephone Number: 575-636-5073

Contractor's Name & Address (if none, indicate Self): Oscar Arroyos Roofing - Optimum roofing  
Contractor's Telephone Number: 575-635-5649 Contractor's Tax ID Number: \_\_\_\_\_ Contractor's License Number: #356859

Address of Proposed Work: 2810 Calle Principal

Description of Proposed Work: Remove all cement tile on front porch of 2810 calle principal - Replace with corrugated metal. Either a Tan color - or Silver metallic. like the San Albino Church towers also work on Parapets myself.

THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING **Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.**

- Site 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.
- Window replacement, need data sheet of new windows.
- Foundation plan, new construction plans in full size drawings.
- Floor plan showing rooms, their uses, and dimensions.
- Cross section of walls.
- Roof and floor framing plan.
- Proof of property ownership/tenant lease. (Warranty Deed/Property Tax Receipt)
- Drainage plan (commercial).
- Details of architectural style and color scheme (checklist included for Historical zones) – diagrams and elevations.
- Valid government issues identification (Driver License/ID/Passport)

Estimated Cost: \$ 3,500.00 Signature of Applicant: Larry Limon Date: 4-4-23

**Application Fee is due at time of submittal.** Apart from administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. **All zoning permits expire after one year from date issued.**  
\*\*\*ALL permits must be displayed in clear view until final inspection\*\*\*

FOR OFFICIAL USE ONLY

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

- PZHAC**
- Administrative Approval
  - Approved Date: \_\_\_\_\_
  - Disapproved Date: \_\_\_\_\_
  - Approved with conditions
- BOT**
- Approved Date: \_\_\_\_\_
  - Disapproved Date: \_\_\_\_\_
  - Approved with Conditions

CID PERMIT/INSPECTION REQUIRED: YES  NO

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMISSION ISSUED / DENIED BY: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_

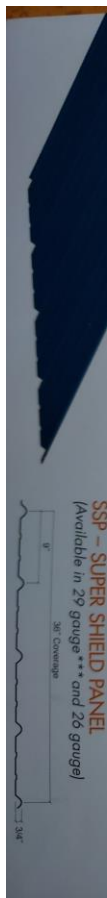
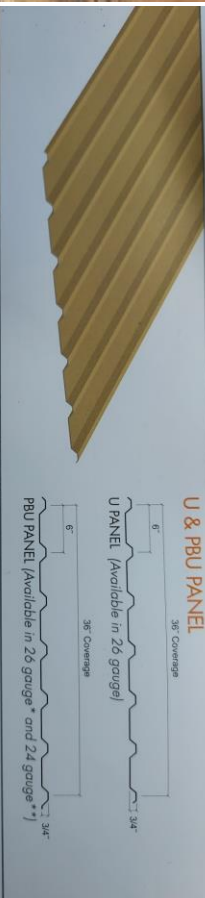
# 2810 CALLE PRINCIPAL - #061572





**MUELLER PANEL**  
**BENEFITS:**

- Fire Resistant
- Hail Resistant - Underwriters Laboratories Class 4 Rating
- 30-year limited Paint Warranty
- A Wide Range of Designer Colors
- Commercial Grade Steel
- Energy Efficient
- Greater Life Expectancy
- Outstanding Durability
- Possible Insurance Savings
- Easy application





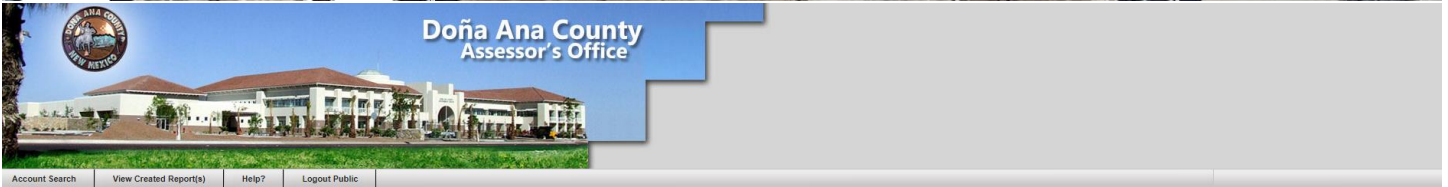
(1 of 2)

Parcel: LIMON LARRY C & SANDRA JANE

ACCOUNT NUMBER: R0400643  
 OWNER NAME: LIMON LARRY C & SANDRA JANE  
 MAILING ADDRESS: PO BOX 593  
 CITY: MESILLA  
 STATE: NM  
 ZIP: 88046  
 SUBDIVISION NAME:  
 SITE ADDRESS: 2810 CALLE DE PRINCIPAL  
 ACREAGE: 0.14  
 SQUARE FOOTAGE: 6,098.00  
 TOTAL VALUATION (LAND & BUILDING): 109,968

[ASSESSOR PARCEL INFORMATION DETAIL LINK](#)

Zoom to



- Account Search View Created Report(s) Help? Logout Public
- Account Information**
- Account Summary
  - Remarks
  - Owner Information
  - Assessment History
  - Estimate Taxes
  - Tax Payment
  - Attachment(s)
  - Account Detail
  - Land
  - Residential
  - Residential
  - Permits
  - PRMC664317\_3
  - 2002208
  - PRMC664317\_1
  - transfers
  - 0211025
  - 8817565
  - 8817564
  - 8509383
  - Create Report

Account: R0400643 \*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.

Location	Owner Information	Assessment History
Situs Address 2810 CALLE DE PRINCIPAL 2810 CALLE DE PRINCIPAL #2 Deed Holder Tax Area 2DIN_R - 2DIN_R Parcel Number 4-006-138-304-033 Legal Summary S: 36 T: 23S R: 1E BRM 11A TR 91B CALLE PRINCIPAL	Owner Name LIMON LARRY C & SANDRA JANE Owner Address PO BOX 593 MESILLA, NM 88046	Actual (2023) \$109,968 Primary Taxable \$36,656 Tax Area: 2DIN_R Mill Levy 23.597000
		<b>Type Actual Assessed SQFT Units</b>
		Residential Land \$40,000 \$13,333 6098.000 1.000
		Residential Improvement \$69,968 \$23,323 1535.000

**Neighborhood S11 - MESILLA**

Transfers						
Record Sequence	Reception Number	Book Page	Sale Date	Grantor	Grantee	Doc Type
4	0211025		04/08/2002	LIMON,ROBERT G ETUX ETAL LIMON ARMANDO G ETUX ETAL LIMON JUAN G ETUX ETAL LIMON,GILBERT G ETUX ETAL	LIMON LARRY C ETUX	A1 4006138304033
3	8817565		08/02/1988	LIMON JULIETTA	LIMON BOBBY ETAL LIMON ARMANDO ETAL LIMON JUAN JR ETAL	A1 4006138304033
2	8817564		08/07/1988	LIMON JULIETTA	LIMON,GILBERT ETAL	A6 4006138292042
1	8509383		06/07/1985	LUCERO,FERNANDO G ETUX	LIMON,JUAN O ETUX	A2 4006138292042

Tax Year	Taxes	Photo	Sketch	GIS
*2023	\$912.24			
2022	\$912.24			



# BOARD ACTION FORM

## AGENDA DATE

**PZHAC:** April 17, 2023

**BOT:**

**ITEM: PZHAC CASE #061578** – submitted by Celina and William Einig, 2815 Boldt St, requesting approval to install windows at her primary residence and raise the height of a 4-foot rock wall. Zone: Historical Residential (HR)

## BACKGROUND AND ANALYSIS:

Mrs. Einig is considering to install 4 new windows; 1 picture (panel) window in the living room and 3 narrow clearstory windows above living room west wall. Currently there are no windows. Structure walls will need to be cut out to allow installation.

New window information included in packet. They are white vinyl windows from Alpine windows. They are being installed by Engle Coating Inc.

## 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.

## 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 COMMENTS:

- There are other similar white windows on the house
- The rock wall height increase request is in the rear and not within the clear sight triangle.
- Contractor license verified
- Proof of legal access verified
- Will need to get a CID permit to inspect structure integrity due to the window cutouts

## SUPPORTING INFORMATION:

- Site plan submitted
- Floor plan submitted
- Pictures submitted
- Alpine Window specs and information pamphlet submitted



March 21, 2023

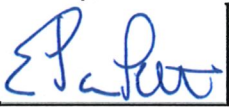
RE: The enclosure by screening of the back patio on the home at 2815 Boldt Street (Lot 6, Block C, Mesilla Farms Subdivision), Mesilla, NM  
Owner of Record: Bill & Celina Einig, Trustees, Einig Family Trust

Dear Board Members and Town of Mesilla,

As previously addressed, I have researched the impact of the homeowners' request to install additional windows in the home at the above-referenced address , as well as smaller tasks, the installation of a new door to the patio and the raising of a small portion of the southern rock backyard fence for additional privacy. These were considered acceptable to the homeowner's association.

The homeowners are also requesting a review of the "screening in" of their existing back patio. (There will be no expansion of the home's footprint). This is also well-within the traditional theme/style of homes in Mesilla Farms subdivision within the historic district of Mesilla and also acceptable to the association. The Mesilla Farms Homeowners Association approves the issuing of a permit for the described work from the Town of Mesilla.

Sincerely,

A handwritten signature in blue ink, appearing to read "Eric Van Pelt", enclosed in a thin black rectangular box.

Eric Van Pelt  
Mesilla Farms HOA Architectural Committee

---

Concurrence By:  
Marcy Toomey  
Mesilla Farms HOA President





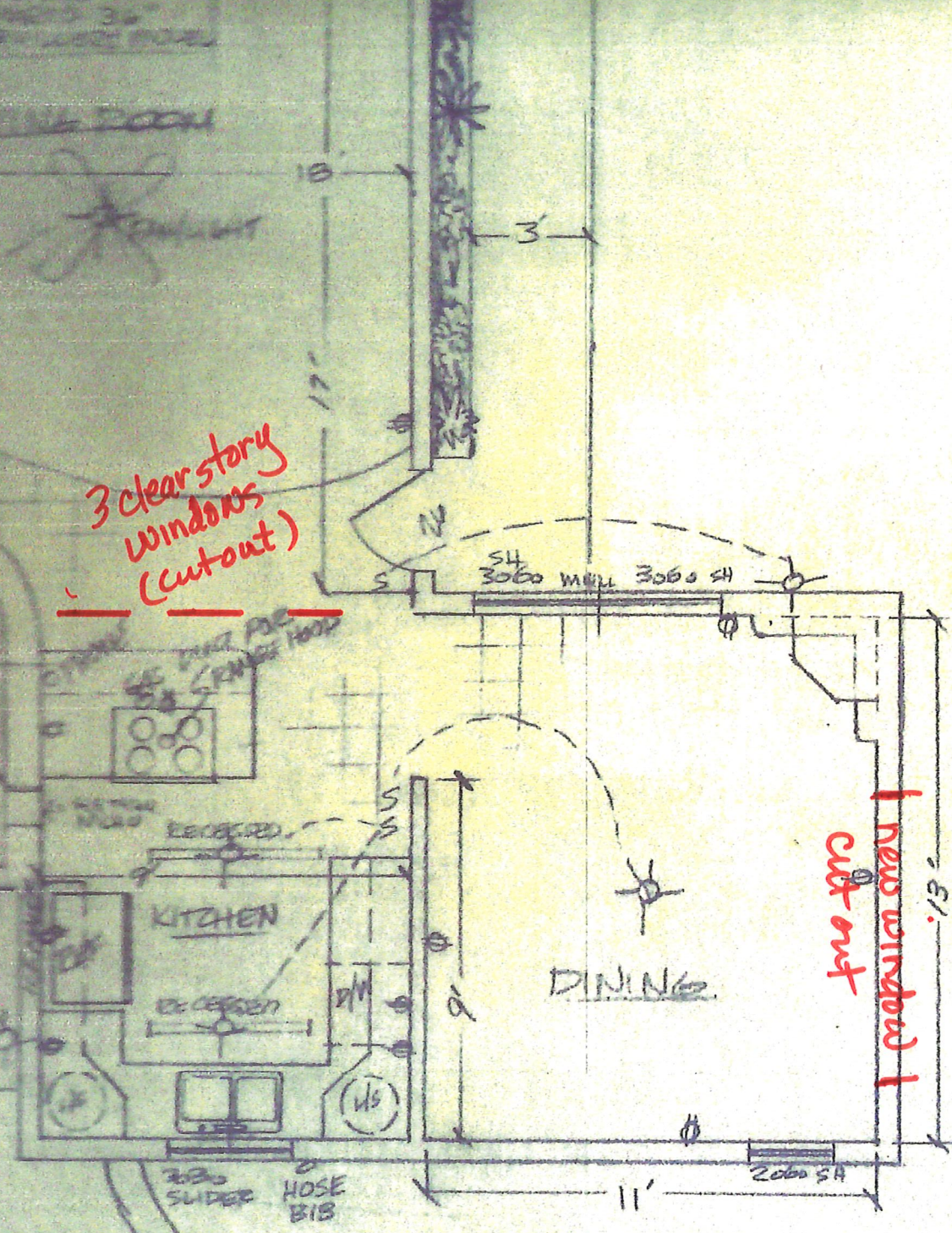


REPAIR  
WALLS 30"  
BY 100' POOL

3000  
KITCHEN

3 clear story  
windows  
(cut out)

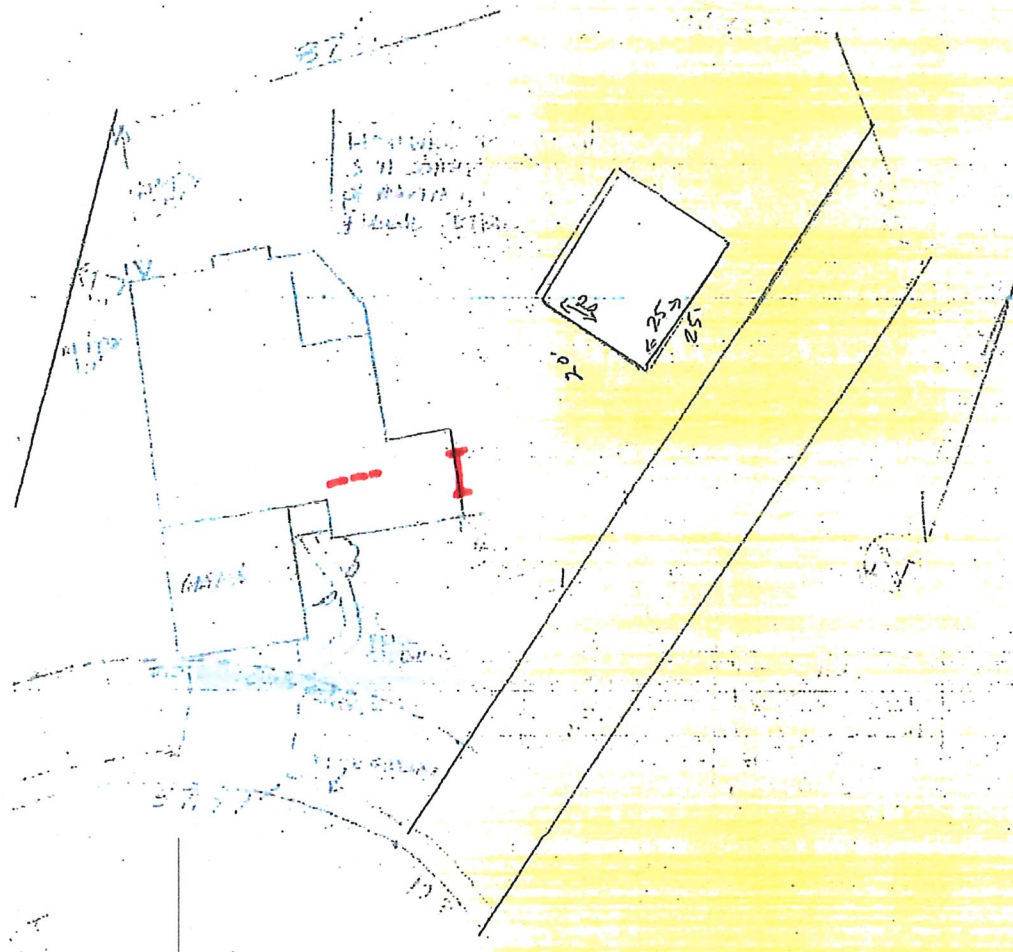
1 new window  
cut out



**FLOOR PLAN**  
 SCALE: 1/4" = 1'  
 HEATED FLOOR 11' x 11'

MESILLA PARK

10000 10000  
2000 10000  
LOT 10000  
Mesa Park  
10000 10000



*[Signature]*  
8/23/91



From: Engel Coatings Inc quickbooks@notification.intuit.com  
Subject: Estimate 1384 from Engel Coatings, Inc.  
Date: Dec 8, 2022 at 12:01:37 PM  
To: CELINAGEINIG@icloud.com

---

Dear Celina Einig,

Please find your estimate details here. Feel free to contact us if you have any questions. We look forward to working with you.

Have a great day!  
Engel Coatings, Inc.

----- Estimate Summary -----  
Estimate # : 1384  
Estimate Date: 12/08/2022  
Total: \$2,398.29  
The complete version has been provided as an attachment to this email.  
-----

**Tap to Download**  
Estimate\_1...gs\_Inc.pdf  
9 KB


**Tap to Download**  
rawson.pdf  
266 KB



[Back to normal view](#)

Query: AccountNumID = R0401040

Showing 1 result on 1 page

Account#	Summary	Picture
R0401040	<p><b>4-006-137-435-469</b> <b>EINIG WILLIAM WALKER AKA WILLIAM W EINIG TRUSTEE, EINIG CELINA GARCIA TRUSTEE, EINIG FAMILY TRUST DATED 01/27/2020</b></p> <p>VISTA-LA-MES</p>	<p>2815 BOLDT ST Mesilla 88046</p> <p>Subd: MESILLA FARMS SUBDIVISION (BK 15 PG 389-390 - 8822094 ) Lot: 6 Block: C S: 25 T: 23S R: 1E</p> 

Sales Person:



Customer Acknowledgement
Quote Date 12/7/2022
Date Ordered Quote Not Ordered

Dealer Name:

662640 RAWSON LC PREVAILING-005-662640

Bill To:  
 RAWSON LC PREVAILING  
 2355 NEVADA AVE  
 PO BOX 996  
 LAS CRUCES, NM 88004

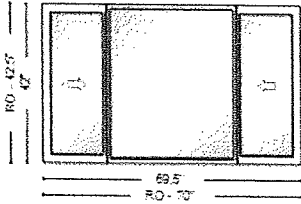
Ship To:  
 SAME

Phone: (575) 524-3568 Fax: (575) 524-3568  
 Quote Name: ENGLE COATING Project Name: 2815 BOLDT

QUOTE #	RUSH	STATUS	PO#
4121217	No	None	

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
1	1	69.5" X 42"	112		\$483.34	\$483.34

Overall Rough Opening: 70" X 42.5"



A273-70 Series XOX 69 1/2 x 42  
 Frame Width = 69.5, Frame Height = 42, Sash Split = 1/4 - 1/2 - 1/4  
 Operation / Venting = XOX  
 NFS 7/8"  
 Frame Color = White  
 Double Glaze, SolarTherm Ultra, DS / DS, IE Liners  
 Lock Height = Standard Lock Height  
 Standard Screen  
 U-Factor = 0.3, CR = 56, SHGC = 0.22, VT = 0.52, CPD = ASO-A-102-09649-00001  
 Rough Opening

Pricing Detail:

\$173.06 1A - Base Price  
 \$144.39 1A - Glazing  
 \$111.48 1A - Glass Type  
 \$39.28 1A - Screen Option  
 \$15.13 1A - IE Liners

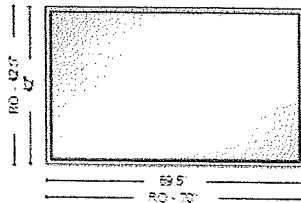
Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
2	1	69.5" X 42"	112		\$330.98	\$330.98

Overall Rough Opening: 70" X 42.5"



A770-70 Series Picture 69 1/2 x 42  
 Frame Width = 69.5, Frame Height = 42  
 Operation / Venting = Picture  
 NFS 7/8"  
 Frame Color = White  
 Double Glaze, SolarTherm Ultra, DS / DS, STC Rating = 29  
 U-Factor = 0.28, CR = 57, SHGC = 0.24, VT = 0.57, CPD = ASO-A-96-04320-00001  
 Rough Opening

Pricing Detail:

\$48.22 1A - Base Price  
 \$167.68 1A - Glazing  
 \$115.08 1A - Glass Type

Line Item Notes:

Comment / Room:

None Assigned

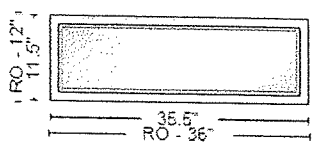
QUOTE #	RUSH	STATUS	PO#
4121217	No	None	

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
3	3	35.5" X 11.5"	48		\$105.22	\$315.66

Overall Rough Opening: 36" X 12"

A770-70 Series Picture 35 1/2 x 11 1/2  
 Frame Width = 35.5, Frame Height = 11.5  
 Operation / Venting = Picture  
 NFS 7/8"  
 Frame Color = White  
 Double Glaze, SolarTherm Ultra, DS / DS, STC Rating = 29  
 U-Factor = 0.28, CR = 57, SHGC = 0.24, VT = 0.57, CPD = ASO-A-96-04320-00001  
 Rough Opening  
**Line Item Notes:**

**Pricing Detail:**  
 \$67.95 1A - Base Price  
 \$20.82 1A - Glazing  
 \$16.44 1A - Glass Type



Comment / Room:

None Assigned

**Customer Notes:**

**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)

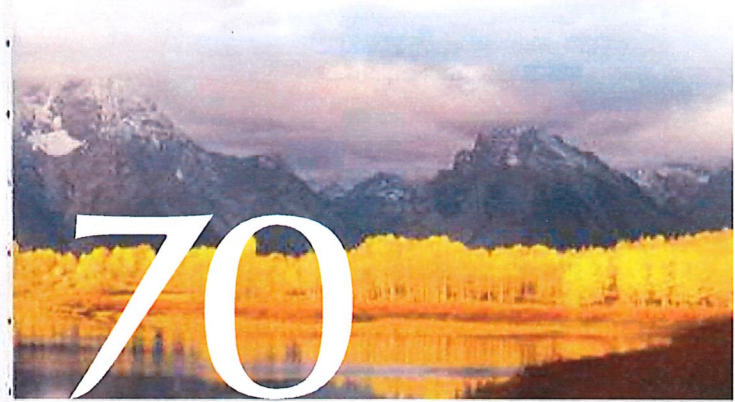
This order is subject to AMI's Standard Terms and Conditions, which can be found here: <https://www.associatedmaterials.com/resources/>

Want to see real-time status for window orders? Register here for the Associated Materials Customer Portal - [Portal.associatedmaterials.com/account/register](http://Portal.associatedmaterials.com/account/register)

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

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

Total Unit Count	5
TOTAL WEIGHT	187.6
SUB-TOTAL:	\$1,129.98
SALES TAX 1	\$0.00
SALES TAX 2:	\$0.00
LABOR:	\$0.00
FREIGHT:	\$0.00
TOTAL:	\$1,129.98



# 70 Series

ALL-ENVIRONMENT VINYL WINDOWS



A NEW CONSTRUCTION WINDOW  
BUILT FOR EXCEPTIONAL PERFORMANCE\*  
IN ANY ENVIRONMENT

Superior technology meets exceptional performance in Alpine's 70 Series. Our fusion-welded vinyl frame surrounds Low-E insulating glass\*\* for superior energy efficiency. This specially constructed frame also contributes to the window's outstanding strength and durability that can only carry one name – Alpine.

**Standard Features**

Sturdy 2 5/8" frame depth and integral nailing fin with 1 3/8" or 3/4" fin setback provides compatibility with wood, vinyl and stucco applications.

Water management system includes offset drainage to the outside with special weep gates to help keep wind, water and insects out.

Sliding windows feature adjustable tandem brass rollers in a non-corrosive housing to provide smooth operation and allow a quick sight line adjustment in the field.

3/4" insulated glass unit with warm-edge technology and exterior glazing.

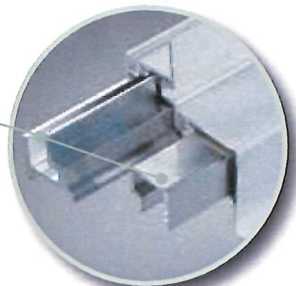
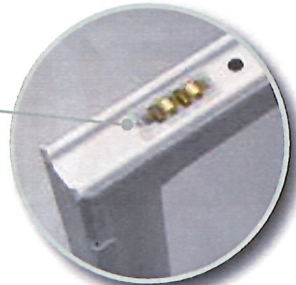
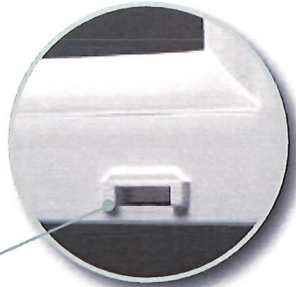
1" unit on picture windows and patio doors.

Metal reinforced at locking rails.

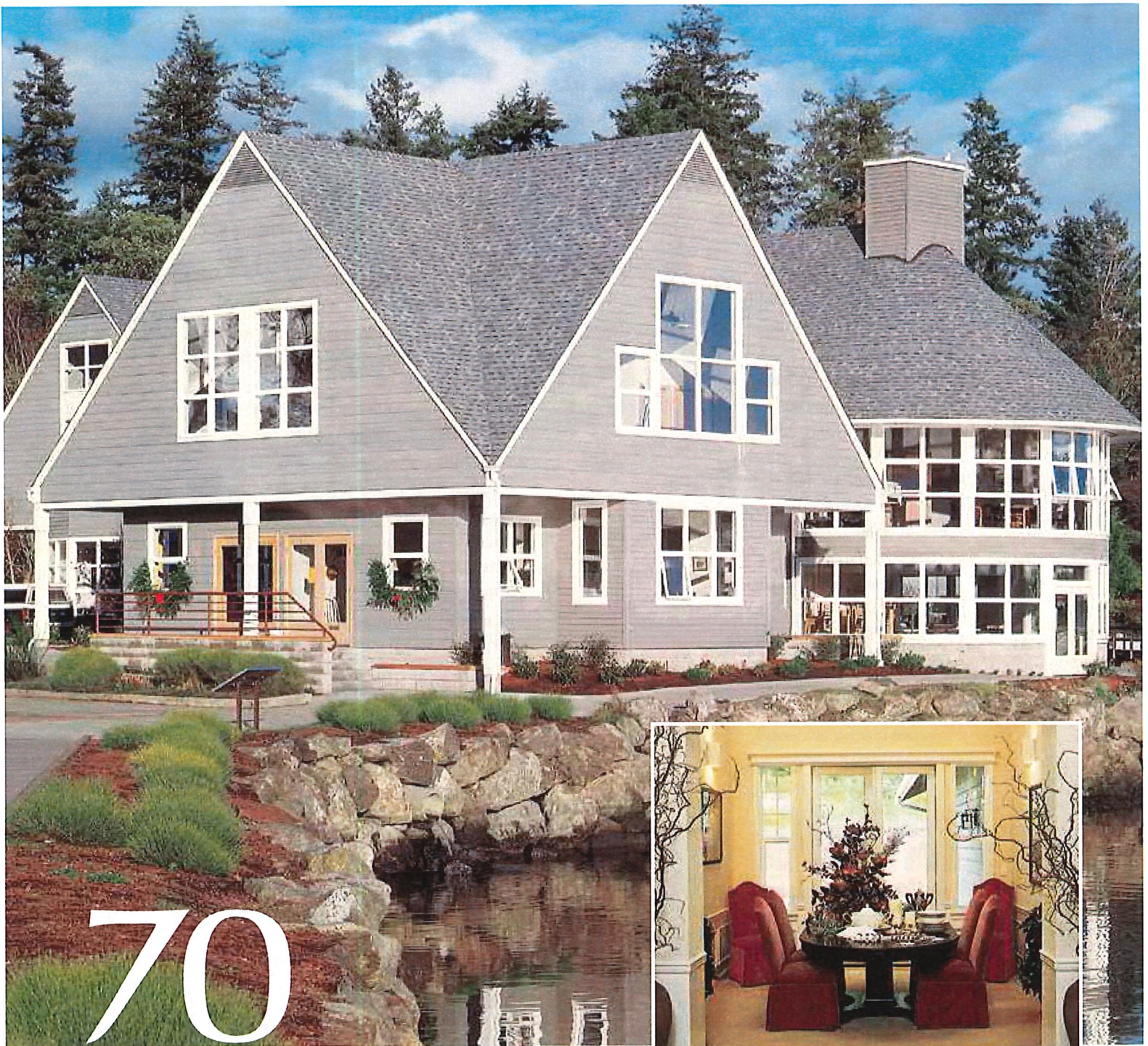
Available in White, Almond and Desert Clay with solid color formulated throughout.

Inside or outside, removable fiberglass screen for easy cleaning.

The unit size is 1/2" smaller than the rough opening. STC rated windows are available. Contact your local representative for specific test requirements.



Consult your window professional for energy-efficient glass packages available for your home and climate zone.



# 70

# Series

Alpine 70 Series Vinyl Windows and Patio Doors provide your home with a smart combination of beauty, elegance and style. Available in many shapes and sizes, you'll also benefit from the windows' top-quality design, which provides superior thermal efficiency and performance.

And the biggest advantages to owning 70 Series Vinyl Windows? Essential energy savings and maintenance freedom that can help put money back in your pocket and give you more time to do the things you like to do.

For as long as you own your home, Alpine Windows offer you a solid investment you can depend on for many years to come.



## A 5 7 1

### Single-Hung

- 2 3/8" frame available in White, Almond and Desert Clay offers a thin contemporary profile and achieves a "Light Commercial" window rating for strength.
- Three grid options, as well as continuous frame and mulling options, offer greater design flexibility.
- All locking rails are metal reinforced for strength and durability.
- The standard sweep lock exceeds the toughest forced entry standards.
- Full-length interlocking meeting rails with double pile weatherstripping reduce the potential for air and water infiltration and improve thermal efficiency.
- Side load sash operates on two concealed pre-calibrated block and tackle sash balances.



## A 2 7 2

### Horizontal Sliding

- 2 3/8" frame available in White, Almond and Desert Clay offers a thin contemporary profile and achieves a "Light Commercial" window rating for strength.
- Three grid options, as well as continuous frame and mulling options, offer greater design flexibility.
- All locking rails are metal reinforced for strength and durability.
- The standard sweep lock exceeds the toughest forced entry standards.
- Full-length interlocking meeting rails with double pile weatherstripping reduce the potential for air and water infiltration and improve thermal efficiency.
- Adjustable, tandem brass rollers in a non-corrosive housing ensure that the window glides smoothly and allows a quick sight line adjustment in the field.



# 70 Series

Alpine offers a 10-year, transferable commercial warranty for parts and labor and a limited lifetime residential parts and labor warranty.†



### Low-E Glass Option

Our Low-E Glass option helps increase your home's comfort while reducing energy consumption throughout the year. Its secret is a thin metal Low-E coating applied to the second surface of the insulated glass unit.

In summer months, Low-E Glass helps block unwanted solar heat penetration to help conserve air-conditioning use.

Warm Climates





A 7 7 0

### Picture

- 2 3/8" frame available in White, Almond and Desert Clay offers a thin contemporary profile and achieves a "Light Commercial" window rating for strength.
- Three grid choices, as well as T-bar and mulling capability options, offer greater design flexibility.
- Narrow sight-lines for a clear attractive design.
- 1" insulated glass unit.
- Special shapes available.

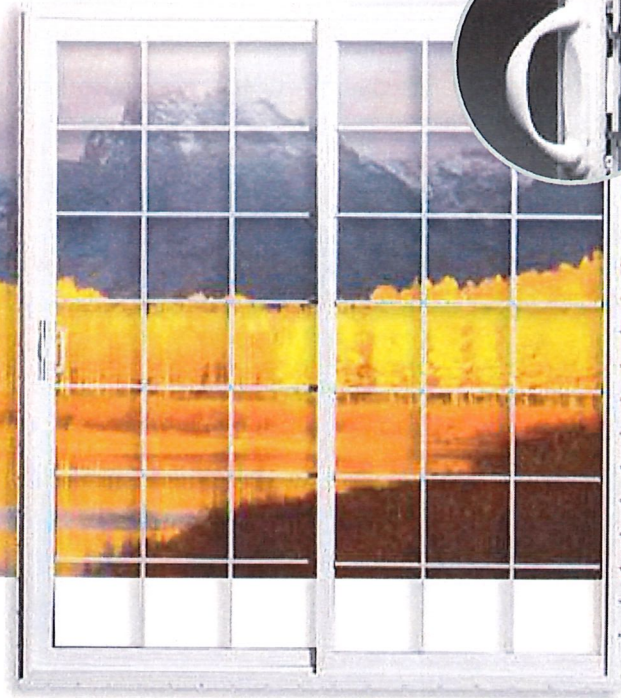
SMART  
COMFORTABLE  
DURABLE



A 1 7 2

### Sliding Patio Door

- Sturdy 4 1/2" frame depth.
- 1" glazing is standard. Triple glazing is available.
- Available in White, Almond and Desert Clay.
- A European-style handle with thumb lock offers easy operation. Keyed locks and foot locks are available as an upgrade.
- Independently adjustable dual-point mortise lock.
- Adjustable tandem rollers on a raised stainless steel track provide years of smooth trouble-free operation.
- Metal-reinforced meeting rails and sash provides strength and durability.
- Transoms are available up to 9' wide.
- Three- and four-panel configurations are available.
- Vinyl sheet rock returns also offered.
- Handles available for ADA applications.†† (Contractor is responsible to provide ramp to clear sill.)
- Standard retrofit door sizes are in stock. (Consult your sales representative.)



Cool Climates



In winter months, Low-E insulating glass reduces heat loss by reflecting warmth back into your home.

**Alpine**  
WINDOWS

## DECORATIVE OPTIONS TO MAKE A HOUSE YOUR HOME

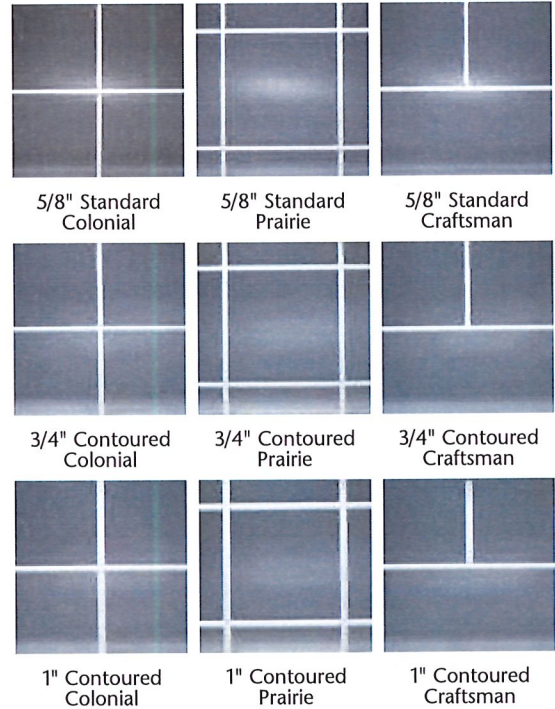
### Colors

Alpine's 70 Series Windows are offered in White, Almond and Desert Clay with solid color formulated throughout.



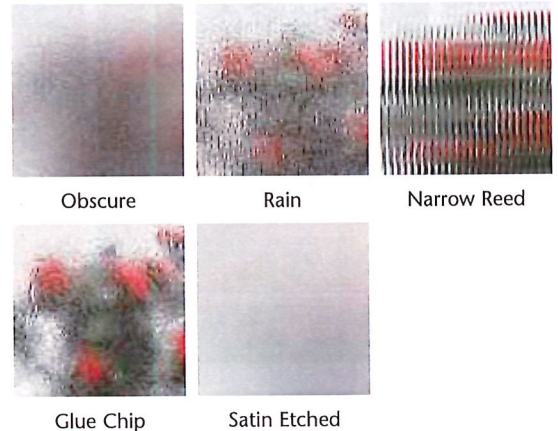
### Interior Grids

Decorative grids will lend style and dimension to your windows. Classic grids are available in White, Almond and Desert Clay. All grid selections are offered in Colonial, Prairie and Craftsman patterns in a 5/8" standard flat grid, a 3/4" contoured grid and a 1" contoured grid.



### Obscure Glass

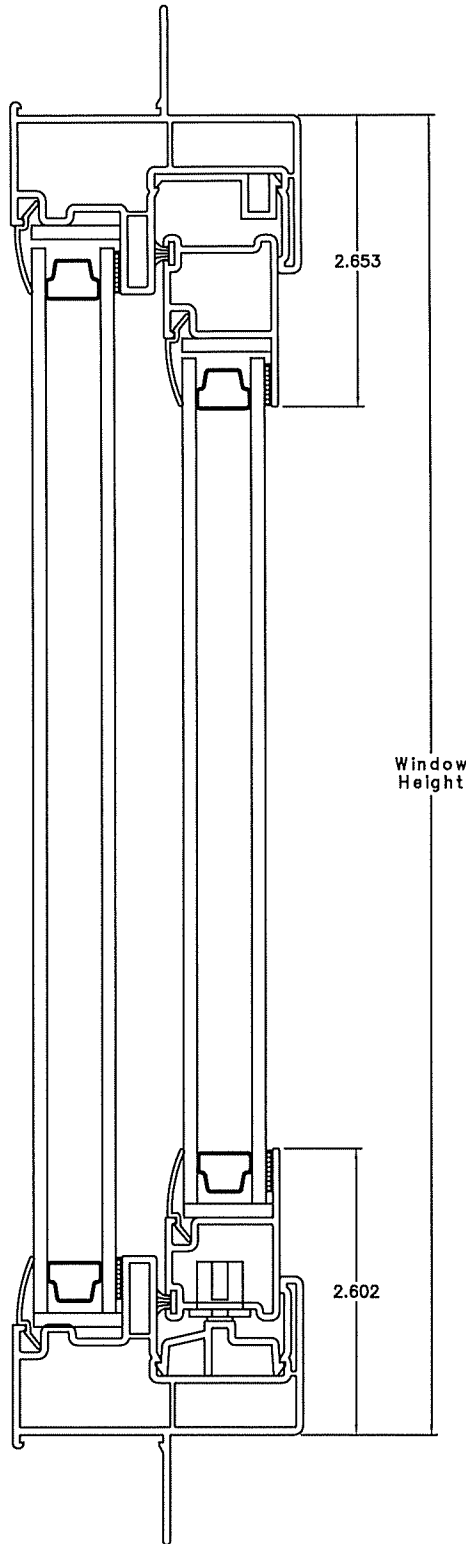
Obscure glass styles offer privacy for bathrooms and other areas of your home without blocking the natural light.



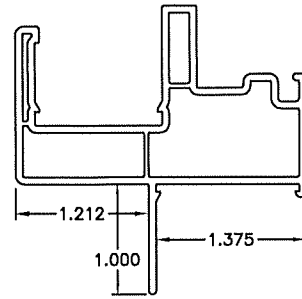
2801 78th Avenue East  
Fife, WA 98424  
800.922.6009  
www.alpinewindowsystems.com



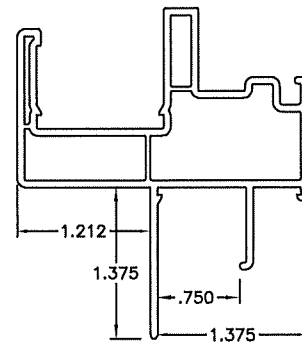
©2022 Associated Materials, LLC. ENERGY STAR name and logo are registered U.S. marks and are owned by the U.S. government. USGBC and related logo is a trademark owned by the U.S. Green Building Council. \*See your Alpine Sales Representative for additional information regarding any questions you might have, or any assertions herein, concerning energy efficiency or savings. Energy savings will vary. \*\*Insulated glass (IG) units that require capillary tubes may experience some argon gas depletion. †For a copy of the written product warranty please visit [www.alpinewindowsystems.com](http://www.alpinewindowsystems.com) or contact your Alpine Sales Representative. ††Door does not meet full ADA criteria. Insect screens are intended to provide reasonable insect control and are not intended to provide security or provide for the retention of objects or persons from the interior or exterior. Compliance with all building codes and other regulations is solely the responsibility of the builder/contractor. Alpine assumes no liability for such compliance. Application of this product to conditions other than those for which it was designed and tested is solely at the responsibility of the purchaser. Alpine reserves the right to change materials, designs and/or construction without notice or liability. See your local supplier for current specifications. Colors may be slightly different from their appearance in this brochure. Make final color selections using actual product samples. Printed in USA. 05/22 2.2M/OP 75-7003-01



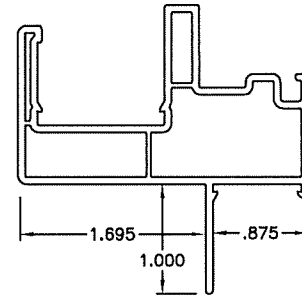
1 3/8" NFS  
Standard Frame



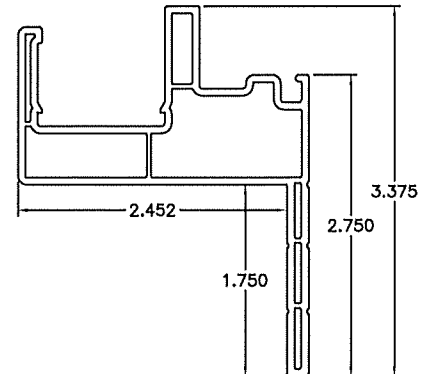
1 3/8" NFS  
w/J  
Channel Frame



7/8" NFS  
Frame

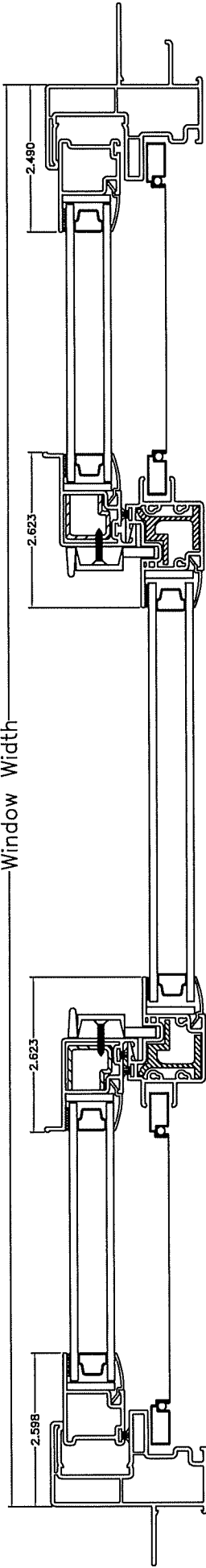


STUCCO  
Frame

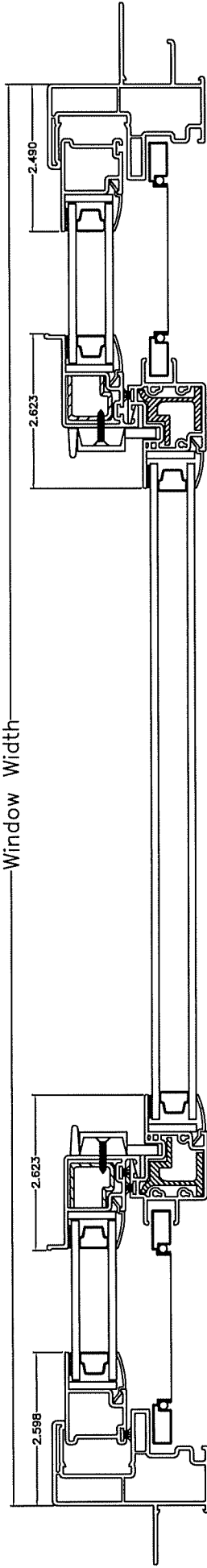


# 70 Series Slider Model A273

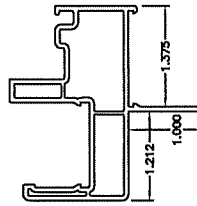
Window Width



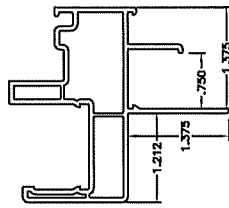
Window Width



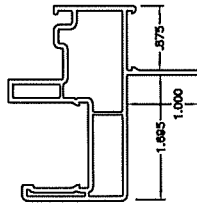
1 3/8" NFS  
Standard Frame



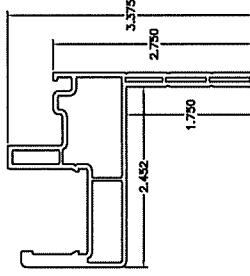
1 3/8" NFS  
w/J  
Channel Frame



7/8" NFS  
Frame



STUCCO  
Frame



## 70 Series Slider Model A273



# New Mexico E-Services for Contractor Licensing



[Home Page](#)

## Company Details

Company Name	ENGEL COATINGS INC	License Number	87119
Phone Number	8756425481	License Status	Cancelled
Issue Date	06/14/2002	Expiry Date	06/30/2023
Volume	\$1000000.00 +		

### Principal Place of Business Address

2050 W. HADLEY STE  
A

City LAS CRUCES

State NM Zip Code 88007

## QP Details

Name	Certificate No	Classification	Attach Date	Status
<a href="#"><u>JOHN JOSEPH JOSEPH ENGEL</u></a>	100782	GS18	06/14/2002	Attached
<a href="#"><u>JOHN JOSEPH JOSEPH ENGEL</u></a>	105705	GB02	08/05/2004	Attached
<a href="#"><u>JOHN JOSEPH JOSEPH ENGEL</u></a>	100782	GS31	06/14/2002	Attached
<a href="#"><u>JASON HARSHMAN</u></a>	400315	GB02	11/08/2019	Attached

[Back to search page](#) [Back](#)

## BOARD ACTION FORM

### ITEM:

PWD Requests Authorization to Execute Contract with Bohannon Huston (BHI) for Engineering Services for the University Ave. Waterline Replacement Project (Colonias CIF-5786). Total amount \$34,000.00

### BACKGROUND:

BHI contract awarded February 16, 2022 did not include construction administration. This amendment adds construction administration to BHI's contract.

### SUPPORTING INFORMATION:

CIF-5786 \$742,621.00

BHI design development contract awarded February 16, 2022 (\$60,477.00)

BHI amendment No. 1 - \$22,500.00

BHI amendment No. 2 - \$34,000.00

### BOT OPTIONS:

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

**ATTACHMENT VI – AMENDMENT TO AGREEMENTS FOR ENGINEERING SERVICES**  
**Amendment No. 2**

1. As set forth in the AGREEMENT FOR ENGINEERING SERVICES dated the 16<sup>th</sup> day of February, 2022 (effective date of Agreement) by and between the Town of Mesilla, the OWNER, and Bohannon Huston, Inc., the ENGINEER, the OWNER and ENGINEER agree this \_\_\_\_\_ day of \_\_\_\_\_, 2023 (effective date of Amendment) that ENGINEER shall modify the Agreement and furnish ENGINEERING SERVICES in accordance with the GENERAL PROVISIONS of the Agreement and OWNER shall compensate the ENGINEER for services described as set forth below:

A. Description of Modifications:

Additional engineering services to provide construction observation for the project

B. Perform or provide the following tasks and/or deliverables:

Task 1 – Construction Observation

Objective: Provide a full time Resident Project Representative (RPR) during the construction period of the project. RPR shall provide a minimum of 20 hours of effort weekly over an assumed total of 12 weeks of field observation. Through the observations of this RPR, the ENGINEER shall provide further protection for the OWNER against defects and deficiencies in the CONTRACTOR Work to determine that the Work is carried out in conformance with the plans and specifications.

Approach: The RPR, on behalf of the ENGINEER, will provide construction observation of the construction contract on behalf of the OWNER to include the following:

\_\_\_\_\_ Coordination

1. Act as OWNER’s agent at the site as directed by and under the supervision of ENGINEER. The RPR’s dealings in matters pertaining to the on site work shall in general be with OWNER and the CONTRACTOR. RPR’s dealings with subcontractors shall only be through or with full knowledge and approval of the CONTRACTOR. Serve as OWNER’s liaison with CONTRACTOR, working principally through the

CONTRACTOR's superintendent and assist in understanding the intent of the contract documents.

2. Coordinate with the CONTRACTOR for the safe storage of equipment and materials at the job site, establish designated procedures for construction activities that will interface with project functions such as site access, waste disposal, and perimeter delineation, and assist the CONTRACTOR in becoming familiar with other operational activities affected by the Work.

3. Coordinate the activities of the materials testing laboratory and other special consultants retained by CONTRACTOR or OWNER to perform special services during the course of the Work.

4. Organize, schedule, direct and otherwise attend meetings with the CONTRACTOR, OWNER, and other parties affected by the Work, such as preconstruction conferences, progress meetings, job conferences and other project related meetings. Prepare and circulate copies of minutes thereof.

5. Accompany visitors representing the public or other agencies having jurisdiction over the project; record these visits and results of these visits, and report to OWNER.

6. Report to OWNER when clarification and interpretations of contract documents are needed and transmit to CONTRACTOR clarifications and interpretations as issued.

7. Consider and evaluate CONTRACTOR's suggestions for modifications in drawings or specifications and report with RPR's recommendations to OWNER. Transmit to CONTRACTOR decisions as issued by OWNER and ENGINEER.

8. Consult with OWNER in advance of scheduled major tests, inspections, start of important phases of Work or delivery of items furnished by OWNER.

Documentation



1. Record names, addresses, and telephone numbers of all emergency services, public and private utilities, contractors, subcontractors, and major suppliers of materials and equipment.
2. Review the progress schedule, schedule of shop drawings and schedule of values prepared by the CONTRACTOR and consult with OWNER concerning acceptability.
3. Record dates of receipt of material samples received from the CONTRACTOR at the site and notify OWNER of the availability of samples for examination.
4. Maintain at the jobsite orderly files of correspondence, reports of job conferences, approved shop drawings and samples, reproductions of original contract documents including all work directive changes, addenda, change orders, field orders, additional drawings issued subsequent to the execution of the contract, OWNER's and ENGINEER's clarifications and interpretations of contract documents, progress reports, requests for payment, and other project related documents.
5. Keep a daily record of CONTRACTOR hours on the job site, staffing levels, equipment in use, weather conditions, data relative to questions of work directive changes, change orders or changed conditions, list of jobsite visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; make daily reports of all inspection personnel available to OWNER using BHITracker.
6. Using BHITracker, compile a complete photographic journal of the project progress; include photos of construction processes, completed work, severe weather conditions; take photos on both a random and scheduled basis showing changes in the project site from designated locations over the course of the project.
7. Compile and distribute a written progress report of project progress on a weekly basis to OWNER, CONTRACTOR and other parties designated by OWNER.

8. Review applications for payment submitted by the CONTRACTOR for compliance with the established procedure for their submission and forward with recommendations to ENGINEER for Certification, noting particularly the relationship of the payment requested to the schedule of values, work completed, and materials and equipment delivered at the site, but not incorporated in the Work.

9. Ensure that the CONTRACTOR updates on a regular basis and maintains one set of project documents to be designated "record drawings" at the end of the construction phase. Ensure that the documents are turned over to the ENGINEER at the end of the project for incorporation into the contract documents and submission to OWNER.

10. Document proposed changes in the Work; request costs from the CONTRACTOR for proposed scope changes; evaluate proposed changes and CONTRACTOR estimates for impact on schedule and budget and make recommendations regarding proposed changes to OWNER.

Inspection

1. Be present at the jobsite during at least 50% of all work hours in which the CONTRACTOR, subcontractors, or other parties to the project are performing Work covered by the contract documents that is essential to project function, performance and aesthetic quality.

2. Monitor CONTRACTOR progress of the Work, evaluate CONTRACTOR work force and equipment dedicated to the project and report to OWNER on acceptability of the same throughout the course of the Work.

3. Advise OWNER, ENGINEER and CONTRACTOR of the commencement of any Work for which approved shop drawings or samples have not been received by RPR at the site.

4. Conduct on site observations of the work in progress to determine if the work is proceeding in accordance with the contract documents.
5. Issue non conformance reports to the CONTRACTOR for any work not in substantial compliance with the contract documents. Report to OWNER and ENGINEER whenever RPR believes that any work is unsatisfactory, faulty or defective or does not conform to the contract documents, or has been damaged, or does not meet the requirements of any inspection, test, or approval required to be made; and advise OWNER of work the RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
6. Require such special inspections or tests of CONTRACTOR's work as deemed reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents.
7. Submit to CONTRACTOR a list of observed items that will require completion or correction prior to issuing a certificate of substantial completion.
8. Participate in a final inspection in the company of OWNER, ENGINEER, the CONTRACTOR, and other interested parties; prepare a final list of items to be completed or corrected. Ensure that punch list items are completed and consult with OWNER concerning final acceptance of the project.
9. Prepare a final construction report for the project outlining project conditions, events, progress, and other pertinent aspects. Identify project specifics that worked well and other areas that can be improved for future reference for other projects.

#### Limitations of Authority

In conjunction with the above Scope of Work, the RPR shall not:

1. Authorize any deviation from the contract documents or substitution of materials or equipment unless authorized by OWNER either verbally or by written order.
2. Exceed limitations of ENGINEER's authority as set forth in the contract documents.
3. Assume any of the responsibilities of the CONTRACTOR, subcontractors, or contractor's superintendent.
4. Advise on, issue directions relative to, or assume control over any aspect of the means, methods, techniques, sequences, or procedures of construction unless such advice or directions are specifically required by the contract documents.
5. Advise on, issue directions regarding, or assume control over safety precautions and programs in connection with the Work.
6. Authorize OWNER to occupy the project in whole or in part.

Assumptions:

1. ENGINEER will provide inspection personnel and all equipment necessary to perform the functions as described.
2. Specialized inspection and testing equipment, if any, will be provided by the CONTRACTOR as specified in the construction contract documents.

Deliverables:

1. Daily Activity Reports through BHITracker.
2. Photo journal of project progress through BHITracker.
3. Verification of CONTRACTOR pay requests and change orders.

C. Cost Proposal – Include hourly breakdown for each task

<u>Task</u>	<u>Description</u>	<u>Type</u>	<u>Fee Amount</u>
1	Construction Observation	T&M NTE	\$34,000
<u>Construction Phase Services Subtotal:</u>			<u>\$34,000</u>

D. Reimbursable Expense Schedule

E. Agreement Summary:

Original agreement amount:	\$ <u>55,900</u>
Net change for prior amendments:	\$ <u>56,500</u>
This amendment amount:	\$ <u>34,000</u>
Adjusted Agreement amount:	\$ <u>146,400</u>

F. Contract Time shall be 150 calendar days from the date of the OWNERS signature on Attachment VI. The services described in this amendment shall be completed and accepted by the OWNER by \_\_\_\_ (DATE). If these services have not been completed and accepted by \_\_\_\_ the ENGINEER shall pay the OWNER liquidated damages as outlined in the contract.

2. Signatures

**IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date of the signature by the required approval authorities below.**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
OWNER  
Type Name Nora L. Barraza  
Title Mayor

By: Diana Gomez \_\_\_\_\_ Date: April 18, 2023  
ENGINEER  
Type Name Diana Gomez  
Title Vice President  
Address 425 S. Telshor Blvd.  
Suite C-103  
Las Cruces, NM 88011

REVIEWED AND APPROVED: FUNDING AGENCY

AGENCY NAME: \_\_\_\_\_

By \_\_\_\_\_

Type Name \_\_\_\_\_

Date \_\_\_\_\_

## **BOARD ACTION FORM**

**ITEM:**

CIF – 5786 Colonias Recommendation to Award dated April 7, 2023.

**BACKGROUND:**

Bid openings for the University Waterline Replacement Project was held on Tuesday March 28, 2023. BHI provided a bid evaluation and recommendation to award on April 7, 2023. The apparent low bidder is JGF Built, LLC

**SUPPORTING INFORMATION:**

CIF-5786 \$742,621.00

BHI recommendation to award letter and bid tabulation.

Funding Analysis

**BOT OPTIONS:**

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

April 7, 2023

Rod McGillivray  
Town of Mesilla  
2231 Avenida de Mesilla  
Mesilla, NM 88046

Re: University Avenue Waterline Replacement  
Bid Award Recommendation  
BHI Project No. 20220433  
Grant No. CIF-5786

Dear Mr. McGillivray:

Bids were opened for the above-referenced project on Tuesday March 28, 2023, at 2:00 p.m. The Project includes the installation of a new 8-inch C900 PVC waterline to replace the existing 8-inch asbestos cement waterline within University Avenue.

The project was bid on a lump sum bid and unit price bid schedule. A total of three bids were received before the scheduled Bid Opening. A tabulation of the bids and the engineer's estimate of probable cost are attached. A summary of the bids received and ordered in which they were opened is shown below:

Bidder	Total Base Bid	Bid Alt. #1	Base Bid + Bid Alt. #1
Spartan Construction of New Mexico, LLC Sunland Park, NM	\$913,794.20	\$43,428.00	\$957,222.20
J29 Enterprises, LLC Las Cruces, NM	\$854,577.60	\$38,813.00	\$893,390.60
JGF Built, LLC Las Cruces, NM	\$468,188.26	\$31,224.18	\$499,412.44
Engineer Estimate	\$515,520.00	\$20,250.00	\$535,770.00

*These figures do not include New Mexico Gross Receipts Tax at a rate of 8.0625% or 10% construction contingencies.*

The apparent low bidder is:  
JGF Built, LLC  
3800 W. Picacho Ave.  
Fairacres, NM 88033  
(575) 636-5135

NM Contractor License No. 400881  
Expires 01/31/2026

The contract documents require that bidders hold the bid prices for a period of sixty (60)



Rod McGillivray  
Town of Mesilla  
April 3, 2023  
Page 2

days after the bid opening to allow the owner to evaluate the bid proposals. Based on the funding analysis attached to this letter the Base Bid and Bid Alternative #1 can be awarded to JGF Built, LLC in the amount of \$499,412.44 (exclusive to NMGRT).

The Board of Trustees for the Town of Mesilla should act (in the form of a vote) to accept or revise the bid award in accordance with the Trustee's objectives contingent upon approval from the funding agency. Please do not hesitate to contact me if you have any questions or need further assistance with this prior to that time.

Sincerely,



Tyler Hopkins, P.E.  
Vice President

Enclosure(s)

cc: Angela Quintana, NMFA  
Steven Deal, NMED

# Bohannon Huston

FUNDING ANALYSIS  
TOWN OF MESILLA  
UNIVERSITY AVENUE WATERLINE REPLACEMENT  
April 7, 2023

PREDEVELOPMENT FEES	
Permit Fees (EBID)	\$ 650
<b>PREDEVELOPMENT TOTAL</b>	<b>\$ 650</b>

ENGINEERING SERVICES	
<b>Engineering Design Services</b>	<b>\$ 55,900</b>
001 - Project Communication and Management	\$ 5,000
002 - Right of Way Permits	\$ 7,500
003 - 60% Draft Design	\$ 22,200
004 - 95% Draft and Final Design	\$ 21,200
<b>Construction Engineering Services</b>	<b>\$ 56,500</b>
005 - Bid Administration Support	\$ 7,500
006 - Construction Administration	\$ 12,500
007 - Construction Observation	\$ 34,000
008 - Record Drawings	\$ 2,500
<b>Engineering Services Subtotal</b>	<b>\$ 112,400</b>
<b>Engineering Services NMGR</b>	<b>\$ 9,247</b>
<b>ENGINEERING SERVICES TOTAL</b>	<b>\$ 121,647</b>

CONSTRUCTION	
Base Bid	\$ 556,530
Construction (JGF Built)	\$ 468,188
Contingencies (10%)	\$ 46,819
NMGR (8.0625%)	\$ 41,522
Bid Alternate #1	\$ 37,116
Construction (JGF Built)	\$ 31,224
Contingencies (10%)	\$ 3,122
NMGR (8.0625%)	\$ 2,769
<b>CONSTRUCTION TOTAL</b>	<b>\$ 593,645</b>

FUNDING AVAILABLE	
CIF-5566 Loan	\$ 67,503
CIF-5566 Grant	\$ 607,531
CIF-5566 Match	\$ 67,587
<b>TOTAL FUNDING AVAILABLE</b>	<b>742,621</b>

<b>FUNDING AVAILABLE FOR CONSTRUCTION</b>	<b>620,324</b>
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<b>REMAINING FUNDS W/ BASE BID</b>	<b>63,794</b>
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<b>REMAINING FUNDS W/ BASE BID &amp; BID ALT 1</b>	<b>26,679</b>
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**TOWN OF MESILLA**  
**MESILLA - UNIVERSITY AVENUE WATERLINE REPLACEMENT**  
 CIF - 5786  
**BID OPENING DATE: MARCH 28, 2023**

Base Bid	Description	Unit	Quantity	Engineers Estimate		JGF Built, LLC		J29 Enterprises, LLC		Spartan Construction	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Mobilization and Demobilization	LS	1	\$ 24,600	\$ 24,600.00	\$ 17,759.59	\$ 17,759.59	\$ 16,430.00	\$ 16,430.00	\$ 109,560.00	\$ 109,560.00
2	Field Surveying and Staking	LS	1	\$ 4,800	\$ 4,800.00	\$ 7,000.00	\$ 7,000.00	\$ 13,282.00	\$ 13,282.00	\$ 10,560.00	\$ 10,560.00
3	Storm Water Pollution Prevention Plan	LS	1	\$ 4,200	\$ 4,200.00	\$ 3,500.00	\$ 3,500.00	\$ 3,095.00	\$ 3,095.00	\$ 13,200.00	\$ 13,200.00
4	Traffic Control Plan	LS	1	\$ 13,500	\$ 13,500.00	\$ 39,000.00	\$ 39,000.00	\$ 59,443.00	\$ 59,443.00	\$ 46,200.00	\$ 46,200.00
5	Material Testing	ALW	1	\$ 5,900	\$ 5,900.00	\$ 5,900.00	\$ 5,900.00	\$ 5,900.00	\$ 5,900.00	\$ 5,900.00	\$ 5,900.00
6	Utility Relocation	ALW	1	\$ 15,000	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
7	Pavement Removal	SY	5	\$ 1,675	\$ 8,375.00	\$ 8.67	\$ 14,522.25	\$ 20.60	\$ 34,505.00	\$ 27.72	\$ 46,431.00
8	4-in Pavement Patch	SY	1,415	\$ 75	\$ 106,125.00	\$ 51.22	\$ 72,476.30	\$ 114.60	\$ 162,159.00	\$ 81.84	\$ 115,803.60
9	2-in Pavement Patch	SY	260	\$ 65	\$ 16,900.00	\$ 34.94	\$ 9,084.40	\$ 94.25	\$ 24,505.00	\$ 74.58	\$ 19,390.80
10	8-in C900 PVC Water Line buried 6' or greater	LF	428	\$ 60	\$ 25,680.00	\$ 84.22	\$ 36,046.16	\$ 224.00	\$ 95,872.00	\$ 254.76	\$ 109,037.28
11	8-in C900 PVC Water Line buried less than 6'	LF	2,932	\$ 45	\$ 131,940.00	\$ 46.22	\$ 135,517.04	\$ 71.80	\$ 210,517.60	\$ 89.76	\$ 263,176.32
12	6-in C900 PVC Water Line	LF	120	\$ 40	\$ 4,800.00	\$ 70.25	\$ 8,430.00	\$ 120.00	\$ 14,400.00	\$ 83.16	\$ 9,979.20
13	8-in Gate Valve	EA	4	\$ 3,000	\$ 12,000.00	\$ 2,307.82	\$ 9,231.28	\$ 2,833.00	\$ 11,332.00	\$ 3,366.00	\$ 13,464.00
14	6-in Gate Valve	EA	6	\$ 2,800	\$ 16,800.00	\$ 1,497.26	\$ 8,983.56	\$ 1,882.00	\$ 11,292.00	\$ 2,442.00	\$ 14,652.00
15	4-in Gate Valve	EA	1	\$ 2,600	\$ 2,600.00	\$ 1,074.68	\$ 1,074.68	\$ 1,580.00	\$ 1,580.00	\$ 2,244.00	\$ 2,244.00
16	Pressurized Waterline Connection	EA	1	\$ 9,000	\$ 9,000.00	\$ 6,303.98	\$ 6,303.98	\$ 6,827.00	\$ 6,827.00	\$ 6,600.00	\$ 6,600.00
17	Non-Pressurized Waterline Connection	EA	8	\$ 4,500	\$ 36,000.00	\$ 1,148.24	\$ 9,185.92	\$ 3,846.00	\$ 30,768.00	\$ 3,432.00	\$ 27,456.00
18	3/4" Water Service Connection	EA	5	\$ 3,500	\$ 17,500.00	\$ 516.68	\$ 2,583.40	\$ 1,210.00	\$ 6,050.00	\$ 858.00	\$ 4,290.00
19	3/4" Water Service Line	LF	20	\$ 65	\$ 1,300.00	\$ 27.68	\$ 553.60	\$ 97.90	\$ 1,958.00	\$ 52.80	\$ 1,056.00
20	16-in Steel Casing	LF	130	\$ 450	\$ 58,500.00	\$ 507.97	\$ 66,036.10	\$ 997.40	\$ 129,662.00	\$ 613.80	\$ 79,794.00
<b>Total Base Bid (Items 1-20)</b>				<b>\$</b>	<b>515,520.00</b>	<b>\$</b>	<b>468,188.26</b>	<b>\$</b>	<b>854,577.60</b>	<b>\$</b>	<b>913,794.20</b>
21	Pavement Removal	SY	10	\$ 5	\$ 50.00	\$ 8.67	\$ 86.70	\$ 20.60	\$ 206.00	\$ 59.40	\$ 594.00
22	4-in Pavement Patch	SY	10	\$ 75	\$ 750.00	\$ 58.00	\$ 580.00	\$ 114.60	\$ 1,146.00	\$ 330.00	\$ 3,300.00
23	Fire Hydrant Assembly	EA	1	\$ 8,500	\$ 8,500.00	\$ 5,794.75	\$ 5,794.75	\$ 10,202.00	\$ 10,202.00	\$ 8,514.00	\$ 8,514.00
24	8-in C900 PVC Water Line buried 6' or greater	LF	10	\$ 60	\$ 600.00	\$ 71.38	\$ 713.80	\$ 206.90	\$ 2,069.00	\$ 118.80	\$ 1,188.00
25	8-in C900 PVC Water Line buried less than 6'	LF	30	\$ 45	\$ 1,350.00	\$ 439.10	\$ 13,173.00	\$ 410.00	\$ 12,300.00	\$ 554.40	\$ 16,632.00
26	Pressurized Waterline Connection	EA	1	\$ 9,000	\$ 9,000.00	\$ 10,875.93	\$ 10,875.93	\$ 12,890.00	\$ 12,890.00	\$ 13,200.00	\$ 13,200.00
<b>Total Bid Alternative 1 (Items 21 thru 26)</b>				<b>\$</b>	<b>20,250.00</b>	<b>\$</b>	<b>31,224.18</b>	<b>\$</b>	<b>38,813.00</b>	<b>\$</b>	<b>43,428.00</b>
<b>Total Bid (Base and Alternative 1, Items 1-26)</b>				<b>\$</b>	<b>535,770.00</b>	<b>\$</b>	<b>499,412.44</b>	<b>\$</b>	<b>893,390.60</b>	<b>\$</b>	<b>957,222.20</b>

Resident Contractor Preference (8%)  No  
 Veteran Contractor Preference (10%)  No  
 Amount of Preference (Max 10%)  0%  
 Application of Preference  \$ 499,412.44  \$ 821,919.35  \$ 957,222.20

  
 Tyler R. Hopkins, PE  
 Date 04/07/2023

