



Town of Mesilla, New Mexico

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

TUESDAY, DECEMBER 26, 2023 6:00 P.M.

MINUTES

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

STAFF: Enrique Salas, Marshal
Greg Whited, Fire Chief
Gloria Maya, Town Clerk/Recorder

PUBLIC:

Mary F Lucero	Crystal Davis Whited
Andy Embury	Andrea Bryan
Greg Lester	Richard Moreno
Gerard Nevarez	Russell Hernandez
Trina Witter	Mary H Ratje
Jay Armijo	Paul Barraza
Paula Barraza	Ruben Quintana
Susan Krueger	Jesus Lopez
Yolanda Lucero	

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 Johnson-Burick

3. PRESENTATIONS:

a) Recognitions

Mayor Barraza recognized Marshal Salas on his retirement.

Marshal Salas thanked the town for their support.

Mayor Barraza recognized Ms. Maya for her dedication.

4. CHANGES TO THE AGENDA & APPROVAL

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

Roll Call Vote: Motion passed (summary: Yes =2).

Mayor Pro Tem Merrick Yes
Trustee Johnson-Burick Yes

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

No Public Input

- 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 BOT, November 27, 2023
 - b) ***Resolution 2023-25** – Holidays 2024

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

Roll Call Vote: Motion passed (summary: Yes =2).
Mayor Pro Tem Merrick Yes
Trustee Johnson-Burick Yes

7. NEW BUSINESS

- a) **PZHAC BUSINESS LIC# 1136** – Mesilla in Motion, is requesting an amendment to its home occupation business license and move to a commercial location, 2222 Avenida de Mesilla. Zone: Historical Commercial (HC)

Motion: To approve PZHAC BUSINESS LIC# 1136 – Mesilla in Motion, is requesting an amendment to its home occupation business license and move to a commercial location, 2222 Avenida de Mesilla. Zone: Historical Commercial (HR), **Moved by Mayor Pro Tem Merrick, Seconded by Trustee Johnson-Burick.**

Mayor Pro Tem Merrick asked if this would need to be a new business license.

Mayor Barraza responded that this is an amendment to the current business license. The business is changing from a home occupation to a commercial location. Asked if there is sufficient parking at the new location.

Mr. Moreno responded there is sufficient parking. The services offered by the businesses that occupy the building are by appointment or staggered hours of operation.

Roll Call Vote: Motion passed (summary: Yes =2).
Mayor Pro Tem Merrick Yes
Trustee Johnson-Burick Yes

- b) **PZHAC BUSINESS LIC #1175** – 2222 Avenida de Mesilla, submitted by Verna Dawson. Requesting approval to open a retail/gift shop. Zone: Historical Commercial (HC)

Motion: To approve PZHAC BUSINESS LIC #1175 – 2222 Avenida de Mesilla, submitted by Verna Dawson. Requesting approval to open a retail/gift shop, Endigo Mermaid, Zone: Historical Commercial (HC), **Moved by Mayor Pro Tem Merrick, Seconded by Trustee Johnson-Burick.**

Roll Call Vote: Motion passed (summary: Yes =2).
Mayor Pro Tem Merrick Yes
Trustee Johnson-Burick Yes

- c) **APPROVAL:** Award of RFP 2023-01 for Legal Services to the Town of Mesilla.

Mayor Barraza stated Mr. Armijo has been approved by the state to serve as Chief Procurement Officer for the Town of Mesilla. Mr. Armijo, Mr. Hernandez, Ms. Maya and herself met on Friday, December 22 to review the RFPs.

Mr. Armijo reviewed the process that was followed. The committee's recommendation is Mynatt Springer, P.C., for legal services for the Town of Mesilla.

Motion: To approve award of RFP 2023-01 for Legal Services to the Town of Mesilla, Moved by Trustee Johnson-Burick, Seconded by Mayor Pro Tem Merrick.

Trustee Johnson-Burick asked if the firm is familiar with government process.

Mr. Armijo responded they are familiar with government process, not specifically with the Town of Mesilla.

Trustee Johnson-Burick asked what that was based on.

Mr. Armijo responded it was based on their responses.

Trustee Johnson-Burick asked what the rate will be.

Mayor Barraza responded rate is \$165.00 an hour.

Trustee Johnson-Burick stated that is less than the previous law firm.

Mayor Barraza stated the previous law firm was at \$250.00 an hour. The other firm submitting an RFP had a rate of \$300.00 an hour.

Mayor Pro Tem Merrick asked about the size of the firm.

Mayor Barraza responded the firm has nine (9) attorneys.

Mayor Pro Tem Merrick asked if they would handle all the cases or do they have different expertise.

Mayor Barraza responded they have different areas of expertise but they share cases so there is always more than one attorney working on a case. The firm is available 24/7.

Mayor Pro Tem Merrick asked what their past performances were based on.

Mayor Barraza responded based on cases they had worked on. The firm is familiar with government municipalities, insurance, tort claims, etc.

Marshal Salas asked if the firm is familiar with criminal cases.

Mayor Barraza responded yes.

Mayor Pro Tem Merrick asked how many clients they have besides the Town of Mesilla.

Mr. Hernandez responded that the different municipalities were listed in the RFP.

Mayor Pro Tem Merrick stated Ms. Orlando was helping with some of the cases.

Mayor Barraza responded Ms. Orlando assisted with the criminal cases.

Trustee Johnson-Burick asked about any conflict of interest.

Mayor Barraza responded that was part of the RFP.

Mayor Pro Tem Merrick asked how long the contract is for.

Mr. Armijo responded this is an annual contract.

Mayor Barraza stated the numbers list on the scoring are averages.

Mayor Pro Tem Merrick asked if all the committee agreed with the recommendation.

Mayor Barraza responded yes.

Trustee Johnson-Burick asked when the contract would go into effect.

Mr. Armijo responded once the firm is notified of the award and the contract is approved by the board.

Roll Call Vote: Motion passed (**summary:** Yes =2).

Mayor Pro Tem Merrick Yes

Trustee Johnson-Burick Yes

8. BOARD OF TRUSTEE COMMITTEE REPORTS

Trustee Johnson-Burick: MPO meeting Wednesday, January 10th at 1:00 p.m. Dona Ana County chambers

9. BOARD OF TRUSTEE/STAFF COMMENTS

Marshal Salas stated the P.O. process for the two (2) units had started. Thanked staff for everything.

The Board of Trustees thanked Marshal Salas and Mayor Barraza for their service and dedication to the town.

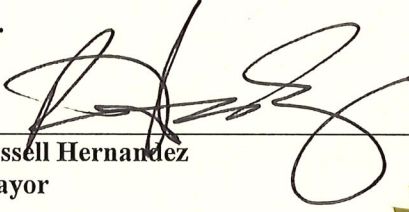
Mayor Barraza stated the Christmas Eve Luminarias event was a great success. The offices will be closed December 29th and January 1st. At the December 11th board meeting there was not a quorum, so business was done, minutes are not required. Reviewed some of the funding sources received by the town totaling approximately \$32.5 million dollars and what has been accomplished under her leadership. The town continues to apply and receive funding for projects. She leaves the town in good hands. Thanked the town for allowing her to serve the community.

10. ADJOURNMENT

The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-2).

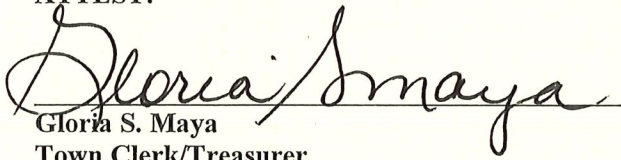
MEETING ADJOURNED AT 6:46 P.M.

APPROVED THIS 8th DAY OF JANUARY, 2024.



Russell Hernandez
Mayor

ATTEST:



Gloria S. Maya
Town Clerk/Treasurer



