



THE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA

PUBLIC HEARING AT THE MESILLA TOWN HALL,
2231 AVENIDA DE MESILLA

MONDAY, APRIL 28, 2025 – 5:00 P.M.

AGENDA

1. ~~Ordinance—Amendments to code with Fee Schedule~~ - **POSTPONED**

THE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA

WORKSESSION AT THE MESILLA TOWN HALL,
2231 AVENIDA DE MESILLA

MONDAY, APRIL 28, 2025 – Immediately Following Public Hearing

AGENDA

1. Ordinance – Amendments to Chapter 18 PZHAC Commission (emailed by staff)
2. Budget Planning – ICIP (Capital) Planning & Updating
3. Budget Planning – Position Control & Projections
4. Budget Planning – Revenue Projections

THE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA

REGULAR MEETING AT THE MESILLA TOWN HALL,
2231 AVENIDA DE MESILLA

MONDAY, APRIL 28, 2025 – Immediately Following Work Session

AGENDA

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL & DETERMINATION OF A QUORUM
3. CHANGES TO THE AGENDA & APPROVAL

4. **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** – April 14, 2025 Public Hearing & Regular Meeting
 - b) ***PURCHASE REQUISITION** – RT Electric - \$5673.41
 - c) ***APPROVAL: PZHAC CASE # 061986** – 2600 Avenida de Mesilla, submitted by Velia Chavez. Requesting approval to replace 2 plastic sheds on her commercial property with one pre-manufactured shed. ZONE: Commercial (C).
 - d) ***APPROVAL: SIGN PERMIT# 061987** -1730 Tierra de Mesilla, Suite 1, Submitted by Joy Doucette. Seeking permission to put up a sign for her business, "Get it Together Therapy." She is a licensed clinical social worker. ZONE: Commercial (C).
 - e) ***APPROVAL: SIGN PERMIT# 061990** -2309 #3 Calle de San Albino, Submitted by Michael K. Stratton. Requesting a sign permit for a projection sign in front of his new store for his handmade body care products. Sign brackets are in place from previous owner. ZONE: Historic Commercial (HC).
 - f) ***APPROVAL: PZHAC SIGN #061994** -Town of Mesilla submitted sign application to install 5'H x 15'W plastered wall to hang a "Parque de Cura" sign in front & 4 historic information plaques in the back. ZONE: Historical Commercial (HC)
5. **PRESENTATION:**
 - a) **PROCLAMATION: BIKE TO SCHOOL**
 - b) **PROCLAMATION: NATIONAL DAY OF PRAYER**
 - c) **PROCLAMATION: LAS PERLITAS DE PUEBLO**
 - i) **To be read at the Cinco De Mayo Opening Ceremony**
 - d) **PRESENTATION: FY 2023/24 AUDIT – BEASLEY MITCHELL**
6. **PUBLIC INPUT ON CASES** – The public is invited to address the Board as allowed by the chair.
7. **ACTION AND CONSIDERATION**
NEW BUSINESS
 - a) **DISCUSSION: Audit Findings & Responses**
 - b) **APPROVAL: Resolution 2025-26 – FY24 Audit Acceptance**
 - c) **APPROVAL: Resolution 2025-28 – Inventory Disposal**
 - d) **APPROVAL: Resolution 2025-29 – Ambulance Donation to MV Hospice**
 - e) **APPROVAL: Resolution 2025-30 – Municipal Ordinance Jurisdiction Advisory Committee**
 - f) **APPROVAL: Resolution 2025-31 – Code Update Section 5.05 – Business Registration**
 - g) **APPROVAL: Resolution 2025-32 – Code Update Section 9.10.170 Fireworks**
 - h) **APPROVAL: Resolution 2025-33 – Code Update Section 18.33 Historic Preservation**
 - i) **APPROVAL: PZHAC SIGN #061993** - Town of Mesilla submitted sign application to install 40-foot steel sign at "Parque de Commemorativo" with the words "MESILLA." ZONE: Historical Residential (HR)
 - j) **APPROVAL: PZHAC SIGN #061995 With Condition** -Town of Mesilla submitted sign application to replace existing sign on the corner of Avenida de Mesilla & Calle de El Paso. Some small design changes will apply. ZONE: Historical Commercial (HC)
8. **PUBLIC INPUT** – The public is invited to address the Board as allowed by the chair.

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)
- b) APPROVAL: Any actions that may arise as a result of discussions in closed session – Pending Litigation

10. BOARD OF TRUSTEE COMMITTEE REPORTS & LIASION UPDATES

11. BOARD OF TRUSTEE/STAFF COMMENTS

- a) *Ongoing Projects Listing*
- b) *Calendar of Events*

12. ADJOURNMENT

NOTICE

If you need 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 can be found online at www.mesillanm.gov.

Posted **04.25.2025** online and at the following locations: Town Hall and Visitor's Center 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, and the U.S. Post Office 2253 Calle de Parian.

****BOT MEETINGS ARE AVAILABLE ON TOWN OF MESILLA'S YOUTUBE PAGE****

Town of Mesilla, New Mexico

THE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA

**PUBLIC HEARING AT THE MESILLA TOWN HALL,
2231 AVENIDA DE MESILLA**

MONDAY, APRIL 14, 2025 – 5:12 P.M.

MINUTES

TRUSTEES: Russell Hernandez, Mayor
Adrianna Merrick, Mayor Pro Tem
Biviana Cadena, Trustee
Stephanie Johnson-Burick, Trustee
Gerard Nevarez, Trustee (Absent)

STAFF: Lorenzo Astorga, Public Works Director
Lourdes Hernandez, Sergeant
Edward Salazar, Econ & Com Development Director
Andy Embury, Fire Marshal
Gloria S Maya, Town Clerk/Recorder

PUBLIC: Eric Walkinshaw Catharine Walkinshaw
Lori Miller Mr. Servais
Julienne Hadfield Susan Krueger
Mary H Ratje

Ms. Maya administered the oath to any attendee who would be speaking.

1. Ordinance – Code Update Section 5.05 – Business Registration

Mr. Salazar gave an update on Code Section 5.05 – Business Registration.

No Public Comments

2. Ordinance – Murals, Sculptures, & Public Art

Mayor Hernandez gave an update on the Murals, Sculptures & Public Art Proposed Ordinance

Mrs. Walkinshaw commented

Ms. Ratje commented

Public Hearing closed at 5:29 p.m.

1 **THE BOARD OF TRUSTEES (BOT) OF THE TOWN OF MESILLA**

2 **REGULAR MEETING AT THE MESILLA TOWN HALL,**
3 **2231 AVENIDA DE MESILLA**

4 **MONDAY, APRIL 14, 2025 – Immediately Following Public Hearing**

5 **5:35 P.M.**

6 **MINUTES**

7
8
9 **TRUSTEES:** Russell Hernandez, Mayor
10 Adrianna Merrick, Mayor Pro Tem
11 Biviana Cadena, Trustee
12 Stephanie Johnson-Burick, Trustee
13 Gerard Nevarez, Trustee (Absent)

14
15 **STAFF:** Lorenzo Astorga, Public Works Director
16 Lourdes Hernandez, Sergeant
17 Edward Salazar, Econ & Com Development Director
18 Andy Embury, Fire Marshal
19 Greg Whited
20 Gloria S Maya, Town Clerk/Recorder

21
22 **PUBLIC:** Eric Walkinshaw Catharine Walkinshaw
23 Lori Miller Mr. Sideris
24 Julienne Hadfield Susan Krueger
25 Mary H Ratje Crystal Davis-Whited
26 Police Chief Vanessa Ordonez
27 Jennifer Gorham

28
29 **1. PLEDGE OF ALLEGIANCE**

30 Mayor Hernandez led the Pledge of Allegiance.

31
32
33 **2. ROLL CALL & DETERMINATION OF A QUORUM**

34 **Roll Call.**

35 **Present:** Mayor Hernandez, Trustee Cadena, Trustee Johnson-Burick, Mayor Pro Tem Merrick

36
37 **3. CHANGES TO THE AGENDA & APPROVAL**

38 Mayor Hernandez requested moving Item 5a) after Item 7c).

39 **Motion: To approve agenda as amended, Moved by Mayor Pro Tem Merrick, Seconded by Trustee**
40 **Cadena.**

41
42 **Motion Roll Call Vote: Motion passed (summary: Yes-3)**

43 Mayor Pro Tem Merrick Yes

44 Trustee Cadena Yes

45 Trustee Johnson-Burick Yes

46
47 **4. APPROVAL OF CONSENT AGENDA:** (The Board will be asked to approve by one motion the
48 following items of recurring or routine business. The Consent Agenda is marked with an asterisk *)

49 a) ***BOT MINUTES** – March 24, 2025 Worksession & Regular Meeting *Approved by consent*
50 *agenda*

51 b) ***PURCHASE REQUISITION** – A-Mountain Construction – Calle de Picacho - \$347,081.38.
52 *Approved by consent agenda*

- 1 c) ***PURCHASE REQUISITION** – ESA Construction PSB Renovation - \$61,074.95 *Approved by*
2 *consent agenda*
3 d) ***PURCHASE REQUISITION** – NMCO Studio – Website - \$5,745.86 *Approved by consent*
4 *agenda*
5

6 **Motion: To approve consent agenda, Moved by Mayor Pro Tem Merrick, Seconded by Trustee Cadena.**

7
8 **Motion passed unanimously**
9

10
11 **5. PRESENTATION:**

12 a) **PROCLAMATION:** MRVDA – National Public Safety Telecommunications Week
13 Mayor Hernandez read Proclamation: MRVDA – National Public Safety Telecommunications Week.
14

15 Police Chief Ordonez commented

16 Ms. Gorham commented
17

18
19 **6. PUBLIC INPUT ON CASES – The public is invited to address the Board as allowed by the chair.**

20 Ms. Krueger commented

21
22 Ms. Hadfield commented
23

24 **7. ACTION AND CONSIDERATION**
25 **NEW BUSINESS**

26 a) **DISCUSSION ONLY:** Ordinance – Code Update Section 5.05 – Business Registration

27 Mr. Salazar gave an update on Code Section 5.05 – Business Registration
28

29 Trustee Johnson-Burick commented

30 Mayor Hernandez commented

31 Mayor Pro Tem Merrick commented
32

33 Trustee Cadena commented
34

35
36
37 b) **DISCUSSION ONLY:** Ordinance – Murals, Sculptures, & Public Art

38 Mayor Hernandez gave the history of the Proposed Ordinance – Murals, Sculptures, & Public Art.
39

40 Trustee Johnson-Burick commented

41 Trustee Cadena commented
42

43 Mayor Pro Tem Merrick commented
44

45 Ms. Walkinshaw commented
46

47
48 c) **APPROVAL:** Resolution 2025-25 – A Resolution for Budget Adjustments

49 Ms. Maya gave an update on Resolution 2025-25 – A Resolution for Budget Adjustments
50

51 **Motion: To approve Resolution 2025-25 – A Resolution for Budget Adjustments, Moved by Mayor Pro**
52 **Tem Merrick, Seconded by Trustee Johnson-Burick.**
53

54 **Motion Roll Call Vote: Motion passed (summary: Yes-3)**

55 Mayor Pro Tem Merrick Yes

56 Trustee Cadena Yes

57 Trustee Johnson-Burick Yes
58

1 d) **CASE #061976 -2685 Calle de Parian, Submitted by Michele K. Devlin. Requesting**
2 **permission to put up shed. ZONE: Historical Residential (HR).**
3 Mr. Salazar gave an update on Case #061976.

4
5 **Motion: To approve PZHAC Case #061976 – Calle de Parian, Submitted by Michele K. Devlin.**
6 **Requesting permission to put up shed. ZONE: Historical Residential (HR), Moved by Mayor Pro Tem**
7 **Merrick, Seconded by Trustee Johnson-Burick.**

8
9 Trustee Johnson-Burick commented

10
11 **Motion Roll Call Vote: Motion passed (summary: Yes-3)**

12 Mayor Pro Tem Merrick Yes
13 Trustee Cadena Yes
14 Trustee Johnson-Burick Yes

15
16 e) **CASE #061977 - 1891 Avenida de Mesilla, submitted by Tom Hutchison. Requesting approval**
17 **to construct a storage shed on his commercial property. Historical Commercial ZONE:**
18 **Historical Commercial (HC).**

19 Mr. Salazar gave an update on Case #061977.

20
21 **Motion: To approve PZHAC Case #061977 – 1891 Avenida de Mesilla, submitted by Tom Hutchison.**
22 **Requesting approval to construct a storage shed on his commercial property. ZONE: Historical**
23 **Commercial (HC), Moved by Mayor Pro Tem Merrick, Seconded by Trustee Cadena.**

24
25 Trustee Johnson-Burick commented

26
27 **Motion Roll Call Vote: Motion passed (summary: Yes-3)**

28 Mayor Pro Tem Merrick Yes
29 Trustee Cadena Yes
30 Trustee Johnson-Burick Yes

31
32 f) **SUB #061978 - 2060 Calle de Parian, submitted by Oakley D Hadfield & Julianne Hadfield**
33 **DBA Appaloosa Limited LCC. Requesting approval to subdivide property. Historical**
34 **Commercial ZONE: (HC).**

35 Mr. Salazar gave an update on SUB #061978.

36
37 **Motion: To approve SUB #061978 – 2060 Calle de Parian, submitted by Oakley D Hadfield & Julianne**
38 **Hadfield DBA Appaloosa Limited, LCC. Requesting approval to subdivide property. ZONE: Historical**
39 **Commercial (HC), Moved by Mayor Pro Tem Merrick, Seconded by Trustee Cadena.**

40
41 Trustee Cadena commented

42
43 Trustee Johnson-Burick commented

44
45 Ms. Hadfield commented

46
47 Mayor Hernandez commented

48
49 Mr. Sideris commented

50
51 **Motion Roll Call Vote: Motion passed (summary: Yes-3)**

52 Mayor Pro Tem Merrick Yes
53 Trustee Cadena Yes
54 Trustee Johnson-Burick Yes

55
56 **8. PUBLIC INPUT – The public is invited to address the Board as allowed by the chair.**

57 Ms. Theodorson commented

9. BOARD OF TRUSTEE COMMITTEE REPORTS & LIASION UPDATES

Trustee Johnson-Burick: Special MPO Meeting April 4th, MPO Meeting April 9th

Trustee Cadena: Friends of the Taylor Mesilla Historic Board Meeting April 10th, Reception for release of Ms. Taylor's book - TBA

Mayor Pro Tem Merrick: SCCOG Meeting – next meeting June 27th in Truth or Consequences, MPO Meeting May 14th, Capital Outlay training in Silver City May 14th

Mayor Hernandez: Reports included in packet, Budget Planning, MPO, Friends of the Taylor Mesilla Historic Advisory meeting, Quarterly Conversation with Mayor Enriquez, DAC Key Stakeholders meeting, Community Public Project meetings on Thursday, ICIP Training, American Volkssport Association Conference, Grants have been submitted, Comprehensive Plan Joint Worksession May 5th at 5:00, Comprehensive Plan Community meeting on May 6th, Parliamentary Procedures and Robert's Rules of Order Joint Worksession (Virtual) May 19th.

10. BOARD OF TRUSTEE/STAFF COMMENTS

a) *Ongoing Projects Listing*

b) *Calendar of Events*

Fire Chief Whited gave a department (Fire) update.

Mr. Astorga gave a department (Public Works) update.

Mr. Salazar gave a department (Econ/Com) update.

Ms. Maya gave a department (Finance) update.

Sergeant Hernandez gave a department (Marshal) update.

Mayor Pro Tem Merrick commented

Mayor Hernandez commented

11. ADJOURNMENT

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

MEETING ADJOURNED AT 7:22 P.M.

APPROVED THIS 28th DAY OF APRIL, 2025.

Russell Hernandez Mayor

ATTEST:

Gloria S. Maya
Town Clerk/Treasurer

****BOT MEETINGS ARE AVAILABLE ON TOWN OF MESILLA'S YOUTUBE PAGE****

Town of Mesilla Purchase Requisition



Requesting: (Please select one)

☒ Check

☐ Purchase Order

DATE: 4/14/25

QTY	FUND CODE	DESCRIPTION	UNIT PRICE	LINE TOTAL
	35-535-3604	PO 10-418		\$5,250.00
		RT ELECTRIC- CONTINGENCY FUNDING		
	18-518-2597	TAX		\$423.41

FUND CODE 35-535-3604	AMT from FUND \$5,250	FUND AMT Remaining	SUBTOTAL	\$5,250
FUND CODE 18-518-2597	AMT from FUND \$423.41	FUND AMT Remaining	SALES TAX	\$423.41
FUND CODE	AMT from FUND	FUND AMT Remaining	TOTAL	\$5,673.41

VENDOR NAME	RT ELECTRIC
ADDRESS	480 N. 17TH STREET LAS CRUCES, NM 88005
PHONE #	575-523-9252
AP ONLY:	W9 COMPLETE YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

REQUESTED BY BRIANA GOMEZ	DATE 4/14/25
AUTHORIZED BY <i>Blanca Maye</i>	DATE 04.14.2025

RT ELECTRIC, INC.
480 N 17TH STREET
LAS CRUCES, NM 88005

INVOICE



Phone: (575) 523-9252
Fax: (575) 541-4261

Invoice: WO032699
Invoice Date: 4/14/2025

Bill To:	Project Details:
Town of Mesilla PO Box 10 2231 Avenida de Mesilla Mesilla, NM 88046	TOWN OF MESILLA New Mexico

Payment Terms	Contract Number	Invoice Due Date
Net 30		5/14/2025

Description	Quantity	UOM	Unit Price	Bill Amount
-------------	----------	-----	------------	-------------

As Per Quote	1.0000	LS	5,250.0000	5,250.00
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Subtotal Amount

07-105 Las Cruces @ 8.0650%

'T' Indicates a taxable line

Total Invoice Amount Due

35-535-3604 → 5,250.00 PO 10-418
18-518-2597 → 423.41

5,673.41

**BOARD ACTION FORM
AGENDA DATE**

PZHAC: 4/21/2025

BOT:

**DAC ACCOUNT – R0401104
BLDG CODE – ACC
EVALUATION COST- \$5780
FEE - \$ 129.50**

ITEM: PZHAC SIGN #061986 – 2600 Avenida de Mesilla, submitted by Velia Chavez.
Requesting approval to replace old plastic sheds with new manufactured shed on property. ZONE:
Commercial (C).

BACKGROUND AND ANALYSIS:

Mrs. Chavez is requesting approval to replace old sheds in the back part of her parking lot. The sheds are against the wall close to the business back door for easy and quick access. The old sheds have been removed already from the property. Mrs. Chavez has purchased a 10' x 20' premanufactured shed. She understands the setback requirement is 7 ft from the property line. She is willing to follow code but is requesting to allow to put back in its place, next to the property line. As this way, it would avoid any clutter being placed behind it and also most importantly, for safety purposes. The property is a bar and would want to avoid any place someone can hide behind. According to the applicant's daughter, the property used to be HC but was zoned commercial due to having a on premises smoke area. This is why the old sheds were allowed to be against the wall.

Neighbor adjacent to the property (west), is opposing new shed be allowed to put in the area described. She refused to sign right of entry that would of allowed the she to be up to 3-ft from the wall. According to neighbor, Mrs. Chavez is a relative and they both can't come to an agreement. Neighbor does not want the new shed were described because she will loose the view to the street.
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.
- The applicant has the authority to appeal the decision from PZHAC to BOT.

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:

- Shed is light grey in color w/dark grey trim
- No utilities will be hooked up to shed
- Shed will have its manufactured flooring sitting on the asphalt
- Shed needs to be close to the door for safety purpose and efficiency
- Neighbor is not loosing her view from the street as previous sheds obstructed view already
- MTC 18.45.040(D)(1) – when commercial property adjacent to residential zone, residential yard regulations prevail.
- MTC 18.45.040(D)(2) – 7- yard setback required unless its fire resistant

- MTC 18.45.040 (I) - 1. *Screening. Outdoor storage shall require a six-foot opaque fence or wall to screen the outdoor storage from public view.* Does having a wall in front of another wall make sense? (the shed's wall)

SUPPORTING INFORMATION:

- Application
- Shed elevations/pics
- Site plan
- Shed quote/cost
- Measurements
- Street view

DETERMINATION NOTES

1st motion by Commissioner Mulvihill

2nd motion by Commissioner Vice Chair Alba

Approved w/o conditions



TOWN OF MESILLA

2231 AVENIDA DE MESILLA
MESILLA, NM, 88046

PO BOX 10

575-524-3262

comdev@mesillanm.gov

2025 ZONING PERMIT APPLICATION

CASE # 061986

Review Fee \$ 14.50

Permit Fee \$ 110

Penalty Fee \$ _____

Extension Fee \$ _____

TOTAL FEE \$ 129.50

Name of property owner <u>VELIA CHAVEZ</u>		Worksite Address <u>2600 AVENIDA DE MESILLA</u>	
ID/DL#		Mailing Address <u>PO BOX 42</u>	
Phone <u>505-385-8537</u>		Email <u>CM.ACOSTA@COMCAST.NET</u>	
Contractor		Dona Ana County Account #	
Mailing Address		Phone	
License #			
Description of Proposed work			
Evaluation Cost \$ <u>15780</u>			
Signature of Applicant <u>Velia Chavez</u>		Date <u>4-4-25</u>	

ALONG WITH this application, proof of property ownership and signed contractor/client contract agreement is required to include evaluation cost of project. Plans are to be no larger than 11"x 17" or submitted electronically.

1. 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 March 14, 1972.

2. Foundation Plan, new construction in full size drawings

3. Floor Plan, showing rooms, their uses and with dimensions

4. Cross section walls

5. Roof Plan and floor framing plan

6. Electrical Plans

7. Plumbing Plans

8. Elevations, details of architectural style and color scheme (checklist for Historic Zones)

9. Drainage plans (commercial)

Application is not considered to be submitted until ALL required documentation is submitted and application fee(s) are paid. Aside from administrative approvals, application process must undergo review by staff, PZHAC and/or BOT before permit is issued. All required NM CID permits must first obtain a zoning permit if work is to be performed in Mesilla. ***ALL permits must be displayed in clear view until final inspection***

OFFICE USE ONLY

Reviewed by: Public Works	Lorenzo Astorga	Date _____
Fire Department	G Whited	Date _____
NM CID	thomas maese	Date _____
Community Development	Eddie Salazar	Date _____

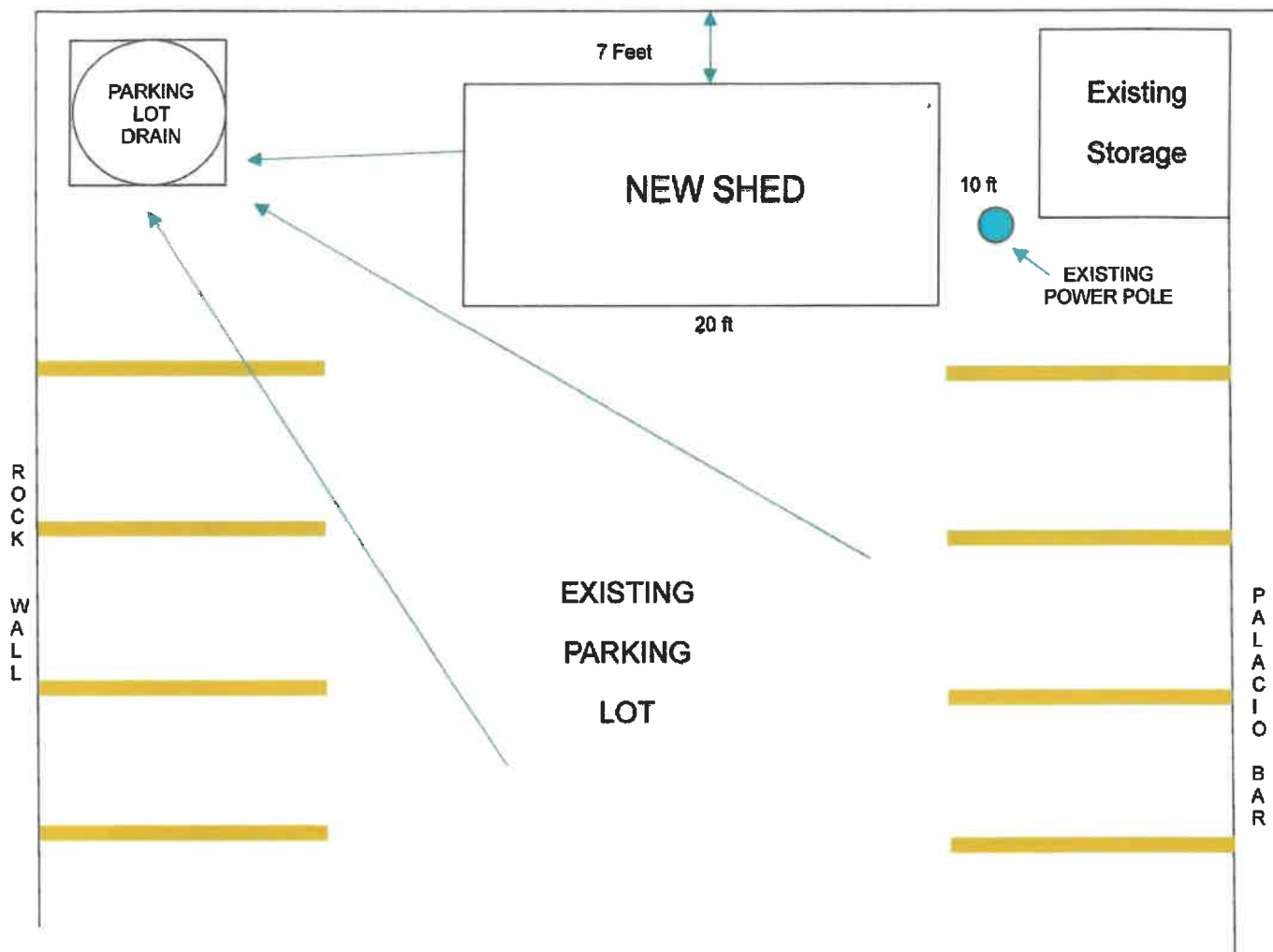
Date(s) Approved: _____ Administrative _____ PZHAC _____ BOT _____ CID _____

COMMENT(S) _____



Galaxy S20+ 5G

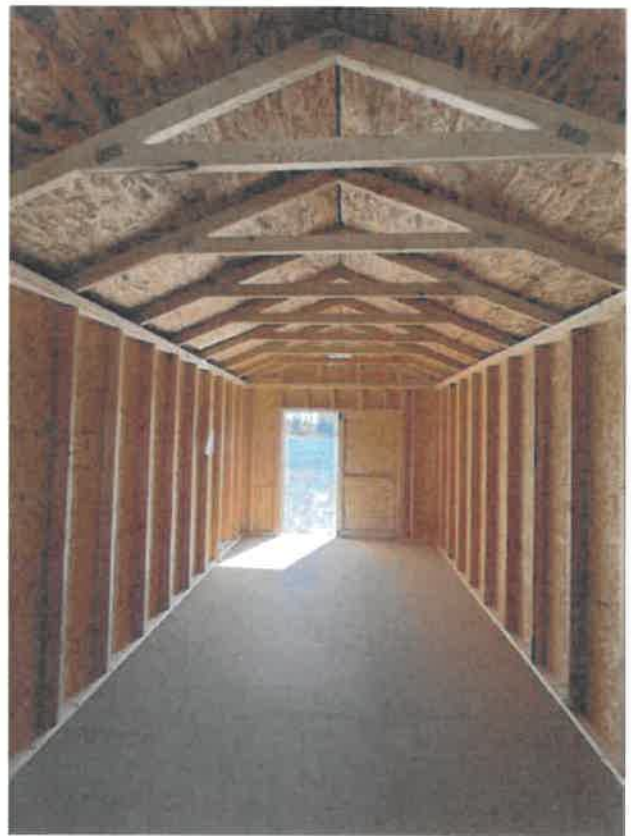
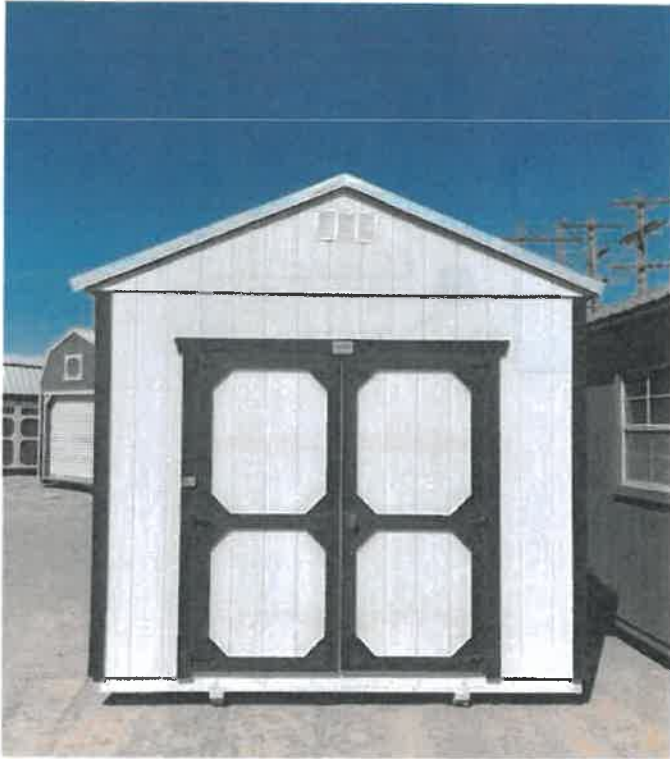




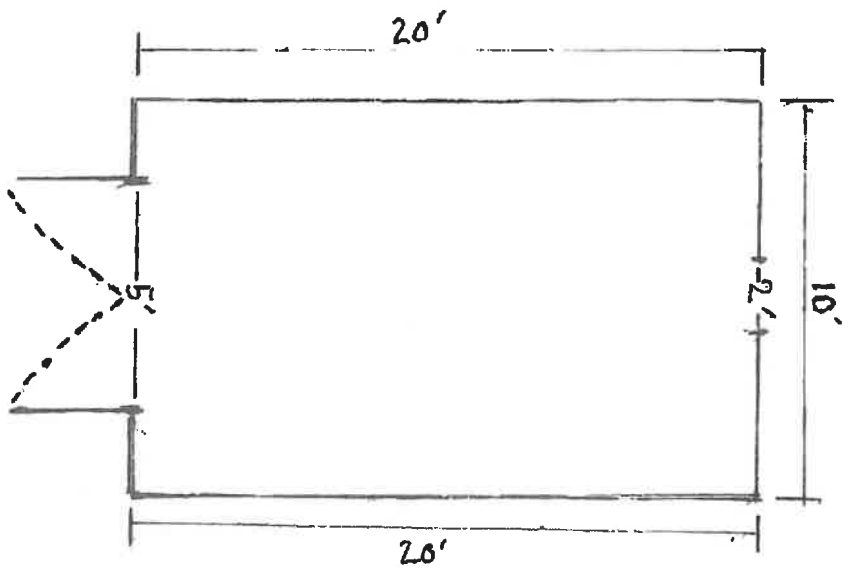
NOT TO SCALE



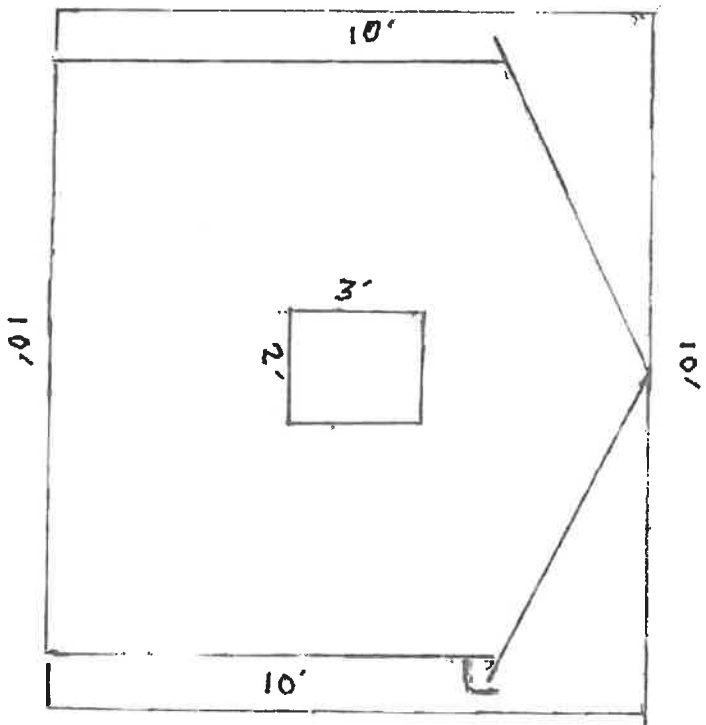
PALACIO BAR
NEW PRE-BUILT SHED
2600 AVENIDA DE MESILLA



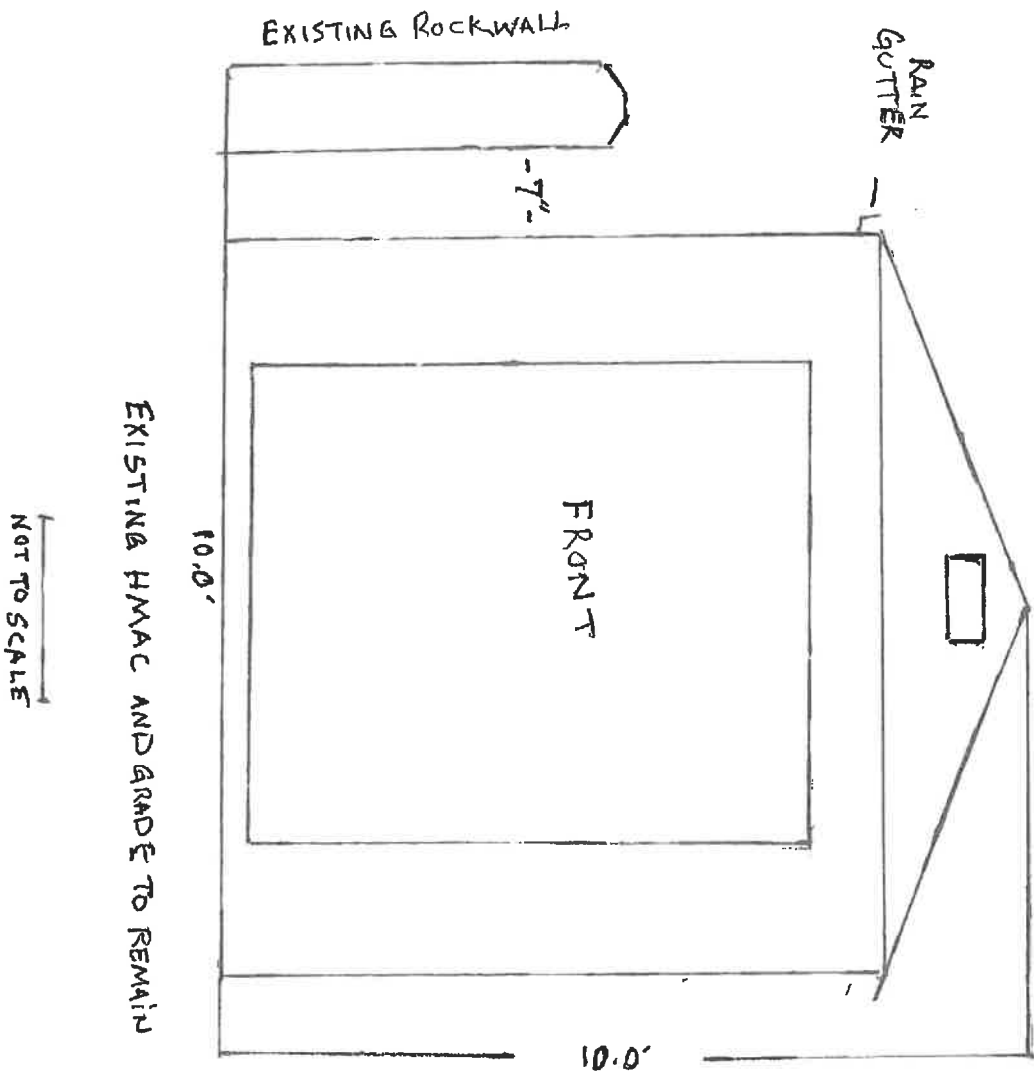


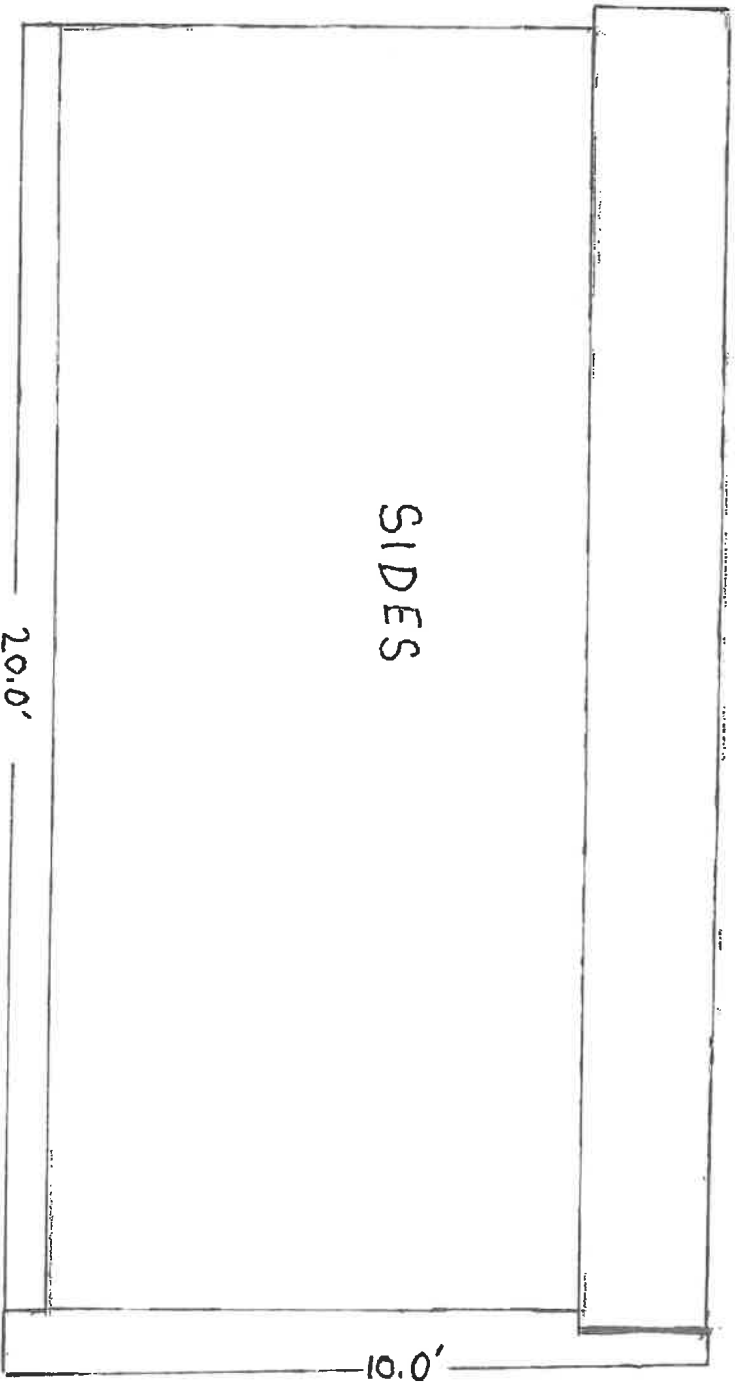


NOT TO SCALE



PALACIOS BAR
NEW SHED - PRE-BUILT
2600 AVENIDA DE MESILLA
MESILLA NM
MARCH 12, 2025





NOT TO SCALE

PR (S: 03/14/2025) R: 03/14/2025 17:03pm (America/Chicago) by: Rodolfo Alarcon

Old Hickory Sheds

Product Info: (615) 890-8075
www.OLDHICKORYSHEDS.COM



El Paso Westside Sheds - Doniphan South
Authorized New Mexico dealer
6208 Doniphan Dr
El Paso, TX 79938
915-740-7340

Purchase Type: **ON LOT NEW**
Building Type: **Utility**
Size: **10X20**
Order Number: **2770461**

Date: 03/14/2025
Salesperson:
Alarcon

Delivery Driver:
Rodolfo

Mario Sanchez (Raptor Logistics)

Inventory #WUTX-EP1668-1020-110624-SP

*Revisions on Custom Orders subject to fee, see below for details

All Sizes Nominal *12' wide and above measured eave to eave* *7' & 8' Tall Walls Measured on Outside*

Customer Name

(Name must match ID)

Velia Chavez

Delivery Address: ***2600 Avenida Mesilla**

(City) **Mesilla (State) NM (Zip) *88046**

(County) **Dona Ana**

Primary Phone: **(575) 993-8592**

Cell Phone:

Work Phone:

Mailing Address: **PO BOX 42**

City:

Mesilla

State:

NM

ZIP:

88046

Email:

palacobar@gmail.com

Cash Sale *Checks payable to:
Old Hickory Sheds, LLC*

	Amount
Sales Price	\$6,120.00
Option Cost	\$170.00
Subtotal	\$6,290.00
Discount	\$943.50
Total (Pre-Tax)	\$5,346.50
Tax	\$434.40
Total Cost	\$5,780.90
Total Payment	\$5,780.90
Discount ADD BACK If NOT Paid by Cash	\$0.00
Amount Received	\$5,780.90
Balance Due	\$0.00

Date	Type	Status	Amount	CCType	CCAuth
03/14/2025	ACH Check	Received	\$5780.90*	N/A	N/A

Free Delivery covers one trip up to 50 miles one way. Trips over 50 miles are subject to a \$3.50/mile (8ft & 10ft wide), \$4.00/mile (12ft wide), \$5.00/mile (14ft & 16ft wide) charge one way. Free setup includes leveling the building, starting with one corner at ground level and raising it up to a maximum of 3 feet. If leveling requires 1 foot or less, pressure treated wood may be used. If placement of the building requires it to be set on concrete blocks, the customer must have them ready PRIOR to delivery OR have a clear agreement with the driver to supply the blocks at a price to be negotiated with the driver. In very rare cases, underground footers may be required by local building codes. Old Hickory Sheds does not offer digging or footer services, and these are not included in free set up, however we can work with customer or contractor when required for an additional cost. Please contact your local Building Inspector and/or Homeowner's Association for information on requirements and restrictions. The customer will be responsible for the mileage charge as well as the cost of any additional trips. A non-refundable fee will be charged on cancellations or revisions of custom orders as follows: 10% on cash sales of 8ft, 10ft, & 12ft wide buildings, 20% on cash sales of 14ft & 16ft wide buildings, up to 50% on any build on site order; or, on rent to own sales, the security deposit plus first month's rent.

Customer expressly agrees to be bound by the terms, conditions, and warranties set forth above and on the following pages. CUSTOMER UNDERSTANDS THAT ALL CHECKS GIVEN TO DEALER SHOULD BE PAYABLE TO OLD HICKORY SHEDS, LLC OR THIS TRANSACTION IS VOID. NO CREDIT WILL BE GIVEN FOR CHECKS MADE TO ANY OTHER PARTY. FOR RENTAL ORDERS, SUBSEQUENT RENTAL PAYMENTS SHOULD BE MAILED TO THE RENTAL COMPANY.

HO: 15.00% \$867.50
DFD: \$5,780.90

Customer Signature: _____

Signature: 
Lorenzo Maestri (Apr 17, 2025 06:27 MDT)
Email: lorenzoa@mesillanm.gov

Signature: 
Thomas Maese (Apr 17, 2025 07:13 MDT)
Email: thomas.maese@rld.nm.gov

Signature: 
Email: gwhited@mesillanm.gov

Signature: 
Eddie Salazar (Apr 16, 2025 15:46 MDT)
Email: mesillaced@mesillanm.gov












061986 ZONING PERMIT

Final Audit Report

2025-04-17

Created:	2025-04-16
By:	Eddie Salazar (COMDEV@MESILLANM.GOV)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPQU26r5QoLFTLiTxUr5sAK1uSp8iqms

"061986 ZONING PERMIT" History

-  Document created by Eddie Salazar (COMDEV@MESILLANM.GOV)
2025-04-16 - 9:45:27 PM GMT
-  Document emailed to Lorenzo Astorga (lorenzoa@mesillanm.gov) for signature
2025-04-16 - 9:45:32 PM GMT
-  Document emailed to Greg Whited (gwhited@mesillanm.gov) for signature
2025-04-16 - 9:45:33 PM GMT
-  Document emailed to Thomas Maese (thomas.maese@rld.nm.gov) for signature
2025-04-16 - 9:45:33 PM GMT
-  Document emailed to Eddie Salazar (mesillaced@mesillanm.gov) for signature
2025-04-16 - 9:45:33 PM GMT
-  Email viewed by Eddie Salazar (mesillaced@mesillanm.gov)
2025-04-16 - 9:46:14 PM GMT
-  Document e-signed by Eddie Salazar (mesillaced@mesillanm.gov)
Signature Date: 2025-04-16 - 9:46:39 PM GMT - Time Source: server
-  Email viewed by Lorenzo Astorga (lorenzoa@mesillanm.gov)
2025-04-17 - 12:24:33 PM GMT
-  Document e-signed by Lorenzo Astorga (lorenzoa@mesillanm.gov)
Signature Date: 2025-04-17 - 12:27:13 PM GMT - Time Source: server
-  Email viewed by Greg Whited (gwhited@mesillanm.gov)
2025-04-17 - 12:39:46 PM GMT
-  Document e-signed by Greg Whited (gwhited@mesillanm.gov)
Signature Date: 2025-04-17 - 12:40:26 PM GMT - Time Source: server

 Email viewed by Thomas Maese (thomas.maese@rld.nm.gov)

2025-04-17 - 1:10:43 PM GMT

 Document e-signed by Thomas Maese (thomas.maese@rld.nm.gov)

Signature Date: 2025-04-17 - 1:13:19 PM GMT - Time Source: server

 Agreement completed.

2025-04-17 - 1:13:19 PM GMT



Adobe Acrobat Sign

**BOARD ACTION FORM
AGENDA DATE**

PZHAC: 4/21/2025

BOT: 4/28/2025

**DAC ACCOUNT # R0401232
BLDG CODE: SIGNAGE
EVALUATION COST \$ N/A
FEE \$ 3.66**

ITEM: SIGN PERMIT# 061987 –1730 Tierra de Mesilla, Suite 1, Submitted by Joy Doucette. Seeking permission to put up a sign for her business, “Get it Together Therapy.” She is a licensed clinical social worker. ZONE: Commercial (C).

BACKGROUND AND ANALYSIS:

Ms. Joy Doucette is asking permission to place a sign on the already placed marquee/directory in front of the property. The sign will be aluminum and light and dark green in color and non-glossy. It measures 1.83 sq. ft. She will be installing the sign herself.

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.
- The applicant has the authority to appeal the decision from PZHAC to BOT.

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:

- Staff recommends approval

SUPPORTING INFORMATION:

- Application
- Image of Sign
- Location of marquee/directory

DETERMINATION NOTES

1st motion by Commissioner Miller
2nd motion by Commissioner Gallegos
Approved 5-0, w/o conditions



Town of Mesilla
P.O. BOX 10
MESILLA, NM 88046
PHONE: (575) 524-3262 FAX (575) 541-6327

SIGN PERMIT

Application Date: April 10, 2025

Get It Together TherapY, LLC
Name of Business

Joy Doucette
Name of Applicant

1730 Tierra de Mesilla Suite 1
Address of Business

126 Oxford Drive
Address of Applicant

Las Cruces NM 88005
City State Zip

Las Cruces NM 88005
City State Zip

(575)-386-5269
Telephone Number

(301)-742-4387
Alternate Telephone Number

Location and description of Sign:
(include dimensions, lettering, shape, material, texture, colors, and/or finish to be used. Attach a drawing of the location of the sign, including any other advertising structures on the building or lot.)

Location: Sign marquee at the front of the building
Lettering: GET IT TOGETHER THERAPY
JOY DOUCETTE, LCSW
Colors: Light green and dark green

Shape: Rectangle
Size: 22 inches length, 12 inches height
Material: Aluminum
Finish: Standard, non-glossy

Insert text
here

For Office Use Only

Administrative Approval: _____
PZHAC Approval: _____
BOT Approval: _____

Permit Fee: \$ 3⁶⁶ - 1.83 ft²
Date of Payment: _____
CASE NUMBER: #061987



GET IT TOGETHER THERAPY

Joy Doucette, LCSW

22 inches L
12 inches H



**BOARD ACTION FORM
AGENDA DATE**

PZHAC: 4/21/2025

BOT: 4/28/2025

**DAC ACCOUNT #R0400318
BLDG CODE: SIGN
EVALUATION COST \$ N/A
FEE \$10.00**

ITEM: SIGN PERMIT# 061990 –2309 #3 Calle de San Albino, Submitted by Michael K. Stratton. Requesting a sign permit for a projection sign in front of his new store for his handmade body care products. Sign brackets are in place from previous owner. ZONE: Historic Commercial (HC).

BACKGROUND AND ANALYSIS:

Mr. Stratton is requesting permission to put up a sign for his new business in Mesilla, Ziryab's Body Brew, to the already, in place brackets/structural arms. The sign is 5sq. ft. and will be vinyl on plywood, in black and beige.

The Dona Ana County Parcel Map recognizes this parcel as 2309 Calle de Guadalupe.

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.
- The applicant has the authority to appeal the decision from PZHAC to BOT.

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:

- Staff recommends approval

SUPPORTING INFORMATION:

- Application
- Sign Details
- Location of sign

DETERMINATION NOTES

1st motion Commissioner Gallegos
2nd motion by Commissioner Miller
Approved 5-0 w/o conditions



Town of Mesilla
P.O. BOX 10
MESILLA, NM 88046
PHONE: (575) 524-3262 FAX (575) 541-6327

SIGN PERMIT

Application Date: April 10, 2015

Zimmo's LLC
Name of Business

Michael V. Sebastian
Name of Applicant

2309 Calle De San Albino
Address of Business

1330 N. Grant St.
Address of Applicant

Mesilla NM 88046
City State Zip

Silver City NM 88001
City State Zip

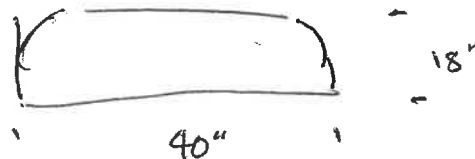
619 534 9417
Telephone Number

619 243 3044
Alternate Telephone Number

Location and description of Sign:

(include dimensions, lettering, shape, material, texture, colors, and/or finish to be used. Attach a drawing of the location of the sign, including any other advertising structures on the building or lot.)

Sign on plywood,
Black & beige




For Office Use Only

5ft²

Administrative Approval: _____
PZHAC Approval: _____
BOT Approval: _____

Permit Fee: \$10.00
Date of Payment: _____
CASE NUMBER # 061990





Zir Yab's
BATH & BODY

The image shows a hand-drawn sign on a piece of paper. The sign has a black, hand-drawn border that is thicker at the top and bottom and tapers at the sides. Inside the border, the text 'Zir Yab's' is written in a large, black, stylized script font. Above the 'i' in 'Zir' and the 'a' in 'Yab's' are small, hand-drawn diamond shapes. Below 'Zir Yab's', the words 'BATH & BODY' are written in a black, serif font. The ampersand is a decorative, gold-colored symbol. The sign is placed on a wooden surface, and various workshop items like a white container and a green chair are visible in the background.

**BOARD ACTION FORM
AGENDA DATE**

PZHAC: 4/21/2025

BOT: 4/28/2025

**DAC ACCOUNT – R0400973
BLDG CODE – SIGN
EVALUATION COST- \$ N/A
FEE - \$ N/A**

ITEM: PZHAC SIGN #061994 – Town of Mesilla submitted sign application to install 5'H x 15'W plastered wall to hang a "Parque de Cura" sign in front & 4 historic information plaques in the back. **ZONE:** Historical Commercial (HC)

BACKGROUND AND ANALYSIS:

Request would commemorate history of Ramon Ortiz, a Mexican priest. He was instrumental in establishing the settlement of Mesilla, New Mexico. He brought in families from New Mexico and Paso del Norte (modern Ciudad Juarez) to populate the Mesilla Civil Colony Grant, later overseeing the distribution of land to settlers. Ortiz was also the Commissioner of Lands in 1851, according to the town's historical records.

The monumental sign will also hold cast bronze plaques to share Mesilla history, pre-colonial history, Acequia history and some of Mesilla's important dates. (see attached). Abel Signs Co would erect the wall and install signs.

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.
- The applicant has the authority to appeal the decision from PZHAC to BOT.

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:

- Recommend Approval

SUPPORTING INFORMATION:

- Pictures of design
- Dimensions
- Site Plan
- Elevations

DETERMINATION NOTES

1st motion made by Commissioner Gallegos
2nd motion made by Commissioner Mulvihill
-Approved, 5-0 for the wall being proposed, another permit will be submitted for mural. 4 plaques. Public commented stated if plaques should include a school previously in the area.

SIGN - 25 FORM



Town of Mesilla
P.O. BOX 10
MESILLA, NM 88046
PHONE: (575) 524-3262 FAX (575) 541-6327

SIGN PERMIT

Application Date: 4/16/2025

TOWN OF MESILLA
Name of Business

TOWN OF MESILLA
Name of Applicant

2231 AVENIDA DE MESILLA
Address of Business

2231 AVENIDA DE MESILLA
Address of Applicant

MESILLA NM 88046
City State Zip

MESILLA NM 88046
City State Zip

575-524-3262
Telephone Number

N/A
Alternate Telephone Number

Location and description of Sign:

(include dimensions, lettering, shape, material, texture, colors, and/or finish to be used. Attach a drawing of the location of the sign, including any other advertising structures on the building or lot.)

REQUEST TO ERECT A 5' X 15' PLASTER WALL FOR THE PURPOSE TO HAVE A SIGN IN FRONT AND 4 PLAQUES IN BACK AT PARQUE DE CURA. SEE ATTACHED

For Office Use Only

Administrative Approval: _____
PZHAC Approval: _____
BOT Approval: _____

Permit Fee: _____
Date of Payment: _____
CASE NUMBER: 061994

Parque de Cura ~ across from Community Center

FRONT

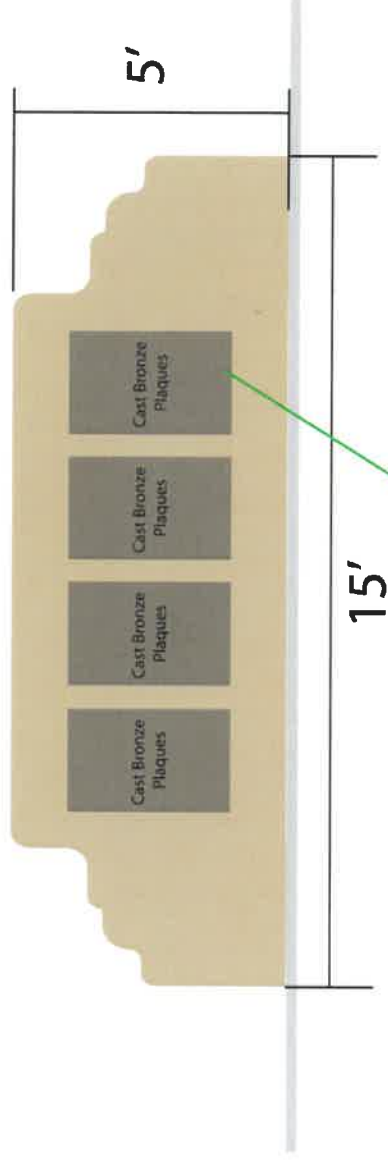


ART WORK FOR MURAL SUBJECT TO
CHANGE BASED ON ARTISTS VISION

FRONT



Back to share: Mesilla History / Pre-Colonial History / Acequia History / Mesilla's Important Dates



Cast Bronze
Attached to back
of wall

Location:
Pad of
Concrete
with
bench/table
facing the
back of the
wall – ADA
access



Parque de Cura
Ramon Ortiz





-Proclamation-

Establishing May 7, 2025 as National Bike to School Day in the Town of Mesilla and May as National Bike Month

WHEREAS, bicycling is an affordable, healthy, and environmentally friendly mode of transportation and an excellent form of recreation that brings people together, reduces traffic congestion, and promotes physical and mental well-being; and

WHEREAS, the Town of Mesilla is committed to providing safe and accessible bicycling infrastructure for residents and visitors to promote a culture of active transportation and outdoor enjoyment; and

WHEREAS, the town attracts visitors from around the world who come to experience its historic sites, vibrant local businesses, and traditional Southwestern charm, further enhancing its economic and cultural value; and

WHEREAS, the League of American Bicyclists has designated May as National Bike Month to celebrate the benefits of bicycling and encourage more individuals to ride bikes as a means of transportation, exercise, and recreation; and

WHEREAS, Safe Routes to School's National Bike to School Day will be celebrated at Mesilla Elementary on May 7, 2025, and provides students, parents, and educators with an opportunity to promote safety, physical activity, and environmental awareness through biking to school; and

WHEREAS, increasing bicycle commuting and recreational riding helps improve public health, reduces carbon emissions, and enhances the overall quality of life for all residents; and

NOW THEREFORE, the Board of Trustees of the Town of Mesilla, New Mexico, does hereby proclaim May 2025 as Bike Month in the Town of Mesilla and encourages all residents to participate in bicycling activities, support safe cycling initiatives, and recognize the importance of a bike-friendly community.

SIGNED, SEALED AND PROCLAIMED this 28th day of April, 2025.

Russell Hernandez
Mayor

Thursday, May 1, 2025



“Pour Out to the God of Hope and Be Filled”

Romans 15:13

WHEREAS: The 74th observance of the National Day of Prayer will be held on Thursday, May 1, 2025. Prayer brings people together – in the Unity of Spirit, Truth and Love. Appropriately, the theme for this year is “Pour out to the God of hope and be filled” (Romans 15:13); 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, We, Mayor Russell Hernandez and the Trustees of the Town of Mesilla, New Mexico, do hereby proclaim, **May 1st, 2025**, as a

DAY OF PRAYER

throughout The Town of Mesilla, New Mexico, and we commend this observance to all of our citizens.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the Town of Mesilla, New Mexico to be affixed on this date April 28, 2025.

Mayor Russell Hernandez



-Proclamation-

In Celebration of Their Dedication to Dance, Culture, and Community

WHEREAS, for the past 18 years, the vibrant cultural spirit of Mesilla has been enriched by the joyful presence and artistic dedication of Las Perlitas del Pueblo, led by the visionary duo Lia Krebs and Denise DeMercy; and

WHEREAS, this folkloric dance group has graced the historic Plaza de Mesilla with their performances during the cherished celebrations of Cinco de Mayo and Dieciséis de Septiembre, honoring Mexican heritage with beauty, rhythm, and tradition; and

WHEREAS, both Lia and Denise embody a lifelong passion for dance—Denise beginning with belly dance here in our town, and Lia studying in Mexico City under a dancer from the Ballet Folklórico de Amalia Hernández, bringing authenticity and grace to their performances; and

WHEREAS, their journey began humbly in a line dance class at the Munson Center, blossoming under the guidance of Juan Ortiz, who saw in Lia and Denise the spark of leadership, encouraging them to form a group—and thus, Las Perlitas del Pueblo was born; and

WHEREAS, like the pearls from which their name is derived, these dancers have grown more radiant with time—presenting the colorful and diverse folkloric traditions from 12 states of Mexico, including breathtaking dances such as Las Coronelas, Arcos y Tejedores, El Pescador, Xochipitzahuatl, and Huapango de Moncayo; and

WHEREAS, Lia and Denise's devotion extends beyond the stage—creating and collecting traditional attire and accessories, sewing and assembling their costumes with care, and tirelessly expanding their repertoire with guidance from cultural teachers like Salvador at the Casa de la Cultura in Oaxaca; and

WHEREAS, Las Perlitas have shared their joy and culture across New Mexico and beyond—from El Paso's Chamizal, to Albuquerque, T or C, Mesquite, La Mesa, and countless community churches and senior centers, including Northrise, Good Samaritan, and Solstice; and

WHEREAS, these performances are possible thanks to the generous support of institutions like Good Samaritan, which has provided space for the group to practice and prepare, and the enduring commitment of the group's beloved Pillars: Manuelita Smith, Dolores Luna, Rita Hartley, Pinky Kingsley, and Celia Canchola; and

WHEREAS, for Lia and Denise, "Bailar es Vivir"—to dance is to live—and through their leadership, Las Perlitas del Pueblo continues to inspire generations with the living legacy of Mexican dance;

NOW THEREFORE BE IT BE PROCLAIMED,

That I, Russell Hernandez, Mayor of Mesilla, New Mexico and the town of Mesilla honor Las Perlitas del Pueblo, and celebrate their 18 years of cultural contribution, community engagement, and artistic excellence.

May their skirts continue to swirl, their steps echo with tradition, and their legacy shine—like the pearls they are—for many more years to come. I do hereby proclaim the day, May 3rd, 2025 as Las Perlitas del Pueblo Day in Mesilla.

SIGNED, SEALED AND PROCLAIMED this April 28, 2025.

Russell Hernandez
Mayor



Town of Mesilla, New Mexico

RESOLUTION 2025-26

ACCEPTANCE AND APPROVAL OF THE FY 2024 AUDIT

WHEREAS, the Town of Mesilla is required by statute to contract with an independent auditor to perform the required annual audit or agreed upon procedures for Fiscal Year 2024; and,

WHEREAS, the Town of Mesilla has directed the accomplishment of the audit for FY 2024 be completed; and,

WHEREAS, this audit has been completed and presented to the Town of Mesilla per the March 19, 2025 Letter from the Statue Auditor authorizing release of the FY 2024 audit.

WHEREAS, NMAC 2.2.2.10 (M) (4) provides in pertinent part that “Once the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable;” and,

NOW THEREFORE, BE IT RESOLVED, that the Town of Mesilla does hereby accept and approve the completed audit report as indicated within this document. The Town of Mesilla also acknowledges the Fiscal Year 2024 audit findings and accepting management’s responses for correcting the findings.

ACCEPTED AND APPROVED this 28th day of April 2025 in regular session by the Board of Trustees, at Town of Mesilla, Dona Ana County, New Mexico.

Russell Hernandez
Mayor

ATTEST:

Gloria S. Maya
Town Clerk/Treasurer



State of New Mexico
Office of the State Auditor

Via: Email

03/19/2025 11:24:17

OSA Ref No. 6124

0

clerktreasurer@mesillanm.gov
Town of Mesilla

Re: Authorization to Release 2024 Town of Mesilla Audit Report

The Office of the State Auditor (OSA) received the audit report for your agency on 12/11/2024. The OSA has completed the review of the audit report required by Section 12-6-14(B) NMSA 1978 and any applicable provisions of the Audit Rule. This letter is your authorization to make the final payment to the Independent Public Accountant (IPA) who contracted with your agency to perform the financial and compliance audit. In accordance with the audit contract, the IPA is required to deliver to the agency the number of copies of the report specified in the contract.

Pursuant to Section 12-6-5 NMSA 1978, the audit report does not become a public record until five days after the date of this release letter, unless your agency has already submitted a written waiver to the OSA. Once the five-day period has expired, or upon the OSA's receipt of a written waiver:

- the OSA will send the report to the Department of Finance and Administration, the Legislative Finance Committee and other relevant oversight agencies;
- the OSA will post the report on its public website; and
- the agency and the IPA shall arrange for the IPA to present the report to the governing authority of the agency, per the Audit Rule, at a meeting held in accordance with the Open Meetings Act, if applicable.

The IPA's findings and comments are included in the audit report on page 94-98. It is ultimately the responsibility of the governing authority of the agency to take corrective action on all findings and comments.

Sincerely,

A handwritten signature in cursive script that reads "Joseph M. Maestas".

Joseph M. Maestas, P.E., CFE
State Auditor

cc. Beasley, Mitchell & Co., LLP



Town of Mesilla, New Mexico

**RESOLUTION NO. 2025-28
A RESOLUTION DECLARING
SURPLUS PROPERTY TO BE NONESSENTIAL FOR
GOVERNMENT FUNCTIONS TO BE SOLD PURSUANT TO NMSA §3-54-2**

WHEREAS the Board of Trustees of the Town of Mesilla finds surplus property to be nonessential for government functions; and

WHEREAS, pursuant to Section 3-54-2 of the New Mexico State Statutes, 1978, Annotated, the Town of Mesilla serves notice that the Town will hold a public auction in order to sell the items listed on Exhibit A.

- **The Town of Mesilla may sell personal property having a value of more than two thousand five hundred dollars (\$2,500) at public or private sale. If a private sale is held under this subsection, such sale shall be held only after notice is published at least twice, pursuant to the provisions of Subsection J of Section 3-1-2 NMSA 1978, not less than seven days apart, with the last publication not less than fourteen days prior to the sale.**

- **If a public sale is held, the bid of the highest responsible bidder shall be accepted unless the terms of the bid do not meet the published terms and conditions of the municipality, in which event the highest bid which does meet the published terms and conditions shall be accepted; provided, however, a municipality may reject all bids. Terms and conditions for a proposed sale or lease shall be published at least twice, not less than seven days apart, with the last publication no less than fourteen days prior to the bid opening and shall be published according to the provisions of Subsection J of Section 3-1-2 NMSA 1978.**

- **The Town of Mesilla may sell at a private or public sale, exchange or donate real or personal property to the state, to any of its political subdivisions or to the federal government if such sale, exchange, or gift is in the best interests of the public and is approved by the local government division of the department of finance and administration. The provisions of Section 6-6-11 NMSA 1978 shall not apply to such sale, exchange, or a donation.**

PASSED, APPROVED AND ADOPTED this 28th day of April, 2025.

TOWN OF MESILLA

**RUSSELL HERNANDEZ
MAYOR**

ATTEST BY:

**GLORIA MAYA
CLERK/TREASURER**



Town of Mesilla, New Mexico

RESOLUTION NO. 2025-29

A RESOLUTION AUTHORIZING THE DONATION OF AN AMBULANCE FROM THE TOWN OF MESILLA TO MESILLA VALLEY HOSPICE FOR USE IN SUPPORT OF PUBLIC HEALTH AND END-OF-LIFE SERVICES

WHEREAS, the Town of Mesilla owns and maintains certain emergency response equipment, including a surplus ambulance no longer required for active municipal use; and

WHEREAS, Mesilla Valley Hospice is a recognized nonprofit healthcare organization that provides compassionate end-of-life care and critical health services to the residents of Mesilla and the greater Doña Ana County region; and

WHEREAS, the ambulance will be used by Mesilla Valley Hospice in direct support of its mission to serve the public through transportation and mobile health support services; and

WHEREAS, pursuant to Article IX, Section 14 of the New Mexico Constitution, commonly known as the “Anti-Donation Clause,” the Town of Mesilla may donate property to a nonprofit entity only upon a finding that the donation supports a valid public purpose and provides adequate consideration in the form of public benefit; and

WHEREAS, the governing body of the Town of Mesilla has determined that the donation of the ambulance to Mesilla Valley Hospice serves a clear public purpose by supporting accessible healthcare, aiding vulnerable populations, and promoting public welfare.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF MESILLA, NEW MEXICO:

1. **Authorization of Donation:** The Town of Mesilla hereby authorizes the donation of one (1) surplus ambulance to Mesilla Valley Hospice for the purpose of enhancing community-based health services and end-of-life care.
2. **Public Purpose Declaration:** The governing body finds that this donation serves a valid public purpose and that Mesilla Valley Hospice will use the donated vehicle exclusively in support of its nonprofit operations that benefit the public.
3. **Execution of Transfer:** The Mayor and Town Clerk/Treasurer are hereby authorized to take all necessary actions to complete the transfer, including executing any required agreements, bills of sale, or title documentation, subject to review by legal counsel.
4. **Record of Donation:** A record of this donation, including documentation of public benefit and intended use, shall be maintained by the Town Clerk in accordance with state and local records retention policies.

PASSED, APPROVED AND ADOPTED this 28th day of April, 2025.

TOWN OF MESILLA

RUSSELL HERNANDEZ
MAYOR

ATTEST BY:

GLORIA MAYA
CLERK/TREASURER



Town of Mesilla, New Mexico

RESOLUTION NO. 2025-30

A RESOLUTION EXPRESSING THE INTENT OF THE GOVERNING BODY OF THE TOWN OF MESILLA TO DESIGNATE THE DOÑA ANA COUNTY MAGISTRATE COURT AS THE COURT HAVING JURISDICTION OVER TOWN OF MESILLA MUNICIPAL ORDINANCES, PURSUANT TO APPLICABLE STATE LAW.

WHEREAS, the Town of Mesilla is a municipality not governed by home rule, territorial, or special charter, and has a population of fewer than ten thousand persons as determined by the most recent federal decennial census; and

WHEREAS, the municipal court of the Town of Mesilla is located within twenty-five (25) miles of the nearest magistrate court, specifically the Doña Ana County Magistrate Court; and

WHEREAS, New Mexico State Statute NMSA 1978, Section 13-14-1(B) provides that under such circumstances, the governing body may by resolution express its intent to designate the magistrate court of the county in which the municipality is located as the court having jurisdiction over municipal ordinances; and

WHEREAS, the designation of the magistrate court as the court of jurisdiction for municipal ordinances may improve judicial efficiency, reduce administrative costs, and better serve the public interest.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF MESILLA:

1. **Intent to Designate:** The governing body hereby expresses its intent to designate the Doña Ana County Magistrate Court as the court having jurisdiction over municipal ordinances for the Town of Mesilla.

2. **Establishment of Committee:** Within fifteen (15) days of the adoption of this resolution, the governing body shall create a *Municipal Ordinance Jurisdiction Advisory Committee*, composed of the following members who shall be residents of the Town of Mesilla:

- The Mayor;
- One member of the governing body;
- The Municipal Judge;
- The Town Marshal;
- Three members of the public, each selected respectively by the Mayor, the governing body, and the Municipal Judge.

3. **Duties of the Committee:** The Municipal Ordinance Jurisdiction Advisory Committee shall:

- Hold at least one public hearing on the question of designating the Doña Ana County Magistrate Court as the court having jurisdiction over the Town of Mesilla's municipal ordinances;
- Hear testimony from all interested persons, including the Mayor, members of the governing body, and the Municipal Judge;
- Submit a report, including recommendations, directly to the governing body, with copies provided to the Mayor and the Municipal Judge.

PASSED, APPROVED AND ADOPTED this 28th day of April, 2025.

TOWN OF MESILLA

RUSSELL HERNANDEZ
MAYOR

ATTEST BY:

GLORIA MAYA
CLERK/TREASURER



Town of Mesilla, New Mexico

RESOLUTION NO. 2025-32

A RESOLUTION BY THE BOARD OF TRUSTEES AMENDING CHAPTER 5.05 OF THE MESILLA TOWN CODE REGARDING BUSINESS REGISTRATION

WHEREAS, the Board of Trustees of the Town of Mesilla desires to amend Chapter 5.05 of the Mesilla Town Code to update regulations and ensure consistency; and

WHEREAS, the Board of Trustees finds that the existing provisions relating to Business Registrations are outdated and no longer serve the best interests of the Town of Mesilla and its residents; and

WHEREAS, pursuant to NMSA 1978, Section 3-17-1, the Mesilla Board of Trustees has the authority to adopt and amend ordinances and regulations; and

WHEREAS, the Board of Trustees conducted a duly noticed public hearing on April 14, 2025 at which public comment was received and considered;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Mesilla, as follows:

SECTION 1 – AMENDEMENT OF MESILLA TOWN CODE 5.05

Chapter 5.05 of the Mesilla Town code is hereby amended in its entirety to read as follows:

Chapter 5.05

BUSINESS REGISTRATION

Sections:

5.05.010 Definitions.

5.05.020 Imposition of business registration fee.

5.05.30 Application to do business.

5.05.31 Effective date – Time for appeal.

5.05.32 Transmission of records to board of trustees.

5.05.33 Board of trustees to hold public hearing and decision.

5.05.040 Collection and payment.

5.05.050 No authorization.

5.05.060 Penalties.

5.05.070 Remedies.

5.05.080 Delinquent fees.

5.05.010 Definitions.

A. “Business” means any person or entity engaging in any occupation, profession, trade or other pursuit for the purpose of making a profit; provided, however, that “business” does not include the following: an employee; a person selling his own used consumer goods as defined by Section

55-9-109(1), NMSA 1978; a person making isolated or occasional sales when he does not regularly engage in such transactions nor hold himself out as being engaged in a practice of making such transactions for a profit; a person who leases or rents residential dwelling units; any nonprofit organization which is exempt from paying taxes under Section 7-2-4, NMSA 1978; original growers and producers of agricultural products such as farmers, ranchers, and beekeepers who sell their products to wholesalers, distributors, warehousers, and processors. Growers who sell such products directly to consumers in locations within the municipality shall be considered to be businesses for the purposes of this chapter.

B. “Place of business” means any location, office address, shop, stall, stand, building, online, or other site where a person engages in business.

C. “Engaging in business” means carrying on or causing to be carried on any trade with the purpose of direct or indirect benefits. [Ord. 90-06 § 2; prior code § 7-6-1]

5.05.020 Imposition of business registration fee.

There is hereby imposed a business registration fee on all persons doing business within the town. Such fee shall be \$35.00 per annum for each business location and shall not be prorated. [Ord. 90-06

§ 2; prior code § 7-6-2]

5.05.30 Application to do business.

A. Any person or entity, to include vendors and contractors of goods or services, proposing to do business within the limits of the town of Mesilla shall apply to the town clerk-treasurer and pay a business registration fee for each place of business within the town prior to engaging in business. It is presumed that all businesses within the limits of the town of Mesilla are subject to the business registration fee, unless specifically exempt under provisions of state law or under the provisions of this chapter. Each application shall be made on forms supplied by the town clerk-treasurer for that purpose. The town clerk-treasurer shall refer each application to the planning, zoning and historical appropriateness commission of the town for approval that the proposed business conforms to the applicable zoning ordinance or historical appropriateness. The town clerk-treasurer shall inform each applicant of the time and place of the next succeeding meeting of the planning commission. At that meeting, the planning commission shall hear the matter and determine whether to approve the proposed business as a conforming use under the zoning ordinances of the town. [Ord. 2005-04 § 1; Ord. 90-06 § 2; prior code § 7-6-3]

B. A business license is required for each location of business. A business license is also required if a business location falls under a different class such as; retail, restaurant, short-term rental, construction, service or any other business recognized by the NM Secretary of State.

5.05.31 Effective date – Time for appeal.

The decision of the planning commission shall become final and effective after approving or denying the application unless by the end of the third business day an appeal in writing is filed with the board of trustees. The filing of an appeal within the time limit shall stay the effective date of the order until the board of trustees has acted on the appeal. [Ord. 2005-04 § 2]

5.05.32 Transmission of records to board of trustees.

Upon filing of a written appeal to the board of trustees, the town clerk-treasurer shall transmit to the board of trustees copies of all pertinent material on record. [Ord. 2005-04 § 3]

5.05.33 Board of trustees to hold public hearing and decision.

Within 30 days following the receipt of the written appeal, the board of trustees shall conduct a public hearing. The hearing before the board of trustees shall be a hearing de novo where all interested persons may appear and present evidence. The board of trustees shall announce its findings and decision following the hearing. [Ord. 2005-04 § 4]

5.05.040 Collection and payment.

A. Prior to engaging in business and receiving a business registration certificate, any person or entity proposing to engage in business shall pay to the town the \$35.00 business registration fee for the calendar year, together with a penalty for delinquent payments. This fee will not be prorated for any reason.

B. Prior to March 16th of each year any person or entity engaging in a business within the town shall file a statement, under oath, containing the name, address and type of business. It shall also include the current Revenue Division taxpayer identification number or evidence of application for a current taxpayer identification number from the Revenue Division of the State of New Mexico. This statement shall constitute an application for renewal of business registration for the current calendar year. Payment of the renewal fee of \$35.00 and any delinquent fees shall be made at the time the statement is submitted. The town clerk-treasurer shall issue a renewal of the business registration certificate after receiving the statement and fee from the business; provided, that no significant changes have occurred. [Ord. 90-06 § 2; prior code § 7-6-4]

5.05.050 No authorization.

No action taken under the provisions of this chapter shall be construed as authorizing either the conduct or continuation of any business in an unlawful manner or in an unlawful location. [Ord. 90-06

§ 2; prior code § 7-6-5]

5.05.060 Penalties.

If any person shall engage in business within the limits of the town of Mesilla without paying the business registration fee required by this chapter, or any fees required in other chapters, when the same shall

become due and payable, such person shall, in addition to the required fee, pay a penalty of \$50 per month. If the required business registration fee and any penalty are not paid within 90 days of the date, the amount of such business registration fee and any penalty shall become a lien upon all personal property of the person or entity engaging in business, located within the limits of the town of Mesilla, in favor of the town of Mesilla, which lien may be foreclosed in the manner provided by law for the foreclosure of municipal liens. In addition to the foregoing, the town of Mesilla may bring an appropriate action in any court of competent jurisdiction for an order enjoining such person or entity from engaging in business within the limits of the town until such person or entity has paid the entire amount of business registration fees and penalties due and owing. If fees and penalties are not paid 90 days after expiration due date, the business license shall be revoked and a new business license application would be necessary for reconsideration.

5.05.070 Remedies.

Nothing in this chapter shall prevent the institution of a criminal action to prosecute for any violation of the provisions of this title. The conviction and punishment of any person for a violation of this chapter shall not operate to excuse or exempt such person or entity from payment of any fee due or unpaid at the time of such conviction. All remedies prescribed or liens created hereunder or under the provisions of any state laws for collection and enforcement of the business registration fee shall be cumulative and the use of one or more remedies by the town shall not bar the use of any other remedy for the

purpose of enforcing the provisions of this chapter or any liens created by any laws of the state of New Mexico. [Ord. 90-06 § 2; prior code § 7-6-7]

5.05.080 Delinquent fees.

No business registration fee certificate shall be issued until the person or entity applying for such certificate has paid all prior fees and penalties due the town. [Ord. 90-06 § 2; prior code § 7-6-8]

SECTION 2 - REPEAL

All resolutions, ordinances, or parts thereof in conflict with this resolution are hereby repealed to the extent of such conflict.

SECTION 3 - SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this Resolution is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution.

SECTION 4 - EFFECTIVE DATE

This Resolution shall become effective [upon adoption OR after publication OR after thirty (30) days from adoption], pursuant to applicable law.

PASSED, ADOPTED, AND APPROVED on this 28 day of April 2025.

ATTEST:

Russell Hernandez
Mayor

Gloria Maya
Town Clerk-Treasurer

**BOARD ACTION FORM
AGENDA DATE**

PZHAC: 4/21/2025

BOT: 4/28/2025

**DAC ACCOUNT – R0400973
BLDG CODE – SIGN
EVALUATION COST- \$ N/A
FEE - \$ N/A**

ITEM: PZHAC SIGN #061993 – Town of Mesilla submitted sign application to install 40-inch steel sign at “Parque de Comemotivo” with the words “MESILLA.” **ZONE:** Historical Residential (HR)

BACKGROUND AND ANALYSIS:

Sign would be placed on a 12-inch stucco wall. Located close to the center of the park near the swing set. It will have minimal LED lighting in the back of the letters to highlight at night. As mentioned the sign will be 40” tall and 6” thick. Able Signs Co is the company that will be doing the project.

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.
- The applicant has the authority to appeal the decision from PZHAC to BOT.

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:

- Recommend Approval

SUPPORTING INFORMATION:

- Dimensions
- Design drawing
- Site Plan
- Street View

DETERMINATION NOTES

1st motion by Commissioner Miller
2nd motion by Commissioner Vice-Chair Alba
4-1, Approved w/o conditions

SIGN - 25 FORM



Town of Mesilla
P.O. BOX 10
MESILLA, NM 88046
PHONE: (575) 524-3262 FAX (575) 541-6327

SIGN PERMIT

Application Date: 4/16/2025

TOWN OF MESILLA
Name of Business

TOWN OF MESILLA
Name of Applicant

2231 AVENIDA DE MESILLA
Address of Business

PO BOX 10
Address of Applicant

MESILLA NM 88046
City State Zip

MESILLA NM 88046
City State Zip

575-524-3262
Telephone Number

Alternate Telephone Number

Location and description of Sign:

(include dimensions, lettering, shape, material, texture, colors, and/or finish to be used. Attach a drawing of the location of the sign, including any other advertising structures on the building or lot.)

REQUEST TO INSTALL 40" STEEL LETTERING AT "PARQUE DE CONMEMOTIVO"
LETTERS WILL BE 6" THICK AND BE PLACED ON A 12'H X 36"THICK WALL. LED
LIGHTING TO MINIMIZE LIGHT POLUTION. LETTERS WOULD BE PLACED
AROUND THE CENTER OF THE PARK, NEAR THE SWINGS.

For Office Use Only

Administrative Approval: _____
PZHAC Approval: _____
BOT Approval: _____

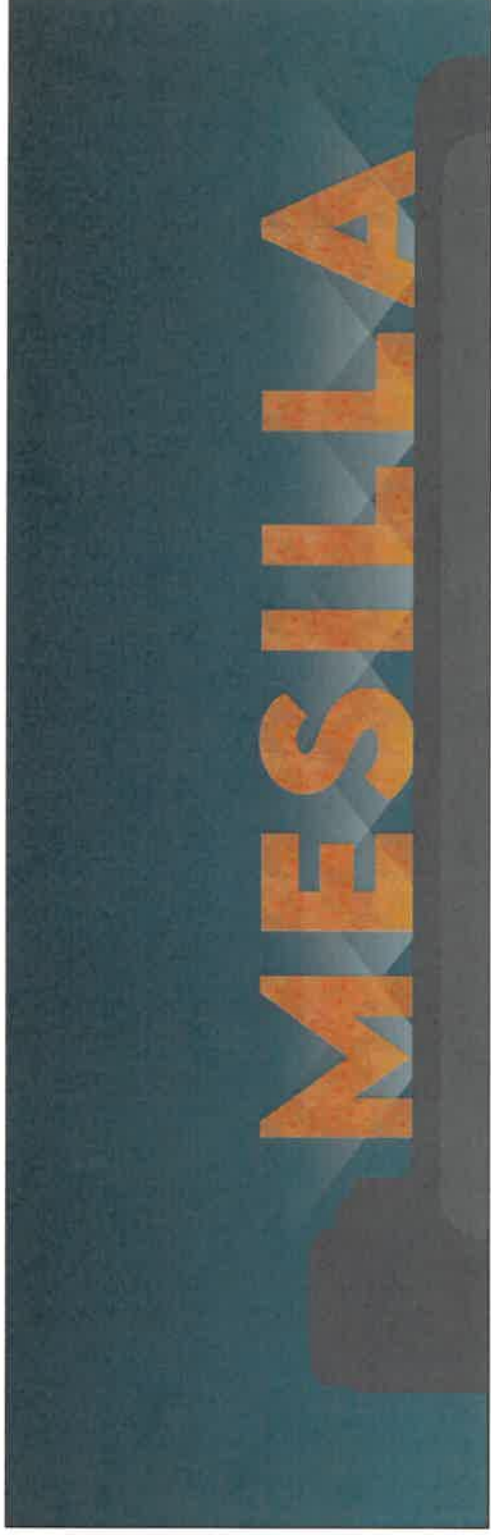
Permit Fee: _____
Date of Payment: _____
CASE NUMBER: 061993

Commemorative Park Sign

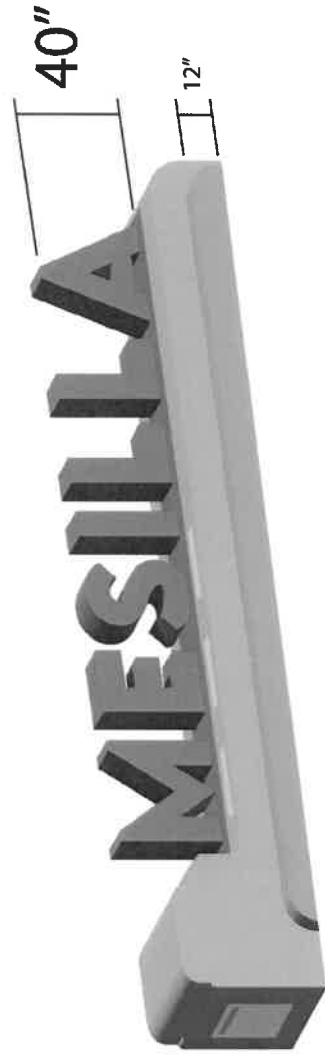
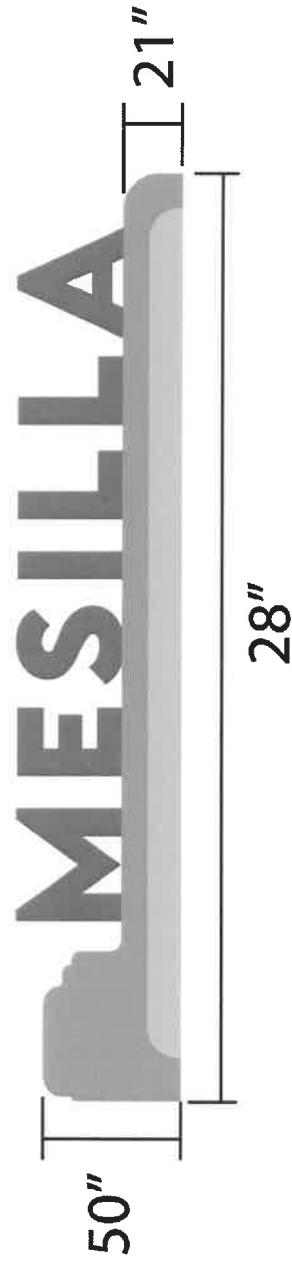


LARGE STANDING LETTER MONUMENT SIGN WITH
RUSTED LETTERING SITTING ON A STUCCO WALL.

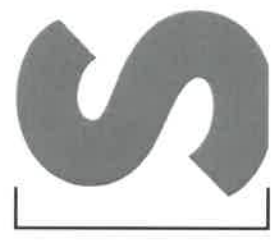
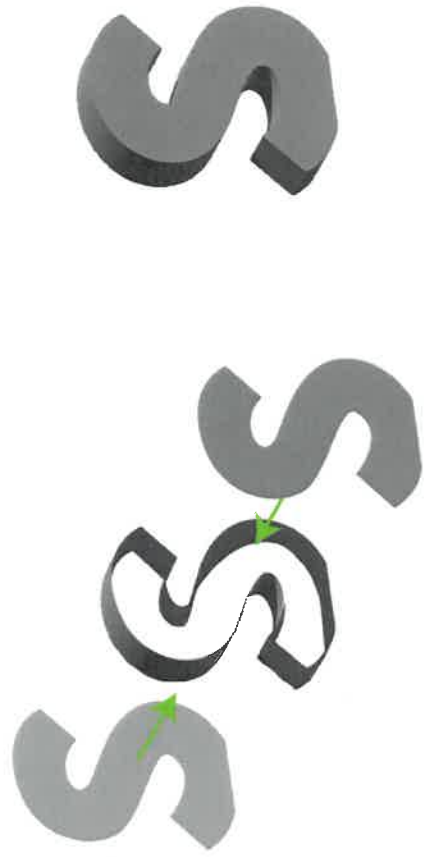
Night Time View



STANDING LETTERS ARE BOTTOM LIT FOR NIGHT TIME
VISIBILITY WITH COLOR CHANGING LIGHTING FOR HOLIDAY THEMING.



LIGHTING UNDER EACH LETTER



1/8 INCH METAL FACES WELDED 40"
TO CHANNEL FRAME

Location



PARQUE DE CONMEMOTIVO



**BOARD ACTION FORM
AGENDA DATE**

PZHAC: 4/21/2025

BOT: 4/28/2025

**DAC ACCOUNT – R0400973
BLDG CODE – SIGN
EVALUATION COST- \$ N/A
FEE - \$ N/A**

ITEM: PZHAC SIGN #061995 – Town of Mesilla submitted sign application to replace existing sign on the corner of Avenida de Mesilla & Calle de El Paso. Some small design changes will apply. **ZONE:** Historical Commercial (HC)

BACKGROUND AND ANALYSIS:

Existing sign will be replaced by this new sign. The sign will be approximately 8' wide and up to 5' high. The existing sign will be relocated to Community Center for an upcoming community garden project. (see attached). Sign is too small to serve its purpose on Avenida de Mesilla. You can barely see it as you drive by. Sign has been reviewed by Public Art Commission (PAC).

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.
- The applicant has the authority to appeal the decision from PZHAC to BOT.

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:

- Recommend Approval

SUPPORTING INFORMATION:

- Pictures of design
- Dimensions
- Site Plan
- Elevations

DETERMINATION NOTES

-1st motion by Commissioner Mulvihill
2nd motion by Commissioner Miller
-Approved 5-0, w/condition, sign post/frame needs to be consistent with other Mesilla similar signs and made of wood, not metal.

SIGN - 25 FORM



Town of Mesilla
P.O. BOX 10
MESILLA, NM 88046
PHONE: (575) 524-3262 FAX (575) 541-6327

SIGN PERMIT

Application Date: 4/16/2025

TOWN OF MESILLA
Name of Business

TOWN OF MESILLA
Name of Applicant

2231 AVENIDA DE MESILLA
Address of Business

2231 AVENIDA DE MESILLA
Address of Applicant

MESILLA NM 88046
City **State** **Zip**

MESILLA NM 88046
City **State** **Zip**

Telephone Number

Alternate Telephone Number

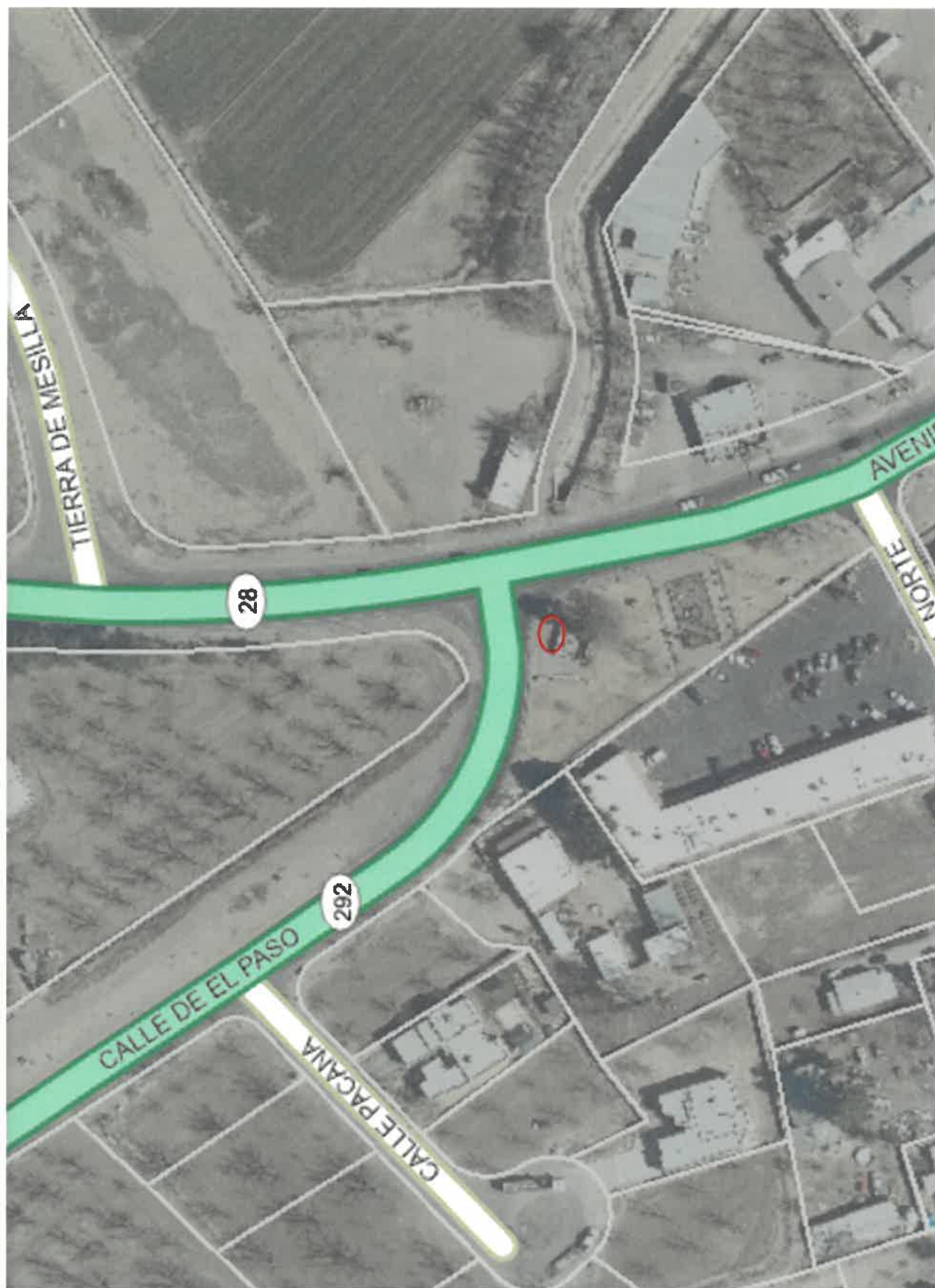
Location and description of Sign:

(include dimensions, lettering, shape, material, texture, colors, and/or finish to be used. Attach a drawing of the location of the sign, including any other advertising structures on the building or lot.)

For Office Use Only

Administrative Approval: _____
PZHAC Approval: _____
BOT Approval: _____

Permit Fee: _____
Date of Payment: _____
CASE NUMBER: 061995





Veterans Park Sign



Community
Garden @
Community
Center?

Jardin de
Cura?

Rafael
Ruelas?

